



COUNCIL MEETING

AGENDA

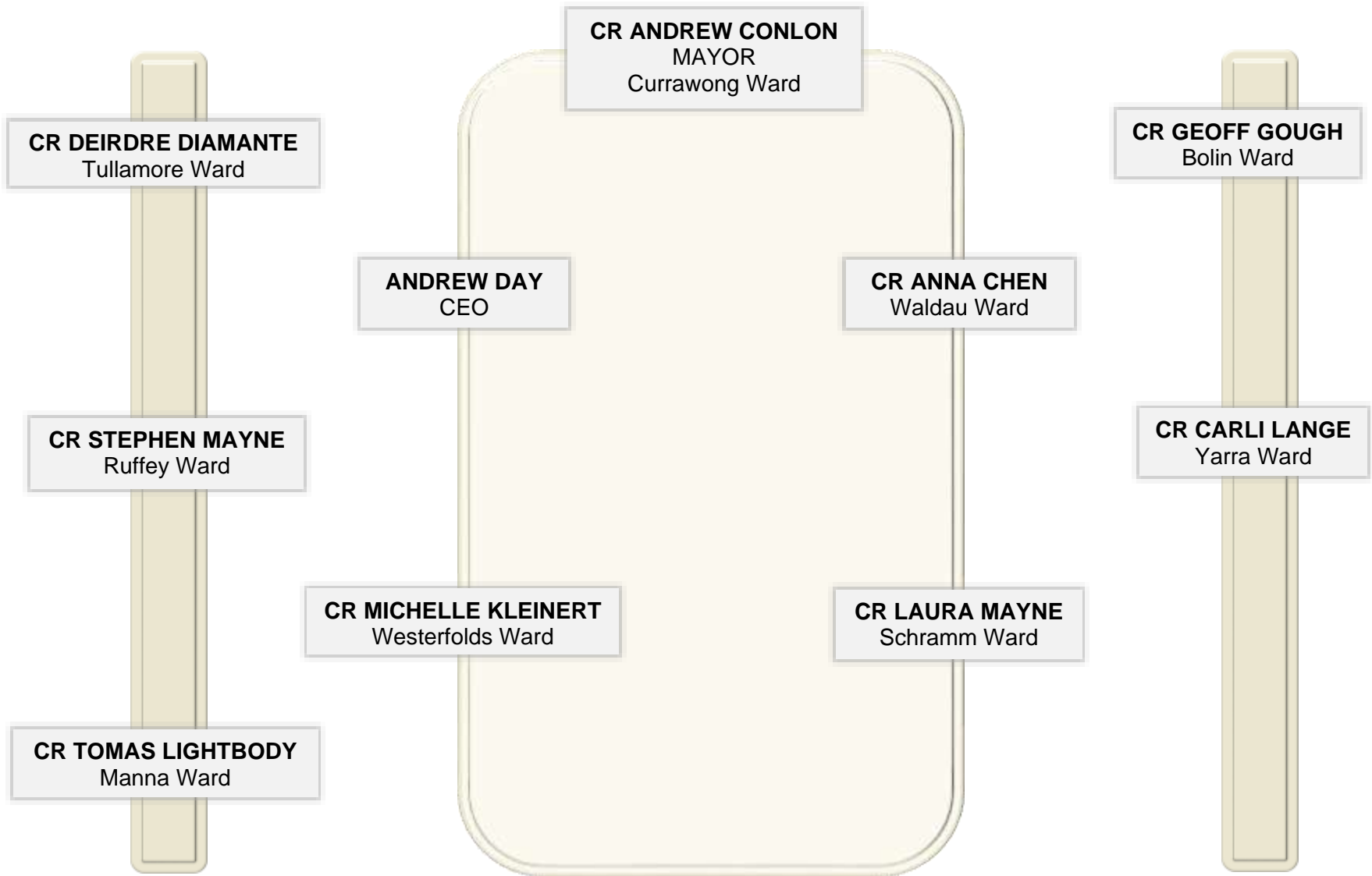
Date:	Tuesday, 29 June 2021
Time:	7:00pm
Location:	Council Chamber, Civic Centre 699 Doncaster Road, Doncaster

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
ACKNOWLEDGEMENT**

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 May 2021.

5 PRESENTATIONS

6 PETITIONS

7 PUBLIC QUESTION TIME

8 ADMISSION OF URGENT BUSINESS

9 PLANNING PERMIT APPLICATIONS

There are no Planning Permit Applications.

10 CITY PLANNING & COMMUNITY

10.1 Manningham Art Collection and Public Art Policies

File Number:	IN21/313
Responsible Director:	Director City Planning and Community
Attachments:	1 Manningham Art Collection Policy 2021-2024 ↓
	2 Manningham Art Collection Guidelines ↓
	3 Manningham Public Art Policy 2021-2024 ↓
	4 Manningham Public Art Guidelines ↓

EXECUTIVE SUMMARY

At the Council meeting of 27 April 2021, the public exhibition of two revised policies was endorsed:

- *The draft Manningham Art Collection Policy 2021-2024*
- *The draft Manningham Public Art Policy 2021-2024*

Both documents confirm Council's policy position for collection management and investment in temporary and permanent public art. The advice of Council's Arts Advisory Committee has been intrinsic to the direction of the Art Collection Policy and Public Art Policy.

***The Art Collection Policy** shifts the focus of Manningham's art collection to permanent public art, with restricted visual art acquisitions either through Cultural Gifts donations or unique acquisitions with a strong connection to Manningham's cultural legacy. Also, fresh programs would be developed to support the creative industries in lieu of the Manningham Victorian Ceramic Art Award, which has now ceased.*

***The Public Art Policy** outlines best practice in public art and includes an objective whereby community infrastructure projects with a budget in excess \$2 million would include 1% of the total project value allocated to public art.*

Both policies were placed on public exhibition for four weeks and one submission was received. The submission does not propose any material change to either policy. It is now recommended that these policies are adopted by Council without alteration. The Guidelines that accompany them, which outline the way that the policies are applied in practice, are recommended for noting.

1. RECOMMENDATION

That:

- A. Council notes the single submission received in response to the public exhibition of the draft Manningham Art Collection Policy 2021-2024 and draft Manningham Public Art Policy 2021-2024, together with officers' response.**
- B. The Manningham Art Collection Policy 2021-2024 and Manningham Public Art Policy 2021-2024 be formally adopted by Council.**
- C. Council notes the Manningham Art Collection Guidelines 2021-2024 and Manningham Public Art Guidelines 2021-2024.**

- D. Council formally thanks the members of the outgoing Arts Advisory Committee for their expertise and advice, and in particular, for contributing to the Art Collection Policy 2021-2024 and Public Art Policy 2021-2024.**

2. BACKGROUND

- 2.1 Manningham Council enjoys a strong and long-standing relationship with contemporary arts, and values its evolving culture. Council has had a commitment to collecting contemporary indoor visual artworks and contemporary permanent public artworks as a celebration of Manningham's cultural heritage. Manningham Council's Arts Advisory Committee has provide strategic advice regarding the future directions for art in Manningham.
- 2.2 The Manningham Art Collection is a public collection and an important Council asset. The Collection is endorsed through the Australian Government's Cultural Gifts Program, through which Manningham Council is recognised with Deductible Gift Recipient (DGR) status. The Manningham Art Collection Policy 2021-2024 (Attachment 1) and Guidelines (Attachment 2) provide the parameters for the direction of collection and framework for collection management practices to industry best practice.
- 2.3 Beyond the Manningham Art Collection, Council also undertakes a public art program that incorporates a spectrum of public art practices, from temporary interventions to permanent major public sculpture. The Manningham Public Art Policy 2021-2024 (Attachment 3) and Guidelines (Attachment 4) support both Council and community in understanding public art priorities and implementing the public art program to industry best practice.
- 2.4 The Manningham Public Art Policy includes an objective whereby community infrastructure projects with a budget in excess \$2million (2021 dollars) would include 1% of the total project value allocated to public art.
- 2.5 The objective is to ensure public art is included in the budget line as an integral component to community infrastructure projects, such as a sports facilities, playground/reserves, libraries and community halls, with specific context to that site, rather than stand-alone commissions or 'off the shelf' purchases.
- 2.6 At the Ordinary Meeting of Council on 27 April 201, Council endorsed the public exhibition of the draft Manningham Art Collection Policy and draft Public Art Policy for the purposes of receiving any community feedback prior to adopting the policies.

3. DISCUSSION / ISSUE

- 3.1 Both the draft Manningham Art Collection Policy and draft Public Art Policy were publicly exhibited on Council's *Your Say* webpage for a three week period, attracting 69 views, with one submission received. (Table 1 below)

Policy	Submission	Officer's response
Art Collection	Sorry to see pottery losing its priority. I have travelled to country towns where they specialised in a particular collection eg. glass, pottery.	The focus of the Manningham Art Collection will be public art. Ceramics will continue its legacy through the development of new opportunities for the creative industries.
Public Art	Good to have markers at town borders. Many people are unaware of them or their relevance... publicise what is going in, and why.	The new public art program will be promoted, together with opportunities to engage with the artworks.

Table 1: Written submissions received

- 3.2 Having considered the submissions received, officers recommend that the Manningham Art Collection Policy 2021-2024 and Manningham Public Art Policy 2021-2024 be adopted by Council unchanged.
- 3.3 Officers also recommend that Council notes the Manningham Art Collection Guidelines 2021-2024 and Manningham Public Art Guidelines 2021-2024, also unchanged.
- 3.4 The Arts Advisory Committee's membership tenure is for a three year period, which expired in May 2021. Council has recently supported a review of Advisory Committees with the intention of developing a new structure and aligning priority areas with the 2021-25 Council Plan and Healthy City Strategy and the Arts Advisory Committee will be reviewed as part of that process.
- 3.5 It is recommended that Council acknowledge the role of the Arts Advisory Committee in developing these policies and thank them via a letter from the Mayor for their contribution to the arts in Manningham over the term of the Committee.

4. COUNCIL PLAN / STRATEGY

- 4.1 Council Plan 2017-21 goal 1.12 provides for a connected and inclusive community, with a priority action to deliver an arts and cultural program that creates opportunities for participation and development.
- 4.2 Council's Healthy City Strategy 2017-21 provides a goal of a connected community where people feel valued, involved and have a sense of belonging, with priority actions that:
- Embrace arts and culture, by enhancing opportunities for the community to value arts and culture;
 - Grow tourism, by harnessing new opportunities for local tourism through the arts; and
 - Strengthen creative industries, by promoting the economic and social benefits of the arts.

5. IMPACTS AND IMPLICATIONS

- 5.1 The Manningham Public Art Policy and Guidelines recognise a spectrum of public art, from momentary participatory interventions, community arts projects intended for the public domain, street art murals, to major permanent public sculpture and provide a framework for the commissioning of both temporary and permanent public artwork.
- 5.2 The focus of the public art program is twofold:
- A temporary (ephemeral) public art program to augment the Manningham Art Gallery and bring contemporary arts into the wider public domain across Manningham; and
 - A permanent major public sculpture program, that involves major commissions intended for the Manningham Art Collection, as part of the capital works program, funded through a 'percent for art' initiative relating to capital works for community infrastructure, as apart from the wider capital works program.
- 5.3 The new scope of Manningham Art Collection will comprise contemporary indoor and public artworks, that are acquired through:
- Manningham's public art program;
 - Donations that meet the requirements of Council's guidelines and the Commonwealth Government's Cultural Gifts Program; or
 - Special acquisitions identified by the curator to augment the existing collection.
- 5.4 The Manningham Art Collection Policy 2021-2024 (Attachment 1) and Guidelines (Attachment 2) provide the framework for collection management. This incorporates the shift in collection focus to permanent public art, a refreshed acquisition criteria, and best practice in display requirements, conservation and deaccessioning.
- 5.5 The existing Manningham Art Collection will be maintained, noting that best practice in collection management requires regular review and deaccessioning. The Manningham Public Art Policy 2021-2024 (Attachment 3) and Guidelines (Attachment 4) provide robust parameters for the new direction.
- 5.6 Council has limited resources to continue an active collection acquisition program, both from a display and storage perspective. The shift in collection direction provides an opportunity to provide fresh opportunities to better support the creative industries, such as the Arts Manningham FAIR (Fellowship and Artist in Residence) program.

6. IMPLEMENTATION

6.1 Finance / Resource Implications

The Manningham Art Collection is currently resourced through the capital works program with allocations of \$40,000 and \$100,000 in alternative years.

A 'percent for art' program in addition to the ten-year capital works budget would enable a dynamic public art commissioning budget from the 'percent for art' allocation, and the utilisation of the capital works budget to form a strong foundation for maintenance and ancillary programs to augment to the commission.

Capital projects sometimes run over budget and projects are 'value managed' to modify the scope of the project to meet the budget. The policy stresses the importance of retaining the public art component of a capital project and proportionally reducing its budget, if this can be achieved, rather than totally eliminating the art component as a way to save money.

The major public sculpture commissions and administration of the Manningham Art Collection are currently resourced through Curator & Creative Industries Officer's 0.8FTE portfolio, among other portfolio responsibilities.

6.2 Communication and Engagement

The public exhibition of both the Manningham Art Collection Policy and Public Art Policy on Council's *Your Say* webpage which attracted 69 readers, of which 37 people downloaded the policies.

The consultation was promoted via a media release which was distributed to:

- Warrandyte Diary;
- Find Manningham;
- ArtsHub, an industry publication for the arts sector;
- The May edition of Arts Manningham monthly e-news. With a readership opening rate of 725, this article was the edition's third most read article.
- Arts Manningham Facebook page attracting 135 impressions;
- Council's Facebook page attracting 753 impressions; and
- Council's LinkedIn page attracting 607 impressions.

6.3 Timelines

The Manningham Art Collection and Public Art Policies will commence operation upon Council endorsement of both policies, and be published on Council's website.

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.

Policy Register

Manningham Art Collection Policy 2021-2024

Draft - not approved

Policy Classification	-
Policy N°	- D20/64122
Policy Status	-
Responsible Service Unit	- Arts and Cultural Services
Authorised by	- TBA
Date Adopted	- TBA
Next Review Date	- TBA

This policy is part of a suite of policies adopted by Council or the Executive Management Team (EMT).

New or replacement policies can be created and developed within Service Units but can only be added to Council's Policy Register by Governance Services following the approval of the policy by Council or the EMT.

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**Policy Register
Manningham Art Collection
Policy 2021-2024**



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Policy Register Manningham Art Collection Policy 2021-2024



POLICY PURPOSE

The Manningham Art Collection Policy 2021-2024 confirms Council's commitment to the arts by collecting contemporary indoor visual artworks of excellence and contemporary permanent public artworks of excellence, as a public celebration of Manningham's cultural heritage; and regards the Manningham Art Collection as a public collection and an important Council asset.

This policy replaces the Manningham Art Collection Management Policy 2013-17.

POLICY STATEMENT

Manningham Council enjoys a strong and long-standing relationship with contemporary arts and values its evolving culture. The Manningham Art Collection is endorsed through the Australian Government's Cultural Gifts Program, providing Manningham Council with deductible gift recipient (DGR) status.

Manningham recognises the positive impact the arts make to our health and wellbeing, together with the local economy. As such Manningham actively collects contemporary indoor visual artworks of excellence and contemporary permanent public artworks of excellence that:

- Respect the culture of traditional land-owners, Wurundjeri Woi Wurrung;
- Reflect local identity;
- Enhance public places;
- Connect with community by stimulating reflection and imagination; and
- Contribute to contemporary art practice.

POLICY SCOPE

The Manningham Art Collection comprises:

- Permanent contemporary major public sculpture of excellence by professional public artists, that
 - reflects local culture;
 - is installed on property owned or managed by Council;
 - meets the acquisition criteria as set out in the Manningham Art Collection Guidelines; and
 - meets with the Manningham Public Art Policy and accompanying Guidelines.
- Contemporary indoor artworks of excellence, by emerging or established professional artists with a strong connection to Manningham, that:
 - reflect local culture;
 - meets the acquisition criteria as set out in the Manningham Art Collection Guidelines; and
 - are acquired through:

Policy Register Manningham Art Collection Policy 2021-2024



- donations via the Commonwealth Government's Cultural Gifts Program; or
- special acquisitions professionally identified through the curator's expertise to augment the existing collection.

RESPONSIBILITY

The Manningham Art Collection is facilitated by Manningham Council's Arts and Culture unit, in consultation with the Manningham's Arts Advisory Committee and follows industry best practice, as set by peak industry bodies, Public Galleries Association Victoria and the National Association for the Visual Arts.

All acquisitions are undertaken in accordance with Procurement Policy and/or the Cultural Gifts Program.

The curator is responsible for all aspects of collection management in accordance with the Manningham Art Collection Guidelines.

All artworks housed in the Manningham Art Collection are recorded in Council's asset management system and *Victoria Collections* shall be utilised as Council's collection management system.

STRATEGIC ALIGNMENT

Council Plan 2017-21 goal 1.12 provides for a connected and inclusive community, with a priority action to deliver an arts and cultural program that creates opportunities for participation and development.

Council's Healthy City Strategy 2017-21 provides a goal of a connected community where people feel valued, involved and have a sense of belonging, with a priority actions that:

- Embrace arts and culture, by enhancing opportunities for the community to value arts and culture;
- Grow tourism, by harnessing new opportunities for local tourism through the arts; and
- Strengthen creative industries, by promoting the economic and social benefits of the arts.

SUPPORTING PROCEDURES

Arts Advisory Committee Terms of Reference

Policy Register Manningham Art Collection Policy 2021-2024



SUPPORTING POLICIES AND GUIDELINES

This policy should be read in conjunction with:

- Manningham Art Collection Guidelines 2021-2024.
- Manningham Public Art Policy 2021-2024.
- Manningham Public Art Guidelines 2021-2024.

RELATED LEGISLATION

The Manningham Art Collection and Manningham Art Gallery is formally endorsed as a Deductible Gift Recipient by the Australian Taxation Officer under subdivision 30-A of the Income Tax Assessment Act 1997.

DOCUMENT HISTORY

Policy Title:	Draft Manningham Art Collection Policy
Responsible Officer:	Michelle Zemancheff
Resp. Officer Position:	Arts & Culture Lead
Next Review Date:	
To be included on website?	

Last Updated	Meeting type? - Council or EMT	Meeting Date	Item N°
24/06/20 Draft	EMT	22.07.20	
	SBS	11.08.20	
03.02.20 Draft	EMT	11.02.21	

Policy Register

Manningham Art Collection Guidelines 2021-2024

Draft - not approved

Policy Classification	-
Policy N°	- D20/64123
Policy Status	-
Responsible Service Unit	-
Authorised by	- TBA
Date Adopted	- TBA
Next Review Date	- TBA

This policy is part of a suite of policies adopted by Council or the Executive Management Team (EMT).

New or replacement policies can be created and developed within Service Units but can only be added to Council's Policy Register by Governance Services following the approval of the policy by Council or the EMT.

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GUIDELINES PURPOSE

The Manningham Art Collection Guidelines 2021-2024 (“the guidelines”) outline the core processes and principles for developing, maintaining and enabling public access to the Manningham Art Collection.

The guidelines are based on industry best practice and will refer to relevant external industry standard practices, principles and guidelines.

GUIDELINES SCOPE

The Manningham Art Collection has largely evolved through the acquisitive Manningham Victorian Ceramic Art Award. The Award has enabled the collection to develop a specific stream reflecting a particular point in time in Manningham’s cultural history, showcasing a decade of contemporary ceramic arts practice. However, all arts awards have a natural life-cycle. After ten successful years the sunset of the acquisitive Manningham Victorian Ceramic Art Award enables the Manningham Art Collection to shift its focus in order to maintain relevancy.

In order to support Manningham Council’s long-term place-making priorities, the Manningham Art Collection will redirect its focus on place through permanent contemporary public art acquisitions that resonate local culture.

The Manningham Art Collection will comprise:

- Contemporary indoor artworks of excellence, resonating local culture, by emerging or established professional artists with a strong connection to Manningham, that meet the acquisition criteria as set out in the Manningham Art Collection Guidelines.
- Permanent contemporary public artworks of excellence, resonating local culture, that meet the commissioning criteria as set out in the Manningham Public Art Guidelines and the acquisition criteria as set out in the Manningham Art Collection Guidelines.

Manningham Art Collection will grow through:

- Permanent contemporary public art commissions.
- Donations via the Commonwealth Government’s Cultural Gifts Program.
- Special acquisitions professionally identified through the curator’s expertise to augment the existing collection.

Art Collection Guidelines - Draft - 20200624



RESPONSIBILITY

The Manningham Art Collection is facilitated by Manningham Council's Arts and Culture unit, in consultation with the Manningham's Arts Advisory Committee and follows industry best practice, as set by peak industry body, Public Galleries Association Victoria.

All acquisitions are undertaken in accordance with Procurement Policy and/or the Cultural Gifts Program.

The curator is responsible for all aspects of collection management in accordance with the Manningham Art Collection Guidelines. Victoria Collections is adopted as Council's collection management system.

All artworks housed in the Manningham Art Collection are recorded in Council's asset management system.

STRATEGIC ALIGNMENT

Council Plan 2017-21 goal 1.12 provides for a connected and inclusive community, with a priority action to deliver an arts and cultural program that creates opportunities for participation and development.

Council's Healthy City Strategy 2017-21 provides a goal of a connected community where people feel valued, involved and have a sense of belonging, with a priority actions that:

- Embrace arts and culture, by enhancing opportunities for the community to value arts and culture;
- Grow tourism, by harnessing new opportunities for local tourism through the arts; and
- Strengthen creative industries, by promoting the economic and social benefits of the arts.

SUPPORTING POLICIES AND GUIDELINES

These guidelines should be read in conjunction with:

- Manningham Art Collection Policy 2021-2024.
- Manningham Public Art Policy 2021-2024.
- Manningham Public Art Guidelines 2021-2024.
- Arts Advisory Committee Terms of Reference

Art Collection Guidelines - Draft - 20200624



ARTS MANNINGHAM

Manningham Council acknowledges the Wurundjeri Woi Wurrung people as the traditional custodians of the land and waterways we now know as Manningham. We pay our respects to Elders past, present and emerging and value the ongoing contribution to the cultural heritage of Manningham.

Manningham's creative roots are founded in contemporary arts, commencing with Indigenous practice. Today, the Manningham Art Collection proudly houses a number of artworks by contemporary Indigenous Victorian artists.

Manningham enjoys a rich legacy through the Australian impressionism movement and the Heidelberg School of the late 19th century. Heidelberg School artists were internationally renowned for their bush painting along the Yarra River at sites such as Warrandyte and Templestowe.

The modernist movement of the mid-20th century was heralded with the establishment of Heide Museum of Modern Art. Heide forged new ground as a place for artists and intellectuals to debate and create.

While Heide established Manningham's reputation for the avant-garde and modernism, Potters Cottage in Warrandyte was particularly instrumental in establishing Manningham's identity with contemporary ceramics. Throughout the mid-late 20th century, Potters Cottage pushed the boundaries of ceramics and gave new meaning to that arts practice.

The respective legacies of the Heidelberg School Heide and the Potters Cottage continue to influence the cultural identity of Victorians more broadly, in the context of contemporary arts – forging new ground, innovation and experimentation. That cultural identity is expressed through the contemporary visual artworks and public artworks housed within the Manningham Art Collection ("the collection").

The Manningham Art Collection was established in 1994, evolving from the art collection of the former City of Doncaster & Templestowe. The collection at this time consisted of a diverse array of locally significant artworks that represented the cultural fabric of the region's community.

Since then, Manningham Council's commissioning of outdoor sculptures has seen some stunning public art installed throughout the city. The sculptures feature prominently across Manningham and have become landmarks at the boundaries of the city and around Council's parks and municipal offices. In particular, the Gateways Project saw the development of three major works: *Sentinel* by Inge King; *River Peel* by Catriona McLeod and Michael Bellemo and *helmet* by Tanya Court and Cassandra Chilton.

In 2009 Manningham Council established the Manningham Victorian Ceramic Art Award. The biennial acquisitive award celebrates the importance of ceramics to the

Art Collection Guidelines - Draft - 20200624



region and acquisitions from the award enhance Manningham's collection of contemporary Victorian ceramics. Award winning pieces include *Bear Family* by Michael Doolan, *Forgotten Worlds* by Christopher Headley and *L. N. Fowler* by Paul Wood. The Award has enabled the collection to develop a specific stream reflecting a particular point in time in Manningham's cultural history, showcasing a decade of contemporary ceramic arts practice.

The Manningham Art Collection Policy was reviewed in 2010 and paved the way for Manningham Art Gallery's endorsement by the Australian Taxation Office as a Deductible Gift Recipient. . With that endorsement, the collection and Manningham Art Gallery are recognised nationally as a participating institution of the federal Cultural Gifts Program, with the expectation that the collection is available to the public. This has enabled significant donations in recent years through the Australian Government's Cultural Gift Program. Notable donations include the Walker Ceramic Collection, donated by David Walker of Walker Ceramics; and the Sylvia Halpern and Artur Halpern Collection, generously gifted by Deborah Halpern.

Acquisitions through the Gallery's exhibition program have further enriched the Manningham Art Collection, with works by highly respected Indigenous artist Marlene Gilson.

However, all arts awards have a natural life-cycle. After ten successful years the sunset of the acquisitive Manningham Victorian Ceramic Art Award enables the Manningham Art Collection to shift its focus. Collection management is a nuanced practice and from time to time requires redirection in order to maintain relevancy.

In order to support Manningham Council's long-term place-making priorities, the Manningham Art Collection will redirect its focus on place through acquisitions that reflect local culture. This will predominantly include outdoor contemporary public art commissions, and specially identified indoor contemporary artworks acquired either through special commission or donations through the Cultural Gifts Program. Temporary loans from collecting institutions or established artists will relate to curated exhibitions.

COLLECTION CATEGORIES

- **Contemporary indoor visual art collection**
Contemporary indoor artworks of excellence, resonating local culture, by emerging or established professional visual artists with a strong connection to Manningham, that meet the acquisition criteria as set out in the Manningham Art Collection Guidelines.
- **Contemporary permanent public art collection**
Permanent contemporary public artworks of excellence, by emerging or established professional public artists, resonating local culture, that meet the commissioning criteria as set out in the Manningham Public Art Guidelines and the acquisition criteria as set out in the Manningham Art Collection Guidelines.

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ACQUISITION CRITERIA

The Manningham Art Collection is a council asset. In order to maintain its value and scarcity, a strict acquisition criteria is applied.

Criteria:

- Represent an excellent example of contemporary arts practice.
- Demonstrate connection or relevance to Manningham and/or be representative of the local culture and artistic heritage, including Wurundjeri Woi Wurrung cultural heritage.
- Contribute to, encourage and/or extend dialogue in Manningham's community about local culture and artistic heritage, as well as broader issues including, but not limited to, cultural, social and environmental contexts.
- Confirmed as an original artwork or a representative of a unique limited edition.
- Demonstrate uncontested provenance.
- Evidence good to excellent durable condition.
- Be of a manageable size and easily displayed, stored and handled within Council's operational resources.

EXCLUSIONS

The following artworks are ineligible for acquisition consideration:

- Artworks that breach principles and/or legislation that protect Indigenous cultural heritage and/or other national and international agreements, specifically those referred to in the Australian Best Practice Guide for Collecting Cultural Material.
- Artworks that knowingly breach an artist or artists' moral rights.
- Artworks that are not durable, are in a rapid state of decay or that will present significant conservation and/or storage costs.
- Artworks that are excessively large, difficult to display, handle and store in their current form.
- Artworks whose materials or construction present a physical hazard to staff and public.
- Artworks that are encumbered or restricted in any way, including in relation to copyright and moral rights, or display requirements.
- Reproductions.
- Artworks that would duplicate similar artworks already housed in the collection.
- Monuments, memorials and memorabilia.
- Community art and or temporary (ephemeral) public art.
- Ad-hoc donations of artworks unrelated to the acquisition criteria.
- Long-term loans for purposes unrelated to the curation of an exhibition.
- Artworks offered for acquisition by councilors, staff, Arts Advisory Committee members, and volunteers of Manningham Council.

Art Collection Guidelines - Draft - 20200624



ACQUISITION PROCESS

Acquisition methods

In accordance with Council's Art Collection Policy and Procurement Policy, the Manningham Art Collection will acquire works via:

- Commissioning of major permanent contemporary public artworks.
- Donations via the Australian Government's Cultural Gifts Program from galleries, established artists, private collections or other collecting institutions.
- Special acquisitions professionally identified through the curator's expertise to augment the existing collection either from:
 - significant exhibitions held at Manningham Art Gallery; or
 - opportunities presented from other galleries, professional artists, private collections or other collecting institutions.

Acquisition assessment

When an acquisition is proposed, the curator will prepare an Acquisition Assessment Report (Attachment 1) to record all relevant known information about the artwork and assess it against the Acquisition Criteria. This report will then be submitted to the sitting Arts Advisory Committee (AAC) for consideration and recommendation. The AAC recommendations will be recorded via meeting minutes.

Independent valuations shall be obtained by the curator for acquisitions valued of \$10,000 or greater.

Acquisition approval

All acquisitions will be undertaken in accordance with Procurement Policy and approved by the appropriate senior officer according to delegated authority.

Formal acknowledgement of the acquisition will be provided to the relevant parties via an Acquisition Contract and Acknowledgement Form (Attachment 2) in accordance with Council's procurement policy and any other relevant policies or legislation.

The Acquisition Contract will specify that images of the work may be used for record keeping, the promotion of the Collection and/or associated displays and exhibitions, unless there are reasonable circumstances that prevent this or justifications for this not being allowed.

Donations through the Australian Government's Cultural Gifts Program must have all relevant documentation completed and submitted to the appropriate federal department.

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COLLECTION MANAGEMENT

Budget

The Manningham Art Collection is resourced through Council's capital works budget, which includes all maintenance and conservation.

Copyright and moral rights

All artworks housed in the Manningham Art Collection are the unencumbered property of Manningham Council and can be displayed at the discretion of the curator. The curator will display the artwork in the context that the artwork was intended. The curator will also ensure display of the artworks do not breach moral rights or copyright.

After acquisition, the artist retains copyright of their artwork, unless copyright has been transferred or licensed to a third party under a separate agreement. An agreement for promotional usage of images, within the moral rights of the Copyright Act 1968, will be entered into with the artist (or their estate). This agreement, incorporated in the Acquisition Contract, specifies that the display, reproduction, duplication or other utilisation of items from the collection shall not contravene any laws including those governing copyright, intellectual property or moral rights, nor shall the use of the artwork conflict with any commitments made by the Council in agreements with artists or donors.

The Acquisition Contract will confirm images of the artwork that may be used for record keeping and the promotion of the Collection and/or associated displays and exhibitions, unless there are reasonable circumstances that prevent this or justifications for this not being allowed.

Cataloguing

All artworks housed in the Manningham Art Collection will be photographed and catalogued through the industry standard, Victoria Collections, together with Council's asset management system.

The catalogue should record as much key information as is known about an artwork at the time of acquisition and be subsequently updated whenever new information about the artwork or artist comes to light (eg. exhibition/display history, upon the death of an artist, additional provenance details) or where details are superseded (eg. insurance value).

All updates should be logged against old information rather than replace it.

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Valuation

The Collection should be valued every three to five years by an independent valuer, specialising in contemporary artworks.

As mentioned above, for acquisitions valued of \$10,000 or greater, independent valuations shall be sourced by the curator prior to acquisition.

Insurance

All artworks housed in the Manningham Art Collection are insured as assets under Council's insurance. The curator, in collaboration with the Asset unit, will arrange re-valuation of the Collection every three to five years. Insurance values are to be updated in Council's asset management system immediately after each valuation.

Other Documentation

All other documentation relating to an acquisition, including but not limited to Acquisition Assessment Reports, Acquisition Acknowledgement Forms, Cultural Gifts Program documentation, correspondence between Council and relevant parties, should be filed in Council's records management system.

LOANS

Inward Loans

The curator may identify opportunities of short-term loans of artworks from established collecting institutions, collectors and artists, for the specific purposes of augmenting a collection exhibition. No other inward loan arrangements will be considered.

The curator, in collaboration with the Asset unit, will arrange all necessary insurance for the inward loan.

The curator will also arrange all necessary transport costs with an industry standard provider.

An Inward Loan Agreement (Attachment 4) will be completed by the curator and the lending institution/body. The inward loan agreement will stipulate the loan period; valuation of the artwork and insurance details; and, specific requirements for the safe transportation, handling, storage and display of the artwork while on loan.

Upon receipt of the loaned artwork, the curator will prepare and record a Condition Report (Attachment 5), which will be provided to the lending institution or body. The curator will ensure the artwork is handled, stored and displayed according to the conditions stipulated in the loan agreement.

Outward Loans

Other public collecting institutions (such as Whitehorse Manningham Regional Library Corporation or public galleries) may borrow artworks from the Manningham Art Collection for display in exhibitions. Each request will be assessed on its merits

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and in relation to criteria including the length of the loan, the risk presented to the relevant artwork by handling, transport and display conditions, and the overall perceived benefit to the artwork and to the Manningham Art Collection of lending the artwork for the stated purpose.

The borrowing institution/body, will arrange all necessary insurance for the inward loan and all necessary transport costs with an industry standard provider.

An Outward Loan Agreement (Attachment 6) will be completed by the curator and the borrowing lending institution. The outward loan agreement will stipulate the loan period; valuation of the artwork and insurance details as arranged; and, specific requirements for the safe transportation, handling, storage and display of the artwork while on loan.

The curator will prepare and record a Condition Report (Attachment 5) prior to release of the artwork, which will be provided to the borrowing institution or body to cross-check upon receipt.

DISPLAY

The Manningham Art Collection and Manningham Art Gallery is formally endorsed as a Deductible Gift Recipient by the Australian Taxation Officer under subdivision 30-A of the Income Tax Assessment Act 1997. As such, the collection and Manningham Art Gallery are recognised nationally as a participating institution of the Cultural Gifts Program, with the expectation that the collection is available to the public.

Manningham Art Gallery

Curated exhibitions should include up to five artworks from the collection. As the collection grows, it is intended that the Manningham Art Gallery will house a semi-permanent curated collection exhibition.

MC2

A semi-permanent display of is accessible throughout MC2, with two-dimensional works and display cabinets housing three-dimensional works. A six-monthly rotation of works will be undertaken. The curator will arrange rotation of artworks in collaboration with Building Management and any relevant external stakeholders, in compliance with all relevant safe work instructions occupational health and safety requirements. .

Civic Office

A semi-permanent display is available in the Civic Office foyer and meeting rooms. A six-monthly rotation of works will be undertaken. The curator will arrange rotation of works in collaboration with the Citizen Connect unit in compliance with all relevant safe work instructions and occupational health and safety requirements.

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Artworks will also be displayed in mayoral, councilor and executive offices. A six-monthly rotation of works will be undertaken. The curator will arrange rotation of artworks on commencement of mayor, councilors and executives to their positions. The curator will arrange rotation of works with relevant executive assistants in compliance with all relevant safe work instructions and health and safety requirements.

Permanent public artworks

Some 15 permanent public artworks are installed at the following sites throughout Manningham. The intention of the Art Collection Policy and Public Art Policy is to shift the focus of the collection to support place-making initiatives through public art.

Victoria Collections

Victoria Collections is adopted as an industry standard collection management system. Through Victoria Collections, the Manningham Art Collection (both indoor and outdoor collections) will be publically available for online browsing.

Manningham Council webpage

Opportunities for showcasing a rolling program of artworks via the Manningham Council corporate webpage are to be developed.

Lighting

Where possible, lighting of all collection items on display will follow museum standard guidelines.

- The industry accepted 50 lux is the maximum recommended level for very sensitive items, such as costumes and other textiles, fur and feathers, dyed leather, prints, drawings, watercolours, stamps, manuscripts, coloured and many types of old photographs, miniatures, transparencies, and un-primed thinly coloured paintings on canvas.
- For items that are moderately sensitive, such as oil and tempera paintings, lacquer ware, plastics, wood, furniture, horn, bone, ivory, undyed leather and minerals, the maximum recommended level is 200 lux.
- Stone, ceramic, glass, and metal are insensitive to light, but it is recommended that 300 lux not be exceeded, as it will become more difficult for the human eye to adapt when there are large differences between light levels from one space to another.

Title and didactic information

Artworks must be accompanied by key information that at a minimum includes (if known) the artist/s' name, the artwork title, year of production, materials and dimensions.

The style guide for title text is as follows:

Title of the artwork, Artist Name, year
Medium
Dimensions
Acquisition/donation details

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Copyright
Collection catalogue number

CONSERVATION

Resting artworks

Artworks should be rested at regular periods, relative to their material and in accordance with conservation recommendations. The rotation of semi-permanent displays will be informed by rest requirements.

Storage Conditions

When not on display, all artworks in the Collection should be securely stored in Council's purpose-built, climate controlled collection store. If the size or other restrictions do not permit an artwork to be stored in the collection store, industry-standard off-site storage will be arranged.

Wherever possible, Collection artworks should be displayed in environments that meet standards set out by the Australian Institute for the Conservation of Cultural Material in *AICCM Environmental Guidelines for Australian Cultural Heritage Collections* (2018) and *A Practical Guide for Sustainable Climate Control and Lighting in Museums and Galleries*. Where they do not, the decision to display an artwork needs to be assessed against criteria including the length of display, the risk presented to the relevant artwork by humidity, heat, exposure to sunlight and human, animal or microbial activity, the relative durability of the artwork's materials/components and the overall perceived benefit to the artwork and to the Manningham Art Collection of the display.

Handling

Artworks from the Collection should only be handled, installed and de-installed by the curator and appropriately trained gallery staff in accordance with standard industry practices, all relevant safe work instructions and occupational health and safety guidelines.

Condition reporting

In addition to any completed when touring or displaying Collection artworks, Condition reports should be completed for the indoor collection every three years and annually for outdoor public artworks. Artworks that are identified as being at a higher risk of decay or damage may require more regular assessing, as determined on a case by case basis.

Maintenance and conservation

The curator will undertake annual regimes of condition reporting and undertake maintenance and conservation as required within budget parameters. An industry standard conservator will be engaged in accordance with Procurement Policy.

Environmental Impact Statement

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Wherever possible, Collection processes should limit impact on the environment. This can include using sustainably sourced, re-usable packing material in place of bubble wrap.

DEACCESSIONING

With finite resources for housing and maintaining the collection, best practice in collection management requires a routine of de-accessioning.

Deaccessioning criteria:

- Damaged beyond repair.
- Conservation costs outweigh the value of the artwork.
- The lifetime of the artwork has expired.
- The artwork does not meet the collection acquisition criteria.
- The artwork duplicates other artworks in the collection of greater merit and quality;
- The artist makes a well-substantiated request for the return or repatriation of the artwork.

Where an artwork is identified for deaccession, a Deaccession Assessment Report (Attachment 7) will be prepared by the curator and submitted to the sitting AAC for consideration and recommendation.

The deaccessioning will be approved by the appropriate senior officer according to delegated authority.

Once approved, deaccessioned artworks must first be offered to the artist or their family or estate. If no party wishes to accept the artwork, it may then be offered for general sale or disposed of.

Dissolution of Manningham Council

In the event that Manningham as a municipal authority is dissolved or merged with another authority, the entire Collection will become the property of the new local government authority.

DEFINITIONS

Acquisition:	The purchase of an artwork as created by an artist.
Civic memorabilia:	Objects that reflect municipal social and political history.
Commission:	The purchase of an artwork created to meet a purchaser's specific brief.
Cultural Gifts Program:	Commonwealth Government program offering tax incentives on donation of cultural items to public collections.

Art Collection Guidelines - Draft - 20200624



Community arts:	Community-led arts process facilitated by a professional community artist, with creative outputs that range from indoor-based to the outdoor public realm.
Conservation:	Preservation of artwork.
Contemporary art:	Artworks by a professional artist, reflecting the present day, recent past or historical (which at that time was contemporary), of an innovative or avant-garde nature, challenges conventions and provides a sophisticated social and/or cultural commentary, and can comprise visual arts, sound, digital and film.
Contemporary public art:	Artworks by a professional public artist, designed for the public realm reflecting the present day, recent past or historical (which at that time was contemporary), of an innovative or avant-garde nature, challenges conventions and provides a sophisticated social and/or cultural commentary, and can comprise visual arts, sound, digital and film. Public art ranges on a spectrum from ephemeral to permanent.
Conservation:	Preservation of artwork.
Creative industries:	Industries that originate from imagination and creativity, such as the arts.
Curator:	A qualified arts expert with university qualifications specialising in art history and curatorial studies, whose role is responsible for art (or museum) collection management.
Deaccession:	Process of removing an artwork from a collection.
Ephemeral public art:	Temporary public artwork by a professional public artist, designed for the public realm with a lifespan from momentary to 5 years.
Excellence:	Evidencing technical mastery of an art form, with an ability to engage an audience.
Permanent public art:	Permanent public artwork by a professional public artist, designed for the public realm with a lifespan from 5 to 25 years.
Public art:	Art in public places, funded by public money (be it Council, state or federal funds), and installed on public land, namely property owned or managed by Council.
Public collection:	Collections held by public institution, such as galleries, museums, libraries.
Contemporary artist:	A professional artist with university qualifications, specialising in contemporary art practice, and/or strong professional contemporary art practice evidenced

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through exhibitions, collection acquisitions, and/or commissions.

Draft - not approved

Art Collection Guidelines - Draft - 20200624



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Museums & Galleries Queensland in partnership with Museums & Galleries of NSW, Regional and Public Galleries Association of NSW and Regional Galleries Association of Queensland, **A Practical Guide for Sustainable Climate Control and Lighting in Museums and Galleries** (2014),
http://www.magsq.com.au/_dbase_upl/APracticalGuideforSustainableClimateControlandLightinginMuseumsandGalleries.pdf

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ANNEXURES

Draft - not approved

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DOCUMENT HISTORY

Policy Title:	Draft Manningham Art Collection Guidelines
Responsible Officer:	Michelle Zemancheff
Resp. Officer Position:	Arts & Culture Lead
Next Review Date:	
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Last Updated	Meeting type? - Council or EMT	Meeting Date	Item N°
24/06/20 Draft	EMT	22.07.20	
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03.02.20 Draft	EMT	11.02.21	

Policy Register

Manningham Public Art Policy 2021-2024

Draft - not approved

Policy Classification	-
Policy N°	- D21/9402
Policy Status	-
Responsible Service Unit	- Arts and Cultural Services
Authorised by	- TBA
Date Adopted	- TBA
Next Review Date	- TBA

This policy is part of a suite of policies adopted by Council or the Executive Management Team (EMT).

New or replacement policies can be created and developed within Service Units but can only be added to Council's Policy Register by Governance Services following the approval of the policy by Council or the EMT.

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Policy Register
Manningham Public Art Policy
2021-2024



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Not approved

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POLICY PURPOSE

The Manningham Public Art Policy 2021-2024 confirms Council's commitment to the arts by commissioning contemporary public artworks of excellence, as a public celebration of Manningham's cultural heritage.

This policy replaces the Manningham Art Collection Management Policy 2013-17.

POLICY STATEMENT

Manningham Council enjoys a strong and long-standing relationship with contemporary arts and values its evolving culture. The Manningham Art Collection, which houses significant public artworks, is endorsed through the Australian Government's Cultural Gifts Program, providing Manningham Council with deductible gift recipient (DGR) status.

Manningham recognises the positive impact the arts make to our health and wellbeing, together with the local economy. As such Manningham Council actively commissions permanent and temporary contemporary public artworks of excellence, across the spectrum of public art practice that:

- Respect the culture of traditional land-owners, Wurundjeri Woi Wurrung;
- Reflect local identity;
- Are site specific and enhance public places;
- Connect with community by stimulating reflection and imagination; and
- Contribute to contemporary art practice.

POLICY SCOPE

Public art is defined as art in public places, funded by public money (be it Council, state or federal funds), and installed on public land, namely property owned or managed by Council.

Manningham Council will commission:

- Permanent contemporary major public sculpture of excellence by a professional public artist, for installation on property owned or managed by Council, meeting the Manningham Public Art Guidelines criteria, and commissioned through:
 - Operational public art programs;
 - Public Art initiatives contained in Council's capital works program
 - A public art contribution representing 1% of the budget for community infrastructure projects whose project cost exceeds \$2million; or
 - Cultural Gifts Program.
- Temporary (ephemeral) contemporary public artworks of excellence by a professional public or professional community artist, for installation on

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property owned or managed by Council, meeting the Manningham Public Art Guidelines criteria, and commissioned through:

- Operational public art programs; or
- Operational public community arts projects.

RESPONSIBILITY

The public art program is facilitated by Manningham Council's Arts and Culture unit, in consultation with the Manningham's Arts Advisory Committee. It follows industry best practice, as set by peak industry body, National Association for the Visual Arts.

All commissions will be undertaken in accordance with Council's Procurement Policy, and approved in accordance with delegated authority. The Arts Advisory Committee will act as the reference group for the project management of public art commissions. The development of all permanent major public sculpture will be reported to Council.

Permanent major public sculpture will be commissioned for the purpose of acquisition into the Manningham Art Collection, with maintenance in accordance with the Manningham Public Art Guidelines and Manningham Art Collection Guidelines, and Procurement Policy.

Responsibility for maintenance and de-installation of temporary public artworks will be outlined in each commissioning contract specific to each installation.

STRATEGIC ALIGNMENT

Council Plan 2017-21 goal 1.12 provides for a connected and inclusive community, with a priority action to deliver an arts and cultural program that creates opportunities for participation and development.

Council's Healthy City strategy 2017-21 provides a goal of a connected community where people feel valued, involved and have a sense of belonging, with a priority actions that:

- Embrace arts and culture, by enhancing opportunities for the community to value arts and culture;
- Grow tourism, by harnessing new opportunities for local tourism through the arts; and
- Strengthen creative industries, by promoting the economic and social benefits of the arts.

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SUPPORTING PROCEDURES

- Arts Advisory Committee Terms of Reference.
- Manningham Public Art Guidelines.
- Manningham Art Collection Guidelines.
- Manningham Reconciliation Action Plan (in development).
- Doncaster Hill Strategy (revised) 2004.
- Doncaster Hill Development Contributions Plan.
- Manningham Liveable City Strategy (in development).
- Manningham Municipal Development Contributions Plan (in development).
- Manningham Community Infrastructure Strategy (in development).
- Procurement Policy.

ACTION PLANS

The permanent major public sculpture commissioning program will be informed by the capital works program, Manningham's Liveable City Strategy and incorporated into masterplans and streetscape planning, including (but not limited to) marquee projects such as:

- Doncaster Hill Public Art Master Plan;
- Hepburn Reserve Master Plan; and
- Ruffy Lake Master Plan.

The temporary public art program will be informed by the Arts and Culture operational program, via:

- Complementing the Manningham Art Gallery exhibition program;
- Discrete Arts and Culture temporary public art program initiatives;
- Cross-functional place-making and place-activation initiatives; and
- Community arts initiatives via Manningham's Community Grants program.

SUPPORTING POLICIES AND GUIDELINES

This policy should be read in conjunction with:

- Manningham Public Art Guidelines;
- Manningham Art Collection Policy;
- Manningham Art Collection Guidelines; and
- Manningham Liveable City Strategy (in development).

RELATED LEGISLATION

The Manningham Art Collection and Manningham Art Gallery is formally endorsed as a Deductible Gift Recipient by the Australian Taxation Officer under subdivision 30-A of the Income Tax Assessment Act 1997.

Policy Register
Manningham Public Art Policy
 2021-2024



DOCUMENT HISTORY

Policy Title:	Draft Manningham Public Art Policy
Responsible Officer:	Michelle Zemancheff
Resp. Officer Position:	Arts & Culture Lead
Next Review Date:	
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Last Updated	Meeting type? - Council or EMT	Meeting Date	Item N°
24/06/20 Draft	EMT	22.07.20	
	SBS	11.08.20	
03.02.20 Draft	EMT	11.02.21	

Policy Register

Manningham Public Art Guidelines 2021-2024

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Policy Classification	-
Policy N°	- D21/9401
Policy Status	-
Responsible Service Unit	-
Authorised by	- TBA
Date Adopted	- TBA
Next Review Date	- TBA

This policy is part of a suite of policies adopted by Council or the Executive Management Team (EMT).

New or replacement policies can be created and developed within Service Units but can only be added to Council's Policy Register by Governance Services following the approval of the policy by Council or the EMT.

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GUIDELINES PURPOSE

The Manningham Public Art Guidelines 2020-2024 (“the guidelines”) outline the core processes and principles in implementing Manningham Council’s public art program.

The guidelines are based on industry best practice and will refer to relevant external industry standard practices, principles and guidelines.

The guidelines should be read in conjunction with:

- Manningham Public Art Policy 2021-2024;
- Manningham Art Collection Policy 2021-2024;
- Manningham Art Collection Guidelines 2021-2024;
- Manningham Liveable City Strategy (in development).

GUIDELINES SCOPE

Public art is defined as art in public places, funded by public money (be it Council, state or federal funds), and installed on public land, namely property owned or managed by Council.

Manningham Council will commission:

- Permanent contemporary major public sculpture of excellence by a professional public artist, for installation on property owned or managed by Council, meeting the Manningham Public Art Guidelines criteria, and commissioned through:
 - Operational public art programs;
 - Public Art initiatives contained in Council’s capital works program
 - A public art contribution representing 1% of the budget for community infrastructure projects whose project cost exceeds \$2million; or
 - Cultural Gifts Program.
- Temporary (ephemeral) contemporary public artworks of excellence by a professional public or professional community artist, for installation on property owned or managed by Council, meeting the Manningham Public Art Guidelines criteria, via:
 - Complementing the Manningham Art Gallery exhibition program;
 - Discrete Arts and Culture temporary public art program initiatives;
 - Cross-functional place-making and place-activation initiatives; and
 - Community arts initiatives via Manningham’s Community Grants program.

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STRATEGIC ALIGNMENT

Council Plan 2017-21 goal 1.12 provides for a connected and inclusive community, with a priority action to deliver an arts and cultural program that creates opportunities for participation and development.

Council's Healthy City strategy 2017-21 provides a goal of a connected community where people feel valued, involved and have a sense of belonging, with a priority actions that:

- Embrace arts and culture, by enhancing opportunities for the community to value arts and culture;
- Grow tourism, by harnessing new opportunities for local tourism through the arts; and
- Strengthen creative industries, by promoting the economic and social benefits of the arts.

The permanent major public sculpture commissioning program will be informed by the capital works program, Manningham's Liveable City Strategy and incorporated into masterplans and streetscape planning, including (but not limited to) marquee projects such as:

- Doncaster Hill Public Art Master Plan;
- Hepburn Reserve Master Plan; and
- Ruffy Lake Master Plan.

SUPPORTING POLICIES AND GUIDELINES

This policy should be read in conjunction with:

- Arts Advisory Committee Terms of Reference.
- Manningham Public Art Policy 2020-2024.
- Manningham Art Collection Policy 2020-2024.
- Manningham Art Collection Guidelines 2020-2024.
- Manningham Reconciliation Action Plan (in development).
- Doncaster Hill Strategy (revised) 2004.
- Doncaster Hill Development Contributions Plan.
- Manningham Liveable City Strategy (in development).
- Manningham Municipal Development Contributions Plan (in development).
- Manningham Community Infrastructure Strategy (in development).
- Procurement Policy.

ARTS MANNINGHAM

Manningham Council acknowledges the Wurundjeri Woi Wurrung people as the traditional custodians of the land and waterways we now know as Manningham. We pay our respects to Elders past, present and emerging and value the ongoing contribution to the cultural heritage of Manningham.

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Manningham's creative roots are founded in contemporary arts, commencing with Indigenous practice. Today, the Manningham Art Collection proudly houses a number of artworks by contemporary Indigenous Victorian artists.

Manningham enjoys a rich legacy through the Australian impressionism movement and the Heidelberg School of the late 19th century. Heidelberg School artists were internationally renowned for their bush painting along the Yarra River at sites such as Warrandyte and Templestowe.

The modernist movement of the mid-20th century was heralded with the establishment of Heide Museum of Modern Art. Heide forged new ground as a place for artists and intellectuals to debate and create.

While Heide established Manningham's reputation for the avant-garde and modernism, Potters Cottage in Warrandyte was particularly instrumental in establishing Manningham's identity with contemporary ceramics. Throughout the mid-late 20th century, Potters Cottage pushed the boundaries of ceramics and gave new meaning to that arts practice.

The respective legacies of the Heidelberg School Heide and the Potters Cottage continue to influence the cultural identity of Victorians more broadly, in the context of contemporary arts – forging new ground, innovation and experimentation. That cultural identity is expressed through the contemporary visual artworks and public artworks housed within the Manningham Art Collection ("the collection").

The Manningham Art Collection was established in 1994, evolving from the art collection of the former City of Doncaster & Templestowe boundaries. The collection at this time consisted of a diverse array of locally significant artworks that represented the cultural fabric of the region's community. The Manningham Art Collection, which houses significant public artworks, is endorsed through the Australian Government's Cultural Gifts Program, providing Manningham Council with deductible gift recipient (DGR) status.

Manningham Council has commissioned major public sculptures as a second stream to the Manningham Art Collection, which has seen some stunning public art installed throughout the municipality. The sculptures feature prominently across Manningham and have become landmarks at the boundaries providing a sense of arrival, and around Council's parks and municipal offices. In particular, the Gateways Project saw the development of three major works: *Sentinel* by Inge King; *River Peel* by Catriona McLeod and Michael Bellemo and *helmet* by Tanya Court and Cassandra Chilton.

In 2009 Manningham Council established the Manningham Victorian Ceramic Art Award. The Award has enabled the collection to develop a specific stream reflecting a particular point in time in Manningham's cultural history, showcasing a decade of contemporary ceramic arts practice. However, all arts awards have a natural life-cycle. After ten successful years the sunset of the acquisitive Manningham

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Victorian Ceramic Art Award enables the Manningham Art Collection to shift its focus to public art.

In order to support Manningham Council's long-term place-making priorities, the Manningham Art Collection will redirect its focus on place through acquisitions that resonate local culture. This will predominantly include outdoor contemporary public art commissions, and specially identified indoor contemporary artworks acquired either through special commission or donations through the Cultural Gifts Program. Temporary loans from collecting institutions or established artists will relate to curated exhibitions.

MANNINGHAM'S PUBLIC ART PURPOSE

Manningham recognises the positive impact the arts make to our health and wellbeing, together with the local economy. As such Manningham actively commissions permanent and temporary contemporary public artworks of excellence, across the spectrum of public art practice that:

- Respect the culture of traditional land-owners, Wurundjeri Woi Wurrung;
- Reflect local identity;
- Are site specific and enhance public places;
- Connect with community by stimulating reflection and imagination; and
- Contribute to contemporary art practice.

PUBLIC ART CATEGORIES

Best practice in both temporary and permanent public art engages community in its development from the outset of the project.

Contemporary public artworks can be two-dimensional, three-dimensional or performance-based. Public art disciplines include (but are not limited to):

- Digital arts;
- Literary arts,
- Participatory arts (requiring members of the public to activate the artwork);
- Sound installations; and
- Visual arts.

Permanent major sculpture and installations

Permanent contemporary public artworks of excellence by a professional public artist, resonating local culture, and meeting the Public Art Guidelines criteria, with the intention of acquisition into the Manningham Art Collection. These can range from place-making and streetscape initiatives to major public sculpture.

- **Integrated**
Public art installation integral to the structural design of a building or site, whereby the public artist is commissioned from the earliest stage of a given

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project to develop a public artwork in collaboration with architects, landscape architects and planners.

- **Stand-alone**
Public art installation is a separate entity to the space in which it sits.

Ephemeral (temporary) installations

- **Community engaged public artworks**
Temporary contemporary public artworks of excellence by a professional public artist, developed as artist-led initiatives, on property owned or managed by Council, meeting the Manningham Public Art Guidelines criteria, with a life-span from momentary up to five years.
 - Performance art.
 - Sanctioned street art and murals.
 - Digital art and projections.
- **Community-driven public art (community arts)**
Temporary community artworks of excellence intended as a community-led/owned initiative for the public domain, facilitated by a professional community artist or where the community participation is integral to the design and fabrication of project, on property owned or managed by Council, meeting the Manningham Public Art Guidelines criteria, with a life-span from momentary up to five years.

EXCLUSIONS

Central to a public artwork, is the commissioning of a public artist. As such, the following are not public art:

- Advertising.
- Civic architectural design installations and township decorations.
- Interpretive signage and wayfinding.
- Memorials and monuments.
- Non-sanctioned street art.

RESPONSIBILITY

The public art program is facilitated by Manningham Council's Arts and Culture unit, in consultation with the Manningham's Arts Advisory Committee and follows industry best practice, as set by peak industry body, National Association for the Visual Arts.

The Arts and Culture unit will be responsible for all commissions, which will be undertaken in accordance with Procurement Policy.

The development of all permanent major public sculpture will be reported to Council prior to commissioning. The scale of major public sculpture may necessitate a

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tender process. As such, the recommendations of the Arts Advisory Committee will be referred to Council to assist in determining the tender.

The Arts and Culture unit will be engaged in relevant cross-functional project teams from the outset of master planning and capital works programs that involve public art installations. The Arts Advisory Committee will act as the reference group for the project management of public art commissions.

Permanent major public sculpture will be commissioned for the purpose of acquisition into the Manningham Art Collection, with annual condition reporting, maintenance and deaccessioning regimes in accordance with the Manningham Public Art Guidelines and Manningham Art Collection Guidelines.

Responsibility for maintenance and de-installation of temporary public artworks will be outlined in each commissioning contract specific to each installation. Best practice for street art and murals will incorporate strong stakeholder management, particularly if proposed sites are affected by sub-cultural influences and anti-social behaviour. In these instances the public art practice should take a harm-minimisation lens.

COMMISSIONING CRITERIA

Permanent major sculpture and installations:

- Respect the culture of traditional land-owners, Wurundjeri Woi Wurrung.
- Reflect local identity.
- Are site specific and enhance public places.
- Connect with community by stimulating reflection and imagination.
- Contribute to contemporary art practice as an excellent example.
- Created by a professional public artist.
- Developed through engagement with community, including Wurundjeri Woi-Wurrung community.
- Confirmed as an original artwork.
- Ongoing maintenance requirements fit within Council's operational resources.
- Be commissioned with the intent of acquisition into the Manningham Art Collection.

Ephemeral (temporary) installations:

- **Community engaged public artworks**
 - Respect the culture of traditional land-owners, Wurundjeri Woi Wurrung.
 - Reflect local identity.
 - Site specific and enhance public place.
 - Connect with community by stimulating reflection and imagination.
 - Contribute to contemporary art practice as an excellent example.
 - Meet objectives of Manningham's Healthy City Strategy.

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- Created by a professional public artist as an artist-led initiative.
- Developed through engagement with community, including Wurundjeri Woi-Wurrung community.
- Confirmed as an original artwork.
- **Community-driven/owned public artworks (community art)**
 - Respect the culture of traditional land-owners, Wurundjeri Woi Wurrung.
 - Reflect local identity.
 - Site specific and enhance public place.
 - Connect with community by stimulating reflection and imagination.
 - Contribute to contemporary art practice as an excellent example.
 - Meet objectives of Manningham's Healthy City Strategy.
 - Facilitated by a professional community artist as a community-led initiative, with community's participation integral to the development of the artwork.

BEST PRACTICE

National Association for Visual Arts best practice principles:

- **First Nations first.**
Consideration is given to Indigenous protocols through consultation with Wurundjeri Council, and in accordance with Council's Reconciliation Action Plan, at all stages of the commissioning process, as well as access to, participation in and representation within public processes.
- **Respect**
Respect the expertise and rights of artists. Artists' intellectual property and moral rights are protected in all processes. Indigenous peoples' rights to their cultural heritage, traditional knowledge and traditional cultural expressions are respected and protected.
- **Transparency**
Ensure transparency of expectations and decision making. There is clarity regarding the project brief, processes, budgets, fees and timelines, and the roles and responsibilities of all parties. The selection process should incorporate a clear timeline for the acceptance or rejection of submissions.
- **Fairness.**
Concept design fees are paid to EOI-shortlisted and/or commissioned artist in accordance with the National Association for Visual Arts.

Community arts

Community initiated public community arts projects should follow the following best practice guidelines:

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- Occupational health and safety, public liability insurance and traffic management safety standards are met.
- All necessary planning and/or building permits are obtained by the applicant from Council.
- All necessary permissions are obtained from the landholder (statutory body or private), and undertaken in the knowledge that arrangements for liability, maintenance and decommissioning will be the responsibility of the applicant and the landholder.
- The engagement of a professional public artist or professional community artist, with expertise in the given discipline, and remunerated in accordance with the rates set by the National Association for the Visual Arts (NAVA).
- The public artwork contributes to contemporary arts practice and theory as appropriate to the project.
- The public artwork contributes to the unique cultural identity of Manningham.
- The public artwork is site specific and creates a sense of place within the site in which the project is located
- The public artwork enhances and enriches the public spaces and its natural environment.
- The public artwork proposal is accompanied by a maintenance and decommissioning plan, together with an undertaking by the applicant to maintain the artwork and decommission the artwork according to the plan at no cost to Council.
- Council does not manage ongoing maintenance of the community-commissioned mural, which rests with the commissioning community organisation or group, with a memorandum of understanding confirming ongoing maintenance and decommissioning responsibilities.
- The public community art installation will not be acquired into the Manningham Art Collection.

Ineligibility

Permanent or temporary artworks that breach the following best practice are ineligible for commissioning:

- Artworks that breach principles and/or legislation that protect Indigenous cultural heritage and/or other national and international agreements, specifically those referred to in the Australian Best Practice Guide for Collecting Cultural Material.
- Artworks that knowingly breach an artist or artists' moral rights.
- Artworks that are not durable or will present significant maintenance costs.
- Artworks whose materials or construction present a physical hazards.
- Artworks that are encumbered or restricted in any way.
- Reproductions.
- Artworks that would duplicate similar permanent public artworks already housed in the Manningham Art Collection.
- Private commissions.

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COMMISSIONING PROCESS

All public art commissions (whether temporary public art or permanent major public sculpture) will adhere to Procurement Policy.

Local and Wurundjeri Woi Wurrung qualified public artists should be considered for all commissions, and included in the request for quote or formal expression of interest.

For capital works projects relating to significant community infrastructure or renewal projects valued in excess of \$2million, the equivalent of 1% of the total project budget should be allocated to incorporate a permanent major public sculpture as an integral feature, in accordance with industry standards. This includes projects funded by sources other than Council's capital works budget, including but not limited to state and federal funded projects.

Permanent major public sculpture would form a key component to the master plan and capital works project management plan. The Liveable City Strategy and capital works program will prioritise locations for public art projects.

Council will be informed by way of a Special Briefing Session, as to any forthcoming call for expressions of interest for any public art commissions, from temporary public to permanent major public sculpture.

Local and Wurundjeri Woi Wurrung qualified public artists will be included in the call for expressions of interest for major public sculpture. Where the artwork is intended to convey Indigenous culture, or represent traditional motifs an Indigenous qualified public artist (preferably from Wurundjeri Woi Wurrung country) must lead the artistic process.

Expressions of interest for permanent major public sculpture will be considered by the Arts Advisory Committee who will form the reference group and provide recommendations as to shortlisting.

Shortlisted artists of major public sculpture will be invited to submit a concept plan and marquette, and remunerated for same in accordance with rates in the National Association of Visual Arts (NAVA).

Shortlisted concepts of permanent major public sculpture will be considered by the Arts Advisory Committee who will make recommendations for Council's final approval, in accordance with tender processes.

In the case of temporary public art, approval will be in accordance with delegated authority and Council will be informed by way of a further Special Briefing Session.

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The appointed qualified public artist will be commissioned in accordance with the National Association of Visual Arts (NAVA) standard practice, with a formal service agreement entered into.

Major public artwork will be ultimately housed within the Manningham Art Collection and as such will meet the criteria and processes of the Manningham Art Collection Policy. A formal commissioning contract will also be entered into.

MAINTENANCE

Condition reporting

The curator will undertake condition reports annually for each public artworks. Artworks that are identified as being at a higher risk of decay or damage may require more regular assessing, as determined on a case by case basis.

Maintenance and conservation

The curator will undertake annual regimes of condition reporting and undertake maintenance and conservation as required within budget parameters. An industry standard conservator will be engaged in accordance with Procurement Policy.

Environmental Impact Statement

Wherever possible, public art processes should limit impact on the environment.

DEACCESSIONING

All public art has a finite lifetime. Temporary public art has a lifespan from momentarily to five years. Permanent public art has a lifespan from five to 25 years. All public artworks will have a deaccessioning plan.

Deaccessioning criteria:

- The lifetime of the public artwork has expired.
- Damaged beyond repair.
- Conservation costs outweigh the value of the public artwork.
- The public artwork does not meet the Manningham Art Collection criteria.
- The artist makes a well-substantiated request for the return or repatriation of the artwork.

Where a permanent artwork is identified for deaccession, a Deaccession Assessment Report will be prepared by the curator and submitted to the sitting AAC for consideration and recommendation in accordance with the Manningham Art Collection Guidelines.

The deaccessioning will be approved by the appropriate senior officer according to delegated authority.

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Once approved, deaccessioned artworks must first be offered to the artist or their family or estate. If no party wishes to accept the artwork, it may then be offered for general sale or disposed of.

Dissolution of Manningham Council

In the event that Manningham as a municipal authority is dissolved or merged with another authority, the entire Collection will become the property of the new local government authority.

PRIVATE COMMISSIONS

The scope of the Manningham Public Art Policy and Manningham Public Art Guidelines relates to public art, funded by through public money, for installation on property owned or managed by Council. Therefore, private commissions and commissions for private property are out of scope.

However, the following best practice considerations should be met for all private commissions:

- Written permission from the landowner.
- Consideration given to Indigenous cultural heritage.
- Consideration given to other heritage and overlays applicable to the site.
- Commissioning of a professional public artist with expertise in the given discipline, with payment in according to the rates of the National Association for the Visual Arts (NAVA).
- Occupational health and safety, public liability insurance and traffic management safety standards are met.
- All necessary planning and/or building permits are obtained by the applicant from Council.
- All necessary permissions are obtained from the landholder (statutory body or private), and undertaken in the knowledge that arrangements for liability, maintenance and decommissioning will be the responsibility of the applicant and the landholder.
- The engagement of a professional public artist or community artist, with expertise in the given field, and remunerated in accordance with the rates set by the National Association for the Visual Arts (NAVA).
- The public artwork contributes to contemporary arts practice and theory as appropriate to the project.
- The public artwork contributes to the unique cultural identity of Manningham.
- The public artwork is site specific and creates a sense of place within the site in which the project is located
- The public artwork enhances and enriches the public spaces and its natural environment.
- The public artwork proposal is treated with anti-graffiti coating and accompanied by a maintenance and decommissioning plan, together with an undertaking by the commissioning body to maintain the artwork and decommission the artwork according to the plan at no cost to Council.

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Council is not responsible for costs or the commissioning process. Council does not manage ongoing maintenance of the privately-commissioned public artwork, which rests with the commissioning land-owner. Nor will the installation be acquired into the Manningham Art Collection.

DEFINITIONS

Acquisition:	The purchase of an artwork as created by an artist.
Civic memorabilia:	Objects that reflect municipal social and political history.
Commission:	The purchase of an artwork created to meet a purchaser's specific brief.
Cultural Gifts Program:	Commonwealth Government program offering tax incentives on donation of cultural items to public collections.
Community arts:	Community-led arts process facilitated by a professional community artist, with creative outputs that range from indoor-based to the outdoor public realm.
Conservation:	Preservation of artwork.
Contemporary art:	Artworks by a professional artist, reflecting the present day, recent past or historical (which at that time was contemporary), of an innovative or avant-garde nature, challenges conventions and provides a sophisticated social and/or cultural commentary, and can comprise visual arts, sound, digital and film.
Contemporary public art:	Artworks designed for the public realm reflecting the present day, recent past or historical (which at that time was contemporary), of an innovative or avant-garde nature, challenges conventions and provides a sophisticated social and/or cultural commentary, and can comprise visual arts, sound, digital and film. Public art ranges on a spectrum from ephemeral to permanent.
Conservation:	Preservation of artwork.
Creative industries:	Industries that originate from imagination and creativity, such as the arts.
Curator:	A qualified arts expert with university qualifications specialising in art history and curatorial studies, whose role is responsible for art (or museum) collection management.
Deaccession:	Process of removing an artwork from a collection.

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Ephemeral public art:	Temporary public artwork by a professional public artist designed for the public realm with a lifespan from momentary to 5 years.
Excellence:	Evidencing technical mastery of an art form, with an ability to engage an audience.
Permanent public art:	Permanent public artwork by a professional public artist, designed for the public realm with a lifespan from 5 to 25 years.
Public art:	Art in public places, funded by public money (be it Council, state or federal funds), and installed on public land, namely property owned or managed by Council.
Public collection:	Collections held by public institution, such as galleries, museums, libraries.
Contemporary artist:	A professional artist with university qualifications, specialising in contemporary art practice, and/or strong professional contemporary art practice evidenced through exhibitions, collection acquisitions, and/or commissions.

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Arts Law Centre of Australia, **Public Art Guidelines for Artists and Commissioners** (2001), <https://www.artslaw.com.au/article/public-art-guidelines-for-artists-and-commissioners/>

National Association for the Visual Arts, **Best Practice: Commissioning Art In Public Space** (2019), <https://visualarts.net.au/news-opinion/2019/best-practice-commissioning-art-public-space/>

DOCUMENT HISTORY

Policy Title:	Draft Manningham Art Collection Guidelines
Responsible Officer:	Michelle Zemancheff
Resp. Officer Position:	Arts & Culture Lead
Next Review Date:	
To be included on website?	

Public Art Guidelines - Draft V2 - 20210203



Last Updated	Meeting type? - Council or EMT	Meeting Date	Item N°
24/06/20 Draft	EMT	22.07.20	
	SBS	11.08.20	
03.02.20 Draft	EMT	11.02.21	

Draft - not approved

10.2 Ruffey Lake Park Landscape Masterplan - Final

File Number: IN21/348
Responsible Director: Director City Planning and Community
Attachments: 1 Ruffey Lake Park Landscape Masterplan (FINAL June 2021) [↓](#)

EXECUTIVE SUMMARY

This report outlines the community consultation outcomes on the draft Ruffey Lake Park Landscape Masterplan and seeks for Council to adopt the final Plan.

The preparation of a Landscape Masterplan for Ruffey Lake Park will provide clear direction for the future design, development and management of the Park over the next 15 years. The masterplan vision for Ruffey Lake Park, the green jewel of Manningham, is to preserve, enhance and encourage greater use and enjoyment of the park's diverse natural, environmental and historic qualities.

Community consultation and engagement undertaken in late 2020 elicited feedback from over 200 community members and provided valuable input on the draft masterplan and priority of works in the park. Through the feedback provided, the top five elements the community are most excited about and prefer to be prioritised and implemented are:

- 1. New tree planting*
- 2. Infrastructure upgrades (includes seating, toilets)*
- 3. Accessibility improvements including a new boardwalk and bridges*
- 4. Lighting the Hill Tops Circuit Trail to allow for exercise and dog walking out of daylight hours*
- 5. Upgrades to existing playspaces including water play*

The current 4-Year Capital Works Program (CWP) allocates \$4.43 million to deliver projects in Ruffey Lake Park and implement the new Plan.

1. RECOMMENDATION:

That Council:

- A. Note this report and community feedback received.**
- B. Endorse the final Ruffey Lake Park Landscape Masterplan.**

2. BACKGROUND

The previous guiding document for the park was the 2005 Management Plan. The actions in the Plan have been completed and a new plan is required to guide the upgrades within the park.

The aim of the Landscape Masterplan is to provide a framework to guide future design, development and management and revitalise Ruffey Lake Park – a much loved community asset. The Plan seeks to resolve existing functional issues and the addition of new facilities and improvements which are appropriate to the context and community.

The Ruffey Lake Park Landscape Masterplan 2021 also makes consideration to include all projects identified in the Waldau Precinct Masterplan 2019 which apply within Ruffey Lake Park. Such projects include:

- A major upgrade of play equipment at Victoria Street Playground;
- A new café at the Victoria Street playspace;
- A new pedestrian crossing at Victoria Street to better connect Ruffey Lake Park and the Schramm's Cottage Museum Complex (subject to the Department of Transport approval for a pedestrian operated traffic signal);
- A path connection along the western side of Victoria Street & new path connection from the bus stop to the Victoria Street Playground;
- Upgrade of signage around the existing quarry site and new heritage information signage throughout the precinct. This includes an upgrade of the existing Ruffey Lake Park Heritage Trail.

3. DISCUSSION / ISSUE

3.1 Consultation and Engagement

Results of consultation and engagement undertaken to inform the plan are presented in Attachment 1.

3.1.1 Project Reference Group

The Ruffey Lake Park Landscape Masterplan Project Reference Group comprised of:

- Seven community representatives (including Doncaster and Templestowe Historical Society representative);
- Melbourne Water representative;
- Landscape Architect consultants; and
- Council officers.

Four meetings were conducted with the group to inform the development of the final masterplan.

3.1.2 Community Engagement – Stage One

The first round of community engagement in late 2019 resulted in over 800 people providing their feedback. The results from this engagement helped inform the development of the draft masterplan.

3.1.3 Community Engagement – Stage Two – Draft masterplan

Community engagement on the draft Landscape Masterplan was undertaken from 16 November to 18 December 2020 and included:

- Update on the Manningham Have Your Say website;
- Online Survey;
- Manningham Matters article;
- Signs on site;
- Mail out to surrounding area;
- 2 x online community presentations;
- Social media engagement; and
- Committees – Open Space Streetscape Committee.
- Emails to local schools, community groups and networks

Due to Covid-19 restrictions, in-person engagement did not occur during this round. However, an online community information forum did take place.

Community and stakeholder input was received in a number of ways as detailed in the following table:

Engagement activity	Notes	Number of responses / attendees
Online Engagement (16 November to 18 December 2020)	Respondents to the survey	1452 aware participates 335 informed participants 170 completed survey responses 293 downloads of Masterplan report
Online webinar presentations	2.00pm, Wednesday 25 November 2020. 5.30pm Thursday 10 December 2020.	13 attendees 13 attendees
Phone calls	Contact only via phone	1
Email or letters	Written content sent	5
In Person meeting	Requested and submitted written content	1
Petitions	3 separate objections to 3 of the proposals in the draft masterplan, all signed by residents of McCallum Road.	3 petitions received
Facebook		4 ads run during the campaign (3 of these ads results are written below) <ul style="list-style-type: none"> • Total Results: 153 • Total Reactions (149 likes, 4 loves, 2 shock) • Total comments: 70
Open Space and Streetscape Advisory Committee	Presentation to group on 14 December 2020 22 February 2021	17 attendees

3.1.4 Community Engagement Results

Overall, the response to the draft Ruffey Lake Landscape Masterplan has been positive. The online survey captured 170 respondents and a summary of the responses to the main questions posed are listed below:

Do you support the draft landscape masterplan for Ruffey Lake Park?

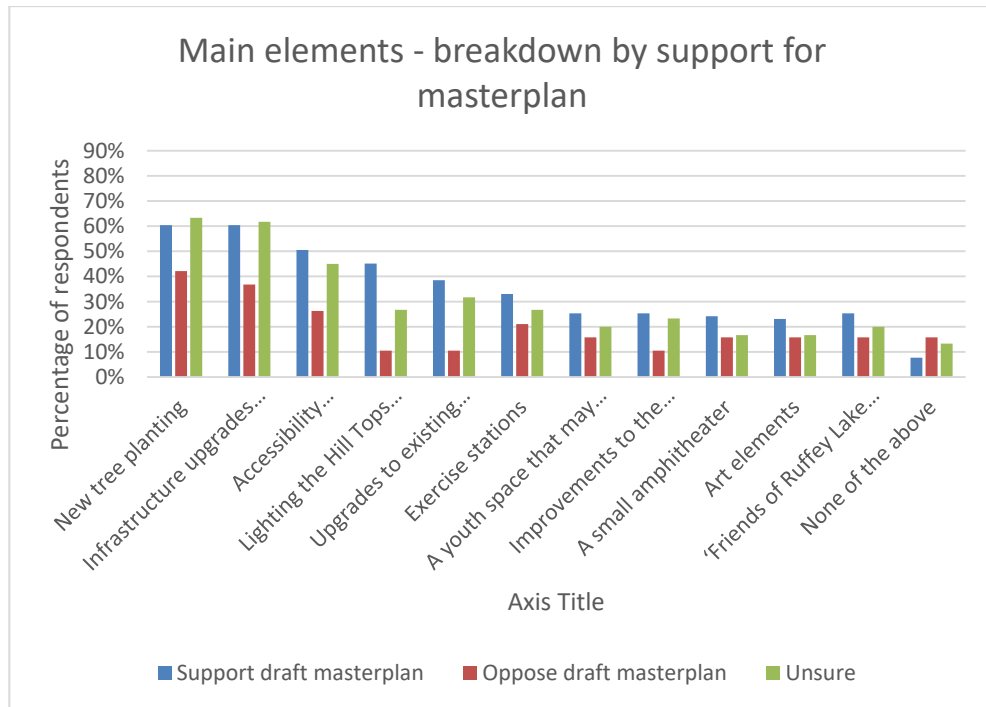
Over half of respondents (53%) support the plan, and 11% who do not support it. A further 36% of respondents are unsure.

From the 36% that are unsure of their support:

- It is acknowledged that there may be some elements of the draft masterplan they may or may not have entirely supported.
- It is also possible these participants needed further information or clarification on the draft masterplan.
- A key question in our engagement asked: “Do you have any ideas that we have missed in this draft landscape masterplan?” In response, officers further considered this feedback in revising the final document.

The below graph shows the responses for the main elements in the masterplan broken down by their level of support for the plan. This suggests that although some survey respondents oppose the draft masterplan, there are still some main elements that they have indicated that they are excited about. This includes new tree planting and infrastructure upgrades.

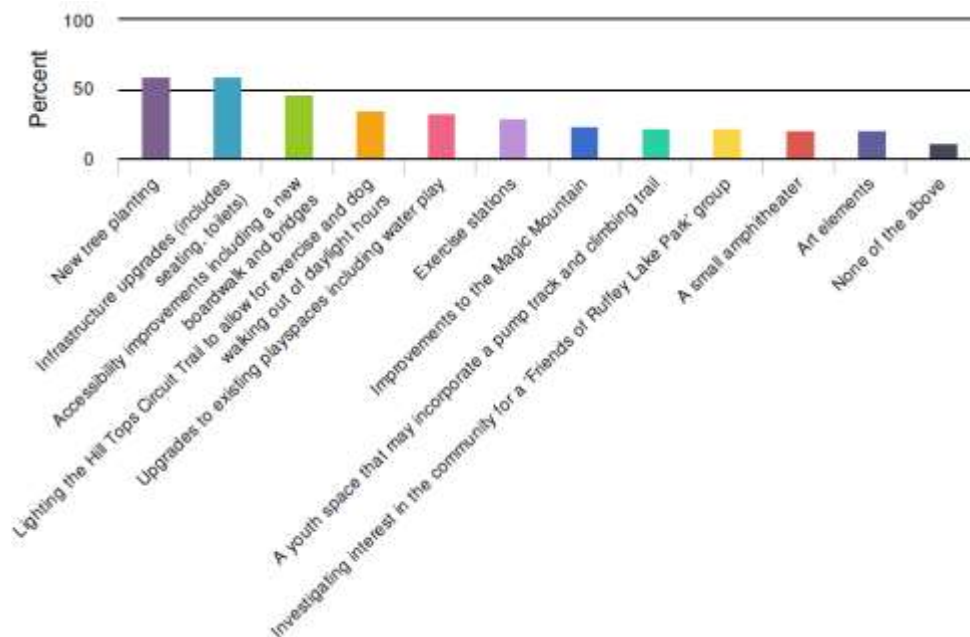
However, when comparing responses of those who support and those who oppose the masterplan, there appears to be a larger difference in the percentage of respondents selecting “Lighting the Hill Tops Circuit”, and “Upgrades to existing play spaces”, where those in opposition to the masterplan are less likely to support these two elements. This may help to understand why some people are opposed to the plan.



What are you most excited about from the main elements of the draft masterplan?

The top five elements responders are most excited about are:

1. New tree planting
2. Infrastructure upgrades (includes seating, toilets)
3. Accessibility improvements including a new boardwalk and bridges
4. Lighting the Hill Tops Circuit Trail to allow for exercise and dog walking out of daylight hours
5. Upgrades to existing playspaces including water play



Help us prioritise the actions in the draft masterplan. What should we install first?

The results show respondents would like to be prioritised are:

1. New tree planting
2. Path widening and additional path connections
3. Toilet upgrades (changing places at The Boulevard and a new toilet at Church Road North with the current one decommissioned)
4. Accessibility improvements including a new boardwalk and bridges
5. Look outs and seating areas

3.2 Final Masterplan

3.2.1 Based on the community feedback, the following changes have been incorporated into the final plan:

- Some paths changed to a designated shared path for pedestrians and bikes.
- Additional pedestrian path access from Couch Court opposite The Boulevard
- Disc golf – inclusion of a practice basket,
- Inclusion of a native garden – location north of Victoria Street playspace in eastern corner
- Inclusion of designated arboretum area– location north of Victoria Street playspace
- Rationalisation of facilities, shelter and path connections and (e.g. numbers and locations of drinking fountains, picnic tables and bins etc) at the three major gathering spaces: The Boulevard, Victoria Street and Church Street North.

3.2.2 Additional feedback was also provided by Councillors and other stakeholders to include:

- The Ruffey Lake Park Landscape Masterplan (and implementation plan) will be reviewed every 4 years.
- Proposed changes to the dog on-lead/off leads areas will be closely monitored over the first 12 months of implementation.
- Planning, design and the construction of new bridges, the boardwalk and amphitheatre to be considered early on within the initial 4-year implementation program.
- Progress the planning and development of a new café at the Victoria Street Playspace.
- There will be shared paths behaviours (bicycle/pedestrian) education programs undertaken.
- Lighting in general will be assessed in the context of Crime Prevention Through Environmental Design (CPTED) principles and environmental impact assessments (to minimise night-glow and the impact on wildlife).
- Lighting of the new hill top circuit to be considered as a staged implementation.

4. BASED ON THE COMMUNITY COUNCIL PLAN / STRATEGY

4.1 The preparation of a plan for Ruffey Lake Park is identified as a 'major initiative' of the *Manningham Council Plan 2017-2021*.

Other relevant Strategies that were considered and incorporated within include:

- Ruffey Creek Linear Park Management Plan 2017;
- Manningham Open Space Strategy 2014;
- Manningham Healthy City Strategy 2017 – 2021;
- Manningham Bicycle Strategy 2013;
- Recreation Strategy (2010-2025);
- Waldau Precinct Masterplan 2019;
- Manningham Domestic animals management plan 2017-2021; and
- Living Melbourne: our metropolitan urban forest.

5. IMPACTS AND IMPLICATIONS

5.1 Ruffey Lake Park is Manningham's premier park which serves as a regional community space for people within Manningham and beyond. The new masterplan includes projects that will provide positive social, environmental and passive recreational benefits to a broad cross-section of the community.

- 5.2 The proposed recommendations will provide the community a safe, attractive, well developed and maintained public space into the future. The improved open space has a significant and direct benefit to the community's health, social connections and overall liveability.

6. IMPLEMENTATION

6.1 Finance / Resource Implications

All costs for the development of the masterplan is to be funded by a range of budgets including the Resort and Recreation Reserve (RRR) fund, renewal, infrastructure, external grant opportunities and delivered through the annual capital works program. Costings for recommended actions within the masterplan are included in Attachment 1. Where appropriate grants are available over time, applications will be made.

The installation of additional infrastructure within the park will require a nominal increase in maintenance budget. Similarly, the replacement of aging infrastructure with new will reduce the ongoing cost of maintenance in the short-medium term.

The current 4-Year Capital Works Program (CWP) budget allocates \$3.31 million to implement actions/projects contained within the new Masterplan. Throughout these first 4 years, the following tasks will be progressed and delivered:

- Preparation and implementation of a tree planting plan
- Design and installation of new bridges, boardwalk and amphitheatre
- Installation of 2 exercise stations
- Preparation of a new signage strategy and installation of new signs throughout the Park
- Various improvement works to paths, park entrances and path widening
- Establishment of a 'Friends of Ruffey Lake Park' community group
- Commencement of the native garden project
- Preparation of a path lighting design and commencement of a staged installation of lighting, commencing a pilot with lighting the Hill Top Trails
- Infrastructure improvements at Church Road North.

These projects proposed for the first 4 years have been considered in response to the community feedback received on the priorities to implement in the plan. All projects however are subject on availability of internal resources required to deliver the projects.

In addition to the above, a further \$1.12 million is currently allocated in the existing 4-year CWP under other existing funding programs (such as the Waldau Precinct Masterplan) to fund and deliver the following projects within Ruffey Lake Park:

- Design (2021/22) and construction (2022/23) of the Victoria Street Playspace upgrade
- Boulevard Toilet (changing places)
- Expression of Interest to develop a new café at the Victoria Street Playspace.

This provides a total budget allocation to deliver projects in Ruffey Lake Park of \$4.43 million over the next 4 years.

A budget of \$225,000 was also allocated within the 2020/21 capital works budget for Masterplan Implementation, however due to project delays this will not be fully expended (this figure is not included in the calculations above).

6.2 Communication and Engagement

Once endorsed, the final Ruffey Lake Landscape Masterplan plan will be promoted through the Council website, YoursayManningham page, emailed to relevant groups and signs provided at the 4 noticeboards in the park advising of the final plan.

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.





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Project Name	Ruffey Lake Park Masterplan Report
Revision	00
Date of Issue	17 May 2021

Manningham City Council acknowledges the Wurundjeri people as the traditional custodians of the land we now know as Manningham.

We pay our respects to Wurundjeri Elders, past and present, and value the ongoing contribution to the cultural heritage of Manningham.

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1 INTRODUCTION



1 Introduction

Ruffey Lake Park is 66 hectares of public open space in Doncaster containing a number of features including Ruffey Creek, Ruffey Lake, Bonview Wetlands, over 6km of walking paths, three playspaces, three car parks, three public toilets and several shelters and barbeques. Refer Figure 1 for the location of Ruffey Lake Park relative to major roads in Doncaster.

The unique qualities of the site include the undulating hills, orchard remnants and Monterey Pine wind breaks, open mown pasture, and several indigenous woodland communities.

1.1 PURPOSE OF MASTERPLAN

The purpose of this Landscape Masterplan is to guide the future development and management of Ruffey Lake Park.

The Plan:

- Sets a long term shared vision;
- Provides a framework to guide future design, development and management; and
- Addresses the needs of Manningham Council, key user groups, residents and visitors.

Project Objectives

The objectives of this Masterplan are to:

- Identify community values relating to the Park;
- Review facilities and infrastructure and identify opportunities to enhance landscape, recreational, environmental, social, and cultural values and outcomes;
- Preserve and enhance features that have historical, cultural, environmental, and landscape significance;
- Establish principles and recommendations for future planning, design and development, planting strategies, materials and detailing;
- Respond to projected impacts of climate change such as increased drought conditions, temperatures, storm events etc; and
- Provide a strategic plan for implementation.

1.2 PREPARATION OF THE MASTERPLAN

The development of the Masterplan has involved a comprehensive review of background documents as well as extensive engagement with the community and consultation with key external and internal stakeholders.

Informed by consultation and site understanding, key recommendations were developed for the overall site and for ten precincts identified within the Park.



Fig. 1 Location of Ruffey Lake Park

2 CONTEXT



2 Context

Ruffey Lake Park Masterplan Report

2.1 HISTORIC CONTEXT

Ruffey Lake Park is situated in the Traditional lands of the Wurundjeri Woiwurrung people, the first inhabitants of Manningham. The Wurundjeri moved across the Yarra River and its tributaries, including Ruffey Creek, according to the seasons and availability of food. (Ruffey Lake Management Plan July 2005) The Wurundjeri Woiwurrung people are integral to the culture and history of this region.

Post settlement, the eastern sector of the reserve was purchased by the Thiele family in 1853, the first of the German settlers to form 'Waldau', a clearing in the forest. The initial income of these settlers was derived from the sale of firewood. (Ruffey Creek Reviewed, 1974)

The distinctive landform, with six hill tops, is formed by Ruffey Creek carving out Silurian mudstones and sandstones and associated floodplains. The hills rise above the valley floors by about 60m offering views to distant ranges and within the site itself. Silurian mudstone was quarried during the 1850s to build houses within the district. Three quarries, with remnants of rock walls, are still visible within the park. (Ruffey Lake Management Plan July 2005) (Ruffey Creek Reviewed, 1974)

The alluvial soils in proximity to Ruffey Creek are more fertile. As land was cleared agricultural products including berries were grown before the establishment of the orchard the park is known for. Types of fruit grown included pears, peaches, nectarines, apples, cherries, plums, lemons, quinces and tomatoes. (Ruffey Lake Management Plan July 2005) (Ruffey Creek Reviewed, 1974).

From the mid 1960s, the then City of Doncaster and Templestowe purchased and acquired the land over a period of more than 10 years from the Crouch, Thiele and Williamson families.

In 1977, the land was named the Doncaster Municipal Gardens and opened as a regional reserve, orchards were cleared and dams filled in. (Ruffey Lake Management Plan July 2005) (Ruffey Creek Reviewed, 1974). Refer Appendix 1.2.

2.2 LAND OWNERSHIP

Ruffey Lake Park is composed of twenty eight parcels of land, and with the exception of one, all land is owned by Manningham City Council. 2A McCallum Road is Crown Land between Church Road north to Church Road south. Refer Figure 2, and Appendix 1.1.



Fig. 2 Land Ownership Map - Crown Land portion highlighted

2.3 STRATEGIC DOCUMENTS

A number of strategic documents and legislative frameworks have informed the development of the Ruffey Lake Park Landscape Masterplan. These are outlined below.

City of Manningham Strategic Documents and supporting information includes:

2.3.1 MANNINGHAM COUNCIL PLAN 2017-2021

The Council Plan reflects community aspirations identified in the Generation 2030 Community Plan, and links the community's vision to key priorities and actions for Council to undertake in its four year term.

Under the Liveable places and spaces theme, the Ruffey Lake Management Plan is identified as a major initiative.

2.3.2 MANNINGHAM OPEN SPACE STRATEGY 2014 (PARTS 1 AND 2)

The Manningham Open Space Strategy 2014 defines public open space and its values to ensure it is protected, enhanced and effectively managed. Manningham public open space is divided into 15 precincts which are influenced by:

- Planning Scheme zonings;
- Major barriers to pedestrian movement, such as busy roads and waterways;
- Topography;
- Walkable catchments;
- Suburbs and neighbourhood identity.

Due to increasing urban density, more pressure is placed on our open spaces, and the strategy sets priorities and guidelines for the protection, development and use of public open space.

Ruffey Lake Park is a regional open space catering to a broader Manningham-wide catchment of visitors, as well as the local community. It is also easily accessible to people from adjoining municipalities.

Two key recommendations of the strategy are to include a new playspace at Church Road carpark (completed) and protect significant indigenous bushland (ongoing).

2.3.3 ACTIVE FOR LIFE RECREATION STRATEGY 2010-2025

Council's Active for Life vision is "A healthier, more active community that participates in a diverse range of recreational pursuits regardless of age, gender, ability and cultural background. Infrastructure, facilities, parks and programs will be inviting and accessible to the whole community who will enjoy improved health and wellbeing as a result."

Council has identified four key objectives for future recreation provision within the city.

These are:

- To increase participation in recreation for all;
- To ensure the community has a diverse range of recreational choices;
- To provide great places for people to recreate in; and
- To inspire people to recreate.

2.3.4 READY, SET, PEDAL MANNINGHAM BICYCLE STRATEGY 2013

Manningham Bicycle Strategy 2013 sets out the vision, the strategic context and scope of actions identified to encourage a greater uptake of cycling within Manningham. The Strategy will guide Council in local development of cycling infrastructure and bicycle facilities, the facilitation of behaviour change via community education and cycling promotion programs and will inform Council advocacy initiatives.

The vision of this Strategy is to meet the cycling needs of the Manningham community into the future, to ensure that cycling is a safe, attractive and viable mode of transport.

Improvements to cycling access to and through Ruffey Lake Park will align to the objectives of this Strategy.



2.4 PLANNING CONTROLS

The Ruffey Lake Park site is covered by the Public Park and Recreation Zone. Refer Figure 3.

The purpose of the Public Park and Recreation Zone (PPRZ) is “to recognise areas for public recreation and open space, to protect and conserve areas of significance where appropriate, and to provide for commercial uses where appropriate”.



Fig. 3 Planning Zone Map

Other planning overlays include:

2.4.1 ENVIRONMENTAL SIGNIFICANCE OVERLAY (ES02)

The purpose of the Environmental Significance Overlay is “to identify areas where the development of land may be affected by environmental constraints; to ensure that development is compatible with identified environmental values.” Refer Figure 4.



Fig. 4 Environmental Significance Overlay Map

Specific Schedules apply to the Environmental Significance Landscape Overlay controls. ES02 covers sites assessed as being the most intact and significant areas of indigenous vegetation within Manningham.

2.4.2 BIOSITE 30

Ruffey Biosite 30 is one of 35 sites of Biological Significance (Biosites) and one of the smallest biosites in Manningham. The biosite is fragmented into three sections along Ruffey Creek, and the section at Ruffey Lake Park contains four discrete patches visible as the ES02 overlays in Figure 4.

Biosite 30 is of Regional Significance and comprises 7.35 ha of three sections of Valley Grassy Forest, Valley Heathy Forest, Swampy Riparian Complex and Riparian Woodland which have a High or Very High Conservation Status.

2.4.3 HERITAGE OVERLAY

The purpose of the Heritage Overlay is “to conserve and enhance heritage places of natural or cultural significance; to conserve and enhance those elements which contribute to the significance of heritage places; to ensure that development does not adversely affect the significance of heritage places; to conserve specified heritage places by allowing a use that would otherwise be prohibited if this will demonstrably assist with the conservation of the significance of the heritage place.” Refer Figure 5.

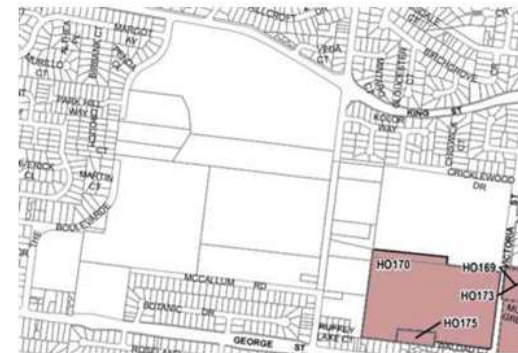


Fig. 5 Heritage Overlay Map

Specific Schedules apply to the Heritage Overlay controls. HO170 protects the Black Achan Pear & Bunya Bunya Pine located in Ruffey Lake Park, Victoria Street, Doncaster. Additional detail regarding these trees can be found in Section 3.1.3.

2.4.4 LAND SUBJECT TO INUNDATION OVERLAY (LSIO)

The purpose of the Land Subject to Inundation Overlay is “to identify land in a flood storage or flood fringe area affected by the 1 in 100 year flood or any other area determined by the floodplain management authority; to ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, is compatible with the flood hazard and local drainage conditions and will not cause any significant rise in flood level or flow velocity; to reflect any declaration under Division 4 of Part 10 of the Water Act, 1989 where a declaration has been made; to protect water quality in accordance with the provisions of relevant State Environment Protection Policies, particularly in accordance with Clauses 33 and 35 of the State Environment Protection Policy (Waters of Victoria); and to ensure that development maintains or improves river and wetland health, waterway protection and flood plain health.” Refer Figure 6.

The land subject to inundation within Ruffey Lake Park is predominantly along the creek line.



Fig. 6 Land Subject to Inundation Overlay Map

2.4.5 SPECIAL BUILDING OVERLAY (SBO)

The purpose of the Special Building Overlay is “to identify land in urban areas liable to inundation by overland flows from the urban drainage system as determined by, or in consultation with, the floodplain management authority; to ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, is compatible with the flood hazard and local drainage conditions and will not cause any significant rise in flood level or flow velocity; to protect water quality in accordance with the provisions of relevant State Environment Protection Policies, particularly in accordance with Clauses 33 and 35 of the State Environment Protection Policy (Waters of Victoria)”. Refer Figure 7.

The special building overlay is located in conjunction with drainage lines including:

- Major drainage lines in proximity to The Boulevard and George Street which connect to Ruffey Lake;
- A minor drainage line in proximity to Victoria Street connecting to the Ruffey Creek Wetland area; and
- A minor drainage line near McCallum Road.

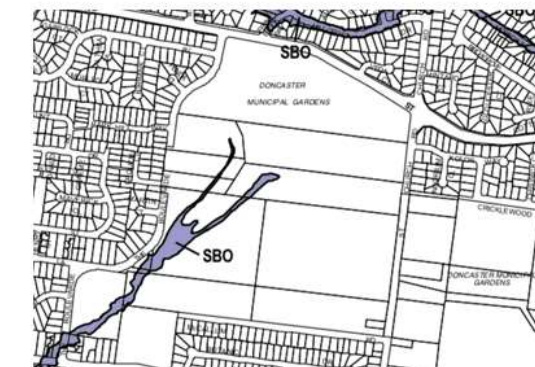


Fig. 7 Special Building Overlay Map

2.4.6 SIGNIFICANT LANDSCAPE OVERLAY (SLO5 & SLO7)

The purpose of the Significant Landscape Overlay is “to identify significant landscapes; to conserve and enhance the character of significant landscapes.” Refer Figures 8 and 9.

Specific Schedules apply to the Significant Landscape Overlay controls. SO5 covers watercourse areas, recognising that the rivers and creeks of Manningham are of visual, landscape, environmental, heritage and recreational significance. SO7 covers the significant pine and cypress tree plantings found in parts of Donvale/Doncaster East, Ruffey Lake Park and Zerbes Reserve.



Fig. 8 Significant Landscape Overlay 5



Fig. 9 Significant Landscape Overlay 7

2.5 RELATED MASTERPLANS AND MANAGEMENT PLANS

Previous documents prepared specific to Ruffey Lake Park include:

2.5.1 WALDAU PRECINCT MASTERPLAN 2019

The Waldau Precinct Masterplan, recently adopted by Council, covers an area of approximately 20 hectares including the western part of Rieschiecks Reserve and the eastern part of Ruffey Lake Park. It aims to better integrate the area’s attractions and help break down the barrier between the two parks.

Natural elements including Ruffey Creek, and many of the heritage features including orchard trees, an old cart track, stone quarry, and the Waldau woodlands from the site’s early European heritage are addressed. As part of the Waldau Precinct Masterplan a café is proposed adjacent to the Victoria Street carpark, south of the playground and picnic area.

The Masterplan supports the following within Ruffey Lake Park:

- A new pedestrian crossing at Victoria Street to better connect Ruffey Lake Park and the Schramm’s Cottage Museum Complex (subject to the Department of Transport approval).
- Ruffey Lake Park Quarry - upgrade signage around the existing quarry site.
- A major upgrade of play equipment at Victoria Street Playground.
- Create a new path connection from the Ruffey Lake Park bus stop to the Victoria Street Playground.
- New heritage information signage throughout the precinct. This includes an upgrade of the existing Ruffey Lake Park Heritage Trail.

2.5.2 RUFFEY CREEK LINEAR PARK MANAGEMENT PLAN, SEPTEMBER 2017

Ruffey Creek Linear Park (RCLP) provides a habitat corridor along the Ruffey Creek from Ruffey Lake Park to Finns Reserve, where the creek enters the Yarra River. The bushland character of the Linear Park provides a surprising contrast to the surrounding suburban development and is highly valued and frequently used by the local community. In addition to the Ruffey Trail, the Linear Park offers provides drainage functions and opportunities for informal recreation, flora/fauna protection, dog walking, unstructured bush play, and forms part of Manningham’s regional trail network.

The Ruffey corridor supports small areas of the Ruffey Biosite as identified in the Manningham Biosites Sites of (Biological) Significance Review (2004), as well as expansive areas of buffer vegetation.

The Management Plan’s vision is for “a healthy habitat corridor along the Ruffey Creek, accessed via a complete off-road shared trail where the community can experience health and wellbeing benefits and a healthy natural environment.”

These informal recreation experiences and connections to the broader trail network are important elements of Ruffey Lake Park.

2.5.3 OTHER DOCUMENTS

Other plans that informed the development of the Ruffey Lake Park Landscape Masterplan include:

- Waldau Precinct Traffic and Transport Assessment, 9 June 2018, Beveridge Williams.
- Ruffey Lake Park Management Plan 2005.
- Ruffey Lake Park Masterplan, 2005.
- Ruffey Lake Park Masterplan 1993.
- Ruffey Creek Municipal Gardens - Interpretive Plan - August 1984 - Ruffey Lake Park.
- Ruffey Creek Reviewed, December 1974.
- Domestic Animal Management Plan.
- Healthy City Strategy.
- Living Melbourne: Our Metropolitan Urban Forest.

3 SITE ANALYSIS & EXISTING CONDITIONS



3 Site Analysis & Existing Conditions

Ruffey Lake Park Masterplan Report

This section considers existing conditions and explores key issues relating to six themes within Ruffey Lake Park:

- Theme 1 - Nature and Environment
- Theme 2 - Ruffey Creek Lake and catchment
- Theme 3 – Access, Circulation, and Connections
- Theme 4 – Recreation and Park Infrastructure
- Theme 5 – Events and Social spaces
- Theme 6 – Public appreciation, Education & Signage

3.1 NATURE AND ENVIRONMENT

Ruffey Lake Park is highly valued for its landscape character. It is used for predominantly passive recreational activities in a carefully planned landscape setting that incorporates significant historic trees and remnant vegetation.

3.1.1 NATIVE VEGETATION AND ECOLOGICAL VEGETATION CLASSES

Ruffey Creek and lake forms the central spine of the park. The quality of the creek and lake landscape varies from areas of remnant and planted vegetation to degraded sections with eroded banks.

The park contains four discrete patches of significant native vegetation which are protected by ES02. Refer Figure 10:

- One at The Boulevard picnic area;
- Two on the eastern margin of Ruffey Lake; and
- One around the old quarry near the Victoria Street picnic area.

Ecological Vegetation Classes (EVCs) are groups of species that were commonly associated with pre-European settlement, and are useful indicators to the original plant communities before being heavily felled in the 1850s.

Generally there are currently four key EVCs in Ruffey Lake Park.

<p>EVC 259: Plains Grassy Woodlands formed the majority of the vegetation.</p>	<p>EVC 47: Valley Grassy Forest is located in five patches associated with the banks of the creek and lake and comprised 20% tree canopy including species:</p> <ul style="list-style-type: none"> • <i>Eucalyptus radiata</i> s.l. Narrow-leaf Peppermint • <i>Eucalyptus leucoxylon</i> Yellow Gum • <i>Eucalyptus melliodora</i> Yellow Box • <i>Eucalyptus rubida</i> Candlebark
<p>EVC 126: Swampy Riparian Complex is located in a single patch immediately adjacent to the creek and quarry area. EVC 126 comprises 15% tree canopy including species:</p> <ul style="list-style-type: none"> • <i>Eucalyptus ovata</i> Swamp Gum • <i>Eucalyptus cephalocarpa</i> s.s. Mealy Stringybark • <i>Eucalyptus radiata</i> s.l. Narrow-leaf Peppermint • <i>Eucalyptus obliqua</i> Messmate Stringybark 	<p>EVC 127: Valley Heathy Forest is located in two patches immediately adjacent to EVC 47 patches at The Boulevard and Church Road north. EVC 127 comprises 30% tree canopy including species:</p> <ul style="list-style-type: none"> • <i>Eucalyptus melliodora</i> Yellow Box • <i>Eucalyptus goniocalyx</i> s.l. Bundy • <i>Eucalyptus cephalocarpa</i> s.l. Silverleaf Stringybark • <i>Eucalyptus obliqua</i> Messmate Stringybark
<p>unclassified</p>	

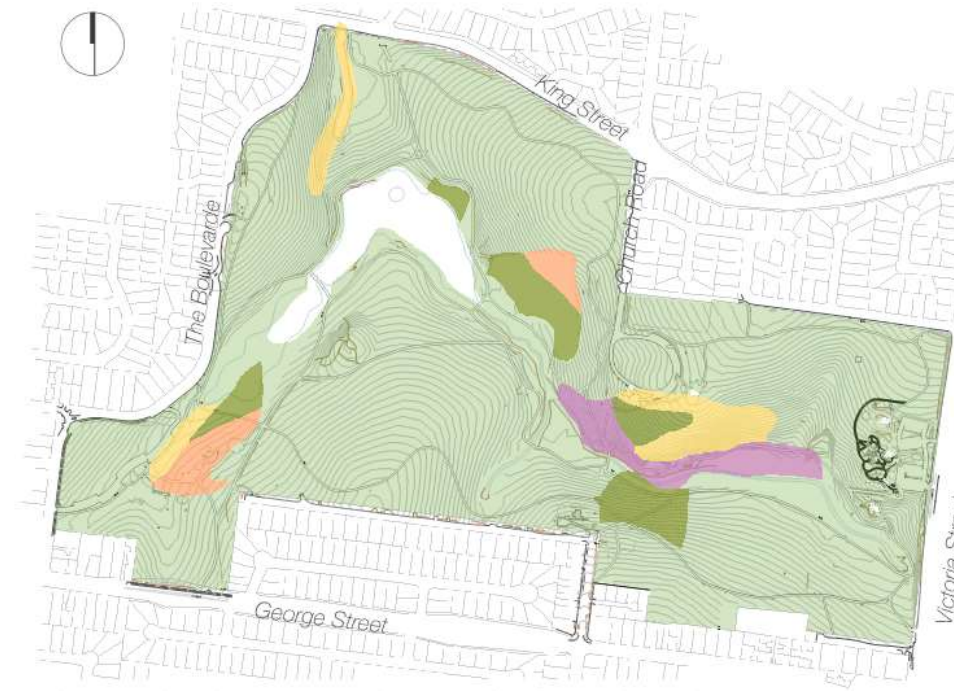


Fig. 10 Bioregions and Ecological Vegetation Classes (current)



3.1.2 EXISTING TREE SPECIES

There are over three thousand individual trees within Ruffey Lake Park, a mixture of 1,606 indigenous, 891 native and 718 exotic trees (excluding large groups of trees within bushland areas).

Refer to Figure 11.

3.1.3 SIGNIFICANT TREES

Significant trees identified in Ruffey Lake Park include:

Araucaria bidwillii, Bunya Bunya Pines (Tree ID 38)

The two Bunya Bunya Pines are located in the valley west of the Victoria Street adventure playground. Located on a grassed slope at the southern end of a row of elms on "Farm Drive". The trees are approx. age 105 years and maturing.

They are locally significant as old and large specimens of an uncommon tree in Manningham. The trees were planted by German settler John Finger and have a historic connection to Manningham's orcharding history.

Pyrus communis 'Black Achan', Black Achan Pear (Tree ID 39)

The Black Achan Pear is on the side of a hill beside the main walking track in Ruffey Lake Park. It is approx. age 130 years+.

Formerly within the grounds of Friedensruh, the pear is a remnant from the original orchard on the property. Purchased from Cole Nurseries in Hawthorn and planted by Gottlieb Thiele in 1860s. One of the first fruit trees planted in the Doncaster area and still bearing fruit today.

3.1.4 BIODIVERSITY AND WILDLIFE

Ruffey Creek's gullies and valleys function as corridors for a range of native birds, including many significant species, despite sparse and highly fragmented native vegetation - refer Figure 10.

Restoring biodiversity corridors and connectivity is required, and riverine corridors especially, should give priority to indigenous plant species. Indigenous plant species are best for mobile fauna such as birds, bats and insects. However, non-indigenous native plant species can also provide important resources such as food and shelter.

3.1.5 KEY ISSUES

- The landscape character of open grassy hillsides with views across the valley must be protected and enhanced.
- Senescing trees require a replacement plan.
- Some recent plantings are not consistent within existing precincts, not doing well and/or need remedial work or to be replaced with another species.
- Increased revegetation within Ruffey Lake Park including tree canopy cover to restore corridors and connectivity is critical to support biodiversity and wildlife.



Fig. 11 Ruffey Lake Park: Existing Trees



3.2 RUFFEY CREEK LAKE AND CATCHMENT

Ruffey Creek traverses from the eastern boundary at Victoria Street across the entire park and discharges to the north western outlet at King Street. Refer Figure 12.

3.2.1 MANAGEMENT

Ruffey Creek and Lake management is shared between Manningham Council and Melbourne Water. Council maintains the park above the “top of bank” boundary. Melbourne Water owns the creek, lake and retarding basin assets.

3.2.2 CATCHMENT

Ruffey Lake receives water from two catchments. An eastern catchment of 576 hectares delivers the majority of the flows to Ruffey Lake. This catchment had a stormwater harvesting system constructed in 2013 at the Victoria Street crossing to irrigate Rieschiecks Reserve but is currently non functional.

A smaller southern catchment of 123 hectares delivers stormwater via a constructed sediment basin and wetland.

Additional constructed features include the Victoria Street Rain gardens which take low flows off the road and carpark catchment at Victoria Street and deliver them into garden bed or grassed areas via a kerb inlet.

The Bonview wetland includes a diversion pit from the Bonview Road drain, a sediment basin and a series of wetlands. The asset appears to be relatively healthy and is owned and maintained by Melbourne Water.

There is also a small Church Street catchment at George Street which flows into a grass swale, which in turn flows towards the creek.

The level of Ruffey Lake is controlled with a concrete weir at the eastern approach. Low flows are diverted, probably to the Bonview wetlands, and high flows top the weir into Ruffey Lake.

At the far north western edge of Ruffey Lake a large Melbourne Water outlet pit within the embankment of the dam is used to control flows through to the creek. The dam wall structure of the lake /retarding system has recently been reconstructed and further stabilized for safety.

3.2.3 CREEK AMENITY

The creek varies in width and depth along the park and combines naturalised areas and some sections modified with rockwork to prevent erosion.

3.2.4 WATER QUALITY

Actual tested water quality data and stormwater modelling both show that phosphorous and nitrogen concentrations are in the unhealthy range for a shallow lake system based on Melbourne Water’s design guidelines.

Over the period of data supplied the median of *E. coli* also exceeded the EPA’s recommended median.

3.2.5 HYDROLOGY AND FLOODING

Overland flows were assessed to determine 1 in 100 year flows across the park.

There are two shallow flow areas coming from Victoria Street and the extension of Church Road north of the park that are no deeper than 100mm. While these are not likely to create a hazard for park users they may cause areas of erosion and should be monitored and remediated if required.

A major overland flow extends from the Bonview Road Drain through the existing carpark near The Boulevard.

3.2.6 KEY ISSUES

- Church Street hillsides shows areas of visible erosion especially adjacent to sealed paths.
- Manage depth and velocity of the major overland flow from the Bonview Road Drain through the existing carpark near The Boulevard during high flow.
- Large sediment deposits from the upstream catchment has led to strong growth of weeds, wetland rushes and other vegetation in the creek.
- Water quality is poor with elevated phosphorous and nitrogen concentrations and the median of *E. coli* exceeding the EPA’s recommendation.
- Human or pets should not interact with the lake water, particularly within the same day, or shortly after large rainfall events.

3 Site Analysis & Existing Conditions

Ruffey Lake Park Masterplan Report



Fig. 12 Analysis: Ruffey Creek Lake and catchment



3.3 ACCESS, CIRCULATION AND CONNECTIONS

3.3.1 INTERNAL PATHS

The majority of the paths within Ruffey Lake Park are constructed from asphalt. There are four bridges with varied construction methods and a small number of gravel paths.

Due to the hilly nature of the park there are some sections of the path network that exceed Disability Access compliant gradients and are steeper than 1:14 without the required handrails and/or flat landings. Other sections are between 1:14 and 1:20 and may not be compliant with Disability access standards. Generally the Ruffey Lake circuit is the primary accessible path, but near the quarry there are some problem areas. The Boulevard Hill precinct is the other key accessible area within the park. Refer Figure 14, Figure 15, and Appendix 1.4.

3.3.2 PUBLIC TRANSPORT NETWORK

While it has been identified that most visitors walk or drive to the park, the site is well placed for access via public transport. A number of bus routes provide access to Ruffey Lake Park.

Improved connections from the existing bus stops to the path network within the park has the potential to increase visitation and ease of access for public transport users. This has the added benefit of potentially reducing traffic and parking demand within the site.

3.3.3 ENTRANCES

There are three main vehicular entrances to the park which also act as primary pedestrian entrances:

- The Boulevard on the western side of the park;
- Church Road north on the north side of the park; and
- Victoria Street on the east side of the park.

Numerous secondary entrances and minor local entrances are also identified.

Refer Figure 16.

3.3.4 CAR PARKING

There are 175 on-site parking spaces in total, which, according to a recent traffic assessment, is more than adequate for baseline usage. However, while there is a high level of demand during events and peak periods, such as Saturday and Sunday afternoons, there is also significant additional capacity in the surrounding streets.

3.3.5 KEY ISSUES

- There is evidence of informal pedestrian connections at edges of the park to the path network.
- To create accessible grades in steep sections of the park it would require more intensive path construction methods such as long ramps and retaining walls.
- Improvements to shared pedestrian and maintenance access paths.
- Inconsistent path widths and unclear path hierarchy.
- Selected paths will be widened to accommodate service vehicles and will be constructed in charcoal concrete.
- Ensure the provision of dedicated shared paths and determine optimal path widths to ensure space for pedestrians and cyclists.



Shelter at Church Road Playground - access paths need to be sealed

Fig. 13 Access, circulation and connections

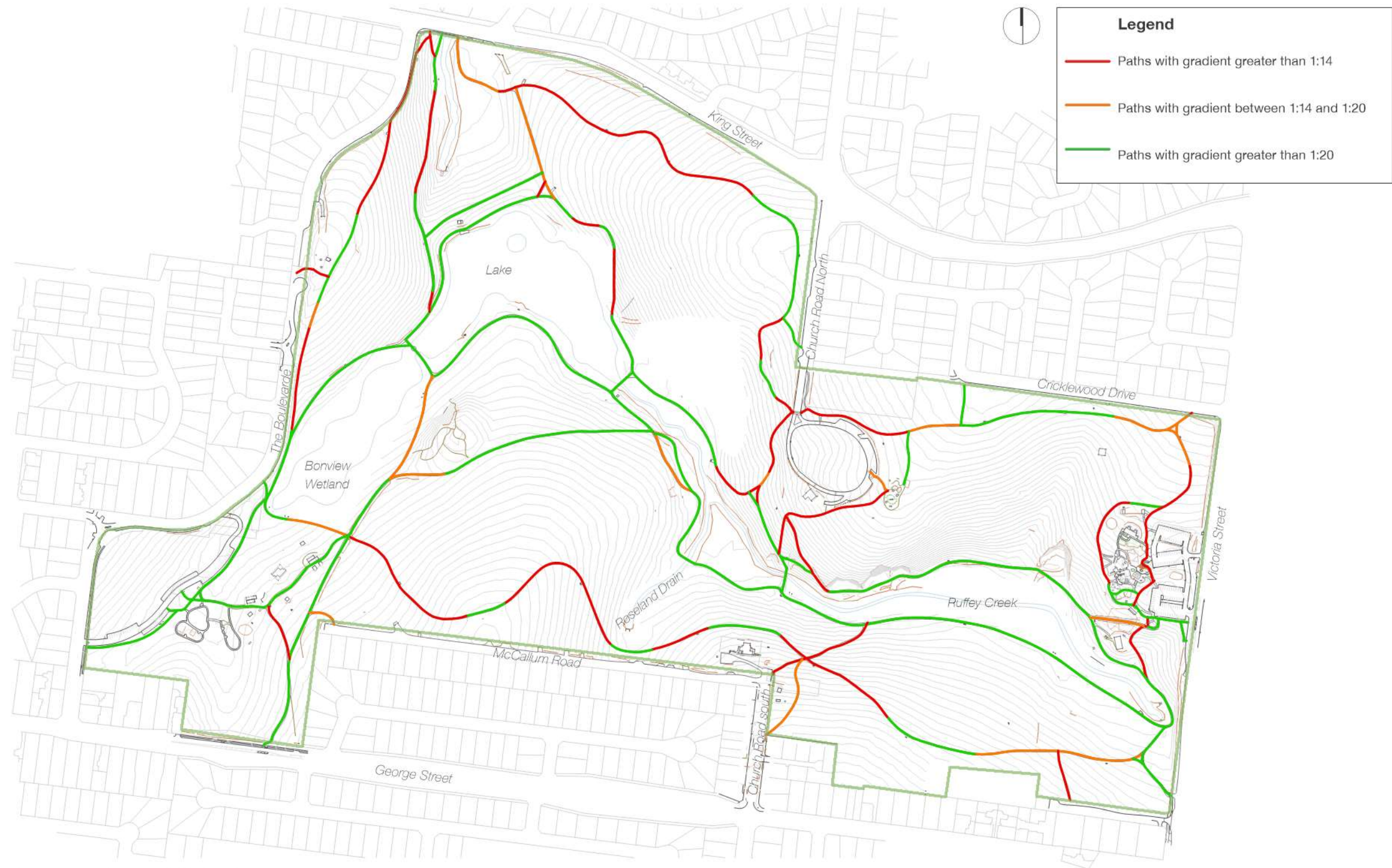


Fig. 14 Analysis: Accessibility (grading)



3 Site Analysis & Existing Conditions

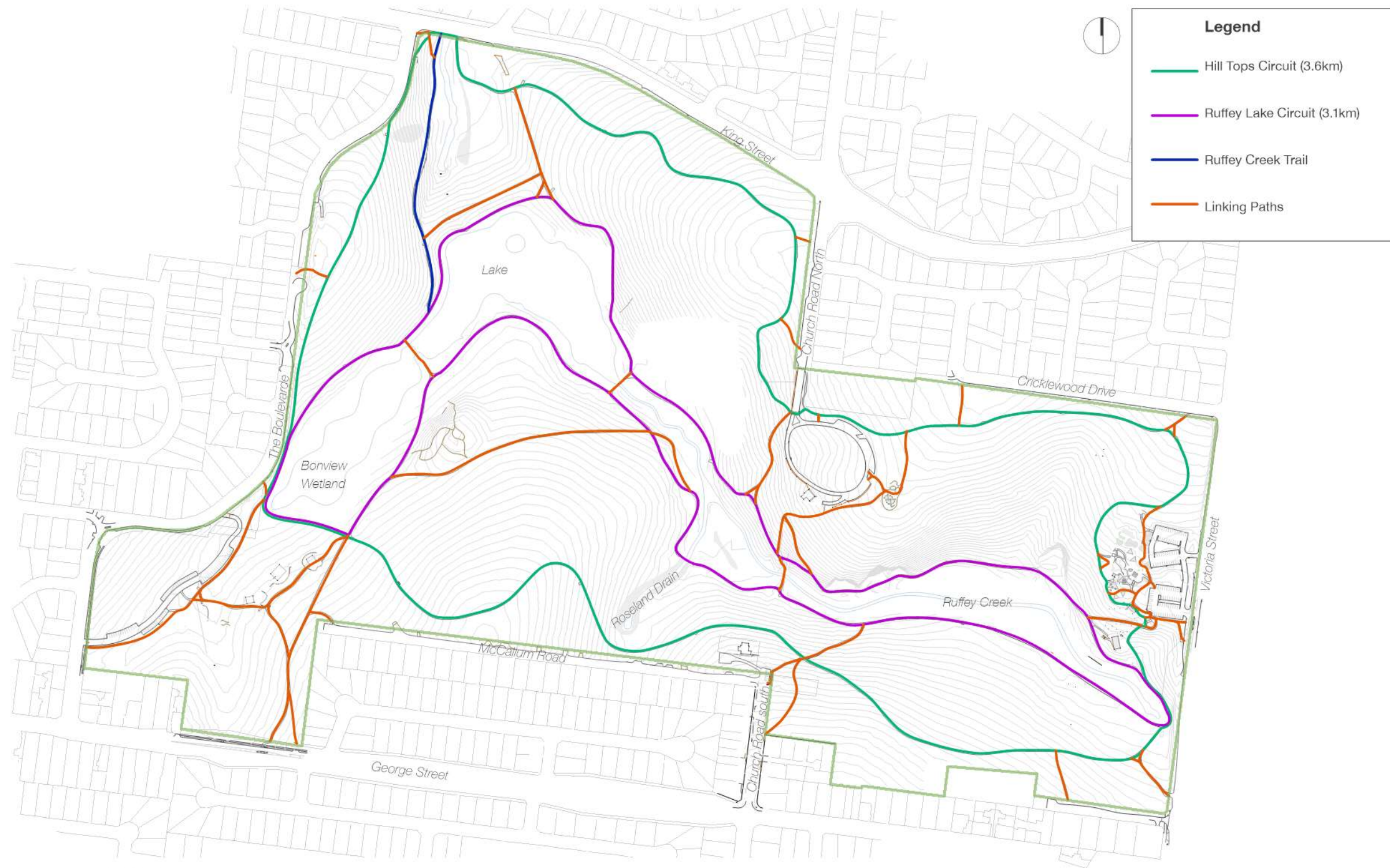


Fig. 15 Analysis: Circuits

3 Site Analysis & Existing Conditions

Ruffey Lake Park Masterplan Report



Fig. 16 Analysis: Traffic and movement



3.4 RECREATION AND PARK INFRASTRUCTURE

Ruffey Lake Park is a popular venue for recreational activities with opportunities for walking, dog walking, jogging, casual cycling and organised sporting activities including disc golf, orienteering, school cross country events, bird watching and play.

3.4.1 WALKING AND RUNNING

Ruffey Lake Park is intensively used by walkers and runners. Consultation feedback confirmed the number one most loved or most important quality about Ruffey Lake Park are the walking paths. Refer to Appendix 1.3 Figure 5.

3.4.2 CYCLING

Ruffey Lake Park is located within an existing bicycle network within Manningham. The Park provides a strategic north - west to south - east cycling connection between the Koonung Trail and the Main Yarra Trail. Two on-road bike connections heading south and south west of Ruffey Lake are also well used. The remainder of the path network has only a low level of use by cyclists. Refer to Appendix 1.3 Figure 6.

3.4.3 ORGANISED SPORTS AND CLUBS

Disc golf has been set up as a trial in the King Street Hill precinct and currently offers nine baskets. Casual players borrow equipment from the local library. Refer Figure 17.

Orienteering is a popular organised sport activity at Ruffey Lake Park which occurs regularly. The sport doesn't rely on large amounts of fixed infrastructure and supports health and well being.

Ruffey Lake Park is a popular destination for school cross country events with its undulating hills and path networks.

3.4.4 DOG USE

The majority of the park is currently used as dog off lead area.

Refer Figure 18.

3.4.5 PARK INFRASTRUCTURE

The location of amenities such as toilets, seats, drinking fountains, bins, bike racks and picnic settings is generally good but will require continual rationalisation as uses change over time.

A number of barbecues are located throughout the park. Refer Figure 19.

3.4.6 KEY ISSUES

- Lack of exercise equipment that would support more physical activity.
- Lack of facilities to engage young people.
- The lack or absence of adequate lighting discourages the use of the park at night and in the late afternoons during winter months.
- Lack of infrastructure to encourage more cycling and walking to the park.
- There is confusion around dog controls, especially where on lead and off lead areas change through different parts of the park.
- Drinking fountains and shaded seating are concentrated around playspaces and should be available more broadly within the park.
- Lack of weather shelters throughout the park outside of the three hubs.
- Disc golf tees are heavily worn.
- Melbourne Disc Golf Club seeks a permanent course and enlargement to international standard.
- The park has currently three public toilets near the main picnic and high use facilities. Church Road north toilets are poorly located within the park and require upgrading.
- Orienteering would benefit from minor additions of permanent GPS infrastructure to reduce event setup times.
- High voltage power lines are visually dominant and limit planting opportunities.

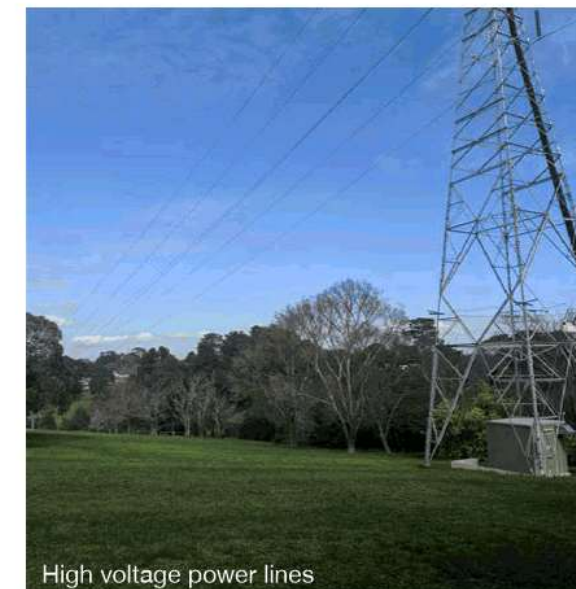
3 Site Analysis & Existing Conditions



Dog control signage on bollards and stencils



Worn disc golf tees



High voltage power lines

Fig. 17 Park infrastructure

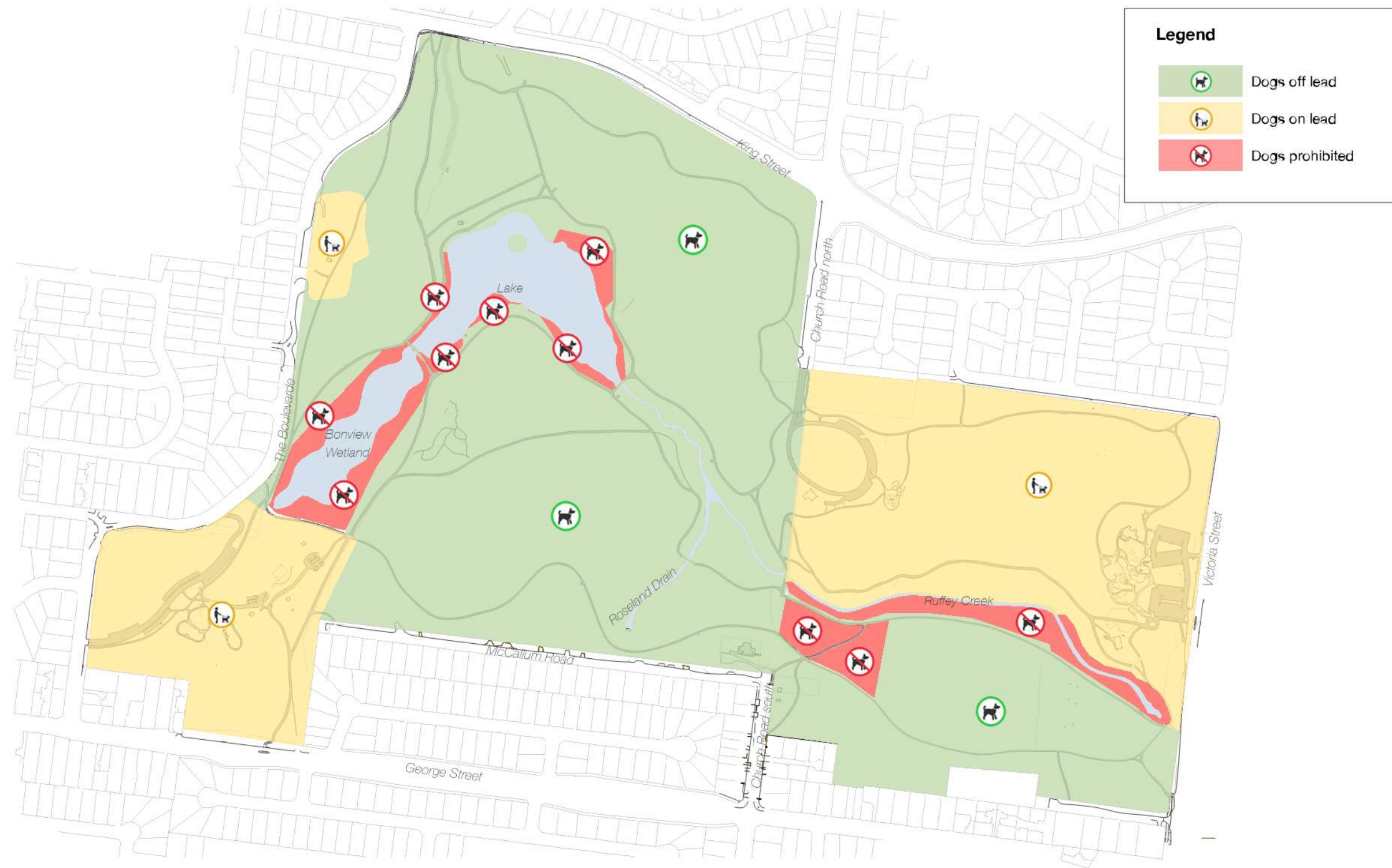


Fig. 18 Existing Dog control areas



3 Site Analysis & Existing Conditions



Fig. 19 Existing Recreation and Park Infrastructure

3.5 EVENTS & SOCIAL SPACES

Facilities and infrastructure are temporarily erected to cater for large-scale events.

The park is the site of a number of significant annual events including the Council organised Carols by Candlelight. Numerous community groups host their own events in the park and this number is increasing.

3.5.1 KEY ISSUES

- The park can display signs of wear and tear following events.
- A gathering space for small community and school groups with a potential stage and seating area has been requested.

3.6 PUBLIC APPRECIATION, EDUCATION AND SIGNAGE

There are a variety of existing signs throughout the park but they are not consistent in style or are poorly located which can cause confusion.

Improved signage, and additional themes for interpretation is identified. Consideration should be given to minimising or simplifying signage to ensure the park is not inundated with historical messaging, lessening its impact, overloading the visitor with information or cluttering the landscape.

3.6.1 PARK ENTRY SIGNAGE

Entry signage is not highly visible or is deteriorating and, in the case of one secondary park entrance, missing.

3.6.2 INTERPRETATIVE SIGNAGE

Existing interpretive signage contains some good information. However, they are text heavy, emphasise post settlement history and are in need of renewal.

In some cases the interpretive signage is poorly located and not visible to passing pedestrians.

3.6.3 WAY FINDING SIGNAGE

Wayfinding signage is currently limited to directional signage around the Ruffey Creek Circuit and loop trails and some map signs at the main car parks and playgrounds.

In particular, key bike routes are poorly identified.

KEY ISSUES

- Signage is of a range of different styles and can be confusing.
- Accessibility of signage, wayfinding and amenities is a concern due to dependence on text, English speaking users preferred, and height/colours not compliant to Disability Access (DDA) recommendations.
- There are currently limited signs with maps and/or directional arrows to provide direction to destinations within the park. Distance markers around the park are requested.
- Additional interpretation should include consultation with local indigenous representatives to ensure new signs incorporate their history and knowledge in an equitable and appropriate manner.
- Consider additional interpretation themes that have a direct impact on user behaviour to improve park presentation and environmental benefits.



Entry sign



Heritage interpretive sign



Community notice board



Disc golf sign

Fig. 20 Signage

3.7 PRECINCTS ANALYSIS

The nine precincts adopted here are the same as those in the Ruffey Lake Park Management Plan (2005).

The Quarry Precinct has been identified as the tenth precinct in this Masterplan.



Fig. 21 Precincts

3 Site Analysis & Existing Conditions

Ruffey Lake Park Masterplan Report

3.7.1 Precinct 1: Victoria Street Hill Precinct

Characteristics and features

The Victoria Street Hill Precinct is located on the north eastern side of the park. It has a high profile frontage and contains the Victoria Street playground with carpark and facilities, and an adjacent open grass area.

Victoria Street playground area is a regional playspace and is the most popular area in the park. It contains spaces for play, seating areas, shelters, and parking. The rain gardens capture the water flow off the road and the car park catchment into garden beds and grassed areas. The hill provides open views to Ruffey Lake and surroundings, especially west of the powerlines.

A set of high voltage transmission lines runs from north to south through the park just west of the Victoria Street picnic area. These transmissions lines have a visual impact on the park and constraints below are set by the relevant power authority.

Issues and opportunities

1. Safety concerns about pedestrians crossing Victoria Street at the carpark and south of Ruffey Creek to connect between Ruffey Lake Park and Rieschiecks Reserve.
2. Concerns raised about the safety of vehicles entering and exiting the carpark from Victoria Street due to traffic volume and speed.
3. Ruffey Lake Park entry signage is not highly visible to passing traffic. Some deterioration of the signs is evident.
4. Site accessibility is difficult due to existing slopes and poor disability access provisions. For example no handrails installed on the existing steps between car parks and picnic areas.

5. There is no footpath along the western side of Victoria Street, and a new footpath is proposed in the Waldau Precinct Masterplan.
6. Connection to Cricklewood Drive entry is reduced and its access is limited by raised concrete kerbing.
7. There is no path connecting from the bus stop on Victoria Street into the Park.
8. Some of the larger picnic tables are difficult to access.



Legend

- Existing tree
- Existing vegetation
- Existing grassland
- Asphalt surface
- Contour lines (intervals of 1m)
- Fence
- View shed



Fig. 22 Precinct 1: existing conditions



3 Site Analysis & Existing Conditions

3.7.2 PRECINCT 2: CHURCH ROAD NORTH

Characteristics & features

The Church Road entry is a discrete area, accessed via Church Road north and contains a small playground, toilets, picnic / BBQ shelter, carpark and starting area for the Disc Golf.

This precinct is elevated, affording viewlines to the south.

Issues and opportunities

1. The heritage bunya pines are a significant element of the landscape and visible elsewhere within the park.
2. Church Road toilets are in poor condition and poorly located within the park. Steep slope makes the toilets difficult to access.
3. Dense vegetation provides sense of enclosure within the park. Species present are predominantly weedy, and succession planning should occur to establish alternative habitat.
4. Playspace scheduled for upgrade.



Legend

- Existing tree
- Existing vegetation
- Existing grassland
- Disc golf course
- Asphalt surface
- Contour lines (intervals of 1m)
- Fence
- View shed

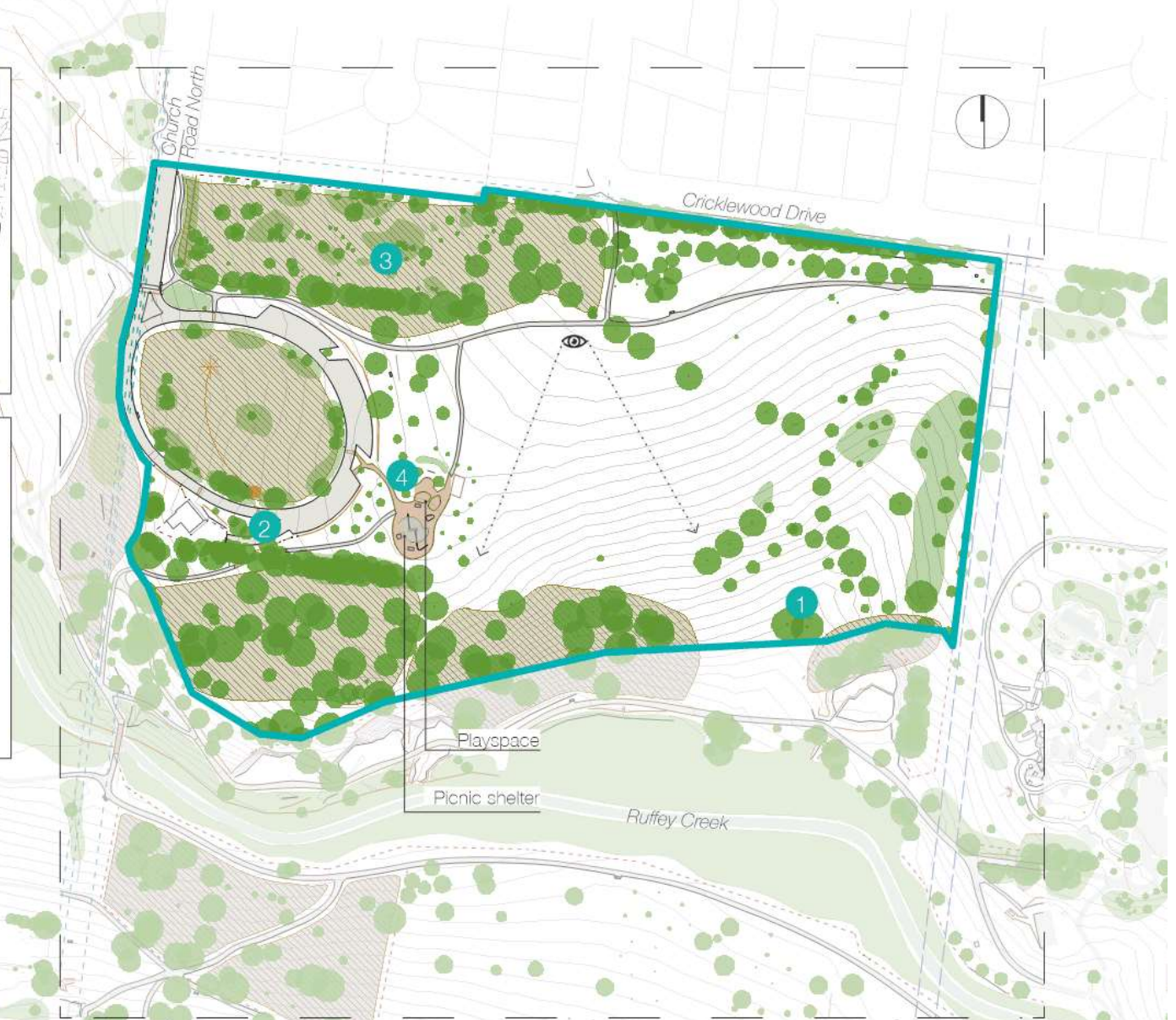


Fig. 23 Precinct 2: existing conditions



3 Site Analysis & Existing Conditions

3.7.3 PRECINCT 3: WALDAU HILL PRECINCT

Characteristics & features

The character of the Waldau Hill Precinct is strongly connected to the former orchards of the site and the heritage homestead Friedensruh. This historic point of the park provides excellent views to Ruffey Creek and Victoria Street Hill.

Trees are a mix of native and exotic species - largely random exotic plantings west of high voltage powerline easement and predominantly native plantings to the east.

Issues and opportunities

1. High voltage power lines visually dominant.
2. Melbourne Water easement running east west across the precinct. Melbourne Water has guidelines and limitations to planting within their easements.
3. Concerns have been raised around the safety of pedestrians crossing Victoria Street at the entrance to the Rieschiecks Reserve carpark.
4. Former dam that needs to be addressed.
5. There are few amenities in this precinct that encourage spending time here.



Fig. 24 Precinct 3: existing conditions



Legend

- Existing tree
- Existing vegetation
- Existing grassland
- Asphalt surface
- Contour lines (intervals of 1m)
- Fence
- View shed



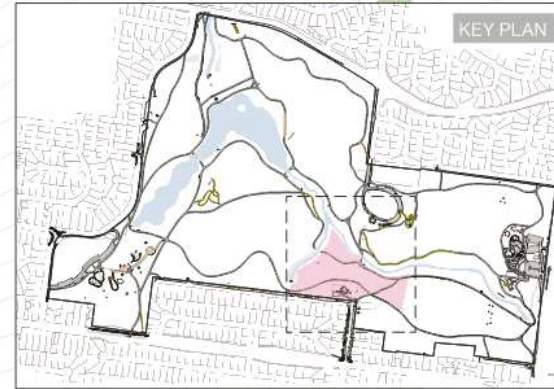
3.7.4 PRECINCT 4: CHURCH ROAD SOUTH PRECINCT

Characteristics & features

The Church Road South Precinct is the highest point on the southern side of the park. It spans from Church Road down to the two drainage lines which connect into Ruffey Creek. The revegetation zone is a valuable element of the landscape with dense vegetation which contrasts with the vast, sunny and open areas which provides views to the western side of the Park.

Issues and opportunities

1. Maintain access to Melbourne Water's service pits for water main service work.
2. Power lines connecting to Church Road north are visually dominant and limit tree planting opportunities within the central area of the park.
3. No park entrance signage at the Church Road entrance.
4. Steep grades of paths connecting into the park limits access including to Aged and Disability Support Services - Social Support Centre who have a high proportion of elderly visitors.
5. The Aged and Disability Support Services - Social Support Centre building is poorly integrated within the park.
6. Conservation zone not fully enclosed with protective fencing.
7. Road runoff from Church Road flows directly into the park through open swales.
8. There are limited trees on the southern boundary to soften the park boundary and provide canopy.

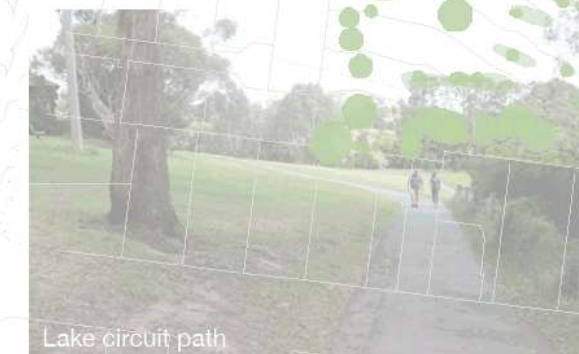


Legend

- Existing tree
- Existing vegetation
- Existing grassland
- Asphalt surface
- Contour lines (intervals of 1m)
- Fence
- View shed



Fig. 25 Precinct 4: existing conditions



3 Site Analysis & Existing Conditions

3.7.5 PRECINCT 5: MCCALLUM HILL PRECINCT

Characteristics & features

The McCallum Hill Precinct has large open expanses of green grass. A high point on the southern boundary allows for long vistas of the park towards Ruffey Lake and King Hill Precinct, adjacent surroundings, as well as parts of Templestowe. The hill has a sunny outlook to the north and a largely consistent slope that forms a concave form towards the creek. 'Magic Mountain' is a large soil stockpile that is unique but under utilised element in the precinct.

Issues and opportunities

1. There are limited trees on the southern boundary to soften the park boundary and provide canopy.
2. Upper Hill Top loop path passes close to McCallum Road at two locations, however there are no path connections into the park.
3. Mixed native and exotic planting in the precinct while planting along the creek line is largely native.
4. Few park facilities except some seats along the upper and lower paths providing excellent views across the park. Opportunity to further enhance.
5. Wear and tear to Magic Mountain due to steep slopes needs to be addressed as well as revegetation works.
6. This zone is intensively used during events including Christmas Carols.



Legend

- Existing tree
- Existing vegetation
- Existing grassland
- Asphalt surface
- Contour lines (intervals of 1m)
- Fence
- View shed

Ruffey Lake Park Masterplan Report



Fig. 26 Precinct 5: existing conditions



3.7.6 PRECINCT 6: THE BOULEVARDE PRECINCT

Characteristics & features

The Boulevarde Precinct is a highly active zone within the park. Located within a natural valley, this area of the park was not cleared for farming or orchard uses so maintains a strongly indigenous planting character. The enclosed feel of the space and extensive vegetation to the edges make it an immersive landscape experience.

The playground is highly popular and the facilities are heavily used.

Issues and opportunities

1. Melbourne Water filtration wetlands improve stormwater runoff before it enters Ruffey Lake. Service access required to the desilting area.
2. Vehicle exit gates to the northern end of the carpark are kept locked outside public events.
3. The enclosed and treed nature of the space is important to the feel and landscape character.
4. The existing play equipment is aging.
5. Lawn areas near the carpark are well used by the local community for a range of activities.
6. Flatter grades in this area mean fewer accessibility issues.
7. Wide range of furniture styles including seating, picnic settings, BBQ's and drinking fountains. Some infrastructure requires replacement and/or locations reviewed.
8. The existing toilets have recently been upgraded with Changing Places still to be installed.
9. Gravel paths near the toilet and picnic area need to be reviewed and to resolve trip issues around shelters.

10. Main bike connection between Doncaster Hill and the Main Yarra Trail passes through this section of Ruffey Lake Park with most cyclists crossing the bridge over Ruffey Lake to access the Ruffey Creek Trail.
11. There is currently very limited wayfinding signage to direct cyclists through the park.
12. Entrance treatment to the park is poor and needs to be improved.

Legend

- Existing tree
- Existing vegetation
- Existing grassland
- Asphalt surface
- Contour lines (intervals of 1m)
- Fence
- View shed



Fig. 27 Precinct 6: existing conditions

3 Site Analysis & Existing Conditions

Ruffey Lake Park Masterplan Report

3.7.7 PRECINCT 7: BOULEVARDE HILL PRECINCT

Characteristics & features

The Boulevarde Hill Precinct is a large open area in the western section of the park with a central high point - Boulevarde Hill. This vantage point overlooks Ruffey Lake and King Hill and provides panoramic views to the east and to the Dandenong Ranges. This precinct has a less intensive level of usage, fewer facilities and park amenities compared with other areas. Start of the Ruffey Creek Trail.

Issues and opportunities

1. Elevated views over Ruffey Lake are a feature of this precinct.
2. There are limited trees on the western boundary to soften the park boundary and provide canopy.
3. Predominantly native and indigenous planting. Opportunity to further enhance tree planting away from key views.
4. Significant open grass areas with sparse tree cover. Maintain vista across Ruffey Lake.
5. Small BBQ area at the top of Boulevarde Hill needs upgrading.
6. Signage to the King Street corner requires replacement and improved planting to create a stronger sense of entry and presentation.
7. Poor pedestrian connection under the King Street bridge needs upgrading.

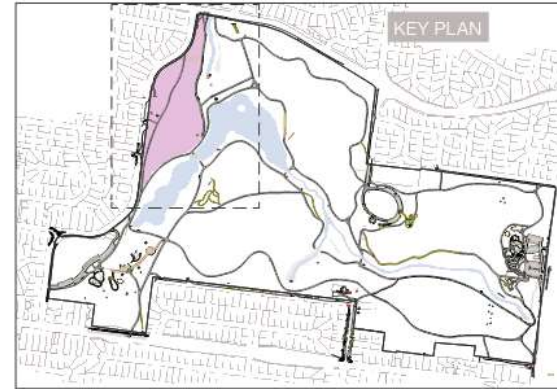


Fig. 28 Precinct 7: existing conditions



3 Site Analysis & Existing Conditions

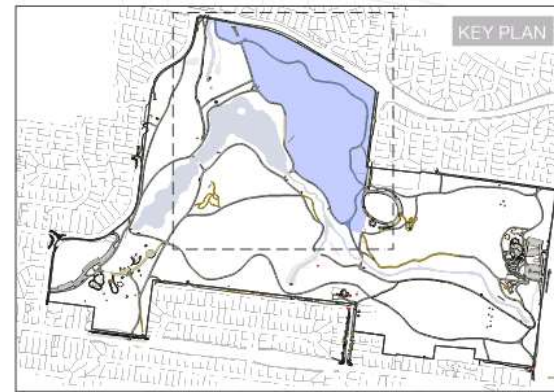
3.7.8 PRECINCT 8: KING HILL PRECINCT

Characteristics & features

The King Hill Precinct is an extensive area on the northern boundary of the park adjacent to King Street. The Hill Tops Circuit is the main path along this precinct and connects the Church Road entrance with the King Hill entrance. The vistas are wide and distant towards Doncaster and surroundings. The Monterey Pine windbreaks are a unique feature of the landscape which form a physical reminder of the early orchard.

Issues and opportunities

1. Extensive areas of indigenous tree planting to the King Street edge. Opportunities to supplement this with additional trees, mid level and groundcover planting to strengthen screening, improve the conservation values and provide greater separation from the road.
2. Significant open grass areas and mixed native tree planting to lower grass areas.
3. Few park facilities except for some seats along the upper paths.
4. Disc Golf course extends into this area which improves activation.
5. Signage to Church Road / King Street corner requires replacement and improved planting to create a stronger sense of entry and presentation.
6. Informal gravel parking spaces in Church Road north road verge available for park users.
7. Poor pedestrian connections which need improvement.
8. Poor pedestrian connection which leads people onto narrow path along King Street.



Legend

- Existing tree
- Existing vegetation
- Existing grassland
- ✱ Disc golf course
- Asphalt surface
- Contour lines (intervals of 1m)
- - - Fence
- View shed



Fig. 29 Precinct 8: existing conditions

3 Site Analysis & Existing Conditions

Ruffey Lake Park Masterplan Report

3.7.9 PRECINCT 9: LAKE AND CREEK PRECINCT

Characteristics & features

The Lake and Creek Precinct is located in the core of Ruffey Lake Park and provides a major focal point both in terms of the views and activities.

Ruffey Lake is an artificial lake which also acts as a regional retarding basin.

Ruffey Lake contains two bridges for pedestrian crossing and viewing platforms. A third bridge crosses the creek on the north south alignment of Church Road. A fourth bridge crosses Roseland Drain. Most areas of the lake edge are fenced to protect wildlife.

Ruffey Creek is a natural asset with significant environmental values and a range of characteristics. In some sections the vegetation is dense with weedy species prevalent and in other areas it opens up allowing for views to the opposite banks.

Water quality in Ruffey Lake is relatively poor (elevated *E. coli*, Phosphorus and Nitrogen levels). Stormwater inflows contribute to the build up of silt and litter which is particularly evident on the north eastern lake edge.

Issues and opportunities

1. The island provides an interesting focal point in Ruffey Lake and roosting habitat for water birds.
2. There are several benches with clear views to the water edge.
3. Due to possible public health risks with water contact there are limited access points to the waters edge. Much of Ruffey Lake includes fencing which also protects the conservation areas.
4. Bridge crossings provide an excellent opportunity to engage with the lake and creek environment.

5. The exposed surface rock within sections of the creek (around the heritage ford crossing) are a feature of the site.
6. The existing conservation areas adjacent to the creek offer opportunities for expansion and additional creek edge weed removal and revegetation.
7. Weed management will be an ongoing requirement due to water borne dispersal.
8. Additional interpretive signage would assist in the general public understanding the importance of litter control measures.



Ruffey Lake



Ruffey Lake



Lake circuit path



Bridge 2



Bridge 3



Bridge 4



3 Site Analysis & Existing Conditions



3 Site Analysis & Existing Conditions

3.7.10 PRECINCT 10: QUARRY
PRECINCT

Characteristics & features

Due to its sense of seclusion, the dense vegetation and large numbers of trees on the upper slopes, the Quarry Precinct provides a quiet experience along the Ruffey Creek Circuit.

Issues and opportunities

1. Quarry amphitheatre is a unique heritage element of the landscape as a former source of local stone. However, access to the quarry rockface and top of the cliff is restricted for safety reasons.
2. There are gaps in the conservation area fencing which need to be addressed to protect the vegetation.
3. Dense vegetation provides sense of enclosure within the park. Species present are predominantly weedy, and succession planning should occur to establish alternative habitat.

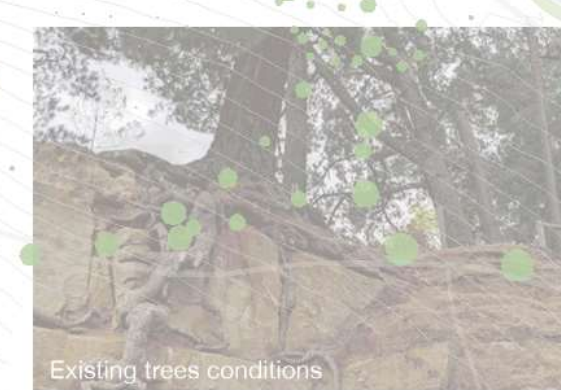


Legend

- Existing tree
- Existing vegetation
- Existing grassland
- Asphalt surface
- Contour lines (intervals of 1m)
- Fence



Fig. 31 Precinct 10: existing conditions





4 MASTERPLAN VISION

The masterplan vision for Ruffey Lake Park, the green jewel of Manningham, is to preserve, enhance and encourage greater use and enjoyment of the park's diverse natural, environmental and historic qualities.

Note: The above vision builds on the vision of the 2005 Management Plan which states: Ruffey Lake Park is a place that provides a range of recreation and social opportunities whilst enhancing the natural, landscape, cultural and historic values of the park.

An aerial photograph of a golf course. A large, irregularly shaped pond is the central feature, surrounded by dense green trees. A dark, winding path or track cuts through the grassy areas. A semi-transparent white rectangular box is overlaid on the upper portion of the image, containing the text '5 OBJECTIVES & RECOMMENDATIONS'.

5 OBJECTIVES & RECOMMENDATIONS



5 Objectives & Recommendations

This section identifies the key objectives and makes general recommendations relevant and applicable to six themes:

NATURE AND ENVIRONMENT

- Trees
- Bushland areas
- Wildlife
- Green space
- Views

RUFFEY CREEK LAKE AND CATCHMENT

- Lake
- Creek

ACCESS, CIRCULATION, AND CONNECTIONS

- Car parking
- Walking paths

RECREATION AND PARK INFRASTRUCTURE

- Toilets
- Dog off-lead areas
- BBQ and picnic areas
- Zones for relaxing
- Disc Golf (the most commonly noted 'other' category)
- Café
- Playgrounds
- Public Art
- Mountain bike riding at Magic Mountain

EVENTS AND SOCIAL SPACES

- Social gathering spaces
- Public/events activities

PUBLIC APPRECIATION, EDUCATION AND SIGNAGE

- Interpretive signage
- Heritage values



Views from the top of Boulevard Hill



Native trees in Ruffey Lake Park

5 Objectives & Recommendations

Ruffey Lake Park Masterplan Report

5.1 NATURE & ENVIRONMENT

5.1.1 OBJECTIVES

Ensure the existing historic and landscape character, including native and exotic trees and indigenous vegetation is preserved and enhanced. New landscape planting should be sustainable and in keeping with the park character. Refer to Figures 32 and 33.

5.1.2 RECOMMENDATIONS

Improvements include:

- a. Develop a tree planting plan specific to the site. The plan should:
 - Increase tree cover across the site and maintain lower storey plantings.
 - Additional tree planting to the perimeter areas of the park.
 - Consider future climate change impacts.
 - Existing windbreak plantings (including *Pinus radiata*) to be maintained until they become senescent or unsafe and require replacement. Replacement species will be dependent on the location in the park and what theme is proposed. Potential species may include for Native areas with large indigenous trees:
 - *Eucalyptus melliodora*;
 - *Eucalyptus polyanthemos*;
 - *Eucalyptus rubida*;
 - *Eucalyptus viminalis*; and/or
 - *Eucalyptus camaldulensis*.
 - Exotic potential species may be:
 - *Cedrus*;
 - *Araucaria*;
 - *Nothofagus*;
 - *Pinus* (other than *radiata*);
 - *Taxodium*; and/or
 - *Metasequoia* or *Sequoia*.

- Supplement and enhance tree planting within high public use areas to maximise shade, amenity, windbreak, and separation of park areas.
- Ensure new tree plantings relate to the landscape character and environmental conditions of the zone they are to be planted in, with other native and exotic species used in specific locations, and are not randomly sourced and placed.
- Create an Arboretum, including signage with tree species north of the Victoria Street playspace.
- Tree planting near powerlines in accordance with Ausnet guidelines.
- If supported and maintained by a Friends' group or similar explore opportunities to create an urban forest and urban orchard areas within appropriate sections of the park (e.g. orchard plantings on Waldau Hill, and adjacent to proposed Cafe).
- b. Removal of weeds within existing revegetation and conservation areas. Following weed removal revegetate areas with indigenous vegetation.
- c. Changed mowing regimes to preserve "native grassland" areas.
- d. Prepare a concept for Magic Mountain that predominantly remains a revegetation area but includes additional nature play, and slide. Allowance for design concept and construction budget.
- e. Enhance entrance treatments including planting.
- f. Create a native display garden.
- g. Install new ground storey planting that is:
 - Appropriate, robust and drought tolerant species.
 - Maintains clear view lines for safety in accordance with CPTED (Crime prevention through environmental design) guidelines in areas that are not fenced for revegetation.



Tree planting



Native grassland



Revegetation area



5 Objectives & Recommendations



Fig. 32 Nature and environment

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Fig. 33 Tree planting themes



5.2 LAKE & CATCHMENT

5.2.1 OBJECTIVES

Preserve, enhance and celebrate the Ruffey Creek corridor and lake.

Work with Melbourne Water as the responsible catchment authority to enhance the amenity and sustainability of Ruffey Lake and creeks to improve the landscape experience, mitigate flooding, increase water capture and storage for re-use and improve water quality.

5.2.2 RECOMMENDATIONS

Improvements include:

- a. Prepare and formalise a maintenance agreement between Manningham Council and Melbourne Water, clearly outlining roles and responsibilities, asset ownership and ongoing maintenance associated with Ruffey Lake, the retarding basin and the wetland.
- b. Manningham Council to implement strategic stormwater treatment and litter control harvesting initiatives including:
 - Complete a land capability assessment and explore stormwater harvesting from the Bonview Wetlands to irrigate Ruffey Lake Park.
 - Review the Rieschiecks Stormwater harvesting system including offtake, storage and treatment.
 - Create a new rain garden within the The Boulevard carpark.

- c. Coordinate with Melbourne Water to:
 - Complete detailed investigation and determine the key pollutant source.
 - Develop a targeted approach to improve lake health.
 - Desilt water bodies.
 - Improve edge conditions and vegetation.
 - Improve access to Ruffey Lake (e.g. lake edge boardwalk).
 - Reset rain gardens within the Victoria Street carpark.
 - Investigate new opportunities for Water Sensitive Urban Design adjacent to the existing pit at Church Road South.



Example of boardwalk with viewing platform



Example of boardwalk with viewing platform

5 Objectives & Recommendations

Ruffey Lake Park Masterplan Report

5.3 ACCESS, CIRCULATION & CONNECTIONS

5.3.1 OBJECTIVES

Improve access, circulation and connections, both within and to the park.

Paths should be safe, well connected and provide for a range of recreational uses including walking, running and low speed cycling.

This includes better connections from adjacent streets, and to adjacent open spaces to improve safety and amenity for pedestrians and cyclists and reduce reliance on car use. Refer Figure 34.

5.3.2 RECOMMENDATIONS

Improvements include:

- a. Install additional pedestrian and disabled access compliant paths, crossings and connections at key points leading into the park.
- b. Designated shared path connection between Church Road and the Ruffey Creek Trail to 2.5-3.0m wide.

- c. Widen the existing Hill Tops Circuit and Ruffey Lake Circuit to 2.5-3.0m wide to improve connections between them.
- d. Create a maintenance/waste vehicle access route. Refer Appendix 1.5 Figure 8 Recommendations: Paths between 2.5-3m wide for maintenance vehicles movement.
- e. Advocate to the Department of Transport for pedestrian crossing at Victoria Street to access facilities at Rieschiecks Reserve.



New footpath connection in Ruffey Lake Park



Example of linking paths to BBQ facilities



5 Objectives & Recommendations

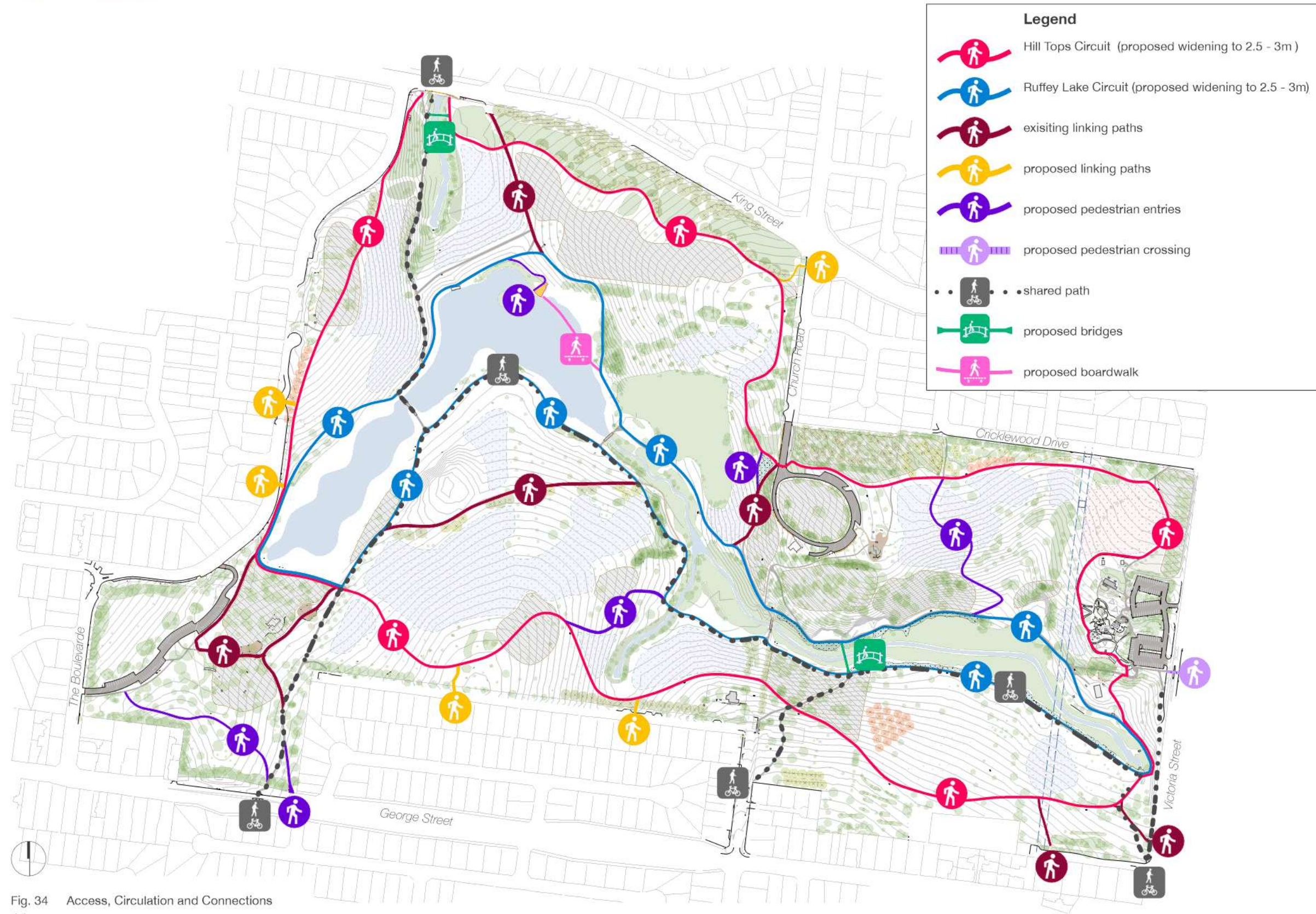


Fig. 34 Access, Circulation and Connections
44

5 Objectives & Recommendations

Ruffey Lake Park Masterplan Report

5.4 RECREATION & PARK INFRASTRUCTURE**5.4.1 OBJECTIVES**

Undertake an infrastructure improvement program within the Park to remove and replace aging or poor condition play equipment, furniture, signage and structures. Upgrades to facilities must be high quality, sustainable, durable and underpinned by Ecologically Sustainable Design (ESD), Disability Access (DDA) and Healthy by Design principles. Infrastructure elements such as play equipment, shelters, signage or furniture must be appropriately designed and located to be sympathetic with the informal and natural character of the park. Refer Figure 35.

5.4.2 RECOMMENDATIONS

Improvements include:

- a. Implement the Ruffey Lake Park specific recommendations of the Waldau Precinct Masterplan including the construction of an appropriately scaled and sited Café at the Victoria Street playspace.
- b. Implement pedestrian grade lighting to the Hill Tops Circuit and connecting paths that operates at night only which is:
 - An environmentally sustainable design to minimise the impact on nocturnal wildlife, bird life, human health and safety and spaced at regular intervals to comply with public space lighting standards.
 - Fully shielded, downward directed light with controlled hours of operation from 5am to 11pm.
 - Utilises warm white colour temperature and appropriate colour rendering to discourage anti-social behaviour.
 - Achieve the best outcomes in terms of visual and environmental impacts and costs to install and maintain.

- c. Undertake upgrades to the public toilets within the park including:
 - Boulevard Changing Places.
 - Church Road north new facility.

- d. Install new park furniture such as drinking fountains with bottle refill and dog bowl, accessible BBQs, seating, bike hoops, and picnic tables.

- e. Review waste bins locations around the park.

- f. Installation of three fitness stations. Shading by trees should be provided where possible.

- g. Create youth space for young people including pump track, climbing / balance circuit.

- h. Provide signage and undertake a public education campaign around dog controls.

- i. Upgrade three playspaces at Victoria Street, The Boulevard, and Church Road north, to achieve a safe, fun range of play opportunities, and suitable for all ages.

- j. Explore feasibility of undergrounding high voltage transmission lines within the park.

- k. Design new lookouts, shelters or pavilions.

- l. Install a bike repair & pump station along the shared path within The Boulevard Precinct.

- m. Installation of distance markers around the park.

- n. Design and construct an amphitheatre on the northern side of Ruffey Lake.

- o. Renew fencing to the park perimeter.

- p. Create an EOI for distinctive art elements at the following locations:
 - Top of McCallum Hill Quarry precinct;
 - Quarry precinct.

Art elements may include sculptures as sentinels / markers for orientation

throughout the park, distinctive structures, shelters or seating.

Temporary or installation art pieces are to be encouraged as part of other arts or community grants programs.

- q. Installation of permanent GPS linked markers fixed to existing park structures.
- r. Investigate opportunities for active pursuits such as skate boarding or basketball to be provided at adjacent Rieschiecks Reserve.



5 Objectives & Recommendations

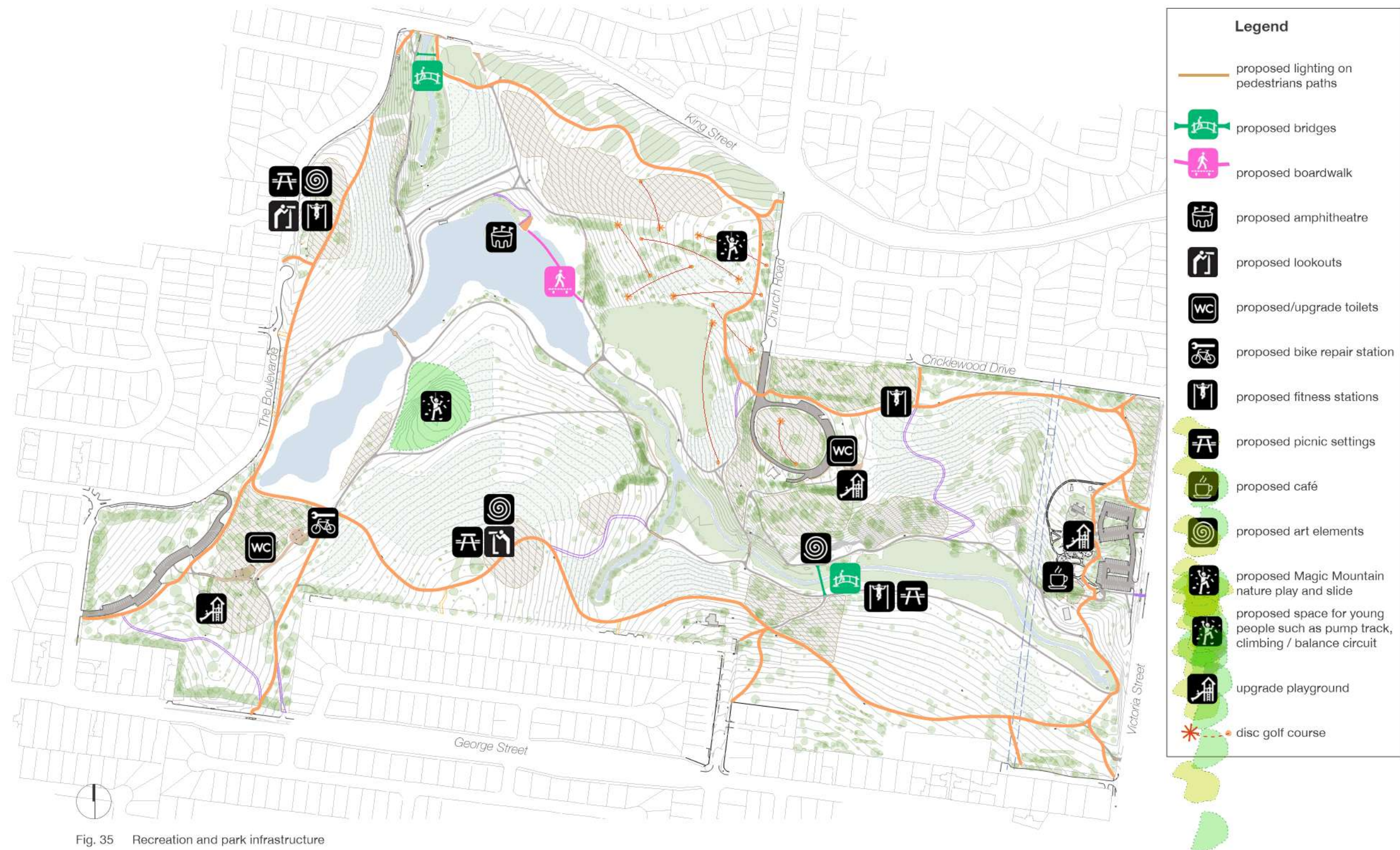


Fig. 35 Recreation and park infrastructure

46

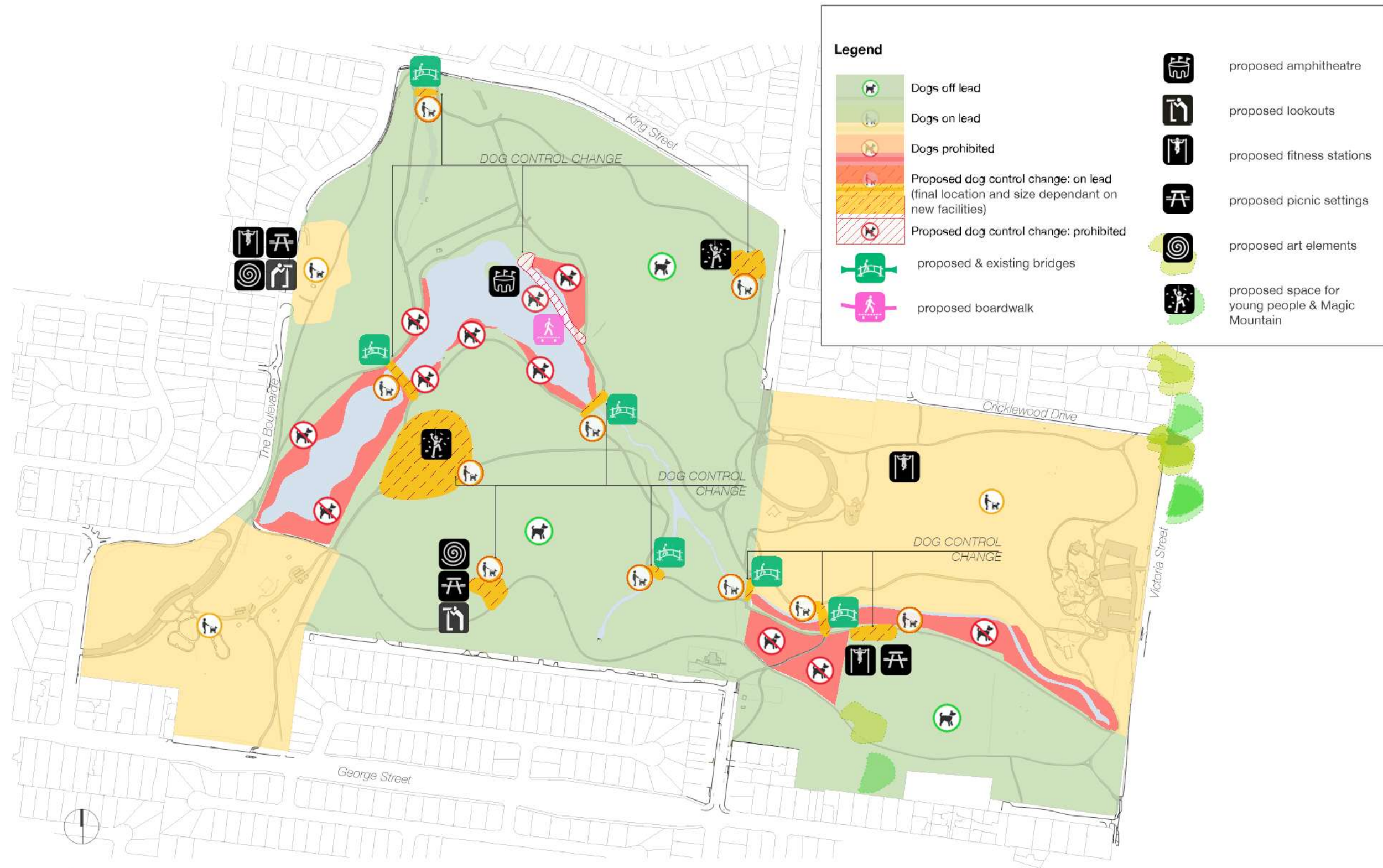


Fig. 36 Dog control areas change



5.4.3 PRECEDENTS



5 Objectives & Recommendations

Ruffey Lake Park Masterplan Report

5.5 EVENTS & SOCIAL SPACES**5.5.1 OBJECTIVES**

Build on the social and cultural heritage of the park by continuing to provide for varied activities, events and healthy outdoor passive recreation for the whole community.

In line with Council's existing policies, events should include provision for low, medium and high impact events which represent a benefit to the community.

Council's events team will program the calendar to avoid conflicts and minimise overuse which could potentially limit general park use.

5.5.2 RECOMMENDATIONS

Improvements include:

- a. Start a 'Friends of Ruffey Lake Park' community group.
- b. Consult with Wurundjeri Woi wurrung Cultural Heritage Aboriginal Corporation about educational opportunities that acknowledge and promote cultural values, heritage and knowledge such as oral history and implementation of walks.
- c. Encourage Bush Kinder programs to be hosted at Ruffey Lake Park.



Carols by Candlelight



Amphitheatre



5.6 PUBLIC APPRECIATION, EDUCATION & SIGNAGE

5.6.1 OBJECTIVES

Enhance public knowledge about the site, its character, vegetation, points of interest and history through improved interpretative and way finding signage. Improve the public profile of the park by replacing and upgrading the existing signs.

5.6.2 RECOMMENDATIONS

- a. Develop a new park signage suite consistent with Manningham Guidelines including:
 - High quality signage appropriate to the setting, clear graphic content, and fabricated from suitable and durable materials.
 - To be Disability Access (DDA) compliant.
 - Consider key signs in multiple languages to reflect the diversity of the Manningham community.
 - Park entries to create a stronger sense of entry and presentation.
 - Where multiple signs exist at the same location consolidate onto single frames or structures where possible.
 - Sensitively planned and limited to key information only to avoid adding further clutter.
 - Work with the Wurundjeri Woi wurrung Cultural Heritage Aboriginal Corporation to include appropriate information about History, Culture and Connections to Country and opportunities to include Woi-Wurrung Wurundjeri language, design, and story.
 - Wayfinding.
 - Interpretation.
 - Dog controls.
 - Upgrading the existing community events boards within the park.
- b. Investigate use of digital technology as a complementary method of interpretation.



Example of interpretive signage



Example of combined dog control & wayfinding signage

5 Objectives & Recommendations

Ruffey Lake Park Masterplan Report

5.7 GENERAL RECOMMENDATIONS: MASTERPLAN





5.7.1 PRECINCT 1: VICTORIA STREET HILL PRECINCT

1. Maintain the existing grassed open space between Victoria Street Playground and the Amphitheatre within the Quarry Precinct.
2. Preserve the existing balance between open grass space and revegetation areas.
3. Create a native display garden.
4. Arboretum north of the playspace.
5. Council, in partnership with Melbourne Water, to reset rain gardens within the Victoria Street carpark with new soil and vegetation and re-establish the 100mm ponding depth.
6. Improve connections to the broader surrounds for pedestrians and cyclists. Where possible ensure there are suitable pedestrian and Disability Access (DDA) compliant paths and crossings at key points leading into the park.
7. Continue to advocate to Department of Transport for a new signalised traffic and pedestrian crossing at the exit to the Victoria Street playspace and linking to Rieschiecks Reserve.
8. Implement the Ruffey Lake Park specific recommendations of the Waldau Precinct Masterplan including:
 - progressing the establishment of an appropriately scaled and sited Café at the Victoria Street playspace; and
 - Construct a footpath along the western side of the Victoria Street Road verge to improve safety, connect to the bus stop and promote public transport use.



Legend

- native grasslands
- open grassed areas to be maintained
- proposed arboretum
- proposed native display garden
- proposed café
- upgrade playground
- proposed pedestrian crossing
- proposed shared path
- Hill Tops Circuit to be widened to 2.5 - 3m

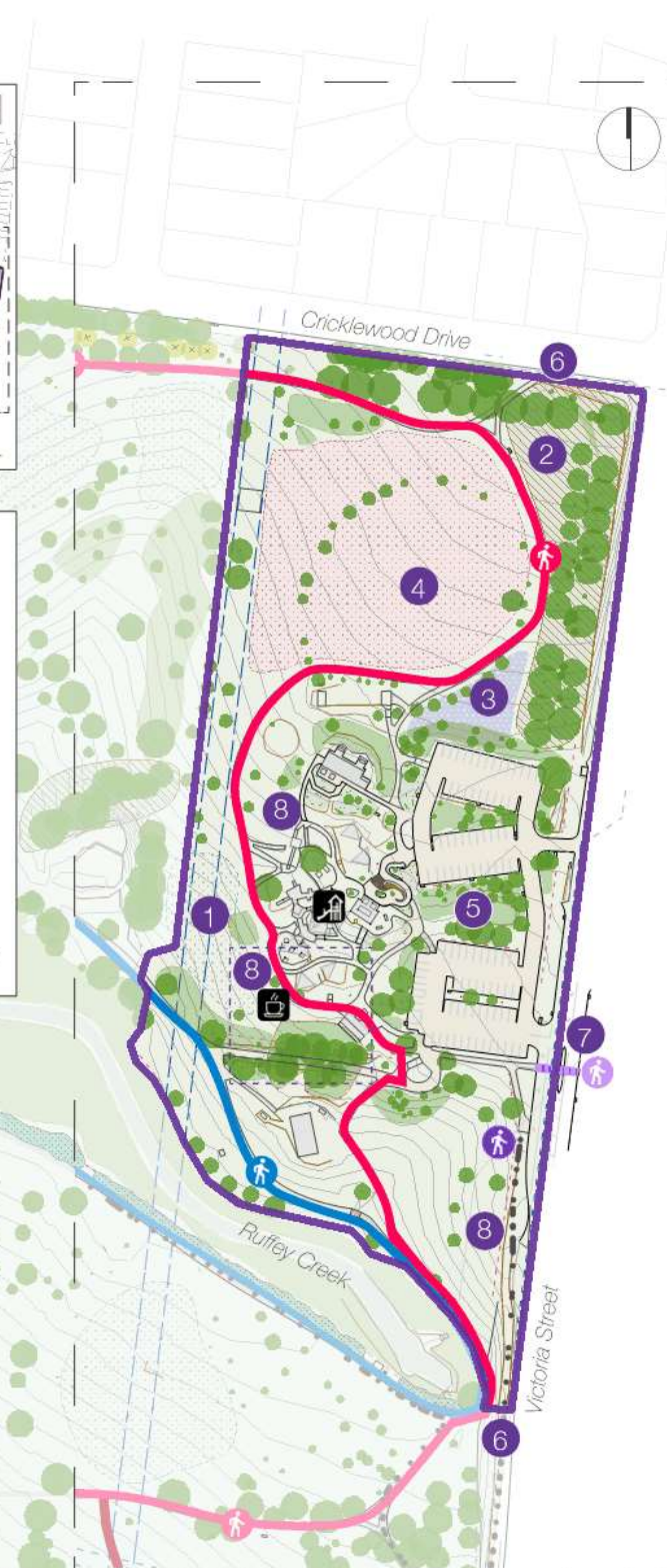


Fig. 38 Precinct 1: Recommendations

5 Objectives & Recommendations

Ruffey Lake Park Masterplan Report

5.7.2 PRECINCT 2: CHURCH ROAD NORTH PRECINCT

1. Undertake weed control and supplementary planting to the boundary between Church Road north and Cricklewood Drive.
2. Provide a new stepped path from the Ruffey Lake Circuit up the hill to connect to the existing path at the western end of Cricklewood Drive. The path will not be suitable for pedestrians of all abilities due to the natural grades but will include resting points.
3. The public toilet at Church Road north is to be decommissioned and a new toilet installed closer to the playspace, paths and shelter that is accessible and has good view lines.
4. Review existing facilities to ensure accessible BBQs, update picnic and connecting paths.
5. Provide for 18 hole disc golf course within the existing footprint. Upgrade tees with an appropriate surface.
6. Install disc golf practice basket.
7. Upgrade Church Road Playspace. Maintain as a low key, nature play theme.
8. Install a fitness station. Shading by trees should be provided where possible.



Legend

- native grasslands
- open grassed areas to be maintained
- proposed indigenous tree
- proposed native tree
- proposed exotic tree
- disc golf course
- disc golf practice basket
- proposed pedestrian path
- Hill Tops Circuit to be widened to 2.5 - 3m
- proposed fitness station
- proposed toilet
- upgrade playground
- proposed seats

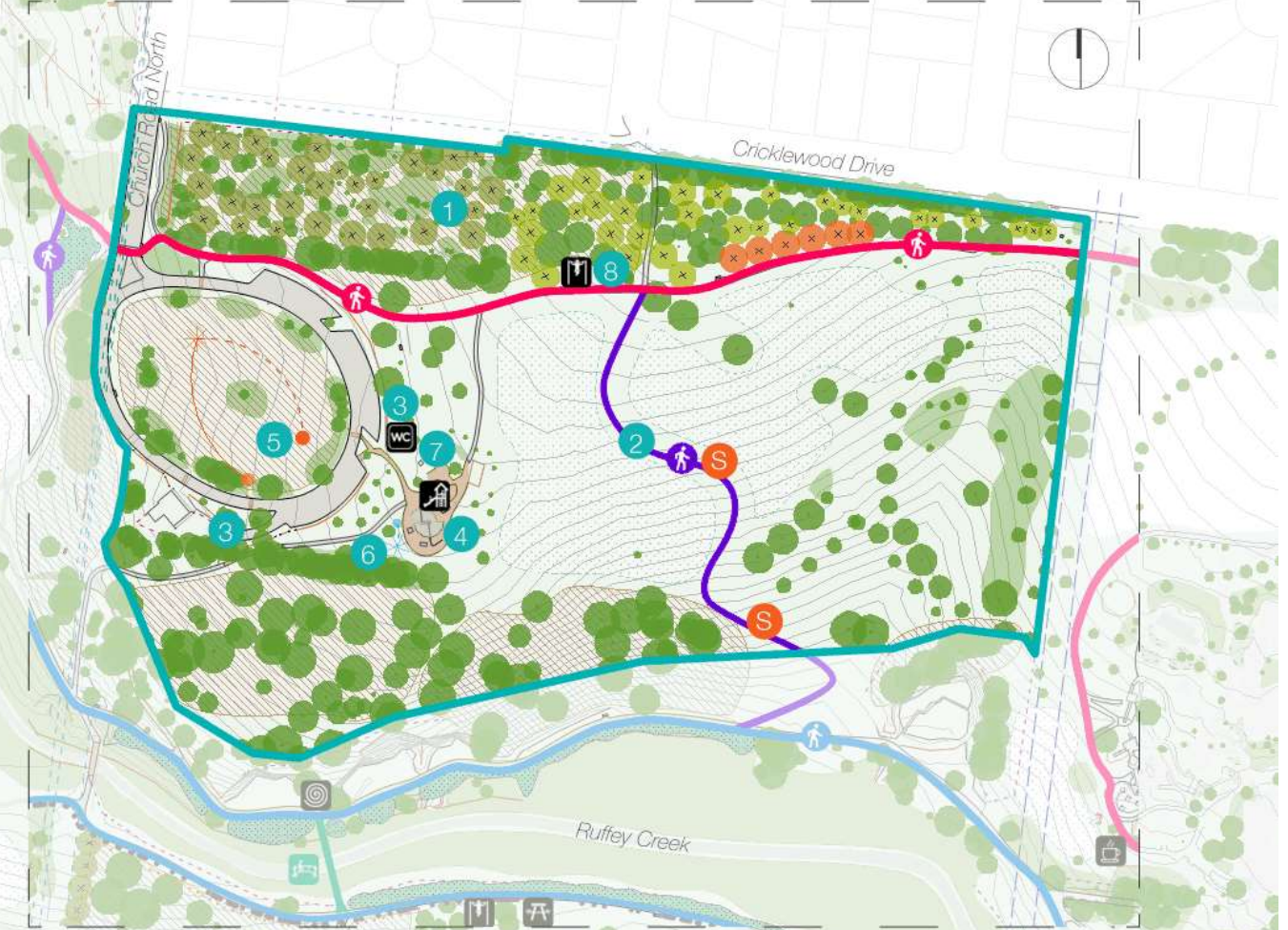


Fig. 39 Precinct 2: Recommendations



5 Objectives & Recommendations

5.7.3 PRECINCT 3: WALDAU HILL PRECINCT

1. If supported and maintained by a Friends' group or similar explore opportunities to create an urban forest or urban orchard areas on Waldau Hill, including soil preparation and irrigation.
2. Focus additional structural tree planting to the perimeter areas of the park along Victoria Street. Ensure plantings are set back from the houses adjacent to the Church Road south.
3. Extend planting to soften the boundaries at the edge of the existing revegetation fencing.
4. Construct a shared path recommended in the Waldau Precinct Masterplan along the western side of the Victoria Street Road verge to improve safety, connect to the bus stop and promote public transport use.
5. Install small picnic node along the path adjacent to the creek.
6. Install a fitness station. Shading by trees should be provided where possible.
7. Existing dam area use to be determined when it returns to public management.
8. At the corner of Waldau Court and Victoria Street extend path south to encourage pedestrians to cross at the George Street traffic lights and to improve access to surrounding off site car parking (e.g. Rieschiecks Reserve). Where natural grades permit, ensure path system is suitable for pedestrians of all abilities.

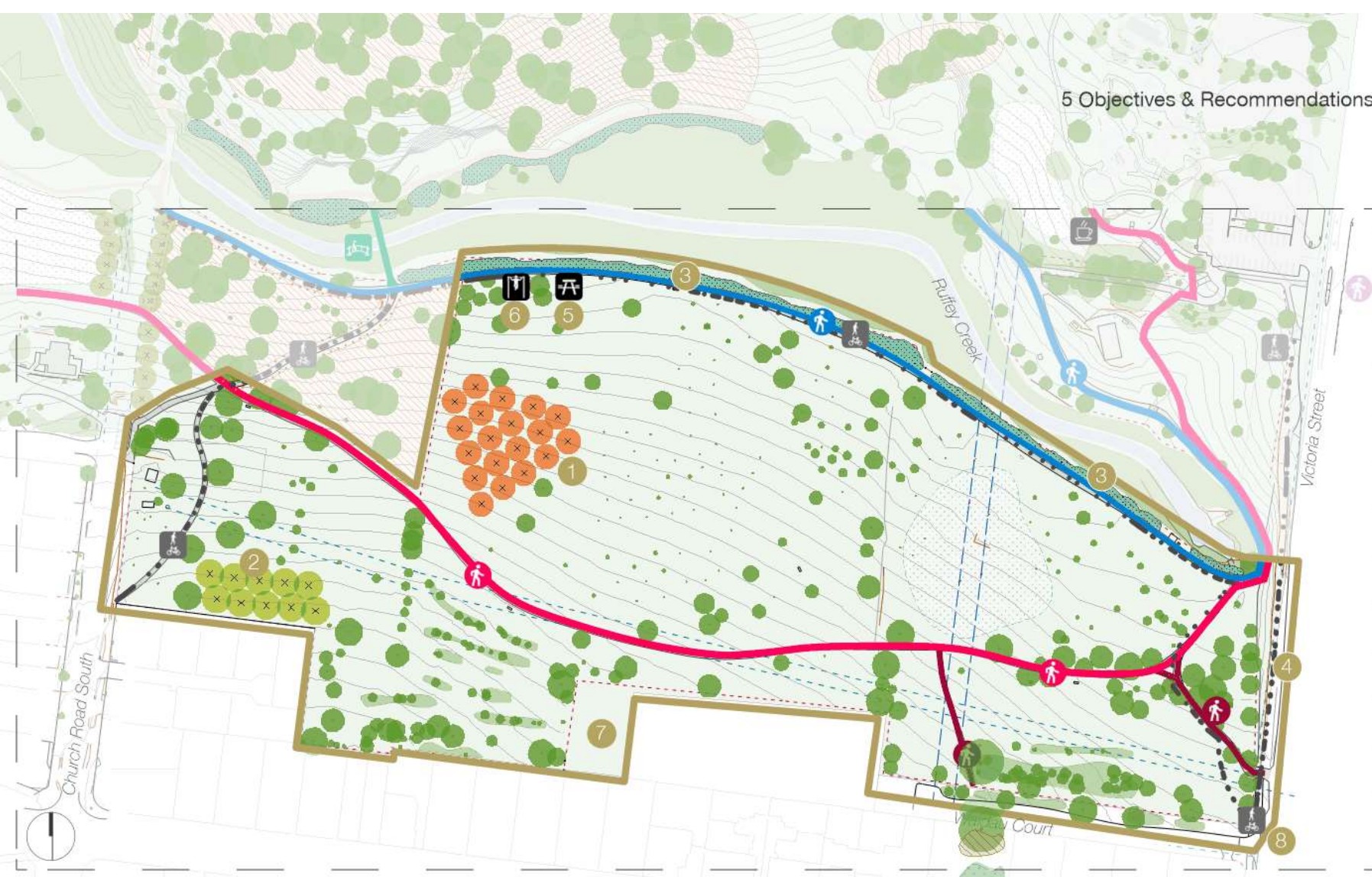
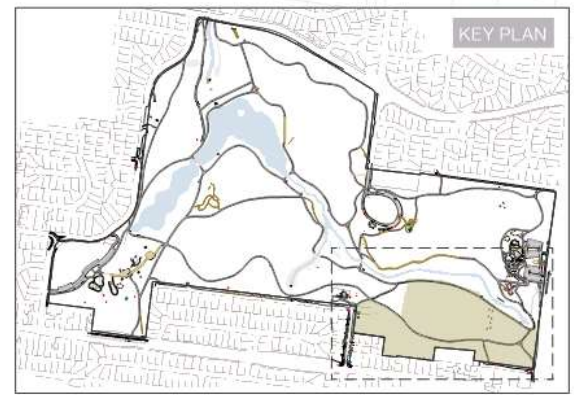


Fig. 40 Precinct 3: Recommendations



Legend

- open grassed areas to be maintained
- proposed native tree
- proposed exotic tree
- proposed understorey planting
- proposed picnic node
- proposed fitness station
- Hill Tops Circuit to be widened to 2.5 - 3m
- Ruffey Lake Circuit
- existing linking path
- shared path
- proposed pedestrian footpath

5 Objectives & Recommendations

5.7.4 PRECINCT 4: CHURCH ROAD SOUTH PRECINCT

1. Improve the Aged and Disability Support Services - Social Support Centre landscape setting to:

- Better integrate with the surrounding parkland;
- Formalise and slightly expand area immediately south;
- Add structural tree planting to the perimeter areas of the park;
- Remove fencing;
- Provide new seating, decking and a lookout area; and
- Investigate opportunity for publically accessible toilet as part of any redevelopment.

2. Existing revegetation and conservation areas to continue to receive focussed weed control and maintenance.

3. Preserve the existing balance between open grass space and revegetation areas.

4. Install new tree planting near powerlines in accordance with Ausnet guidelines.

5. Investigating new opportunities for Water Sensitive Urban Design adjacent to the existing pit at Church Road South.

6. Extend fencing around revegetation area.

7. Shared path connection between Church Road and the Ruffey Creek Trail (2.5-3.0m wide).

8. Formalize a path connection between McCallum Road and the Hill Top Circuit in this area. Where natural grades permit, ensure path system is suitable for pedestrians of all abilities.



Legend

- native grasslands
- open grassed areas to be maintained
- proposed indigenous tree
- proposed understorey planting
- Hill Tops Circuit to be widened to 2.5 - 3m
- Ruffey Lake Circuit to be widened to 2.5-3m
- proposed pedestrian entry
- shared path (2.5 - 3m wide)
- proposed fencing

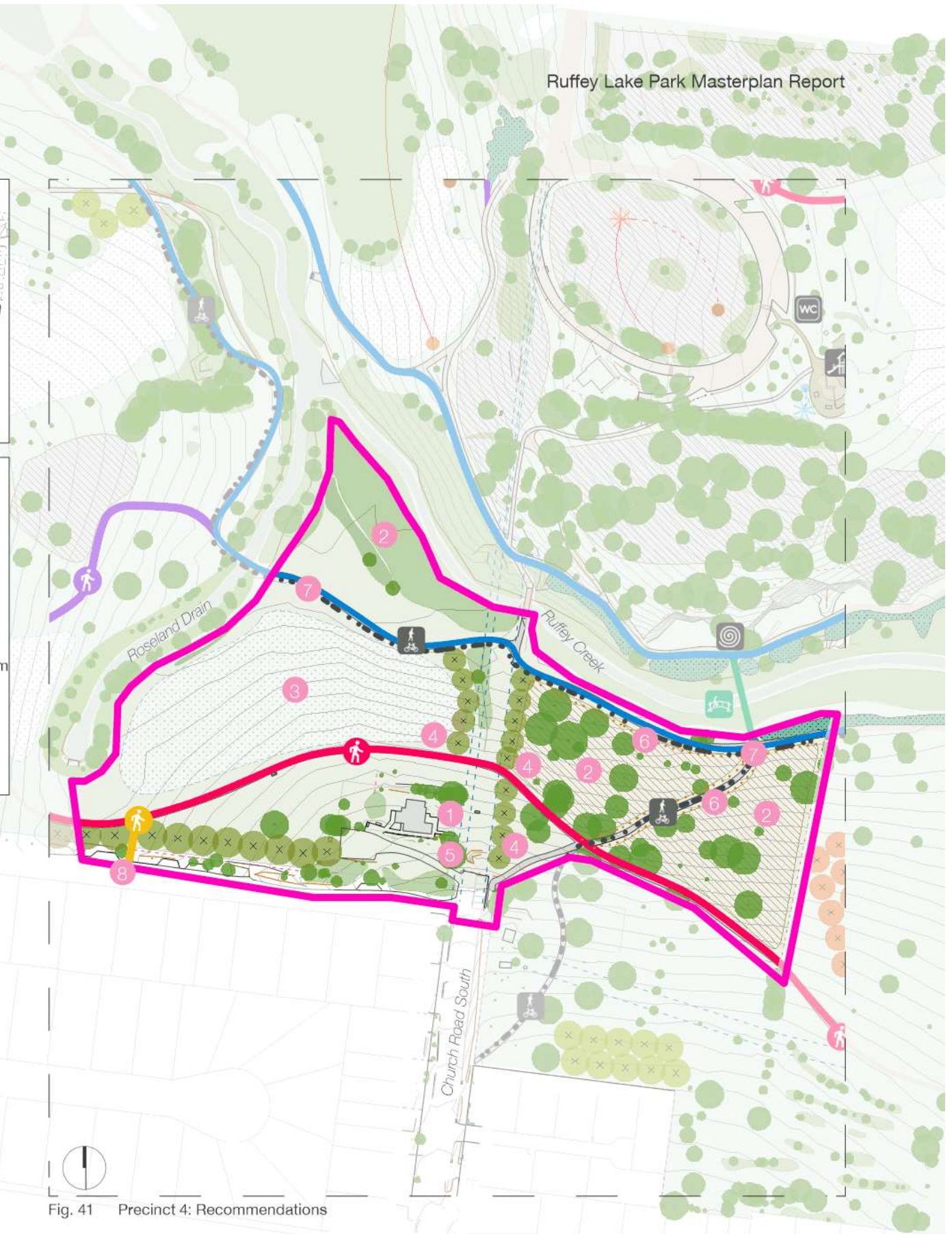


Fig. 41 Precinct 4: Recommendations



5.7.5 PRECINCT 5: MCCALLUM HILL PRECINCT

1. Existing revegetation and conservation areas to continue to receive focussed weed control and maintenance.
2. Preserve the existing balance between open grass space and revegetation areas.
3. Provide new connecting path between the Hill Top Circuit path with the bridge that crosses Roseland Drain.
4. Formalize the path connection between McCallum Road and the Hill Top Circuit. Where natural grades permit, ensure path system is suitable for pedestrians of all abilities.
5. Prepare a concept for Magic Mountain including:
 - Revegetation and weed management;
 - Nature play including slide for young people; and
 - Designated access paths.

Note Mountain bike usage at this location is not suitable due to conflict with existing revegetation and habitat areas. Instead, a new youth space with possible pump track is being provided in the King Hill Precinct.
6. Create a small picnic area with a shelter, including connecting path, at the top of the hill to get views.
7. The hill top location is appropriate for a distinctive art element.

Legend

- Hill Tops Circuit to be widened to 2.5 - 3m
- Ruffey Lake Circuit
- shared path (2.5 - 3m wide)
- proposed pedestrian entry
- proposed pedestrian path
- native grasslands
- open grassed areas to be maintained
- proposed native tree
- proposed indigenous tree
- proposed lookout
- proposed picnic setting
- proposed art element
- Magic Mountain concept to be prepared

5 Objectives & Recommendations



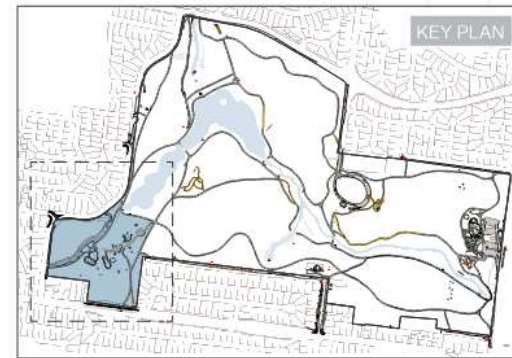
Fig. 42 Precinct 5: Recommendations

5 Objectives & Recommendations

5.7.6 PRECINCT 6: THE BOULEVARDE PRECINCT

1. Entrance treatment to the park is poor and needs to be improved.
2. Melbourne Water to engage a qualified stormwater engineer to design and integrate stormwater management interventions to manage depth and velocity of the major overland flow from the Bonview Road Drain through the existing carpark near The Boulevarde during high flow.
3. Create a new rain garden within the carpark.
4. New path connection between George Street and the carpark. Where natural grades permit, ensure path system is suitable for pedestrians of all abilities.
5. Improve connections at The Boulevarde and George Street for pedestrians and cyclists. Where natural grades permit, ensure path system is suitable for pedestrians of all abilities.
6. Upgrade all paths to sealed.
7. Widen selected paths connecting George Street to the Ruffey Creek Trail to be 2.5-3.0m wide.
8. Review existing facilities to ensure shelters, accessible BBQs, picnic tables, seating, and drinking fountains.
9. Upgrade playground at The Boulevarde Playspace including water play.
10. Include a Changing Places facility with the Boulevarde toilets.
11. Provide accessible path connections between The Boulevarde toilet and other facilities including playground, BBQs etc.
12. Install a bike repair & pump station on the shared north-south path.

13. Upgrade the existing community events boards within the park.



Legend

- native grasslands
- Hill Tops Circuit to be widened to 2.5 - 3m
- Ruffey Lake Circuit
- proposed pedestrian paths
- shared path (2.5 - 3m wide)
- upgrade playground
- upgrade toilets
- bike repair station

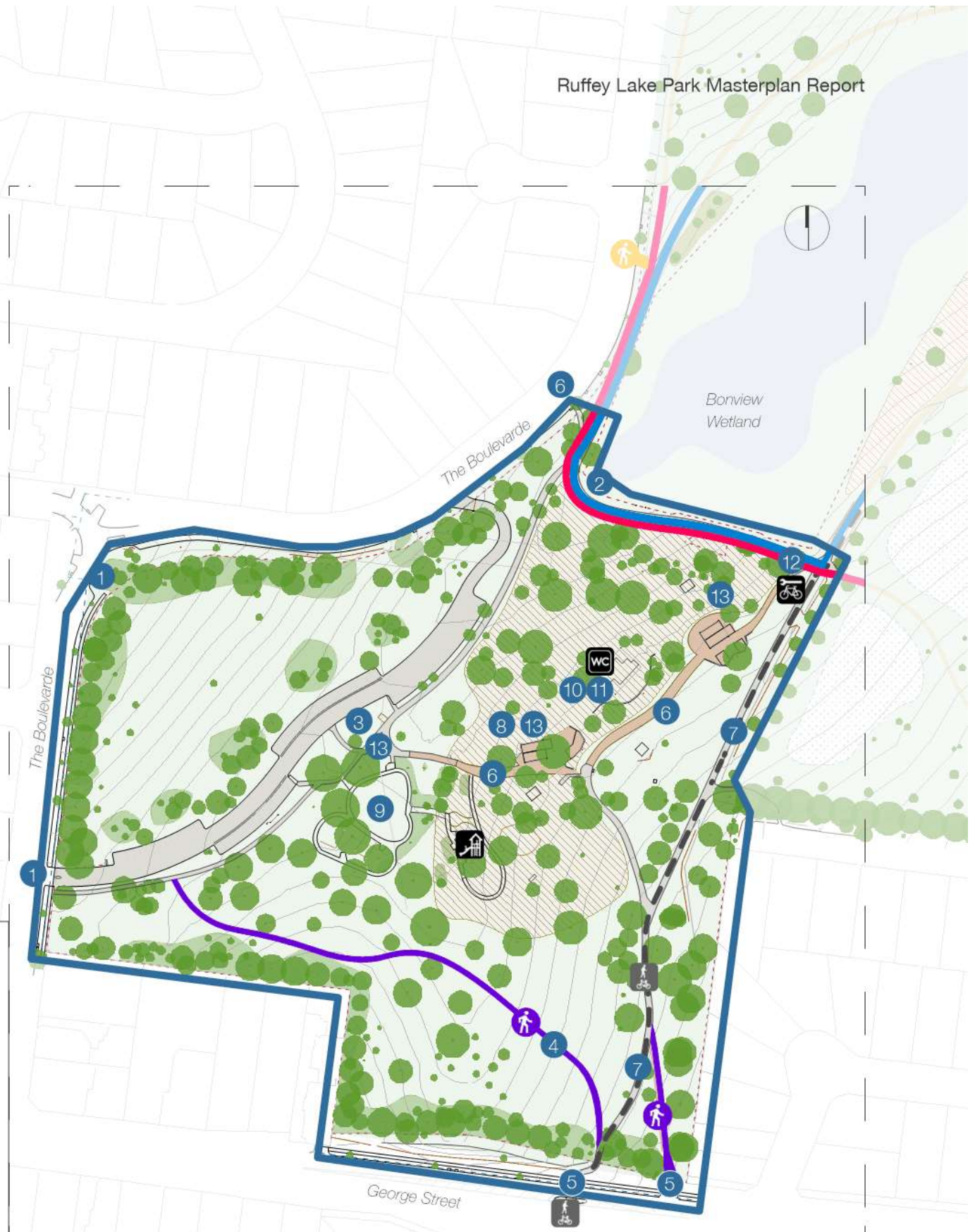


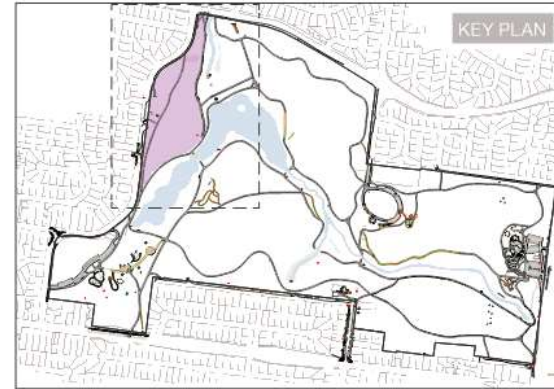
Fig. 43 Precinct 6: Recommendations



5 Objectives & Recommendations

5.7.7 PRECINCT 7: BOULEVARDE HILL PRECINCT

1. Focus additional structural tree planting to the perimeter areas of the park.
2. Preserve the existing balance between open grass space and revegetation areas.
3. Existing revegetation and conservation areas to continue to receive focussed weed control and maintenance.
4. Explore widening and lighting improvements to the underpass on King Street to improve safety.
5. When upgrades are scheduled widen shared path connecting the Ruffey Lake circuit (west) via the King Street underpass to the Ruffey Creek Trail to 2.5-3.0m wide.
6. Add footpath links where missing on The Boulevarde.
7. Install a fitness station. Shading by trees should be provided where possible.
8. Upgrade to the BBQ and picnic area including shelter, lookout, picnic tables and drinking fountain with bottle refill and dog bowl.
9. Provide distinctive landmark features and seating for look out points.



Legend

- Hill Tops Circuit to be widened to 2.5 - 3m
- Ruffey Lake Circuit
- shared path (2.5 - 3m wide)
- proposed pedestrian entry
- native grasslands
- open grassed areas to be maintained
- proposed indigenous tree
- proposed exotic tree
- proposed lookout
- proposed picnic setting
- proposed art element
- proposed fitness station



Fig. 44 Precinct 7: Recommendations

5 Objectives & Recommendations

Ruffey Lake Park Masterplan Report

5.7.8 PRECINCT 8: KING HILL PRECINCT

1. Preserve the existing balance between open grass space and revegetation areas.
2. New understorey of canopy trees and understorey planting near King Street.
3. Improve path connections to the existing bus stop on King Street.
4. Upgrade entry from King Street into the park. Provide a new path connection into the park and signage.
5. Improve connections between the Hill Top Circuit and the corner of King Street and Church Road. Where natural grades permit, ensure path system is suitable for pedestrians of all abilities.
6. Upgrade brick road pavement to a wombat crossing.
7. Provide a new path connection west of the vehicle loop path including planting within the small triangular area between paths.
8. Informal gravel parking spaces in Church Road North road verge to be formalised and sealed with asphalt.
9. Create youth space for young people. The concept could incorporate:
 - Ropes / climbing / agility / scramble/ parkour course; and
 - Pump track.
10. Provide for 18 hole disc golf course within the existing footprint. Upgrade tees with an appropriate surface.

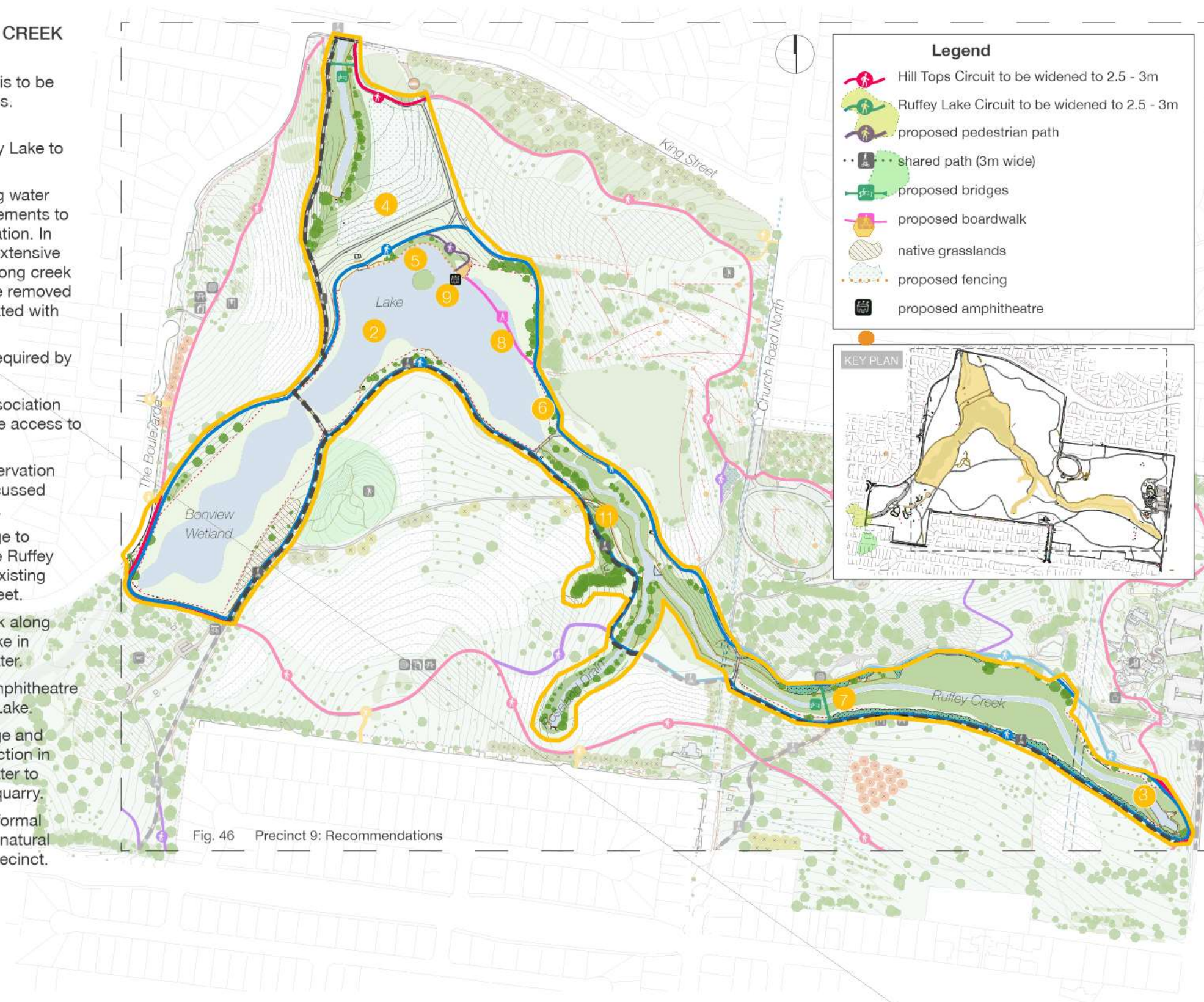




5 Objectives & Recommendations

5.7.9 PRECINCT 9: LAKE AND CREEK PRECINCT

1. Extensive woody weed growth is to be removed amongst the pine trees.
2. Melbourne Water to investigate mechanical circulation of Ruffey Lake to improve lake health.
3. Enhance the amenity of existing water bodies by desilting and improvements to the edge conditions and vegetation. In particular, control and reduce extensive Elm tree suckering occurring along creek edge from Victoria Street. Once removed these areas should be revegetated with indigenous vegetation.
4. No planting to top of bank as required by Melbourne Water.
5. Fence revegetation areas in association with Melbourne Water to reduce access to the creek.
6. Existing revegetation and conservation areas to continue to receive focussed weed control and maintenance.
7. Design & construct a new bridge to connect pedestrians across the Ruffey Creek as an alternative to the existing narrow footpath along King Street.
8. Design & construct a boardwalk along the northern edge of Ruffey Lake in association with Melbourne Water.
9. Design and construct a new amphitheatre on the northern side of Ruffey Lake.
10. Design & construct a new bridge and Ruffey Lake Circuit path connection in association with Melbourne Water to improve accessibility near the quarry.
11. Retain and enhance existing informal tracks to access secluded and natural areas north of McCallum Hill Precinct.

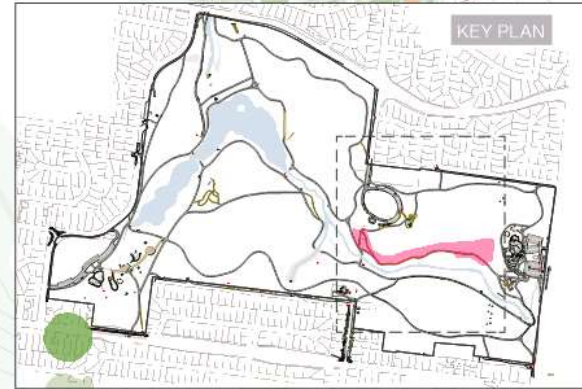


5 Objectives & Recommendations

Ruffey Lake Park Masterplan Report

5.7.10 PRECINCT 10: QUARRY
PRECINCT

1. Install soft landscaping to limit access to cliffs and quarry areas. This “Planted Bushland Wild” will be managed by the Bushland team and will consist of medium storey planting with no mulch.
2. This location is appropriate for distinctive art element.
3. Design & construct a new bridge and Ruffey Lake Circuit path connection in association with Melbourne Water to improve accessibility near the quarry.



Legend

- Ruffey Lake Circuit to be widened to 2.5 - 3m
- proposed pedestrian path
- proposed bridge
- native grasslands
- proposed planting
- proposed art element

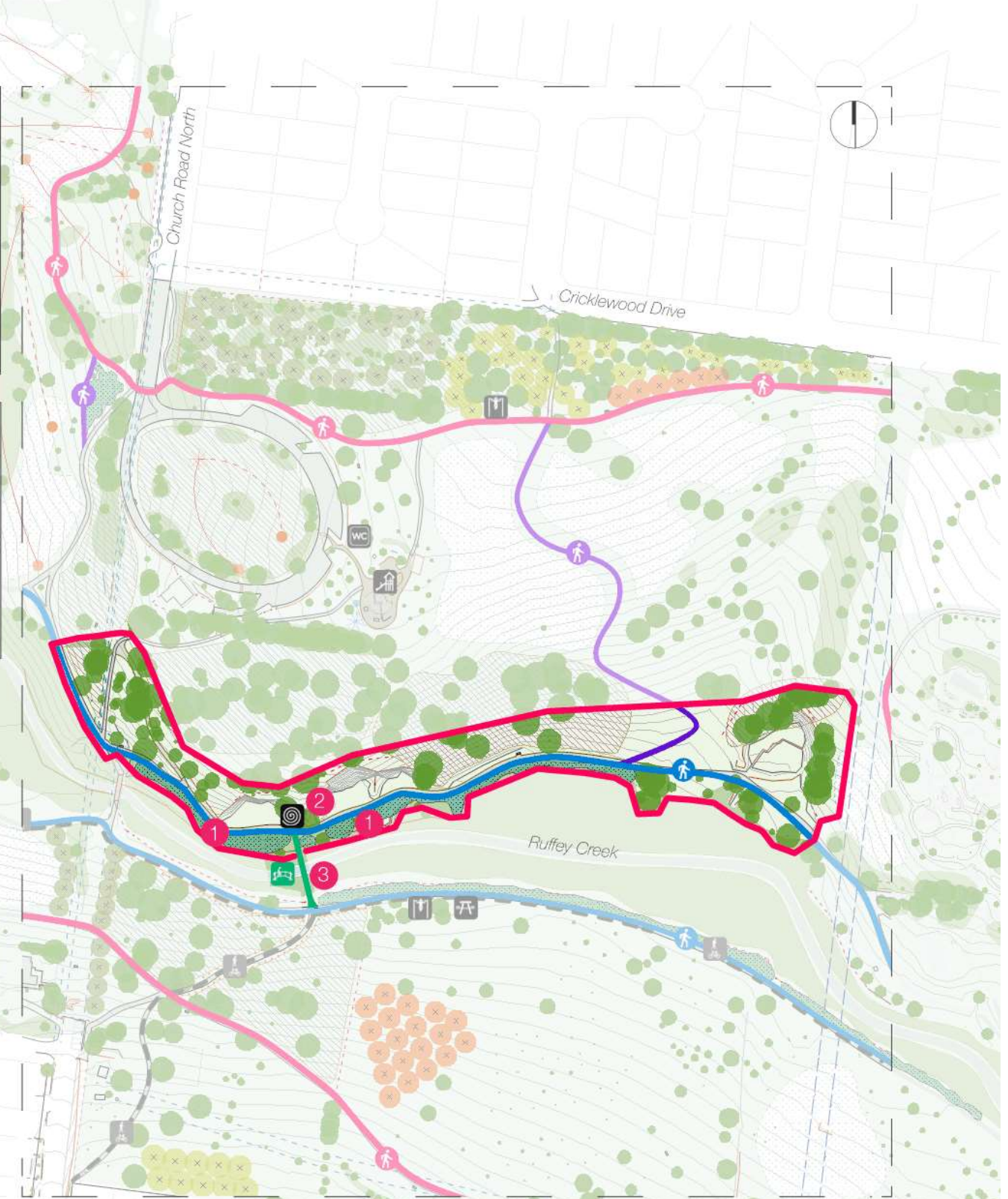
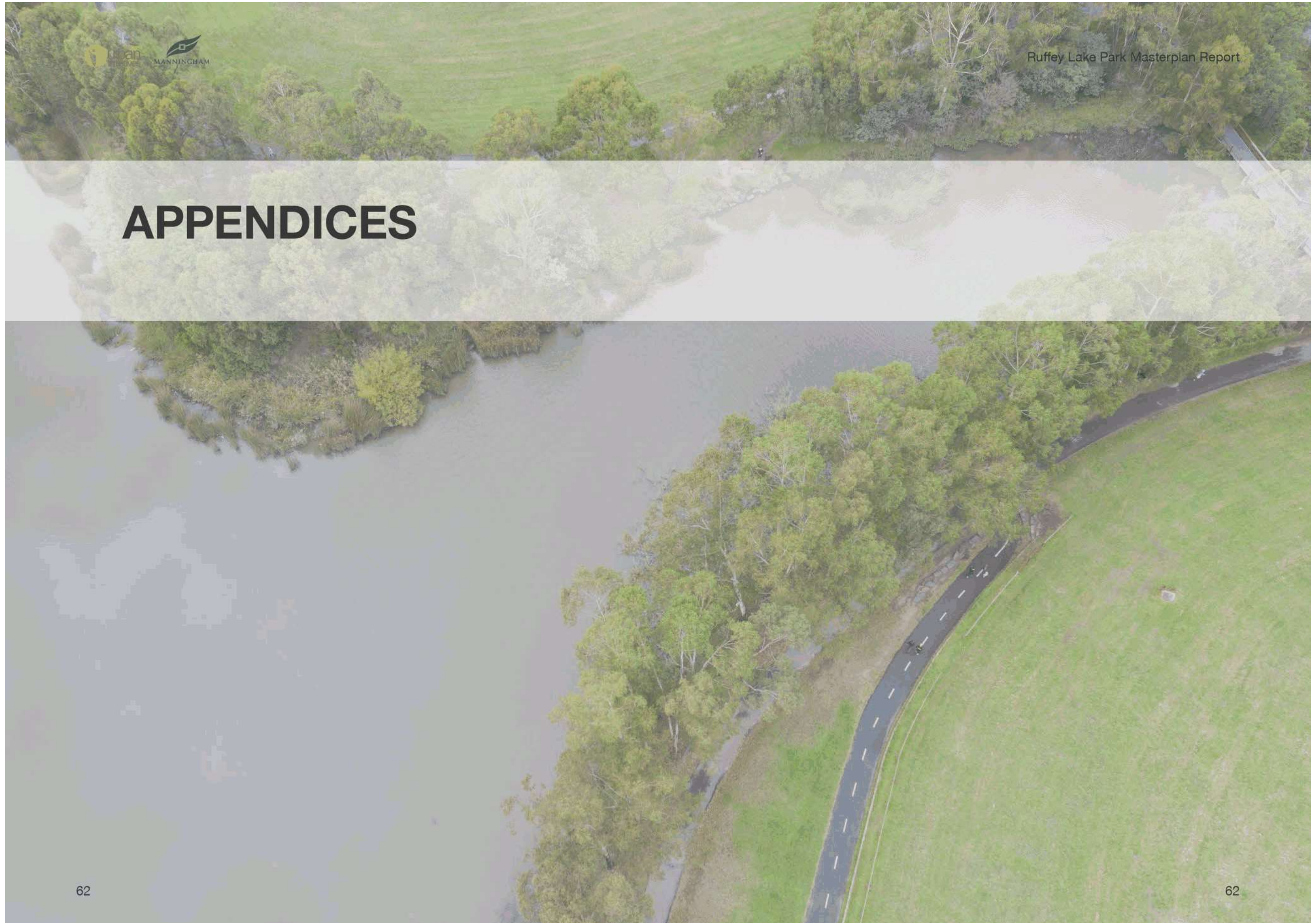


Fig. 47 Precinct 10: Recommendations

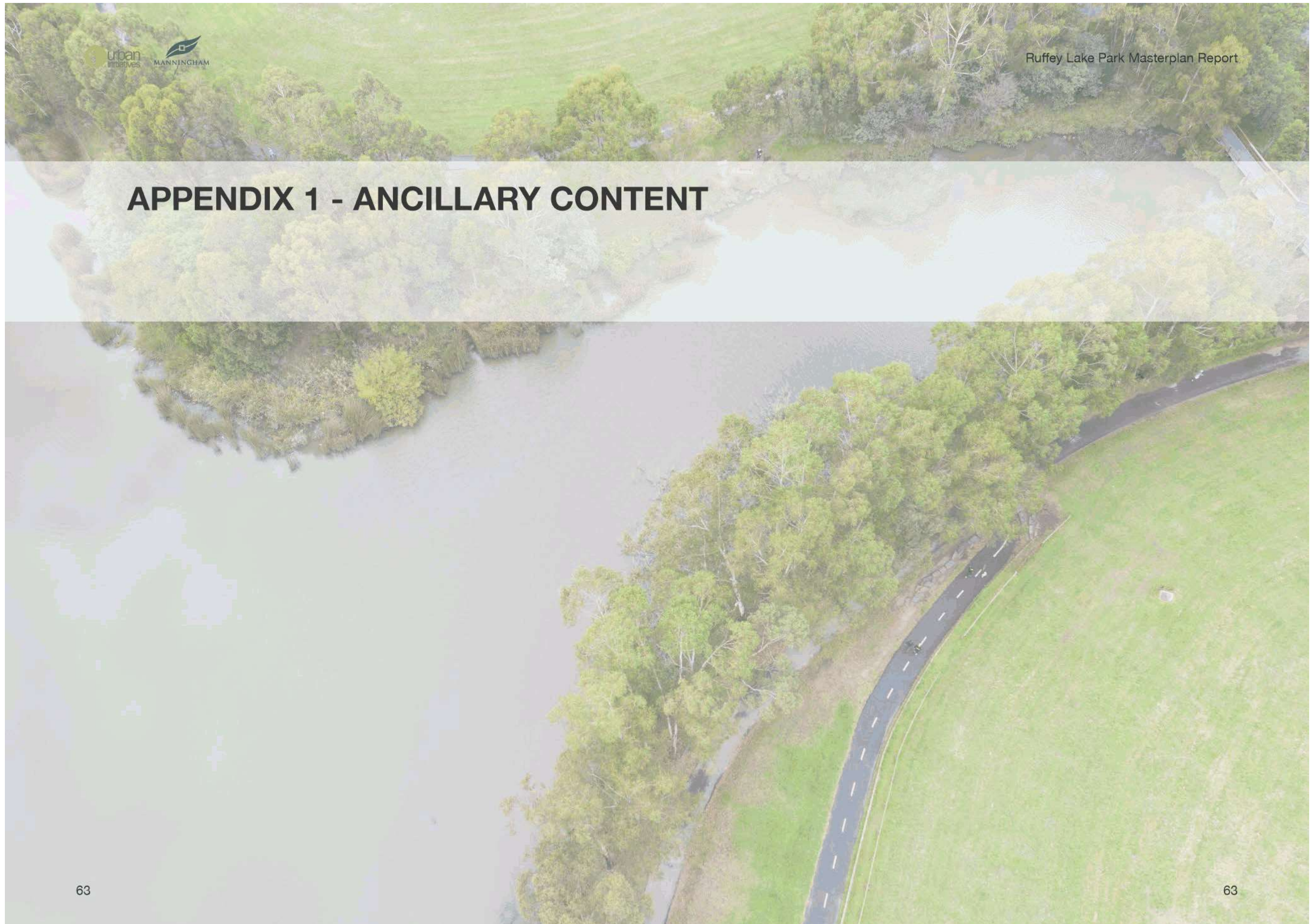


APPENDICES

Ruffey Lake Park Masterplan Report

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APPENDIX 1 - ANCILLARY CONTENT



Ruffey Lake Park Masterplan Report

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Appendix 1.1 Land ownership

Property Address	Suburb	Postcode	OWNER	Title Details			
205-207 Church Road	DONCASTER	3108	Manningham City Council	Lot 1 TP438731 Vol 8962 Fol 095			
203 Church Road	DONCASTER	3108	Manningham City Council	Lot 1 TP127157 Vol 7657 Fol 050			
209-211 Church Road	TEMPLESTOWE	3106	Manningham City Council	Lot 1 TP246552 Vol 8343 Fol 846			
239-247 Church Road	TEMPLESTOWE	3106	Manningham City Council	Lot 1 TP687761 Vol 5732 Fol 366			
249-263 Church Road	TEMPLESTOWE	3106	Manningham City Council	Lot 2 LP17098 Vol 8196 Fol 468	Lot F LP115642 Vol 9182 Fol 836		
62-72 The Boulevarde	DONCASTER	3108	Manningham City Council	Lot 1 PS342847E Vol 10267 Fol 966			
60 The Boulevarde	DONCASTER	3108	Manningham City Council	Lot 1 TP164994T Vol 9271 Fol 834			
58 The Boulevarde	DONCASTER	3108	Manningham City Council	Lot 1 TP163204 Vol 9135 Fol 905			
52 The Boulevarde	DONCASTER	3108	Manningham City Council	Lot RES1 LP93581 Vol 8955 Fol 057			
8-50 The Boulevarde	DONCASTER	3108	Manningham City Council	Lot RES1 LP78939 Vol 8730 Fol 975			
267-281 George Street	DONCASTER	3108	Manningham City Council	Lot RES1 LP84718 Vol 8853 Fol 773			
2-70 McCallum Road	DONCASTER	3108	Manningham City Council	Lot 1 TP757652 Vol 3960 Fol 919			
196-204 Church Road	DONCASTER	3108	Manningham City Council	Lot 1 TP587515 Vol 8695 Fol 425			
206 Church Road	DONCASTER	3108	Manningham City Council	Lot 1 TP384851 Vol 7979 Fol 074			
208-216 Church Road	DONCASTER	3108	Manningham City Council	Lot 1 LP38888 Vol 8505 Fol 057			
218-220 Church Road	TEMPLESTOWE	3106	Manningham City Council	Lot RES1 LP73326 Vol 9042 Fol 669			
222 Church Road	TEMPLESTOWE	3106	Manningham City Council	Lot 2 LP73326 Vol 8633 Fol 585			
224-226 Church Road	TEMPLESTOWE	3106	Manningham City Council	Lot 1 LP72891 Vol 8633 Fol 583			
228-240 Church Road	TEMPLESTOWE	3106	Manningham City Council	Lot 1 LP73326 Vol 8633 Fol 584			
242-244 Church Road	TEMPLESTOWE	3106	Manningham City Council	Lot 1 TP567261 Vol 8874 Fol 925			
71-97 Victoria Street	TEMPLESTOWE	3106	Manningham City Council	Lot 2 LP73287 Vol 8633 Fol 580	Lot RES1 LP73287 Vol 8666 Fol 124		
99-125 Victoria Street	TEMPLESTOWE	3106	Manningham City Council	Lot 1 LP73287 Vol 8633 Fol 579	Lot 2 LP73325 Vol 8633 Fol 582	Lot 1 LP73325 Vol 8633 Fol 581	Lot RES1 LP73325 Vol 9042
2A McCallum Road	DONCASTER	3108	Crown Lands Department	CA 2008 & CA 5A Sect 10 Parish of Bulleen			

Fig. 48 Land Ownership title search - Crown Land portion shown in bold at the bottom of the list

Appendix 1.2 Aerial Images



Fig. 1 Analysis: Aerial photo from 1945

- Windbreaks are clearly visible to the north east.
- Regular grid of orchard tree planting across the majority of the site.
- Numerous dams visible but very little housing.
- The Boulevard precinct in the south west has significant vegetation cover.
- Creekline reasonably well vegetated.
- Native vegetation in these areas remained because soil and drainage is poor and unsuited to farming or orchard activities.

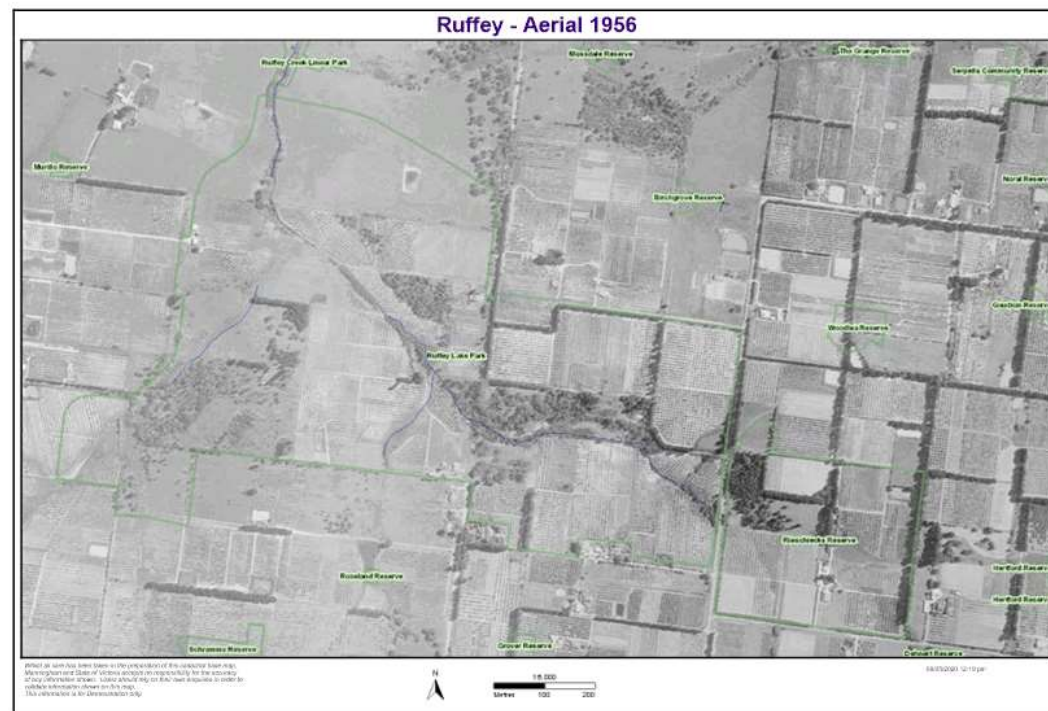


Fig. 2 Analysis: Aerial photo from 1956

- Windbreaks are clearly visible to the north east.
- Regular grid of orchard tree planting across the majority of the site.
- Numerous dams visible and a slight increase in housing.
- The Boulevard precinct in the south west has significant vegetation cover.
- Creekline reasonably well vegetated.
- Native vegetation in these areas remained because soil and drainage is poor and unsuited to farming or orchard activities.

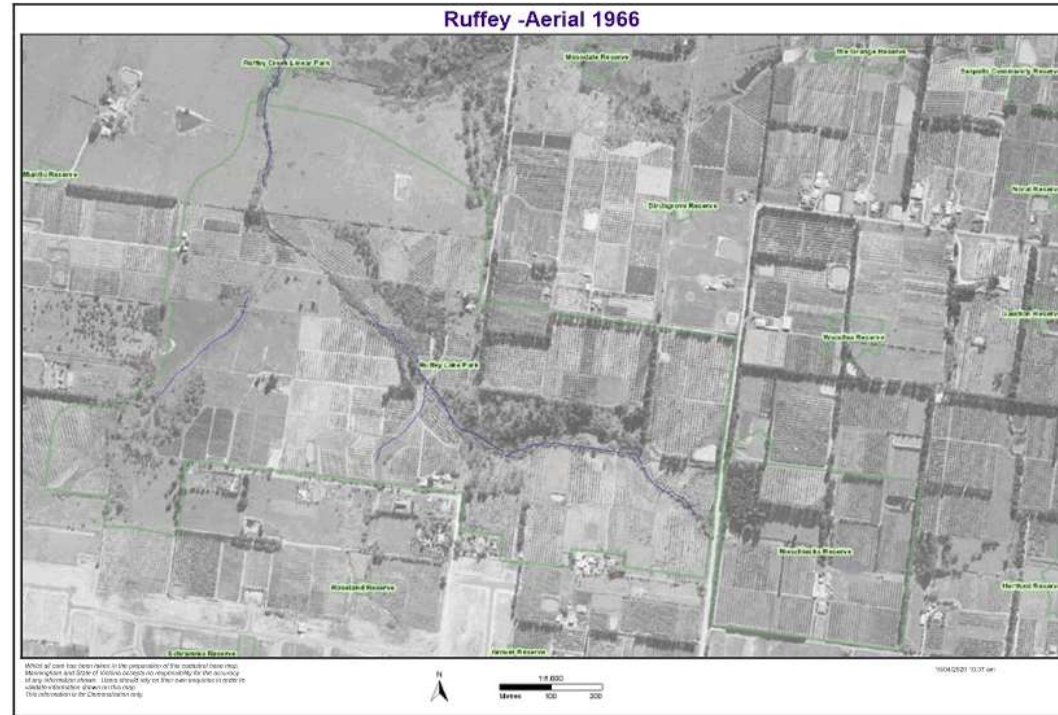


Fig. 3 Analysis: Aerial photo from 1966

- Very little housing adjacent.
- Windbreaks are clearly visible to the north east.
- Regular grid of orchard tree planting across the majority of the site.
- Creekline reasonably well vegetated.

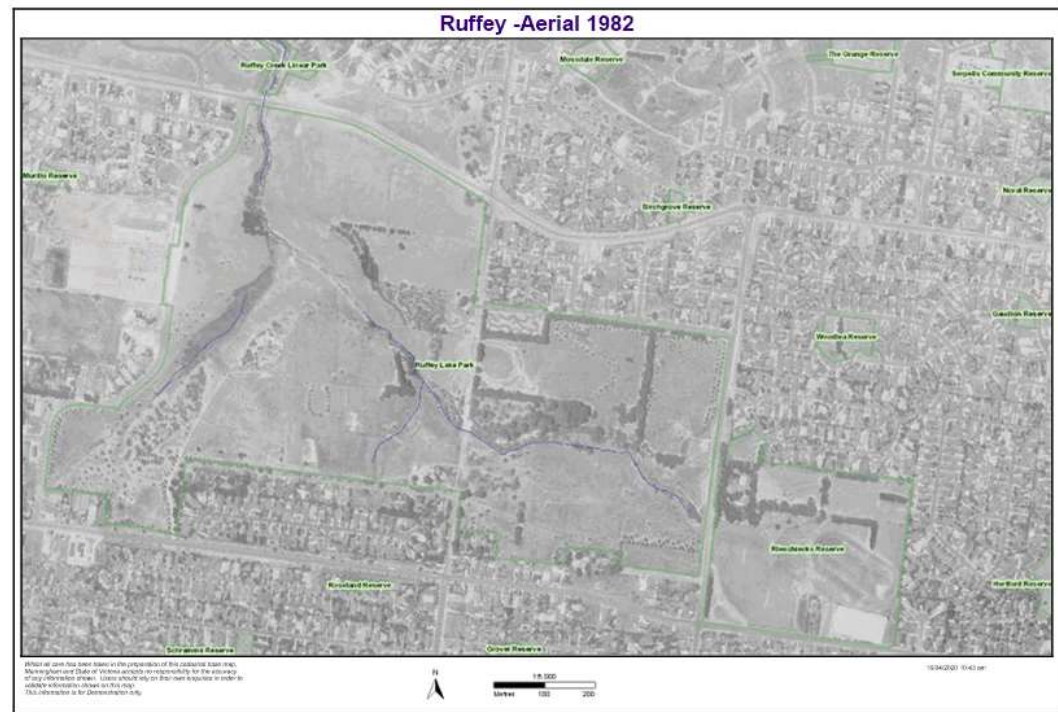


Fig. 4 Analysis: Aerial photo from 1982

- New residential areas surround the park.
- Windbreaks are clearly visible to the north east.
- Regular grid of orchard tree planting has mostly disappeared.
- Creekline vegetation seems to have reduced.

Appendix 1.3 Pedestrian and Cycling use patterns



Fig. 5 Heatmap of walking and running activities around Ruffey Lake Park (source: www.strava.com)



Fig. 6 Heatmap of cycling activities around Ruffey Lake Park (source: www.strava.com)



Appendix 1.4 Existing path width diagram

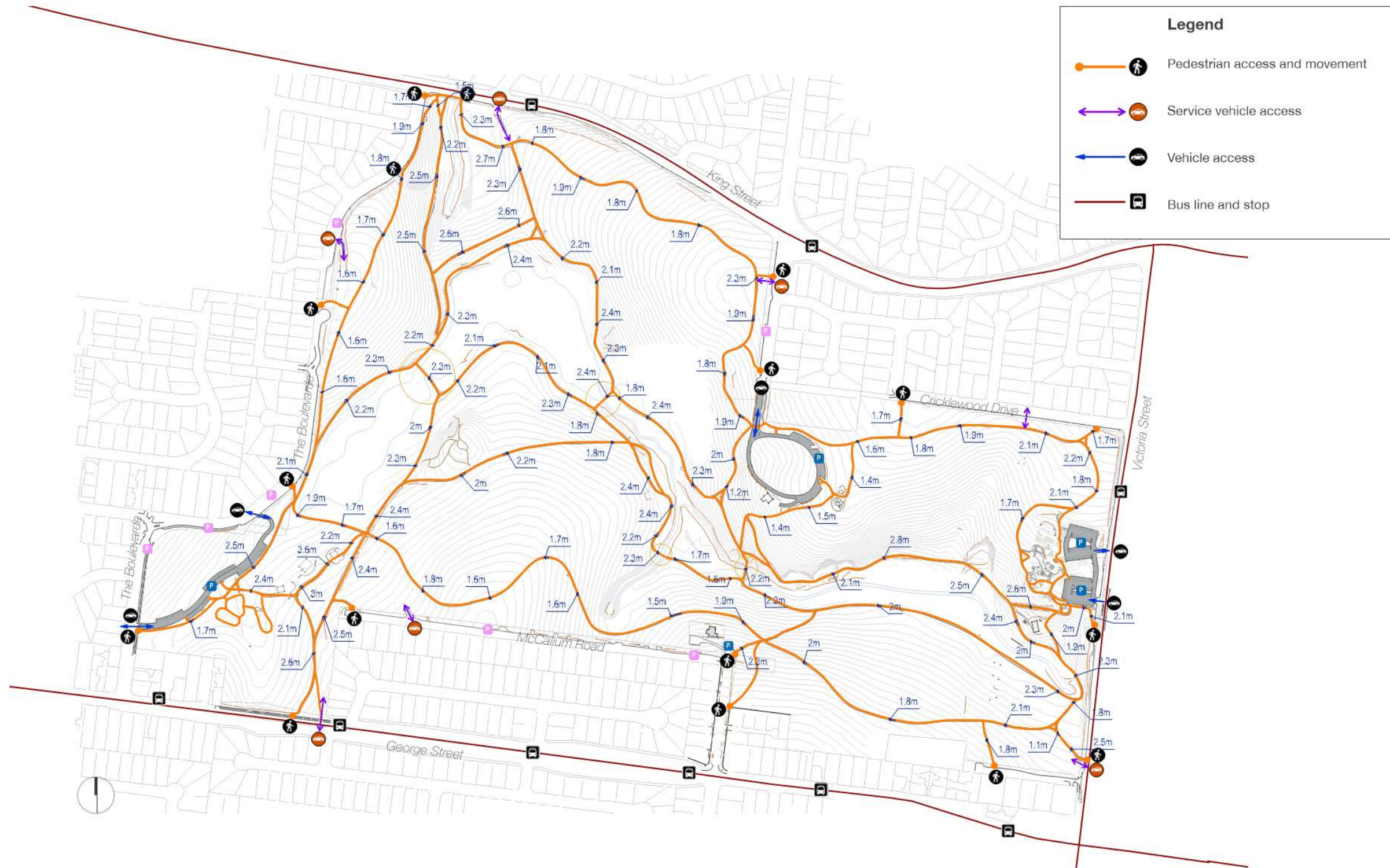


Fig. 7 Analysis: Paths' widths

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Appendix 1.5 Proposed maintenance access



Fig. 8 Recommendations: Paths between 2.5-3m wide for maintenance vehicles movement



APPENDIX 2 - IMPLEMENTATION PLAN

Ruffey Lake Park Masterplan Report

This Masterplan proposes a range of projects which will require significant capital expenditure. This implementation plan has been developed outlining the high, medium and low priority of each project and its likely budget requirements.

- High Priority: 0-5 years for implementation
- Medium Priority: 5-10 years for implementation
- Low Priority: 10-15 years for implementation

These items include both capital and maintenance costings. All new projects will require an additional 5% towards on going maintenance cost to cover this new asset.

GENERAL RECOMMENDATIONS	
1. NATURE AND ENVIRONMENT	\$1,310,000
2. LAKE AND CATCHMENT	\$400,000
3. ACCESS, CIRCULATION, AND CONNECTIONS	\$305,000
4. RECREATION AND PARK INFRASTRUCTURE	\$7,830,000
5. EVENTS AND SOCIAL SPACES	\$45,000
6. PUBLIC APPRECIATION, EDUCATION & SIGNAGE	\$880,000
SUBTOTAL	\$10,770,000
PRECINCT SPECIFIC RECOMMENDATIONS	
Precinct 1: Victoria Street Hill Precinct	\$0
Precinct 2: Church Road north Precinct	\$160,000
Precinct 3: Waldau Hill Precinct	\$125,000
Precinct 4: Church Road south Precinct	\$95,000
Precinct 5: McCallum Hill Precinct	\$135,000
Precinct 6: The Boulevarde Precinct	\$300,000
Precinct 7: Boulevarde Hill Precinct	\$90,000
Precinct 8: King Hill Precinct	\$235,000
Precinct 9: Lake and creek Precinct	\$775,000
Precinct 10: Quarry Precinct	\$50,000
SUBTOTAL	\$1,965,000
TOTAL	\$12,735,000



GENERAL RECOMMENDATIONS			
1. NATURE AND ENVIRONMENT			
Item No	Actions	Priority (High/Medium/ Low)	Approx. Cost
1a.	Develop a tree planting plan specific to the site.	H	\$550,000
1b.	Removal of weeds within existing revegetation and conservation areas. Following weed removal revegetate areas with indigenous vegetation.	H	Budgeted elsewhere
1c.	Changed mowing regimes to preserve "native grassland" areas.	M	Internal
1d.	Prepare a concept for Magic Mountain that predominantly remains a revegetation area but includes additional nature play, and slide. Allowance for design concept and construction budget.	M	\$150,000
1e.	Enhance entrance treatments including planting.	M	\$100,000
1f.	Create a native display garden.	M	\$10,000
1g.	Improve ground storey quality.	L	\$500,000
			\$1,310,000
2. LAKE AND CATCHMENT			
Item No	Actions	Priority (High/Medium/ Low)	Approx. Cost
2a.	Prepare and formalise a maintenance agreement between Manningham Council and Melbourne Water, clearly outlining roles and responsibilities, asset ownership and ongoing maintenance associated with Ruffey Lake, the retarding basin and the wetland.	H	Internal
2b.	Manningham Council to implement strategic stormwater treatment and litter harvesting control initiatives.	M	\$400,000
2c.	Coordinate with Melbourne Water to: <ul style="list-style-type: none"> • Complete detailed investigation and determine the key pollutant source. • Develop a targeted approach to improve lake health. • Desilt water bodies. • Improve edge conditions and vegetation. • Improve access to Ruffey Lake (e.g. lake edge boardwalk). • Reset rain gardens within the Victoria Street carpark. • Investigate new opportunities for Water Sensitive Urban Design adjacent to the existing pit at Church Road South. 	H	Internal
			\$400,000

Ruffey Lake Park Masterplan Report

3. ACCESS, CIRCULATION, AND CONNECTIONS			
Item No	Actions	Priority (High/ Medium/ Low)	Approx. Cost
3a.	Install additional pedestrian and disabled access compliant paths, crossings and connections at key points leading into the park.	H	\$60,000
3a.	Designated shared path connection between Church Road and the Ruffey Creek Trail to 2.5-3.0m wide.	H	\$85,000
3b.	Widen the existing Hill Tops Circuit and Ruffey Lake Circuit to 2.5-3.0m wide to improve connections between them.	H	\$160,000
3c.	Create a maintenance/waste vehicle access route.	H	Cost allocated at 3a & 3b
3d.	Advocate to the Department of Transport for pedestrian crossing at Victoria Street to access facilities at Rieschiecks Reserve.	H	Internal
			\$305,000

4. RECREATION AND PARK INFRASTRUCTURE			
Item No	Actions	Priority (High/ Medium/ Low)	Approx. Cost
4a.	Implement the Ruffey Lake Park specific recommendations of the Waldau Precinct Masterplan including the construction of an appropriately scaled and sited Café at the Victoria Street playspace.	H	Budgeted elsewhere
4b.	Implement pedestrian grade lighting to the Hill tops circuit and connecting paths that operates at night only.	H	\$3,100,000
4c.	Undertake upgrades to the public toilets within the park including: <ul style="list-style-type: none"> • Boulevard Changing Places • Church Road north new facility 	H	\$300,000
4d.	Install new park furniture such as drinking fountains with bottle refill and dog bowl, accessible BBQs, seating, bike hoops, and picnic tables.	H	\$750,000
4e.	Review waste bins locations around the park.	H	Internal
4f.	Installation of three fitness stations. Shading by trees should be provided where possible.	H	\$210,000
4g.	Create youth space for young people including pump track, climbing / balance circuit.	H	\$500,000
4h.	Provide signage and undertake a public education campaign around dog controls.	H	\$10,000
4i.	Upgrade three playspaces at Victoria Street, The Boulevard, and Church Road north, to achieve a safe, fun range of play opportunities, and suitable for all ages.	M	\$2,000,000
4j.	Explore feasibility of undergrounding high voltage transmission lines within the park.	M	\$10,000
4k.	Design new lookouts, shelters or pavilions.	M	\$320,000
4l.	Install a bike repair & pump station along the shared path within The Boulevard Precinct.	M	\$15,000



4. RECREATION AND PARK INFRASTRUCTURE			
4m.	Installation of distance markers around the park.	M	\$30,000
4n.	Design and construct a new amphitheatre on the northern side of Ruffey Lake.	M	\$150,000
4o.	Renew fencing to the park perimeter.	M	\$150,000
4p.	Create an EOI for distinctive art elements at the following locations: <ul style="list-style-type: none"> • Top of McCallum Hill Quarry precinct; • Quarry precinct. <p>Art elements may include sculptures as sentinels / markers for orientation throughout the park, distinctive structures, shelters or seating.</p> <p>Temporary or installation art pieces are to be encouraged as part of other arts or community grants programs.</p>	M	\$280,000
4q.	Installation of permanent GPS linked markers fixed to existing park structures.	M	\$5,000
4r.	Investigate opportunities for active pursuits such as skate boarding or basketball to be provided at adjacent Rieschiecks Reserve.	M	Internal
			\$7,830,000

5. EVENTS AND SOCIAL SPACES			
Item No	Actions	Priority (High/ Medium/ Low)	Approx. Cost
5a.	Start a 'Friends of Ruffey Lake Park' community group.	H	\$45,000
5b.	Consult with Wurundjeri Woi wurrung Cultural Heritage Aboriginal Corporation about educational opportunities that acknowledge and promote cultural values, heritage and knowledge such as oral history and implementation of walks.	H	Internal
5c.	Encourage Bush Kinder programs to be hosted at Ruffey Lake Park.	M	Internal
			\$45,000

6. PUBLIC APPRECIATION, EDUCATION & SIGNAGE			
Item No	Actions	Priority (High/ Medium/ Low)	Approx. Cost
6a.	Develop a new park signage suite consistent with Manningham Guidelines including: <ul style="list-style-type: none"> • Park entries to create a stronger sense of entry and presentation. • Wayfinding. • Interpretation. • Dog controls. • Upgrading the existing community events boards within the park. 	H	\$870,000
6b.	Investigate use of digital technology as a complementary method of interpretation.	M	\$10,000
			\$880,000

Ruffey Lake Park Masterplan Report

PRECINCT SPECIFIC RECOMMENDATIONS			
Precinct 1: Victoria Street Hill Precinct			
Item No	Actions	Priority (High/ Medium/ Low)	Approx. Cost
1.7	Continue to advocate to Department of Transport for a new signalised traffic and pedestrian crossing at the exit to the Victoria Street playspace and linking to Rieschiecks Reserve.	H	Internal
1.1	Maintain the existing grassed open space between Victoria Street Playground and the Amphitheatre within the Quarry Precinct.	N/A	\$0
Precinct 2: Church Road north Precinct			
2.2	Provide a new stepped path from the Ruffey Lake Circuit up the hill to connect to the existing path at the western end of Cricklewood Drive. The path will not be suitable for pedestrians of all abilities due to the natural grades but will include resting points.	H	\$150,000
2.6	Install disc golf practice basket.	L	\$10,000
Precinct 3: Waldau Hill Precinct			
3.6	Install a fitness station. Shading by trees should be provided where possible.	H	\$70,000
3.1	If supported and maintained by a Friends' group or similar explore opportunities to create an urban forest or urban orchard areas on Waldau Hill, including soil preparation and irrigation.	M	\$20,000
3.4	Construct a shared path recommended in the Waldau Precinct Masterplan along the western side of the Victoria Street Road verge to improve safety, connect to the bus stop and promote public transport use.	M	Budgeted elsewhere
3.5	Install small picnic node along the path adjacent to the creek.	M	\$15,000
3.7	Existing dam area use to be determined when it returns to public management.	M	Internal
3.3	Extend planting to soften the boundaries at the edge of the existing revegetation fencing.	L	\$20,000
Precinct 4: Church Road south Precinct			
4.1	Improve the Aged and Disability Support Services - Social Support Centre landscape setting.	M	\$80,000
4.6	Extend fencing around revegetation area.	L	\$15,000
Precinct 5: McCallum Hill Precinct			
5.3	Provide new connecting path between the Hill Top Circuit path with the bridge that crosses Roseland Drain.	H	\$25,000
5.6	Create a small picnic area with a shelter, including connecting path, at the top of the hill to get views.	M	\$100,000
5.8	Investigate renaming the Roseland Drain and identify with signage for orientation within park.	L	\$10,000
Precinct 6: The Boulevard Precinct			



Precinct 6: The Boulevarde Precinct			
Item No	Actions	Priority (High/ Medium/ Low)	Approx. Cost
6.02	Melbourne Water to engage a qualified stormwater engineer to design and integrate stormwater management interventions to manage depth and velocity of the major overland flow from the Bonview Road Drain through the existing carpark near The Boulevarde during high flow.	H	\$50,000
6.06	Upgrade all paths to sealed.	H	\$140,000
6.07	Widen selected paths connecting George Street to the Ruffey Creek Trail to be 2.5-3.0m wide.	H	\$50,000
6.11	Provide accessible path connections between The Boulevarde toilet and other facilities including playground, BBQs etc.	H	\$60,000
Precinct 7: Boulevarde Hill Precinct			
7.04	Explore widening and lighting improvements to the underpass on King Street to improve safety.	H	\$60,000
7.09	Provide distinctive landmark features and seating for look out points.	M	\$30,000
Precinct 8: King Hill Precinct			
8.04	Upgrade entry from King Street into the park. Provide a new path connection into the park and signage.	H	\$20,000
8.07	Provide a new path connection west of the vehicle loop path including planting within the small triangular area between paths.	H	\$20,000
8.10	Provide for 18 hole disc golf course within the existing footprint. Upgrade tees with an appropriate surface.	H	\$25,000
8.06	Upgrade brick road pavement to a wombat crossing.	M	\$60,000
8.02	New understorey of canopy trees and understorey planting near King Street.	L	\$60,000
8.08	Informal gravel parking spaces in Church Road North road verge to be formalised and sealed with asphalt.	L	\$50,000
Precinct 9: Lake and creek Precinct			
9.05	Fence revegetation areas in association with Melbourne Water to reduce access to the creek.	H	\$5,000
9.07	Design & construct a new bridge to connect pedestrians across the Ruffey Creek as an alternative to the existing narrow footpath along King Street.	H	\$150,000
9.08	Design & construct a boardwalk along the northern edge of Ruffey Lake in association with Melbourne Water.	H	\$300,000
9.10	Design & construct a new bridge and Ruffey Lake Circuit path connection in association with Melbourne Water to improve accessibility near the quarry.	H	\$300,000
9.11	Retain and enhance existing informal tracks to access secluded and natural areas north of McCallum Hill Precinct.	L	\$20,000
9.04	No planting to top of bank as required by Melbourne Water.	N/A	\$0
Precinct 10: Quarry Precinct			
10.1	Install soft landscaping to limit access to cliffs and quarry areas.	H	\$50,000



APPENDIX 3 - CONSULTATION REPORT AND 'YOUR SAY' DATA

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Ruffey Lake Park Draft Masterplan

Engagement Report V1

January 2021



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1. Project and Engagement Overview

1.1. Overview

The engagement for the Ruffey Lake Park draft masterplan included a range of opportunities for the community to review and provide comment on the plan. The process involved a diversity of respondents included people of all ages children, young people, parents and carers, retirees, people from non-English speaking backgrounds, Council staff, representatives key stakeholder groups.

1.2. Background

Ruffey Lake Park is Manningham's premier park and largest park comprising 66 hectares of public open space.

The park contains a number of natural and recreational features including Ruffey Creek, Ruffey Lake, Bonview Wetlands, over 6km walking paths, three playspaces, three car parks, three public toilets and several shelters and barbeques.

Ruffey Lake Park is very popular with residents and visitors from across Melbourne for social gatherings and passive recreation. Its undulating topography with a mix of large grassed expanses and treed areas offers an every changing view lines.

Heritage features including a quarry, ford and bullock track are present from the site's early European heritage. Interpretive signage is provided in a heritage trail.

Remnant vegetation has been fenced and supplemented with extensive native plantings. Formal tree planting has occurred in a number of areas with varying success.

The previous guiding document for the park was the 2005 Management Plan. The actions in the Plan have been completed and a new plan is required to guide the upgrades within the park.

A project brief for the Draft Landscape Masterplan was created and through the public tender process, consultants Urban Initiatives was awarded the contract.

The Draft Landscape Masterplan aims to revitalise Ruffey Lake Park, a much loved community asset by resolving existing functional issues and the addition of new facilities and improvements which are appropriate to the context and community.

The Landscape Masterplan for Ruffey Lake Park:

- Sets a long term shared vision;
- Provides a framework to guide future design, development and management; and
- Addresses the needs of Manningham Council, key user groups, residents and visitors.

The Draft Masterplan provides a vision for Ruffey Lake Park to guide Council in prioritising upgrades to meet the needs of the Manningham residents and the broader community. The process has involved a comprehensive review of background documents as well as extensive engagement with the community and consultation with internal stakeholders.

Key to informing the draft masterplan is the undertaking of a thorough community engagement process.

Community consultation opportunities have sought to hear and inform both existing and future community members. This will allow the development of a shared vision and provide Council with guidance led by the residents when further detailing the landscape masterplan.

1.3. Project Reference Group

A project reference group was formed for the project and community representatives applied through an expression of interest process.

The group represents the interests of the community and provides feedback that represent community views. The group plays an advisory role during the project rather than decision making powers which is the authority of Council.

The Ruffey Lake Park Masterplan Project Reference Group comprises of:

- Seven (7) community representatives (including Doncaster and Templestowe Historical Society representative);
- Melbourne Water representative;
- Landscape Architect consultants; and
- Council officers.

There have been four meetings with the group inform the development of the masterplan.

1.4. Stage 1 – Ideas

The initial stage of community engagement was completed in November 2019 - December 2019 prior to any draft masterplan work on the park. This included a range of activities detailed further which helped to inform on the draft masterpan.

The engagement activities were to help inform the draft masterplan, are detailed within this summary.

For the initial community consultation there was extensive community engagement that captured inputs from across a wide range of our diverse and varied community. We have reached residents, traders, community groups, our Chinese community, CALD groups and a variety of ages.

1.5. Stage 2 – Draft masterplan

This round of community consultation was undertaken in November 2020 - December 2020 on the draft masterplan. This mainly was a virtual engagement as due to Covid-19 no face to face activities were able to take place.

1.6. Stage 3 – Final masterplan

To be undertaken, this community consultation with be the informing of the final masterplan and will take place upon endorsement of the final masterplan. At this stage the masterplan is now final and will be



moved into implementation phase for the park.

2. Stage One Engagement Results

2.1. Engagement activities

2.1.1. Overview

Community engagement resulted with over 800 people providing their feedback – one of Manningham's highest community engagement projects.

The community were asked three main questions at all engagement activities:

- Please tell us your top 5 - what do you really love, or what's really important to you, about Ruffey Lake Park? (selection from 15 options);
- Please tell us what you think could be improved or changed in Ruffey Lake Park? (selection from 15 options); and
- What's your big idea? Please tell us any suggestions you have for Ruffey Lake Park (open answer).

The consultation activities helped to provide feedback on these key questions. These actions taken included:

- Update on the Manningham Have Your Say website;
- Online Survey;
- Manningham Matters article;
- Signs on site;
- Mail out to surrounding area;
- 4 x on site community consultations;
- Social media engagement; and
- Committees – Healthy City Advisory Committee, Access and Equity Advisory Committee, Open Space Streetscape Committee.

2.1.2. Responses and Methods

The following lists all the engagement activities undertaken and number of attendees who were present or number of events held:

- Online engagement – 364;
- Pop-up on-site engagement – 373;
- Community Reference Group – 3 separate meetings
- Seniors Forum;
- Healthy Cities Advisory Committee;
- Access and Equity Advisory Committee;
- Senior Walking Groups; and
- Open Space and Streetscape Committee – 2 separate meetings.

The consultation activities were successful in engaging with a wide range of people.

The methods for providing feedback opportunities during the consultation included:

- Survey (comprised of 13 questions available both in hard copy and online)

- Dotmocracy activity (used at the place-based consultations and the workshops);
- A mapping tool (used at the place-based consultations and the workshops);
- “Big ideas” board (used at the place-based consultations);
- Round table discussions (which featured at the workshops); and
- Children were also invited to draw their “big idea”.
- Attendance stickers - A method to collate information on how many people engaged with the project on the on site activities. Attendees were offered an ‘I heart parks’ sticker. The number of stickers distributed represented the number of people engaged.

The diversity of respondents was very broad and included people of all ages including children, young people, parents and carers, retirees, people from non-English speaking backgrounds, Council staff, Council Advisory Committee members, representatives from key agencies and key stakeholder groups.

Specific responses from these activities can be found in the Appendices of this report.

2.2. Overall engagement findings

The top five most loved or important qualities about Ruffey Lake Park were

- Walking Paths;
- Lake;
- Trees;
- Views; and
- Dog off-lead areas.

The top five items to be improved or changed about Ruffey Lake Park were

- Toilets;
- Trees;
- Car parking;
- Dog off-lead areas and Walking paths; and
- Bushland areas.

The key findings and emerging themes across all the engagement activities people were asked to share their “big ideas” and key issues which resulted in four clear themes emerging:

Theme	Includes
Nature and Environment	<ul style="list-style-type: none"> • Trees • Bushland areas • Wildlife • Green space • Views • Lake
Infrastructure	<ul style="list-style-type: none"> • Toilets • Car parking • Café
Recreation	<ul style="list-style-type: none"> • Walking paths • Dog off-lead areas • BBQ and picnic areas • Zones for relaxing

	<ul style="list-style-type: none">• Disc Golf (the most commonly noted 'other' category)• Social gathering spaces• Playgrounds• Public/events activities• Mountain bike riding at Magic Mountain
Other	<ul style="list-style-type: none">• No change• Public Art• Heritage values

For all the detailed feedback be review the Urban Initiatives Community and Key Stakeholder Engagement Report as an Appendix to this document

3. Stage Two Engagement Results

3.1. Draft Masterplan for community consultation

3.1.1. Overview

The draft masterplan has been developed to help guide development in the park over the next 15 years.

The vision for the masterplan is:

The masterplan vision for Ruffey Lake Park, the green jewel of Munningham, is to preserve, enhance and encourage greater use and enjoyment of the park's diverse natural, environmental and historic qualities.

The key recommendations are themed around:

- Nature and Environment;
- Lake and Catchment;
- Access, Circulation and Connections;
- Recreation and Park Infrastructure;
- Events and Social Spaces; and
- Public Appreciation, Education and Signage.

The major initiatives include:

- lighting the hill tops circuit trail to allow for exercise and dog walking out of daylight hours;
- accessibility improvements including a new boardwalk and bridges;
- infrastructure upgrades;
- exercise stations;
- a youth space incorporating a pump track and climbing trail;
- new tree planting;
- upgrades to existing play-spaces including water play;
- improvements to magic mountain;
- a small amphitheatre;
- art elements; and
- Investigating interest in the community for a 'Friends of Ruffey Lake Park'.

Projects and implementation timing was provided for community consultation as a guide and will be subject to successful funding bids within the capital works program.

3.2. Engagement activities

3.2.1. Overview

Community engagement on the draft concept was undertaken from 16 November to 18 December 2020.

The following was undertaken

- Update on the Manningham Have Your Say website;
- Online Survey;
- Manningham Matters article;
- Signs on site;
- Mail out to surrounding area;
- 2 x on online community presentations;
- Social media engagement; and
- Committees – Open Space Streetscape Committee.
- Emails to local schools, groups and networks

Due to the Covid-19 social isolation in person engagement did not occur. Emails were sent out to members of the Healthy City Advisory Committee and Access and Equity Advisory Committee.

3.2.2. Methods

Engagement activity	Notes	Number of responses / attendees
Online Engagement (16 November to 18 December 2020)	Respondents to the survey	1452 aware participants 335 informed participants 170 completed survey responses 293 downloads of Masterplan report
Online presentations	2.00pm, Wednesday 25 November 2020.	13 attendees
	5.30pm Thursday 10 December 2020.	13 attendees
Phone calls	Contact only via phone	1
Email or letters	Written content sent	5
In Person meeting	Requested and submitted written content	1
Petitions	3 separate objections to 3 of the proposals in the draft masterplan, all signed by residents of McCallum Road.	3 petitions received

Facebook		4 adds run dung the campaign (ad 3 data not included) <ul style="list-style-type: none"> • Total Results: 153 • Total Reactions (149 likes, 4 loves, 2 shock) • Total comments: 70
Instagram? Or responses to the video?		
Open Space and Streetscape Advisory Committee	14 December 2020	17 attendees

3.2.3. Website

The Your Say Manningham project page was updated with the draft masterplan. The draft masterplan report, one pager of the masterplan, consultation report and implementation report were available to download. As was translated flyers in Arabic, Greek, Italian, Persian, Simple Chinese and Traditional Chinese.

<https://yoursay.manningham.vic.gov.au/ruffey-lake-park>

The screenshot shows the website for the Ruffey Lake Park Draft Landscape Masterplan. At the top right, the 'YOUR SAY | MANNINGHAM' logo is visible. The main heading is 'Ruffey Lake Park Draft Landscape Masterplan'. Below this, there is a video player showing a landscape view with the text 'WE HAVE A DRAFT LANDSCAPE MASTERPLAN FOR THE NEXT 15 YEARS FOR RUFFEY LAKE PARK'. To the right of the video is a 'Document Library' with a list of downloadable files, including the Draft Ruffey Lake Park Landscape Masterplan Report (56.2 MB), Draft Ruffey Lake Park Landscape Masterplan Implementation Plan (283 KB), Draft Ruffey Lake Park Landscape Masterplan Consultation Report (2.18 MB), Ruffey Lake Park 2020 draft landscape masterplan one pager (1.42 MB), Draft Ruffey Lake Park Landscape Masterplan - slides (17.5 MB), and various flyers in Arabic, Greek, Italian, Persian, Simple Chinese, and Traditional Chinese.

3.2.4. Posters and Mail out

A mail out to surround residents approx. 2458 residents and 12 x posters, 3 translated signs and 4 x A3 mail outs information boards were installed on the site to inform the community about the project.

Mail out and posters:

Have your say on the future of RUFFEY LAKE PARK

We've developed a draft landscape masterplan for Ruffey Lake Park and we want to hear your feedback. The draft masterplan will provide clear direction for the future design, development and management of the park over the next 15 years.

Ruffey Lake Park is the green jewel of Manningham and this draft masterplan outlines how we aim to preserve, enhance and encourage greater use and enjoyment of the park's diverse natural environment and historic qualities.

Over 800 voices have informed this draft masterplan
Thank you to everyone who took part in community consultation last year! We received valuable feedback from over 800 voices who told us what they love about the park and what could be improved.

What you told us

The top five most loved qualities about Ruffey Lake Park are:

- The walking paths
- The lake
- The trees
- The view
- The dog off-lead areas

The top five items to be improved or changed:

- Toilets
- Trees
- Car parking
- Dog off-lead areas and walking paths
- Bushland areas

Interpretation service 9840 9355
YOUR SAY | MANNINGHAM

What's in the draft masterplan:

- Nature and the environment
- Lake and catchment
- Access, circulation and connectors
- Recreation and park infrastructure
- Events and social spaces
- Public appreciation, education and signage

Major initiatives include:

- Lighting the Hill Top Circuit trail to allow for exercise and dog walking outside of daylight hours
- Accessibility improvements including a new lakeside boardwalk and bridges
- Infrastructure upgrades
- Exercise stations
- A youth space that may incorporate a pump track and climbing trail
- New tree planting
- Upgrades to existing playspaces including water play
- Improvements to the "Magic Mountain"
- A small amphitheatre
- Art elements
- Investigating interest in the community for a "Friends of Ruffey Lake Park" group

Where to view the draft masterplan and provide feedback?
The best place to view the draft masterplan and provide your feedback is online, visit yoursaymanningham.com.au/ruffey-lake-park. Alternatively you can loan a copy of the draft masterplan from the Doncaster, Bulleen, The Pines and Wandsyle Library. Please phone ahead to confirm availability.

Join us for an online presentation
We're running several online presentations about the draft masterplan to go through its contents and answer any questions you might have. Simply register online to join us.
Session dates:
12:00pm, Wednesday 25 November 2020
5:50pm, Thursday 10 December 2020

Community consultation closes on Friday 18 December
To view the draft masterplan, provide feedback or to register for an online presentation
yoursaymanningham.com.au/ruffey-lake-park
manningham@manningham.vic.gov.au
9840 9355

Simplified Chinese/简体中文
我们为曼宁汉公园(Ruffey Lake Park)制定了一份总体规划草案，希望听取您的意见。该总体规划草案将提供未来15年内公园的设计、开发和管理的明确方向。我们感谢您在去年社区咨询中提供的宝贵反馈，超过800名居民告诉我们他们喜欢公园的哪些方面以及哪些方面需要改进。

Traditional Chinese/繁體中文
我們正為Ruffey Lake公園制定一份規劃草案，希望聽取您的意見。此規劃草案將為未來15年公園的設計、開發和管理提供明確的方向。我們非常感謝您在去年社區諮詢中提供的寶貴回饋，超過800名居民告訴我們他們喜愛公園的哪些方面，以及哪些方面需要改善。

Italian/italiano
Abbiamo sviluppato una bozza del piano regolatore per Ruffey Lake Park e vogliamo sentire il tuo feedback. La bozza del piano regolatore fornirà una chiara direzione per la futura progettazione, sviluppo e gestione del parco nei prossimi 15 anni. Abbiamo una versione tradotta di questo volantino online su yoursaymanningham.com.au/ruffey-lake-park. È inoltre possibile accedere a un servizio di interpretazione gratuito telefonando al numero 98409355. Il servizio di interpretazione è gratuito e la telefonata costerà il prezzo di una telefonata locale.

Greek/Ελληνικά
Εργαστήσαμε ένα σχέδιο για το Ruffey Lake Park και θέλουμε να ακούσουμε το σχόλιό σας. Το σχέδιο θα μας δώσει μια σαφή κατεύθυνση για το μέλλον του πάρκου τα επόμενα 15 χρόνια. Έχουμε μια μεταφρασμένη έκδοση αυτού του φυλλαδίου στο διαδίκτυο στο yoursaymanningham.com.au/ruffey-lake-park. Μπορείτε επίσης να έχετε πρόσβαση σε δωρεάν υπηρεσία μεταφράσεων τηλεφωνώντας στο 98409355. Η υπηρεσία μεταφράσεων είναι δωρεάν και το κόστος της κλήσης είναι το ίδιο με το κόστος μιας τοπικής κλήσης.

Persian (Farsi)
ما یک طرح اولیه از طرح توسعه Ruffey Lake Park آماده کرده ایم. می خواهیم نظرات شما را بشنومیم. این طرح اولیه به شما یک جهت واضحی برای آینده پارک در 15 سال آینده می دهد. ما یک نسخه ترجمه شده از این اطلاعیه را به صورت آنلاین در yoursaymanningham.com.au/ruffey-lake-park قرار داده ایم. همچنین می توانید با شماره 98409355 به یک سرویس ترجمه رایگان دسترسی داشته باشید. هزینه تماس با این شماره همانند هزینه یک تماس محلی است.

Arabic
قد طورنا مسودة مخطط رئيسي لـ Ruffey Lake Park ونريد سماع تعليقاتكم. سوف توفر مخطط المخطط الرئيسي توجيهًا واضحًا للمستقبل. لدينا نسخة مترجمة من هذا المخطط على الإنترنت في yoursaymanningham.com.au/ruffey-lake-park. يمكنك أيضًا الوصول إلى خدمة الترجمة الهاتفي. من طريق الاتصال برقم 98409355. خدمة الترجمة الهاتفي متوفرة مجانًا وتتضمن تكاليف المكالمات المحلية مثل تكلفة مكالمات محلية عادية.

Draft Landscape Masterplan for Ruffey Lake Park

LEGEND

- existing tree to be maintained
- existing vegetation
- lake greenbank
- open grass areas
- proposed indigenous tree
- proposed native tree
- proposed native shrub
- proposed indigenous planting
- new planting for the Hill Top Circuit to be added
- Ruffey Lake Circuit to be added
- proposed pedestrian paths
- proposed pedestrian routes
- proposed pedestrian crossing
- proposed path
- proposed bridge
- proposed playground
- proposed playpaths
- proposed playsets
- proposed water play
- proposed three tables
- proposed 4 legged table
- proposed art elements
- proposed the magic mountain
- legends playground
- proposed lanes for young people with ramps
- park, walking, climbing trail
- legends Magic Mountain including nature play and art
- Point of view to follow within the walking dog path boundary



3.2.5. Online presentations

We ran two online presentations about the draft masterplan to go through its contents and answer any questions from the community.

Online Presentation 1 - Wednesday 25 November 2020 at 2.00pm had 13 attendees

Online Presentation 2 - Thursday 10 December 2020 at 5.30pm had 13 attendees

Themes of questions asked around the masterplan

- Details about the café including, location, openings, wastes
- Signage
- Boardwalk - design and seating
- Timings of the different projects for delivery
- Trees – types proposed for planting
- Playgrounds and picnic spaces – upgrades?
- Dog controls – changes in the plan and why?
- Support for boardwalk, bush kinder and youth space
- Fitness stations – types and locations
- Lighting - an impact on surrounding residents
- Parking – this there consideration for increased demand for parking, impacts to local residents - additional traffic/noise
- Youth space – age groups it will cater for?
- Quarry – future here?
- Cycling - proposed changes to where they are allowed?

3.2.6. Open Space Committee**Meeting Thursday 10th December 2020,**

Draft masterplan presented, out for community consultation.

Meeting Monday 22 February 2021

Presented discussed the following:

- Review of consultation/changes to final plan will go to the Council meeting in May 2021. We have received over 200 written responses/ comments from residents.
- New linking paths/footpaths
- Hill Tops circuit and Ruffey lake Circuit widening from 2.5m to 3.0m
- 3 new proposed pedestrian entries
- 2 new bridge walks
- New lookouts/ seating and art elements
- Given the popularity of dog walking existing dog off leash area will be maintained except where new facilities such as picnic areas/exercise equipment are located
- Shared paths and walkways to be coded for wayfinding and/or dismount messages.
- Working with the Wurundjeri Woi wurrung to include appropriate information about History, Culture & Connections.
- Provide opportunity for Bush Kinder programs to be hosted at Ruffey Lake Park.
- Council to support the formation of a 'Friends of Ruffey Lake Park' community group

Feedback from committee

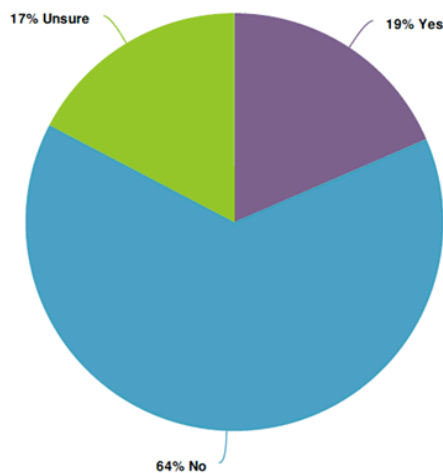
- Very happy with the widening of paths and the accessibility of the boardwalk and seating for those who need it. • Lighting after hours from 5.30-6.00pm – 1.30 -11.00pm at Ruffey Lake Park Shared Paths -wider, signage.
- Need increased patrols of our parks and reserves after the weekend for rubbish and illegal dumping.

3.2.7. Survey Feedback via Your Say Manningham

The online survey was available via the Your Say Manningham page and captured feedback from 170 respondents. Refer to the appendix for full report.

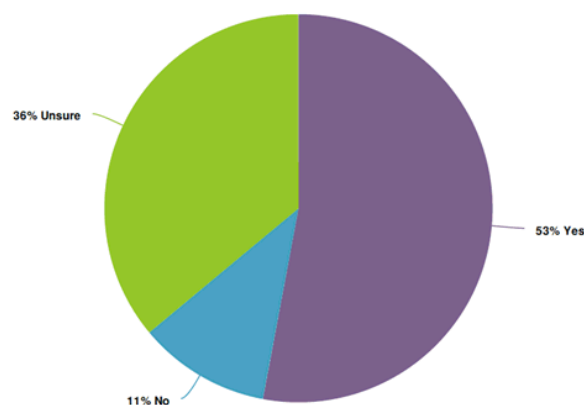
Question 1 - Did you take part in the previous community consultation for Ruffey Lake Park in late 2019?

The below graph shows that the majority of responders did not take part in the previous consultation.

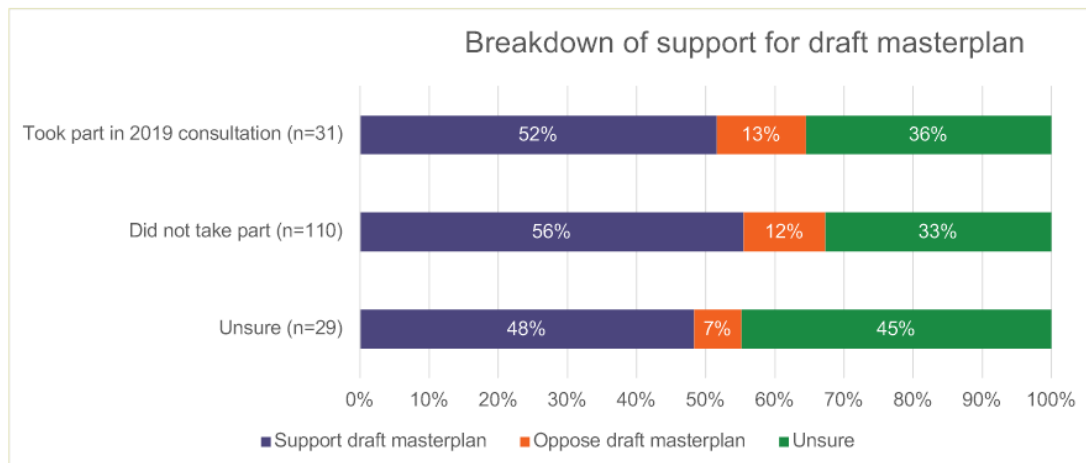


Question 2 – Do you support the draft landscape masterplan for Ruffey Lake Park?

The below graph shows that over half of respondents (53%) support the plan, and 11% who do not support it. A further 36% of respondents are unsure – it is possible that there may be some elements of the draft masterplan they do not support but are not fully against the plan. It is also possible these participants needed further information or clarification on the draft masterplan.



Analysis of the amount of support/opposition for the draft masterplan shows that level of support is very similar across those who participated in the earlier 2019 consultation, and those who did not.



Question 3 – What are you most excited about from the main elements of the draft masterplan? (Select all that apply)

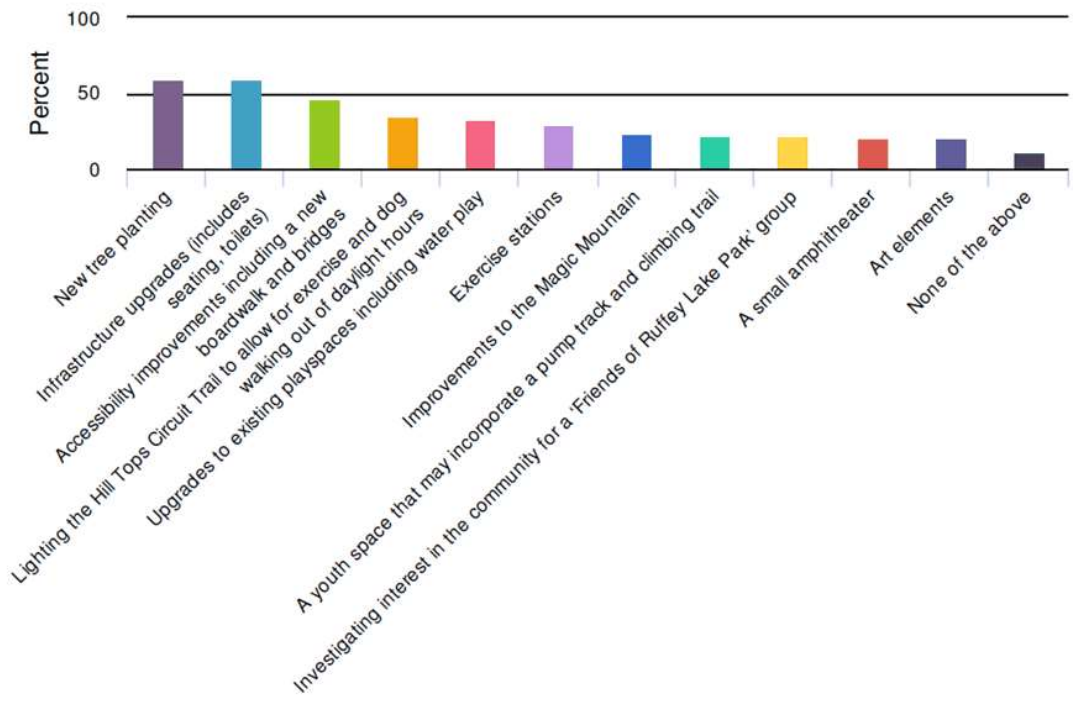
The below graph shows that the elements responders are most excited about are:

- New tree planting
- Infrastructure upgrades (includes seating, toilets)
- Accessibility improvements including a new boardwalk and bridges
- Lighting the Hill Tops Circuit Trail to allow for exercise and dog walking out of daylight hours
- Upgrades to existing playspaces including water play

In terms of prioritising main elements, a number of comments were received in the free-text box. These comments were related to the following:

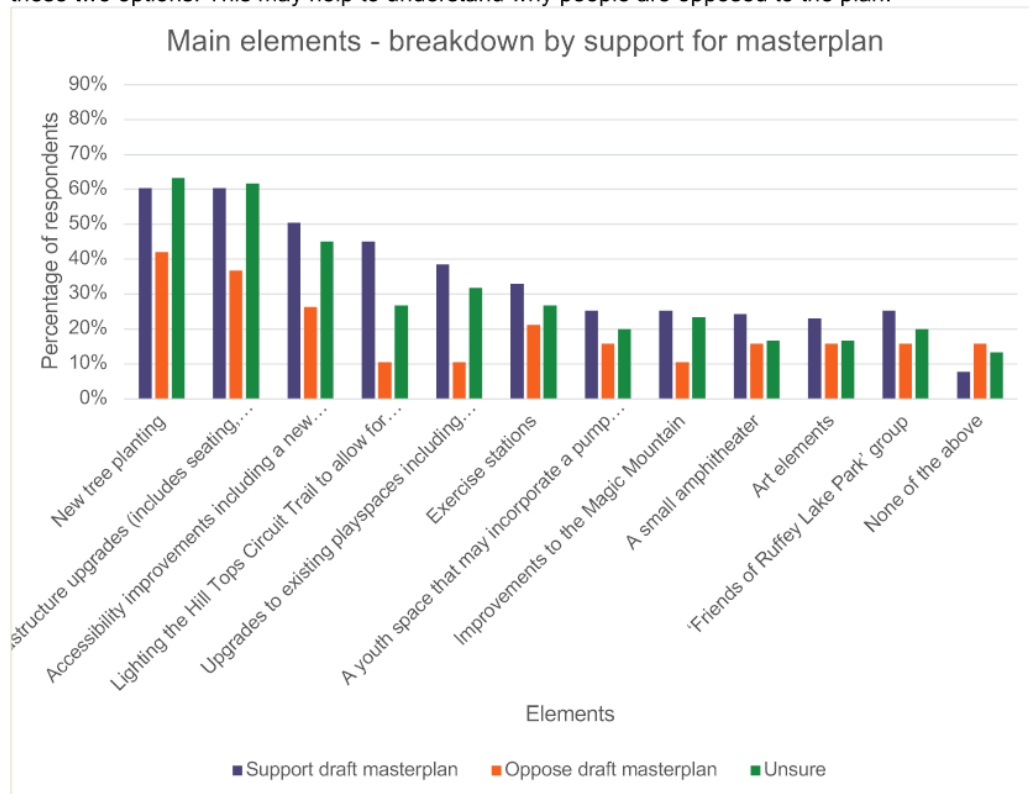
- Extending the disc golf course
- Signage (e.g. location), reminders for dog owners

The graph below shows the percentage of survey respondents who selected the elements, and is ordered from most frequently selected to least frequently selected.



The below graph suggests that although some survey respondents oppose the draft masterplan, there are still some main elements that they have indicated that they are excited about. This includes new tree planting (42% of those who 'oppose' the draft masterplan indicated they were excited about this element) and infrastructure upgrades (37% of those who 'oppose' the draft masterplan indicated excitement for this).

However, when comparing responses of those who support and those who oppose the masterplan, there appears to be a bigger difference in the percentage of respondents selecting Lighting the Hill Tops Circuit, and Upgrades to existing play spaces, where those in opposition are less likely to have selected these two options. This may help to understand why people are opposed to the plan.



Question 4 – Help us prioritise the actions in the draft masterplan. What should we install first? (Select up to 5 top actions)

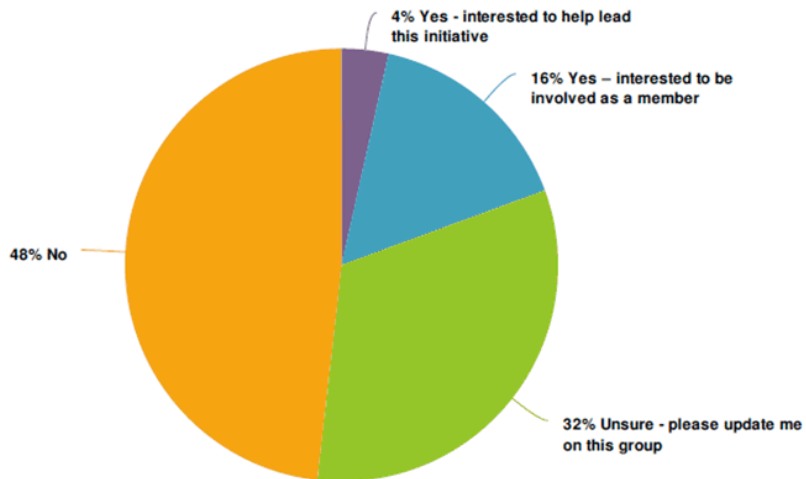
The below graph shows that the elements respondents would like to be prioritised are:

- New tree planting
- Path widening and additional path connections
- Toilet upgrades (changing places at the Boulevard and a new toilet at Church Road North)
- Accessibility improvements including a new boardwalk and bridges
- Look outs and seating areas

Value	Percent
New tree planting	40.4%
Path widening and additional path connections	35.7%
Toilet upgrades (changing places at the Boulevard and a new toilet at Church Road North)	32.2%
Accessibility improvements including a new boardwalk and bridges	31.6%
Look outs and seating areas	29.2%
Creating native grassland areas	26.9%
Lighting the Hill Tops Circuit Trail	23.4%
New café	21.6%
Other (please specify):	19.9%
New exercise stations	14.6%
Upgrades to existing playspaces including water play	14.6%
New signs throughout the park	12.9%
A youth space that may incorporate a pump track and climbing trail	12.9%
New entrances improvements	10.5%
Improvements to the Magic Mountain	9.9%
Locations of bins moved	9.4%
Bike repair station	8.2%
A small amphitheater for gathering	7.0%
Including public art	5.3%
Investigating interest in the community for a 'Friends of Ruffey Lake Park' group	5.3%
Art elements	3.5%

Question 5 – Are you interested in the idea for a ‘Friends of Ruffey Lake Park’ group?

The below graph shows that over half of the respondents have some interest in knowing more around a friends group. This shows that there are 33 people keen to be involved which shows a high level of interest in the formation of this group.



Value	Percent	Responses
Yes - interested to help lead this initiative	3.5%	6
Yes – interested to be involved as a member	15.9%	27
Unsure - please update me on this group	32.4%	55
No	48.2%	82

Totals: 170

Contact details of interested members were gathered in this survey and will be used in the establishment of the group.

Question 7 – How has your experience at Ruffey Lake Park changed since Covid-19? (If your experience has not changed, please leave this blank).

Themes provided in the responses are:

- A number of survey respondents discovered or visited the park for the first time during lockdown
- Recognised as a wonderful green space that should be preserved
- Increase in use, pedestrian activity as well as cyclists and dogs.
- This has led to a number of things negatively impacting the experience:
 - Litter
 - Affected ability to enjoy quiet green space
 - Increase in dog poo
 - Overcrowding, dogs/cyclists taking up the walking path
 - Infrastructure needs becoming more apparent – wider paths, fenced off dog-park, more tables and seating
 - Dogs off lead, issues with them not being controlled, too many dogs,

Some sample comments:

- *“It is great to have such a wonderful green space in Doncaster and it must be preserved at all reasonable costs and anything to improve access and community use would be great! Thank you”*
- *“I realise how important it is for everyone to have open space.”*
- *“The park has been a life saver. ”*
- *“I am too frightened to walk in park because of stray dogs”*
- *“Stopped going as too many people”*
- *“Really don't want to have water play areas, exercise places as Ruffeys is an escape from suburbia and it should be kept that way and not commercialised and nature welcomed”*
- *“Didn't go much as too many dogs off lead not controlled jumping on me. Needs an off lead area that's fenced off so the rest of us can enjoy the park in peace”*
- *“Have started bike riding again and ride almost every day. ”*
- *“Used the park much more often. Discovered disk golf so much more. What a great game and great exercise. Cheap and easy. Great to see so many people having picnics in the park. Just basic, on a blanket, a few chairs, just enjoying being outdoors”*

Question 8 – Do you have any ideas that we have missed in this draft landscape masterplan?

Themes provided in the responses are:

Nature and Environment

- Natural landscapes
- Snakes – stop them being released in this park
- Plan is over developing the park – enjoy the large open space
- Maintenance – waste and vegetation/grass cutting
- Conservation areas
- Native garden
- Impact of new additions such as the boardwalk, lighting on wildlife etc

Ruffey Creek Lake and Catchment

- Fishing – species provided in the lake

Access, Circulation and Connections

- Victoria Street – footpaths, too many cars on sides of roads, carpark exit dangerous
- Parking – More in Victoria Street - in side streets - Victoria & Cricklewood Streets and provision of footpaths
- Entrances – improve access from Couch Court opposite the Boulevard

Recreation and Park Infrastructure**Playgrounds**

- Water play – examples of Lilydale Lake, Warbuton Recreation Centre
- Innovative playground structures, encourage Council to really "go for it "
- create an upgraded playground that simply amazes people

Dogs

- Dog off lead places
- Providing dog poo bags
- Fenced of dog area for puppies, smaller dogs, and those that are older and shy- a fenced/gated area where they can safely play off-lead without being harassed by other dogs. 2 adjoining areas for different sized dogs. Considering a dog park within the park
- Dog owners unhappy with changes - no other alternatives in Manningham
- Educate people with dogs that it is not ok for your dog to chase all fauna
- Dogs need to be under effective control, or on a leash.

Waste - more bins**Exercise**

- Full size basketball court or mixed use concreted play area.
- Support for exercise stations even for those not using them

Toilets

- Provide soap, size of bowl
- Additional near King Street

Youth Pump track - for a good range of kids

Lighting - ensure avoiding light reflection, suitable for animals, against it – people to use phones or torches instead

Bikes

- riding speeds,
- where they can go,
- riding facilities – bike repair also at Victoria street
- Add in Mountain bike trail in the park?
- Shared path signs
-

Disc golf

- concrete tees,
- practice basket,
- more baskets/holes,
- removed from picnic people

Fencing – repair where broken

Café – concerns, commercialisation, rubbish, junk food

Events and Social Spaces

- More shelters for parties
- Expand Church road area for families

Public Appreciation, Education and Signage

- History – more information
- Signage - signage/education plan

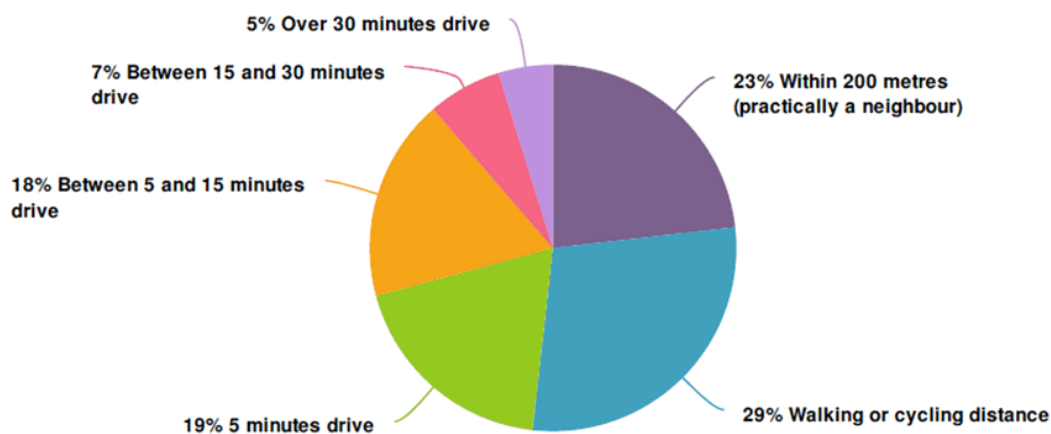
Participant Profile

Overall, there is an even spread of survey responses received across age groups, a balance of male and female contributors, and respondents are spread out geographically across Manningham suburbs. Survey respondents vary from daily users of the park through to those who have never used the park, 21% are culturally and linguistically diverse, and 64% of the total 170 respondents did not participate in the previous Ruffey Lake Park consultation in 2019. This suggests that survey responses are inclusive of the voices of many different community cohorts and user groups.

The following graphs provide a more detailed breakdown of the demographics of the survey participants.

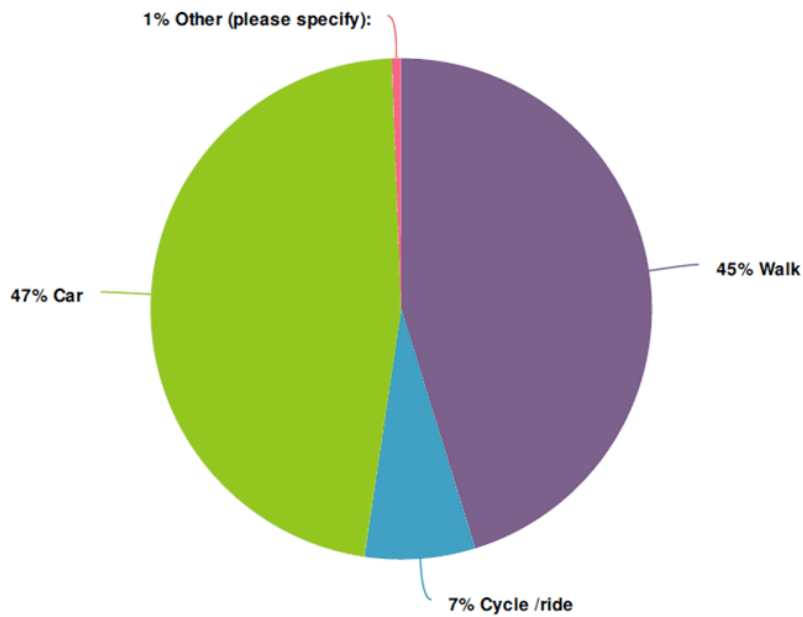
Question 10 – How far do you live from your nearest entry point to Ruffey Lake Park?

The below graph shows that over half of the respondents are within walking or cycling distances of the park.



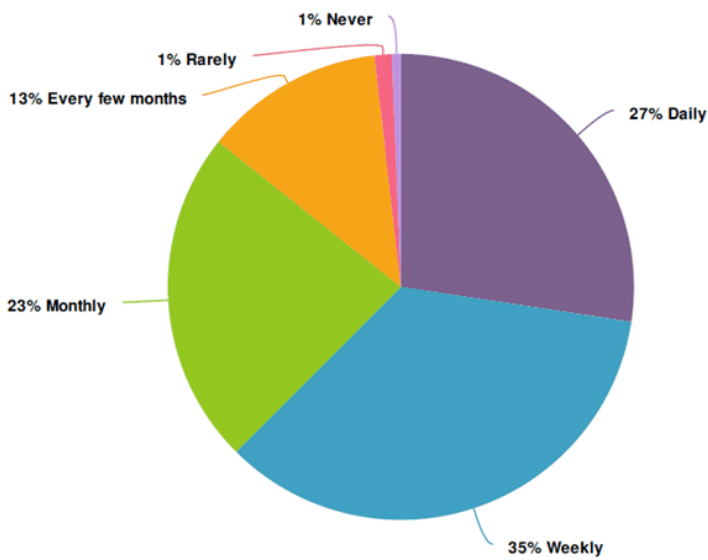
Question 11 – When visiting Ruffey Lake Park, how would you normally travel there?

The below graph shows that the highest visitors to the park is by car, however walking to the park is not far behind.



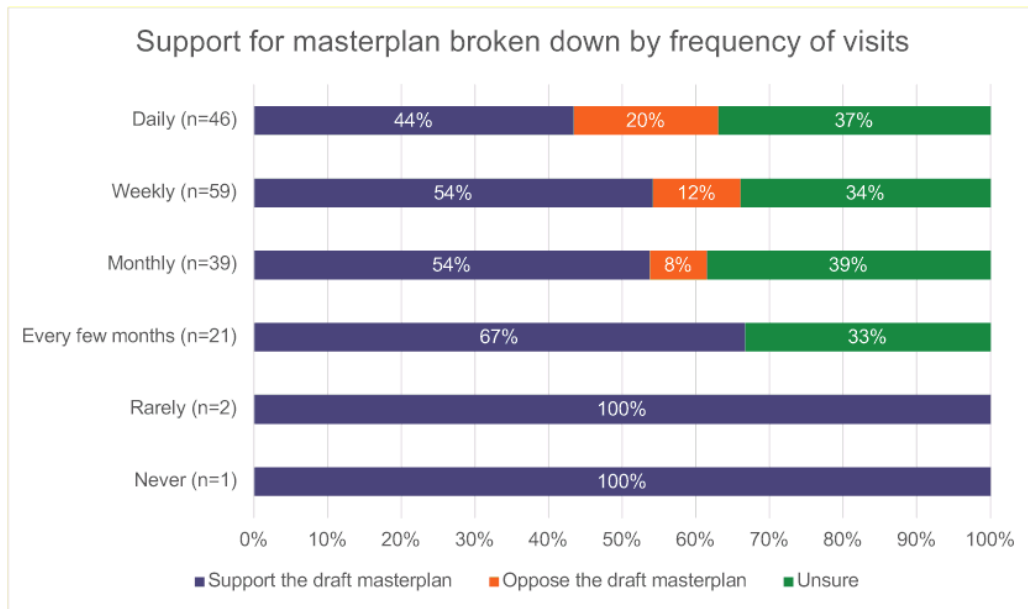
Question 12 – How often do you visit Ruffey Lake Park?

The below graph shows that 62% of respondents visit the park on a weekly basis which demonstrates that a large portion of the responders are regular visitors to the park.



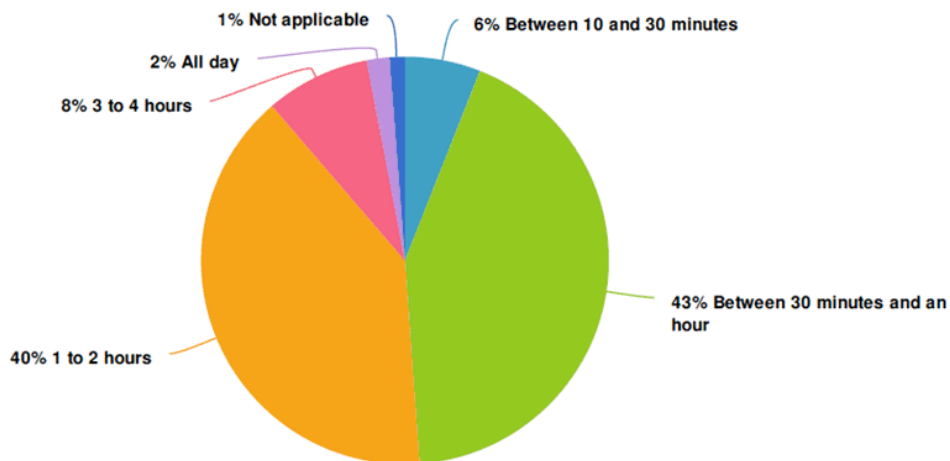
Interestingly, respondents who visit the park more frequently (on a daily, up to weekly basis) are more

likely to have a polarised view of the draft masterplan (see below graph), while there is no opposition from those who visit more infrequently (every few months, rarely or never), however note there is a small sample size.



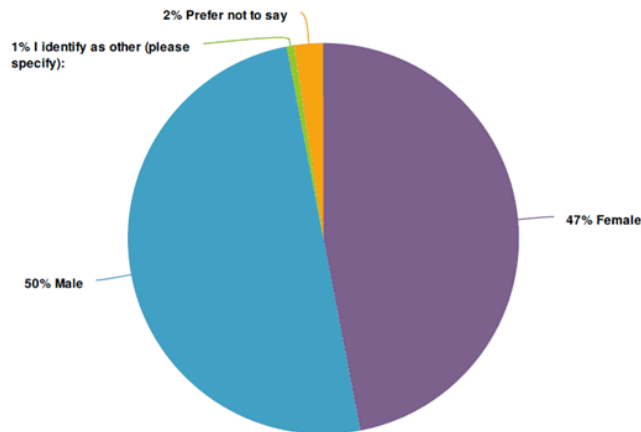
Question 13 – How long do you typically stay at Ruffey Lake Park when you visit (outside Covid-19 restriction times)?

The below graph shows that the majority of responders at the park from 30mins to 2 hours.



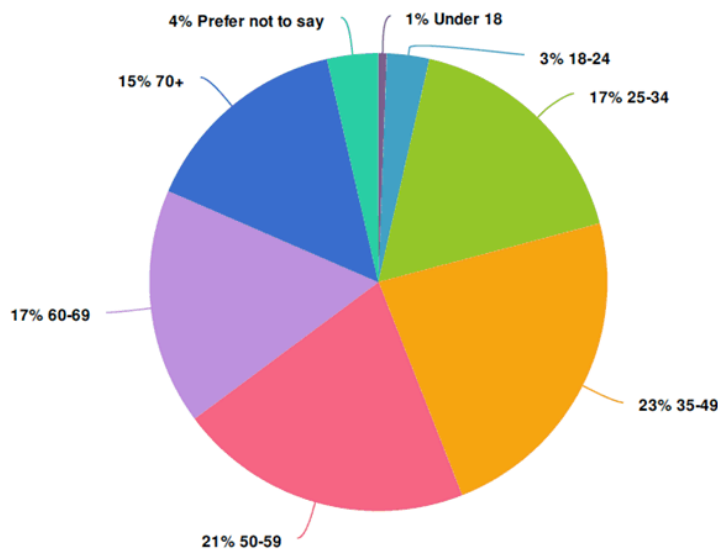
Question 14 – What is your gender?

The below graph shows that the responders were fairly evenly split on gender.



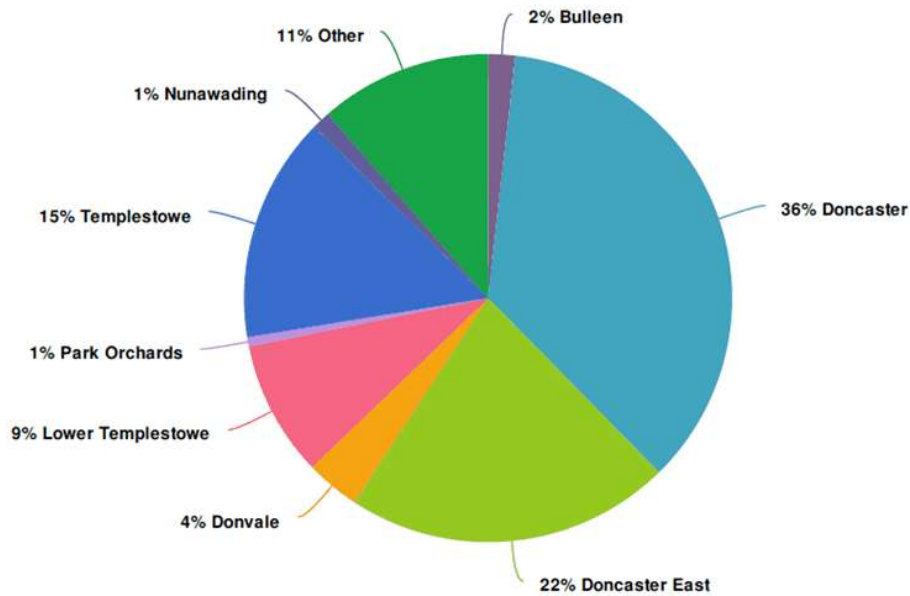
Question 15 – Which age group do you belong to?

The below graph shows that the responders were from a range of ages. With the lowest input from the youth age group.



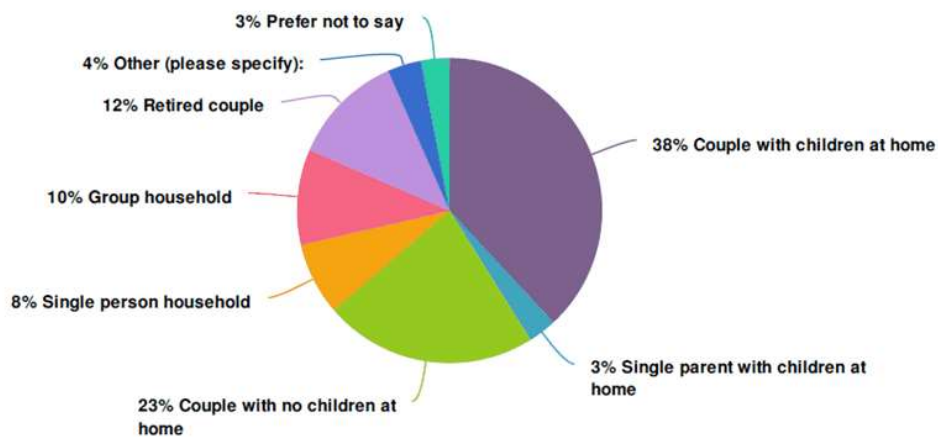
Question 16 – What suburb do you live in?

The below graph shows that the responders were mainly locally surrounding suburbs. There was a portion who travel to the park which is consistent with a destination regional park.



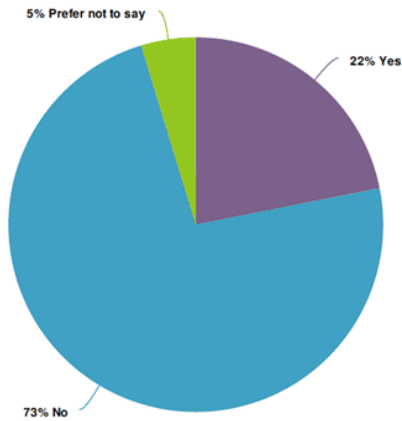
Question 17 – Please describe your household.

The below graph shows that the responders come from a mix of household types.



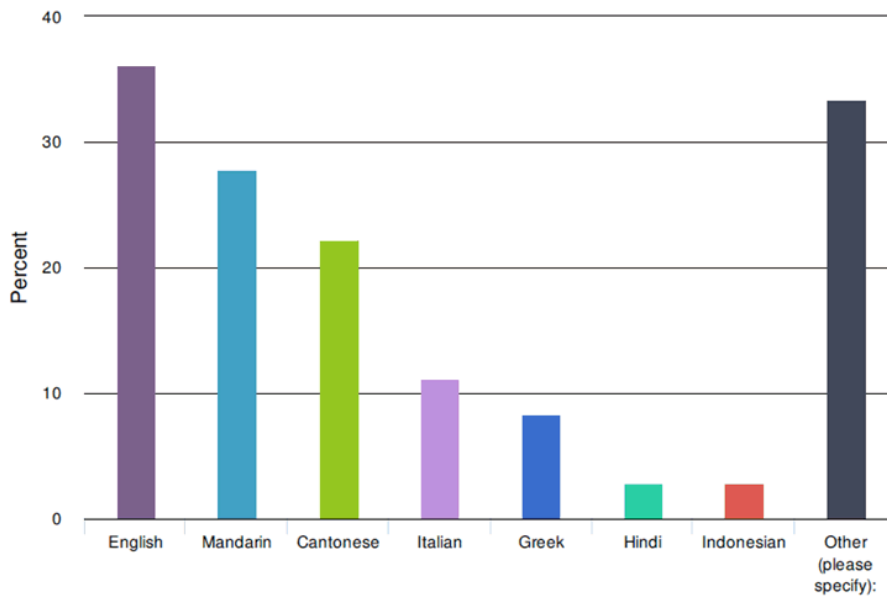
Question 18 – Do you speak a language other than English at home?

The below graph shows that the responders mainly speak English at home.



Question 19 – What language(s) do you speak at home? (Select all that apply)

The below graph shows that the responders speak a mix of languages at home.



3.3. Overall engagement findings

The community consultation over the two stages heard feedback from over 1000 people who provided input into the draft masterplan for Ruffey Lake Park.

The draft masterplan was well received with majority supporting the plan.

The feedback to from the consultation has been reviewed and the changes to the final masterplan include:

- Some paths changed to a designated shared path for people and bikes.
- Additional pedestrian path access from Couch Court opposite the Boulevard
- Disc golf – inclusion of a practice basket,
- Inclusion of a native garden – location north of Victoria Street playspace in eastern corner
- Inclusion of designated arboretum area– location north of Victoria Street playspace
- Review of shelter and path connections and rationalise facilities (numbers of drinking fountains etc) at the three major gathering spaces: The Boulevard, Victoria Street and Church Street

Appendix 1: Reach and demographics Facebook posts

Ruffey Lake Park Draft Landscape Masterplan social media report

Ad 1: Have your say on the future of Ruffey Lake Park (promoting link to YourSay)

- Link: <https://fb.me/10XPvrFbcGS1o4z>
- Date: 18 November 2020 to 22 November 2020
- Targeting: 2km around Ruffey Lake Park
- Results: 40 Reactions (39 likes, 1 shock). 38 Comments (see below)
- Spend: \$199.99

Ad 2: Event boost: Ruffey Lake Park Draft Masterplan online presentation

- Link: <https://fb.me/1lr0ahiV447vGLE>
- Date: 24 November 2020 to 25 November 2020
- Targeting: Manningham Postcodes
- Results: 11 Reactions (11 likes). 2 comments (see below)
- Spend: \$75

Comments:

██████████
And another 5% increase in rates next year 😞

████████████████████
████████████████████

Ad 3: Have your say on the future of Ruffey Lake Park (promoting link to YourSay)

- Link: <https://fb.me/1Q69oAzS9Aikb5B>
- Date: 27 November 2020 to 1 December 2020
- Targeting: 2km around Ruffey Lake Park
- Spend: \$149.99

Ad 4: Have your say on the future of Ruffey Lake Park (promoting link to YourSay) *NB: Same ad as Ad 3 with different targeting)

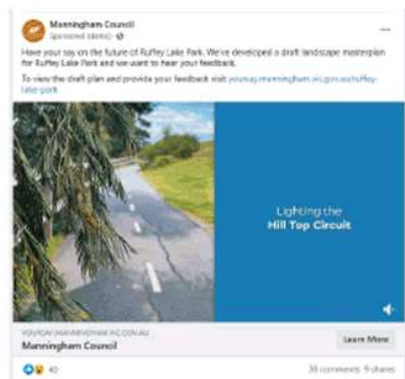
- Link: <https://fb.me/1Y5vdtVY1XYXKK>
- Date: 8 December 2020 to 18 December 2020
- Targeting: 1km around Ruffey Lake Park
- Results: 102 Reactions (99 likes, 2 loves, 1 shock). 30 comments (see below)
- Spend: \$333.55

Ruffey Lake Park Draft Landscape Masterplan social media report

Comments

Ad 1:

38 comments



[Redacted]

Just make sure no units or apartments are built nearby, this area has changed way to much in the 30 years we have lived here , so very sad how it's changed. Loved the old lower Templestowe, way too many apartments.

[Redacted]

This area has changed so much it's sad its been taken over by apartments peoples washing drying on balconies such an eye sore and we've let it happen. I say no more

[Redacted]

No coffee shops in the park. Clean up the creek beds, they are full of rubbish. Police the use of electric bicycles in the park they are noisy & dangerous.

[Redacted]

[Redacted] own an electronic bike I must be def I can't here a thing

[Redacted]

[Redacted] be easier to just close the park, no?

Fun [Redacted] out again!

[Redacted]

Yes we need water play in the area and yes to upgrading the playgrounds!

[Redacted]

Ruffey Lake Park Draft Landscape Masterplan social media report

It would be great to have park benches (seats) scattered throughout the park (under shaded tree areas) where people could stop and sit for a chat...and why not a coffee shop amongst nature where people can relax, admire and share a coffee with a friend... See more

[REDACTED]

It definitely needs cleaning up. A small cafe near the playground area would be terrific. Or near the lake with a view across the lake.

[REDACTED]

Why don't you clean up the Manningham area instead . There are overgrown grass, weeds and rubbish everywhere.

[REDACTED]

[REDACTED] so true ..if council actually walked the streets they would see how much streetscape has deteriorated. Lack of GOOD people who actually DO CARE for our suburb

[REDACTED]

I totally agree I have rang the council many times but no one seems to care !! So disappointing to what's happening to Manningham 😞

[REDACTED]

Don't waste money on unnecessary art..we have nature. Natural Art!! We need to display art, but not at the ridiculous rate payer expense

[REDACTED]

Leave the nature as it is and sure no more apartments and unit surrounding area. It's way to crowded and so traffic

[REDACTED]

Bunny Erawan Central Park in NewYork is surrounded by High Rise towers! Yet the park is great for all activities!!!😊

[REDACTED]

I love it as it is! However a nice cafe would be great!

[REDACTED]

[REDACTED] agree

[REDACTED]

Make sure the open spaces are kept...keep the creek clean... Great park.

[REDACTED]

Leave the park as it is, clear the dead trees, keep the lake clean, yeh some more seating and what's left over just reduce the rates. DONT WASTE MONEY on things ratepayers don't want.

[REDACTED]

Ruffey Lake Park Draft Landscape Masterplan social media report

A dirt track for bicycles, a Bush walking track and finally, clean up the creek and lake. It not only has rubbish everywhere it also stinks.

[REDACTED]

Sick of bike riders. They are too fast and stop and talk blocking the paths. The rubbish needs to be cleaned up. I like it open and not crowded

[REDACTED]

work with the VFA and make it a family fishing lake

[REDACTED]

A coffee shop or restaurant would make it even better.

[REDACTED]

[REDACTED] except for the inevitable rubbish and pollution it will bring

[REDACTED]

A lake isn't a lake without fish and fishing 🐟

[REDACTED]

If it's not broken why fix it, better to spend the money on what you are meant to do

[REDACTED]

Ruffey Lake Park is a truly beautiful destination for walkers, cyclists and nature lovers. I don't believe it needs much intervention, except perhaps for more regular maintenance and cleaning of the lake.

[REDACTED]

They have probably sold the park to a developer to build units on. I am just going on the way the rest of Lwr Templestowe is being destroyed by developers, and OUR council

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] oooh cool

[REDACTED]

Legislation that tenants/residents cannot hang their washing over the balconies of the units...we don't want to see an outside laundry in our suburb

[REDACTED]

Leave Ruffey as it is , there is nowhere else like it. No concerts , art or bike tracks, just clean the creek up a bit. Would love a small coffee kiosk, but unfortunately that would mean rubbish dumped everywhere !. So just keep Ruffey as it is !. If... See more

[REDACTED]

Ruffey Lake Park Draft Landscape Masterplan social media report

[Redacted]

[Redacted]

What/where is Magic Mountain?

[Redacted]

I actually like the way it is, natural ,maybe more trees. No high rise development around it.

[Redacted]

I'd prefer it left as is, there are plenty of bike tracks nearby we really don't need more if them... Cafe sounds like a good idea on paper but who's going the clean up the inevitable mess, fishing empty coffee cups, plastic lids and food wrappers out ... See more

[Redacted]

no more units / apartments built nearby. No coffee shops in the park..Leave the nature as it is.

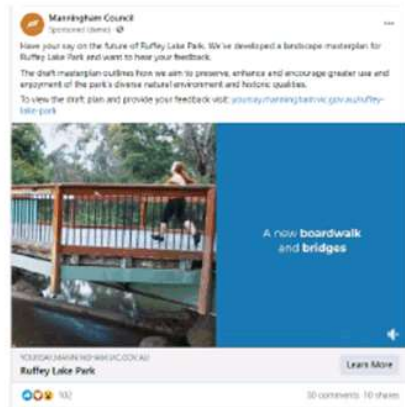
[Redacted]

It is beautiful as it is.. doesnt need any development..!

Ads 3 and 4:

102 Reactions

30 comments



[Redacted]

Definitely more Toilet area in between the park

Sheltered sitting area

Ruffey Lake Park Draft Landscape Masterplan social media report

Water taps. Benches to sit & admire the scenery

Beautiful Park , a lot of History, please No Gum Trees, I walk There Every Day And Just Love itAny Help I'm always Available!

Designated bike path to separate dogs from bikes. Make it a clearer link to the Ruffey lake trail

Never to have apartments built near the park

But more bbq areas drinking taps,Seating and extend the carpark on Victoria St its needs more parking, reseal any paths where needed few more bins to keep it tidy

It's a beautiful park make sure still of lead for dogs and bad owners 😊

I agree

More bins, drink taps and possibly more sheltered picnic areas throughout the park

no units / apartments surrounding the park. keep the park beautiful!!

I doubt that they'll worry about that. Think of all the rates 80-storey high blocks bring in.

I doubt apartments will get built there anyway

Why... you don't listen to logic. Like installing a couple of litter traps that I even said I would volunteer to empty on a weekly basis or after each heavy rain fall.

Just supply the bin and key to the compound.

Would be nice to have another small dedicated pond for frogs and perhaps some colorful trees like maples etc.?

Replace the Doggo poop bins you removed. Most people pay registration for their Dogs but you took the bins away because you probably didn't want to pay someone to empty them.

Manningham Council

Ruffey Lake Park Draft Landscape Masterplan social media report

[REDACTED] Dog litter is accepted in the litter bins at Ruffey Lake Park and additional bins were installed around the lake to allow dog walkers to dispose of litter.

· Reply · Commented on by [REDACTED] · 3 w

[REDACTED]

Manningham Council why were the dog refuse bins removed to begin with? Were ratepayers really meant to carry the dog faeces home with them while all the while paying rates and dog registration? What did MCC think these monies were for?

[REDACTED]

Just keep it free of being surrounded by apartments. This area has changed so much it's starting to look like Box Hill so very sad how it's changed .

[REDACTED]

Keep it as natural as possible and more playgrounds for children.

[REDACTED]

[REDACTED] I would love to but believe it would be a waste of time.

[REDACTED]

Yeh clear the dead trees and scrub, more seating and drinking fountains. If there's money to spare drop the rates. No further waste please.

[REDACTED]

A mini heritage orchard 6? pear trees some apple maybe

[REDACTED]

Preserve the area around it as well to maintain the character that's been lost everywhere else in Doncaster East

[REDACTED]

Sounds good m!

[REDACTED]

More trees!!!

[REDACTED]

[REDACTED]

[REDACTED]

Our biggest jewel . Careful what is done with it. We don't need any redevelopment that makes it too widely popular!!

[REDACTED]

There should be toilets, bins, more sheltered area, more sitting areas,

Ruffey Lake Park Draft Landscape Masterplan social media report

[REDACTED]

No apartments, please!

[REDACTED]

[REDACTED] yes, and no sewage plants in the park either - as they proposed previously! A couple of years ago they wanted to put a sewage plant in the park so that they could bring more people, and therefore more rates, in to Manningham. They planned to build even more high rises and needed somewhere to treat the new people's sewage. Sewage treatment in the park - where people exercise and refresh: that was their suggestion! The Council backed down, but that they would even suggest such a thing is beyond ghastly. A sewage plant where people walk and exercise just so as to bring more money - sorry, I mean more people - into Manningham. ... It is not inconceivable that Manningham City Council will want to use the parkland for highrises. Why not? A highrise - and the necessary sewage - in the park! People can take a walk on the periphery on days when the smell is manageable. Imagine the rate revenue from a highrise in or close to the park! ££ dollars - lots and lots of dollars ££ - for the Council and who cares what the people paying the dollars think! 🤔 One could see this post as sarcasm but for that MCC really did propose putting sewage into the parkland a couple of years back. That really happened!

[REDACTED]

[REDACTED]

Appendix 2: Online presentation minutes

Wednesday 25 November 2020, 12.00pm,

13 Attendees

Themes of questions asked around the masterplan

- Details about the café including, location, openings, waste
- Signage
- Boardwalk - design and seating
- Timings of the different projects for delivery
- Trees – types proposed for planting
- Playgrounds and picnic spaces – upgrades?
- Dog controls – changes in the plan?
- Support for boardwalk, bush kinder and youth space
- Fitness stations – types and locations
- Lighting - an impact on surrounding residents
- Parking – this there consideration for increased demand for parking

Thursday 10 December 2020, 5.30pm

13 Attendees

Themes of questions asked around the masterplan

- Youth space – age groups it will cater for?
- Parking - impacts to local residents - additional traffic/noise
- Quarry – future here?
- Cycling - proposed changes to where they are allowed?
- Dog area and changes – why?

Appendix 3: Resident submissions

Thursday 26th November - Email from Resident

Thank you for sending this update through.

I have gone in and had a look at the plan and also received the material in the mail.

While I support some key features of the plan, I thought it worth sharing with you my may concern I raised in my survey response, that being that the changes to the dog off-lead areas are completely impractical and would be akin to stopping to tie your shoelaces every few hundred metres. It would mean people no longer have a circuit of the park where they can run their dog. It is disappointing that the new features of the masterplan come at the expense of dog owners who have no other alternatives in Manningham and it would have been preferable to position new features in such a way to reserve the current dog off lead areas, or put in additional pathways to ensure dog owners maintain their current level of amenity.

It is also concerning to note that the public document posted to the community does not identify this significant and detrimental change in amenity for this park user group – greater transparency should have been published.

Feel free to contact me if you would like

Friday 27th November - Email from a member of the Reconciliation Action Plan Working Group

The first point I would like to make is In relation to your No. 2 note on 'Have your say on Ruffey Lake Park'.

Unfortunately the draft plan for Ruffey Lake Park says nothing whatsoever about the interpretation of Aboriginal land management in the area. This is despite Ruffey Creek having been a Myrnong farm area, with vestiges of Chocolate Lilies etc still being present further up the gully at Zerbe's Reserve. It is disappointing that the Ruffey Lake plan has nothing whatsoever to say about the Indigenous history of land management in the area.

Regrettably it's Terra Nullius all over again.

There is an opportunity here that seems to have been entirely missed, despite previous suggestions having been made about establishing 'Songline Marker Trees' and a myrnong plantation in the Ruffey Lake Park area.

Whilst it is understandable that council officers are focussed on the steps of compliance with the Reconciliation Action Plan, this should not prevent us from actually doing something in the meantime.

This could involve not just interpretive signage and suchlike at Ruffey Lake Park, but also at river rapids areas such as Banksia Park, Finns Reserve, Fitzsimons Lane Bridge and Warrantdyte Township. The public consultation process for the Ruffey Lake Park plan basically says that 'this is it for the next 15 years so here's your last chance.' If there is any council officer with the role of

something like 'integrated planning' this is the opportunity to shine.

(non project related content removed from email)

Monday 30th November – Phone call from Resident

The Resident called to give his feedback on the park masterplan. He says we have already done so much damage to the park and it used to be a natural park. Now it has carpark being built all over the place and a freeway in between. He thinks 83% of trees has disappeared. His opinion is that we should leave it alone. Does not think we will plant enough trees in the new plan. Does not like the overdevelopment in the area. Does not want any more carpark where there *is park land*.

Tuesday 10th December - Email from Resident

I had a look at the RLP presentation this evening as I was interested to hear the questions. At per usual you had some from the anxious dog walkers despite the fact that there has been minimal change to the dog off/on lead areas.

Please remind the dog walkers that some people do prefer to walk, run, play with children and use fitness stations where dogs are on lead.

The change to onlead across the bridges is a good idea. We often take our grandchildren to the closest bridge to watch the birds in the lake. Dogs on lead in those viewing areas is a common sense safety issue. Having owned several dogs it is no big issue having to put a dog on a lead. Dogs are currently banned from the play equipment areas and I assume that will continue. It is not shown on the masterplan.

I am interested it what type of balustrade is planned for the boardwalk regarding child safety.

Tuesday 27 October – Letter sent to Manningham CEO from Rotary Club of Doncaster

Letter from Rotary to CEO around them look for project opportunities to take a leading role in addressing the issues of sustainability through an innovative project that involves active participation by our Community.

See letter below



Mr. Andrew Day
 Chief Executive Officer
 Manningham Council
 Manningham Civic Centre
 699 Doncaster Road
 Doncaster Victoria 3108

Dear Andrew

The Rotary Club of Doncaster has long enjoyed a close working relationship with Council, on a number of projects that have benefitted our local Municipality.

Based on these historical foundations we are seeking your support and partnership on a significant Community undertaking. We propose to conduct a project which focuses on the issues of sustainability, especially as they apply within our immediate Municipality. The Manningham Council has made a major investment in getting its sustainability message across to the Municipality's residents and our Club wishes to complement this commitment through a partnership.

Rotary is seeking to take a leading role in addressing the issues of sustainability through an innovative project that involves active participation by our Community.

Project Outline

To have primary and secondary schools within the Manningham Municipality submit a presentation that clearly addresses a designated environmental issue that:

- Defines the issue - need
- Identifies the causes - management
- Potential solutions – benefits

Themes for each year's challenge will be decided in Consultation with Council Officers.

Project Duration

2020 – March to September – Participating Schools develop and submit their proposals
 2021 – Implementation of winning award

1

Rotary Club of Doncaster PO Box 197, Doncaster 3106 Vic

Recommended Project Theme

In the first year, the theme will be to **Design an indigenous food garden** (signage). That incorporates both local indigenous and medicinal plants that were used by indigenous people in an environment representative of where such plants would have grown. The garden could also be used for education purposes to further the Municipality's recognition of our indigenous history. Suggested location being:

- An area at Ruffey's Lake
- Proximity of Schramm's Cottage grounds

Project Structure

- Invitation to cover 3 categories:
 - Primary Schools – up to 250 pupils – use Interact & Rotaract clubs to promote
 - Primary Schools in excess of 250 pupils – use Interact & Rotaract clubs to promote
 - Secondary Schools

- Year 1 –

March to August

- Promote Challenge
- Select category winners
- Select overall winning design

1st weekend in September - Award presentations and open displays to public in conjunction with Farmers Market at MC2

- Year 2 –

- consolidate winning entries and work with schools and Council on constructing the winning Indigenous Garden

Responsibilities

Rotary Club of Doncaster

- Oversee implementation of project and its management
- Work with Council on implementation of project in Year 2
- To arrange sponsorship for Year 2 implementation
- Work with Indigenous Group on guidelines for Project

2

Rotary Club of Doncaster PO Box 197, Doncaster 3106 Vic
Manningham Council

- Work with Rotary Club of Doncaster to promote the Challenge to Schools within the Municipality
- Provide a room at MC2 for the Award Presentation evening and viewing of all entries
- Allocate an area within the Municipality to construct and feature the winning design

This is a brief outline of the key points of our Proposal and we would appreciate an opportunity to meet with the appropriate Council representative to discuss the project further.

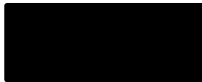
Our Club representative who will be responsible for overseeing our involvement in the Project is:

NAME REMOVED FOR COUNCIL REPORT

We look forward to working with the Council on this exciting community project and your early response.

Kind regards

SIGNATURE REMOVED FOR COUNCIL REPORT



Rotary Club of Doncaster PO Box 197, Doncaster 3106 Vic

Monday 23rd November – Email from Manningham Environmental Education Officer

Hi,

Thanks for your letter about a possible joint project to design and development an indigenous food garden.

That sound like a very interesting and worthwhile project. I am happy to help assist with this where I can.

A bit of information about my projects and our schools programs. I will also update on Ruffey Lake Park and Schramms Reserve.

Working with Schools during Covid19

Firstly I am involved in some schools environmental education programs. Unfortunately with the Covid19 regulations all schools are basically quarantine sites. No one is allowed into a school ground except for teachers and students. There are no off site excursions permitted. I have a grade 4 student at home and parents are to leave students at designated front gates. Teachers act as security to ensure only parents enter the school grounds. It is unclear how this will play out in 2021, but at this stage we assume schools are unlikely to be able to do both incursions and excursions until the pandemic risk is over. We will watch this space.

Ruffey Lake Park Master Plan – Community Consultation

As far as your project at Ruffey Lake Park or Schramms Reserve my colleague Stacy Robinson suggests you have great timing. There is a new Ruffey Lake Master Plan being developed right now and there is a community consultation process underway. Stacy is happy for you to comment on the Master Plan and to explore a project like possibly being incorporated. Stacy's contact email is: Stacey.Robinson@manningham.vic.gov.au

<https://yoursay.manningham.vic.gov.au/ruffey-lake-park>

<https://www.manningham.vic.gov.au/ruffey-lake-park>

Design an Indigenous Food Garden

I help coordinate the Doncaster Hill Community Garden just behind Doncaster Library. It is a small pop up garden that the community runs to grow food for Doncare and local food relief pantrys. There are no "Private Plots" and the volunteers always have a great time growing food and doing education programs to learn all things home grown. Local schools come to the garden to do education programs and we have trialled a small indigenous food garden in one of our boxes.

<https://localfoodconnect.org.au/community-gardening/doncaster-hill-community-garden/>

While we wait until the Covid19 restrictions to ease particularly for schools, there is always a great opportunity for the Rotary Club to get involved in our community garden as we are looking at a potential re-fresh for the garden in 2021.

Look forward to hearing from you.

Kind regards

Environmental Education Officer
Manningham Council

Thursday 17th November – Phone call with Rotary

Rotary called to discuss idea for a project for Ruffey Lake Park to design an indigenous food garden (signage). That incorporates both local indigenous and medicinal plants that were used by indigenous people in an environment representative of where such plants would have grown. The garden could also be used for education purposes to further the Municipality's recognition of our indigenous history.

Wednesday 16th December - Email from a Resident

We are owner residents of (*number removed for privacy*) McCallum Road Doncaster and have recently read of the plans for the park.

We would like to advise of a concern we have that relates to increasing access to the park from McCallum Road with the establishment of 2 additional pedestrian entries.

Often McCallum Road is overflowing with cars parked along the park side of the street especially at times of events. The sign No Event Parking has little effect in guiding motorists to the Boulevard carpark.

Therefore we feel that to encourage additional motorists to McCallum Road is not in the best interests of the residents or council should the additional traffic cause safety issues.

Regularly cars are double parked restricting access to our driveway as it is.

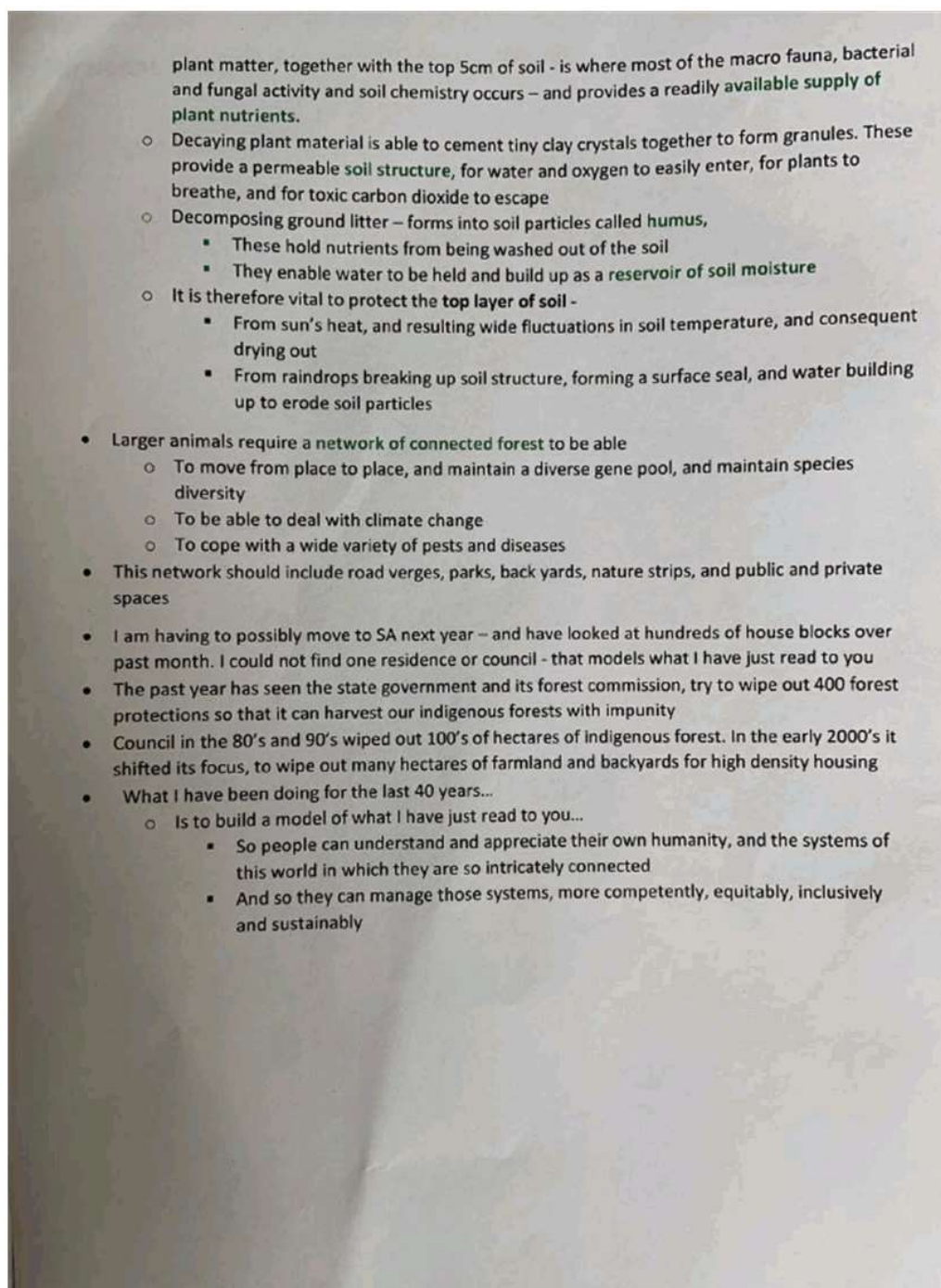
We would recommend council inspect the parking issue at event times and at weekends to see for themselves.

Wednesday 16th December – Meeting with Resident and 2 A4 pages submitted

Council officer met with local resident who requested to discuss and submit ideas.

MASTERPLAN FOR RUFFY LAKE PARK Input from [REDACTED] 16th Dec. 2020

- A recent publication was titled 'Animals make us human' I want to expand this idea
- **Reductionist scientific method**, as a means of understanding our world - has seriously let us down. We have become outsiders looking in. **Our focus is on isolated parts of systems. We see only - linear cause and effect chains of influence. Actions are not interactions, influencing, and being influenced by nature, ourselves and our technologies. The observer is separated from the observed.** This limits what we see. Reality is fragmented, and unknowable. **The emergence of unique system properties is not understood or appreciated.**
- **All life - can be viewed as systems** - with boundaries and environments, inputs, and outputs, transformations, layers of purposes and activities, processes and structures, emergent properties, behavior patterns, flows of influence and communication, self organisation, feedback and control, hierarchies, and nests of systems
- **Being part of the systems in which we work**, makes it difficult for us to see cycles of causality, the patterns of change in which we are embedded, due to disruption to flows of information. **Interrelated actions take years to play out, both in time and space, with effects that are over the horizon, out of sight.**
- As each system is in turn a subsystem of a higher order (supra) system; *unique, unpredictable properties* emerge at a number of different levels, within a hierarchy of systems. We can only understand a lower-level system, by going to a higher order of complexity
- **Soft systems learning with its methodology, tools and strategies** - is used to inquire into these governing processes and the underlying situations of unease that we face - to make clear the bigger picture, the patterns of interrelationships between system structures - to see how to effectively change them
- When we spread our focus to be more inclusive of what is naturally in the world - so that there is room for all, we extend the quality of our humanity
- We change the definition and quality of who we are as a collective community. The emergent properties of the more inclusive systems we create - will be for the healing of our world
- Being able to understand our humanity and our world - depends on the methodology that we use
- A focus just on the needs of humans, will over time provide a severely degraded environment, that will be far less satisfying, far less meaningful and fulfilling than what it could be – there is a **need to draw a much wider, more inclusive and sustainable system boundary**
- **The health and ultimate survival of humanity** depends on the health of the forest, and how well we integrate the natural and built environment
- The health of a tree depends on the density and diversity of the forest without, and even more so, on the density and diversity - of the forest within. Being competent in managing forest health is therefore vital
- The health of the forest – its animals, plants, and soil organisms, depends on the diversity of local indigenous species, the density of the forest, the number of layers of the forest, both vertical and horizontal, and their access to water – these provide, protection, a suitable microclimate, nutrients and food, a home with nesting materials and sites – for a wide diversity of species
- **The health of the soil** that grows the forest - depends on the diversity and density of the plant cover
 - This provides a **constant supply of falling and decaying litter**. The litter layer and plant cover together, create a soil surface microclimate, by creating a *zero velocity layer* of still air
 - Providing a litter layer for macro fauna such as arthropods, mollusks and nematods, as well as microorganisms such as bacteria and fungi - is vital to plant health. This layer of decaying



Friday 18th December - Email from a Resident with 3 petitions

Many thanks for providing your direct email address for us to submit our written feedback to the Ruffey Lake Park Draft Masterplan.

I have attached 3 separate objections to 3 of the proposals in the draft masterplan, all signed by residents of McCallum Road.

The objections relate to the proposed:

- Tree planting along the fenceline at the eastern end of McCallum Road
- Lighting of the Hilltops Path Circuit
- Pedestrian Entrances in McCallum Road

I have also completed the online survey, however there was very little opportunity in the survey to provide any objections to the draft masterplan, hence these written submissions.

The residents look forward to being included in any further discussions regarding the proposals we have objected to.

RUFFEY LAKE PARK 2020 DRAFT MASTERPLAN SUBMISSION

OBJECTION TO: LIGHTING OF THE HILLTOPS PATH CIRCUIT

We, the undersigned residents of McCallum Road, object in the strongest possible terms to the Ruffey Lake Park Draft Masterplan proposal to **Light the Hilltops Path Circuit**.

We believe that the **negative visual impact of the light poles and solar panels**, the **detrimental effect on nocturnal birdlife and wildlife** and the **huge expense to supply, install and maintain the lights**, far outweigh any positives for the small minority of park users that are likely to use the path after dark.

The Hilltops Path Circuit is 3.6 km long. A estimate from Orca Solar Lighting revealed that to meet the Australian Standard PP5 minimum pathway illumination, lights would need to be spaced every 41 metres, making a total of 88 lights at an estimated installed cost of \$4500 each or \$396,000.

One of the outstanding features of Ruffey Lake Park and in particular the Hilltops Path Circuit is its extensive natural daytime vistas. These views would be severely compromised **forever** by the addition of 88 light poles and solar panels, and their initial and ongoing cost would be an irresponsible use of ratepayer funds for a small minority of likely users at night.

McCallum Rd	Name: [Redacted]	Signature: [Redacted]	Date: 17/12/2020
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McCallum Rd	Name: [Redacted]	Signature: [Redacted]	Date: 17/12/20



RUFFEY LAKE PARK 2020 DRAFT MASTERPLAN SUBMISSION

OBJECTION TO: PEDESTRIAN ENTRANCES IN McCALLUM ROAD

We, the undersigned residents of McCallum Road, object in the strongest possible terms to the Ruffey Lake Park Draft Masterplan proposal to **Pedestrian Entrances in McCallum Road**.

McCallum Road is a quiet, no-through-road and residents have gone to great lengths over the years to create and maintain a rustic and natural rural streetscape, carefully maintaining the grassed verges on both sides of road, saving Council considerable expense. They have even used their own funds to install bluestone kerbing and carparking bays along the road.

An ever-increasing number of park users park in McCallum Road, especially at weekends. Currently, visitors park their cars relatively evenly spread out along the length of the road. However, introducing the proposed pedestrian entrances would automatically concentrate carparking and visitor traffic at these entrances, which would not be fair to the neighbouring residents. We also do not want to see any pathways introduced, far preferring the natural grassed verges that we work so hard to maintain.

We implore Council to respect the unique environment and streetscape that the residents of McCallum Road have created and to remove the proposal to install pedestrian entrances in McCallum Road from the Ruffey Lake Park Draft Masterplan.

McCallum Rd	Name: [Redacted]	Signature: [Redacted]	Date: 17/12/2020
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McCallum Rd	Name: [Redacted]	Signature: [Redacted]	Date: 17/12/2020



RUFFEY LAKE PARK 2020 DRAFT MASTERPLAN SUBMISSION

OBJECTION TO: TREE PLANTING ALONG McCALLUM ROAD FENCELINE

We, the undersigned residents of the eastern end of McCallum Road, object in the strongest possible terms to the Ruffey Lake Park Draft Masterplan proposal to the **Planting of Trees in the park along the McCallum Road Fenceline**, from opposite number 7 to opposite number 27.

All of us have purchased our properties with the express purpose of enjoying the beautiful views over Ruffey Lake Park. We gain immense enjoyment every day from our outlooks into the Park, regardless of the weather. The **McCallum Road tree-planting proposal will severely compromise these views** that we all love and adore so passionately.

All of the undersigned residents take great pride in maintaining the appearance of our lawns and gardens, on both sides of McCallum Road, and frequently we see walkers in the park stopping to admire these lawns and gardens along the road. There is absolutely no requirement to screen McCallum Road from the park. In fact, we believe the natural setting and rustic streetscape of McCallum Road enhance the experience for park users.

In return for the hundreds of hours that we collectively spend each year carefully maintaining the parkside nature strips along McCallum Road (at a considerable saving to Council), we implore Council to remove this proposal from the Ruffey Lake Park Draft Masterplan.

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McCallum Rd	Name: [Redacted]	Signature: [Redacted]	Date: 17/12/2020
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McCallum Rd	Name: [Redacted]	Signature: [Redacted]	Date: 17/12/2020
McCallum Rd	Name: [Redacted]	Signature: [Redacted]	Date: 17/12/2020





Appendix 4: Your Say Survey - Round 2



Contact Details

Authors:

Stacey Robinson

Senior Landscape Architect

and

Emily Qing

Community Engagement and Research Advisor

www.manningham.vic.gov.au



10.3 2021/2022 Community Grants Program Allocations

File Number:	IN21/327
Responsible Director:	Director City Planning and Community
Attachments:	1 2021 Community Development Grants recommendation report ↓
	2 2021 Arts Grants recommendation report ↓
	3 2021 Festival and Events Grants recommendation report ↓

EXECUTIVE SUMMARY

This report provides Council with an overview of the recommendations for the 2021 Annual Community Grants Program.

Council's Community Grant Program (the Program) is open to not-for-profit community groups and organisations that deliver programs and activities that strengthen and support communities and improve people's quality of life in the Manningham community.

This report focusses on the panel recommendations for the 2021 Annual Community Grants Program includes the following three categories:

- *Community Development;*
- *Arts; and*
- *Festivals and Events.*

Applications for the 2021/22 Community Development, Arts and Festivals and Events grants opened on Monday 8 February and closed on Monday 15 March 2021. A total of 27 applications were received across the three categories, requesting funding of \$308,667 against a draft 2021/22 budget allocation of \$220,000.

All applications were assessed and scored by officers against the assessment criteria and reviewed by the Grant Assessment Panel. The Assessment Panel has recommended 22 grant applications to Council, to a total value of \$209,396.

Five of the recommended applicants would not normally be eligible under Council's Community Grant Program Policy in that they are for projects or activities that seek funding beyond Year 2 of the activity which is the maximum period of funding allowed under the Policy.

In normal circumstances, these applicants would have been eligible to apply for multi-year funding under the Community Partnership Grants stream, however at the Ordinary Meeting of Council in February 2021, Council resolved to defer that stream until later in 2021 as a once-off way to align multi-year funding with the strategic priorities contained in the 2021-25 Council Plan and 2021-25 Healthy City Strategy.

The Panel felt that the five applicants would likely be eligible for Partnership funding when it becomes available later this year and were able to show a demonstrated need. The Panel is recommending that this element of the policy be set aside for these groups on this occasion due to the unusual circumstances of the deferral of the Partnerships program by six months. It is recommended that these five groups be funded to avoid their programs or activities going into hiatus while waiting on the opportunity to apply for Community Partnership Grant funding.

1. RECOMMENDATION:

- A. That Council notes the application process for the 2021/22 annual grants program and the assessment panel's recommendations;**
- B. That Council notes that five (5) of the recommended applications are for projects or activities that are inconsistent with one element of the Community Grant Program Policy in that they are for projects or activities that are beyond their second year of funding as proscribed in the Policy. The panel is recommending these applications to Council on the basis that:**
 - i) the applicants were able to show a demonstrated need to the wider community; and**
 - ii) the organisations were unable to apply for multi-year funding under the Community Partnership Grants stream for which they would usually be eligible, in response to the Council resolution to make a once-off deferral of that program from February 2021 until later in 2021 in order to align multi-year funding with the strategic priorities contained in the 2021-25 Council Plan and 2021-25 Healthy City Strategy;**
- C. That, having regards to B (above), Council endorses**
 - i) Funding allocations for the 2021/22 Community Development Grants totalling \$101,354 to those organisations listed in Table 2 of this report;**
 - ii) Funding allocations for the 2021/22 Arts Grants totalling \$60,162 to those organisations listed in Table 3 of this report; and**
 - iii) Funding allocations for the 2021/22 Festivals and Events Grants totalling \$47,650 to those organisations listed in Table 4 of this report.**
- D. That, subject to Council endorsing the funding allocations in C (above), the balance of unallocated funding (\$10,604) be redirected to the 2021 Small Grants Program.**

2. BACKGROUND

- 2.1 Council's Community Grant Program provides funding to not-for-profit community groups and organisations to deliver activities that strengthen and support communities that live, work, study and recreate in Manningham.**
- 2.2 The Community Grants Program includes multiple funding streams. This report considers applications received as part of the annual program across the following categories, with \$220,000 identified in the draft 2021/22 budget:**
 - 2.2.1 Community Development Grants: provide \$3,001 to \$20,000 for projects that achieve longer term community and cultural development outcomes through strategic partnerships that respond to Council priorities and directions.**

- 2.2.2 **Arts Grants:** provide \$3,001 to \$20,000 for projects that support activities that provide opportunities to participate in arts, culture and heritage.
- 2.2.3 **Festivals and Events Grants:** provides \$3,001 to \$20,000 for projects that support community led festivals and events that attract visitors to Manningham and activate key locations.
- 2.3 The draft 2021/22 budget allocation for the Community Development, Arts and Festivals and Events grant streams is \$220,000 in total.
- 2.4 Applications for the 2021/22 Community Development, Arts and Festivals and Events grants opened on Monday 8 February and closed on Monday 15 March 2021 and were advertised on Council's website, Manningham Matters and across Council's social media platforms. In addition, officers directly notified almost 500 community groups and individuals of the current round of funding and invited the same groups to information sessions on the programs.
- 2.5 Officers conducted two information sessions on the grants program and used the sessions to communicate the process including Community Grant Program Guidelines, categories and their criteria as well as the grant application software, *SmartyGrants*.
- 2.6 Throughout the process, Council officers provided advice to applicants during information sessions and pre-application meetings to encourage application for proposed projects and activities that were aligned with Council's grant priorities and assessment criteria and to provide assistance with project development.
- 2.7 For the first time this year, applications across all categories were also offered in Simplified Chinese. While Council did not receive any completed applications in the Chinese languages, it is important to note that the subsequent Business Grants program had several applications completed through the Simplified Chinese application process.
- 2.8 Community organisations were also invited to participate in a grant writing workshop to improve their grant writing skills. The focus of the workshop was skill development and capacity building within local organisations. In total, 22 people attended the information sessions and workshop.

3. DISCUSSION / ISSUE

Applications received

- 3.1 Council saw a 27% reduction in the number of applications received when compared to 2020 data. This is partly explained by the impacts of the pandemic and enforced lockdowns which affected the delivery of initiatives funded in earlier years, with several organisations carrying forward program funding until 2021/22.
- 3.2 In total, the 2021/22 program was oversubscribed, with Council receiving 27 applications requesting total funding of \$308,667 against the draft budget of \$220,000.

3.3 The applications received represent a diverse range of disciplines including community services, disability, health, multicultural services, disability, gender equity, arts and culture, and sport and recreation with an even spread across the municipality.

3.4 Table 1 below provides an overview of 2021 grant applications received:

Category	Applications received	Funding Amount Requested
<i>Community Development</i>	10	\$153,304
<i>Arts</i>	9	\$ 72,546
<i>Festivals and Events</i>	8	\$ 82,817
TOTAL	27	\$308,667

Table 1: Grant applications received

Assessment process

3.5 Consistent with the Community Grants Program Assessment Panel Terms of Reference, endorsed by Council in August 2020, membership of the panel included:

- (a) Lee Robson, Group Manager Community Programs;
- (b) Justin Hanrahan, Manager Economic and Community Wellbeing; and
- (c) Frank Vassilacos, Manager Integrated Planning

3.6 As per the Terms of Reference, the Community Grant Program Assessment Panel exists to:

- (a) Consider officer advice and provide recommendations to Council regarding the allocation of funding to applicants through the Community Grant Program;
- (b) Ensure that the proposed allocation of funding aligns with Council priorities outlined in key plans and strategies; and
- (c) Ensure that the guidelines and assessment criteria endorsed by Council have been applied consistently across the Community Grant Program.

3.7 The panel met on 12 May 2021 and were supported by officers from the Business, Events and Grants team who provided information and advice to the Panel in a non-voting capacity where required.

3.8 Where an application was not recommended for funding, the panel made the decision based on the basis that the application failed to:

- address the priorities of the Community Development, Arts and Festivals and Events categories;
- comply with the funding criteria; or
- clearly demonstrate a need for the period of funding.

- 3.9 Subject to Council endorsement of successful applicants, officers will, as part of the process, contact all unsuccessful applicants to provide feedback on their application, including the offer of support when preparing future applications.

Multi-year funding

- 3.10 Consistent with the Community Grants Policy, the categories assessed through this round are *“for one-off projects and activities, however requests for funding for a second year of a project or activity may be accepted”* on the basis that the application can demonstrate that the second year of funding *“builds on the initial project”* and can *“demonstrate a need for additional funding”*.
- 3.11 Five (5) of the recommended applicants do not strictly comply with Council’s Community Grant Program Policy in that they are for projects or activities that funded beyond Year 2 of the activity as required by the Policy.
- 3.12 In normal circumstances, these applicants would have been eligible to apply for multi-year funding under the Community Partnership Grants stream, however at the Ordinary Meeting of Council in February 2021, Council resolved to defer this stream to open until later in 2021.
- 3.13 While these five (5) applications referred to do not meet this criteria for the Community Grants Policy, they meet all other criteria and the Panel is recommending these organisations for funding on the basis that:
- (a) the applicants were able to show a demonstrated need to the wider community;
 - (b) the organisations were unable to apply for multi-year funding under the Community Partnership Grants stream when Council resolved to defer that program from February 2021 until later in 2021 in order to align multi-year funding with the strategic priorities contained in the 2021-25 Council Plan and 2021-25 Healthy City Strategy; and
 - (c) the organisations will be encouraged to apply for a Community Partnership Grant later in 2021 where community organisations may apply for up to 4-years’ funding.
- 3.14 Should Council endorse the Panel’s recommendations, the following organisations have been identified as those that have merit for future multi-year funding but do not strictly meet the requirements of the criteria in the Community Grants Policy for funding:
- (a) VP Community Holdings Ltd
 - (b) Manningham Musicians Association
 - (c) Rejoice Chinese Communication Centre INC.
 - (d) The Pottery Expo
 - (e) Warrandyte Community Church
- 3.15 All applications that are recommended for funding beyond the first year have been marked with an asterisk in * Tables 2, 3 & 4 below.

- 3.16 The remaining applications beyond the five listed above all meet the criteria for second year funding as per the Community Grants Policy.

Panel Recommendations

- 3.17 The Assessment Panel has recommended 22 grant applications to Council for funding totalling \$209,396 (refer tables below).

Proposed Community Development grant allocations	
parkrun Inc (T/A parkrun Australia)	\$7,550.00
Manningham Inclusive Community Housing Inc. (MICH)*	\$16,566.00
Chinese Health Foundation of Australia*	\$20,000.00
The Men's Table Ltd.	\$17,880.00
Doncaster & Districts All Abilities Netball*	\$5,358.00
Kevin Heinze Grow	\$14,000.00
LinC Church Services Network Inc (Trading as LinC Manningham)*	\$6,000.00
VP Community Holdings Ltd*	\$14,000.00
Total	\$101,354.00

Table 2: Proposed Community Development grant allocations

Proposed Arts grant allocations	
Rights Employment Accommodation Leisure Inc	\$7,585.00
Ss Peter and Paul's Primary School	\$3,001.00
The Pottery Expo*	\$14,600.00
Heide Museum of Modern Art	\$14,174.00
Doncaster Templestowe Artists Society	\$3,050.00
Manningham Musicians Association*	\$6,352.00
Wonga Park Community Cottage	\$7,000.00
Manningham Uniting Church	\$4,400.00
Total	\$60,162.00

Table 3: Proposed Arts grant allocations

Proposed Festivals and Events grant allocations	
Warrandyte Community Church*	\$6,700.00
Eastern Volunteer Resource Centre Inc.	\$7,000.00
The Pottery Expo*	\$20,000.00
Rejoice Chinese Christian Communication Centre INC.*	\$7,000.00
Doncaster Seniors Club Incorporated	\$3,450.00
Australian Oriental Martial Arts Tai Chi Inc.	\$3,530.00
Total	\$47,680.00

Table 4: Proposed Festivals and Events grant allocations

- 3.18 Due to the quantum of funding requested, the assessment panel gave consideration to supporting some organisations with less funding than was requested in their applications. This can be due to a number of reasons – usually the requests were for elements of the activity that are not supported under our policy or guidelines. In the event that partial funding was recommended, the viability of the activity being delivered successfully with reduced funding was confirmed with the applicant.
- 3.19 In addition to Council’s contributions, the applicants are contributing more than \$189,144 of financial and in-kind support towards the projects, with the estimated value of the recommended projects being in excess of \$443,886.

4. COUNCIL PLAN / STRATEGY

- 4.1 The Community Grant Program Policy is aligned with the key priorities of the Council Plan 2017-2021, the Generation 2030 Community Plan and the Healthy City Strategy 2017-2021.

5. IMPACTS AND IMPLICATIONS

- 5.1 The Community Grant Program seeks to improve the quality of life of Manningham residents. The program’s aims are linked to outcomes in the Council Plan and Healthy City Strategy. The program provides a measureable, cost-effective and efficient means to deliver community outcomes in a transparent and accountable manner.
- 5.2 Endorsement of the panel’s recommendation for the Annual Grants programs will maximise the number of community organisations receiving grant funding and will increase the diversity of stakeholders and participants in these activities.

6. IMPLEMENTATION

Finance / Resource Implications

- 6.1 The Draft 2021/22 budget includes \$220,000 for the Community Development, Arts and Festivals and Events grants program (refer table 5 below).

Program	Draft 2019/20 budget	Recommended allocations	Unallocated funding
Community Development, Arts and Festivals and Events grants	\$220,000	\$209,396	\$10,604
Total	\$220,000	\$209,396	\$10,604

Table 5: Proposed grant allocations against Draft 2020/21 Budget

- 6.2 Subject to Council endorsing the Panel’s recommended grant allocations in Tables 2, 3 and 4 the subsequent endorsement of the 2021/22 budget, the approved grants would leave \$10,604 unallocated and it is recommended that these funds are directed to the 2021 Small Grants program.

Communication and Engagement

- 6.3 Promotion of the 2021 Grant Program to community groups and organisations was undertaken through a targeted promotion campaign including, referrals, direct email, and Council's website.
- 6.4 Community organisations were also invited to participate in a grant writing workshop to improve their grant writing skills. The focus of the workshop was skill development and capacity building within local organisations. In total, 36 people attended the information sessions and workshop.
- 6.5 Officers consulted with community groups and organisations throughout the application and assessment stages. During the assessment process, officers and Managers from five Departments across Council provided relevant subject matter expertise.
- 6.6 As a key component of the evaluation of the Grant Program, community organisations in the grants database will be invited to provide feedback on the 2021 Community Grant Program processes. The responses received will be used to inform the operations and processes of the 2022/23 Grant Program.

Timelines

- 6.7 Applicants will be notified of the outcomes of their applications following the 29 June 2021 Council meeting. Subject to Council's endorsement, a list of successful applicants will be published on Council's website in July 2021.

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.

Community Development 2021 Recommendation Report

Application ID	Organisation name	Project Title	Brief Project Description	Project Start Date	Activity category	Target age group multi choice	Expected numbers	% Manningham residents	Total Project Cost	Total Amount Requested	Part funding reasons	Panel Funding Allocation	Panel recommendation	Funding conditions	Panel Recommendation
										\$153,354.00	\$101,354.00				
RECOMMENDED															
CD202102	parkrun inc (T/A parkrun Australia)	parkrun for Warrandyte	The overriding goal of hosting a parkrun event in Warrandyte is to encourage the health and wellbeing of community members in the Manningham Council region. It will allow the community to access a free, timed 3k group run every weekend where participants will have the choice to run, walk or volunteer at each event, promoting a healthy lifestyle and improving social cohesion in the community.	02/10/2021	Health and Wellbeing	Women, Men, All Ages	2000	90	\$7,350.00	\$7,350.00	N/A	\$7,350.00	It is recommended that Council fund Parkrun inc the amount of \$7350 to establish a parkrun event in Warrandyte. The program aligns with the grant category objectives and will provide an opportunity for people of all ages and abilities to walk or run to improve their physical and mental wellbeing. In addition the event will encourage social connections and volunteering to support the ongoing operation of the event. There are currently 2200 Manningham residents registered with parkrun. This will provide a second circuit in Manningham. The Sport and Recreation Team are supportive of the application and it aligns with the Recreation Strategy.		Yes
CD202106	Manningham Inclusive Community Housing inc. (MiCH)	Transition into independent living - facilitation and support	A post project review involving the families of intellectually disabled young people who were housed by a recent MiCH independent living project has revealed that the people and their families require considerable, ongoing support and mentoring before, through the transition and thereafter. This need is currently not met by any existing agency or system.	02/06/2021	Special Needs / Disability	Girls 10-24, Boys 10-24, Women, Men	about 40	100	\$16,292.00	\$16,566.00	N/A	\$16,566.00	It is recommended that Council fund Manningham Inclusive Community Housing (MiCH) the amount of \$16,566 to deliver the Transition into independent living - facilitation and support program. The program aligns with the grant category objectives and will support people with an intellectual disability to gain skills and confidence to transition to independent living. This service is not available through other providers. MiCH have run this program previously with great success and this funding will support the program to continue.		Yes. Program is not able to be funded through NDIS style funding.
CD202101	Chinese Health Foundation of Australia	Golden Ageing - Friendly Manningham without Elderly Abuse Program II	Base on the outcomes of our Elderly Abuse Prevention Program, CHFA believe that we have the mission to provide continuous support for the target groups on Elderly abuse issues. Our Proposal is to provide Manningham seniors, their carers and family through education via media, social connections, hotline support and Personal advocacy.	16/06/2021	Multicultural / Diversity	Children under 5 years, Children over 5 years, Girls 12-18, Boys 12-18, Girls 18-24, Boys 18-24, Women, Men, Non Binary, Older adults, All Ages	320	70%	\$16,200.00	\$20,000.00	N/A	\$20,000.00	It is recommended that Council fund Chinese Health Foundation of Australia the reduced amount of \$20,000 to deliver the Golden Ageing - Friendly Manningham without Elderly Abuse Program II. The program aligns with the grant category objectives and Council's strategies and will inform the Chinese community of the potential risks of elder abuse and how to seek help and support. It will also educate volunteer carers on applications to improve communication through digital means. The program will be delivered with a strong partnership approach linking in with key agencies such as Doncare and Eastern Community Legal Centre.	The applicant to develop a MOU for Doncare and ECLC outlining key project partner roles more clearly. Note this is second year of funding the program cannot be funded for a third year.	Yes
CD202111	The Men's Table LTD.	Healthy men, healthy masculinities, healthy communities of Manningham	The Men's Table enables groups of men to meet once a month over a meal and talk about the issues that are impacting on their lives and wellbeing. Each group is locally initiated and organised by its members with support provided through a central office. Men at Tables are invited to commit to growing old together once membership has settled. Belonging to a Men's Table contributes to mental, emotional and social wellbeing whilst being a powerful support to individual members negotiating life challenges and a prevention strategy against widespread social isolation and loneliness in our community affecting many men.	01/08/2021	Community Development	Men, All Ages	144	100	\$17,880.00	\$17,880.00	N/A	\$17,880.00	It is recommended that Council fund The Men's Table at the reduced amount of \$17,880 to establish 3 groups to run the healthy men, healthy masculinities, healthy communities program in Manningham. The program aligns with the grant category objectives and will provide an opportunity for 'at risk' men to meet once a month and develop friendships creating a safe environment to talk about issues impacting their lives and wellbeing.	Funding not to be used for alcoholic beverages. Applicant to link with local support services to enable referral pathways	Yes

CD202109	Doncaster & Districts All Abilities Netball Competition / Program	All Abilities Netball	Doncaster and Districts All Abilities provide people of all abilities within our community the opportunity to actively participate in netball and be part of our association empowering them to be physically active and productive, improving their health and well-being.	19/02/2022	Special Needs / Disability	All Ages	22	90	\$19,608.00	\$5,358.00	N/A	\$5,358.00	It is recommended that Council fund the Doncaster & Districts Netball Association the amount of \$5358.00 to deliver the All Abilities Netball Competition/Program. The program aligns with the grant category objectives and will continue to provide people with a disability the opportunity to participate in netball and develop skills appropriate to their abilities and improve their health and wellbeing. In addition the project will encourage social connections through being involved with their local community.	Second year of funding, not eligible for a third year. Seek alternative funding or look to run other programs or initiatives for future applications.	Yes
CD202110	Kevin Heinze Grow	Community Liaison Development Project	Following the impacts of Covid-19 Kevin Heinze Grow seeks to re-establish and grow our connections within the broader Manningham community. Using a 12 month targeted approach, we hope to rebuild and strengthen our volunteer program and establish beneficial collaborations with the aged-care sector, service groups, special interest groups and individuals.	02/08/2021	Community Development	Girls 18-24, Boys 18-24, Women, Men, Non Binary, Older Adults, All Ages	500+	100	\$36,709.00	\$20,000.00	Elements of the budget including existing staff costs and supervision as well as oncosts are not supported by grant program.	\$14,000.00	It is recommended that Council fund Kevin Heinze Grow at the reduced amount of \$14,000 to deliver the Community Liaison Development Project. The project aligns with grant category and will enable the organisation to re-establish and strengthen its connections with the Manningham Community, this will rebuild their volunteer program and deliver projects that establish participation from community organisations and individuals.	The applicant must actively target and engage all groups listed in the application and provide evidence of this recruitment in the acquital.	Yes
CD202104	LinC Church Services Network Inc (Trading as LinC Manningham)	Helping to bridge the gap in a time of need.	For various reasons people within the Manningham community sometimes find themselves needing additional support to meet short-term needs for themselves and their family. This may not be expeditiously available through other, or government, support services. In these circumstances LinC is able to provide short-term (3 months) assistance to meet immediate needs and enable these citizens to seek more appropriate and longer-term support.	01/08/2021	Health and Wellbeing	All Ages	40, in addition to approx. 80 already being assisted.	100	\$38,000.00	\$6,000.00	N/A	\$6,000.00	It is recommended that Council fund LinC Church the amount of \$6000 to deliver the 'helping to bridge the gap in a time of need' initiative. The program aligns with the grant category objectives and will assist the most vulnerable in our community with the provision of food and vouchers for a short term while the ineligibility for longer term support. The funding will be used to purchase 120 x \$50 food vouchers to support an additional 13 - 33 clients for 3 months.		Yes
CD202113	VP Community Holdings Ltd	Implementing COVID-safe Structures to Strengthen the Foodbank Program	The foodbank program gives access to groceries, fresh food and vegetables for people experiencing food insecurity, and provides opportunities for vulnerable groups and for those experiencing isolation for social cohesion and community participation. We are seeking the support from Manningham Council for a targeted response to COVID-19 and the needs of vulnerable groups who suffer from food insecurity, while increasing the partnerships with other providers.	02/08/2021	Community Development	Women, Older Adults, All Ages	450	60	\$20,000.00	\$20,000.00	Funding for equipment (\$4000) not supported as the need is not demonstrated in the application.	\$14,000.00	It is recommended that Council fund VP Community Holdings Ltd the reduced amount of \$14,000 to cover the costs of food and staffing of the foodbank program. The program aligns with the grant category objective and will support vulnerable members of the community through the provision of fresh food and groceries.	<ul style="list-style-type: none"> - Evaluation to include number of participants that attend the Donvale centre, including postage to identify residents from Manningham; - Targets to be realistic to reflect actual need for service to maintain clientele - Engage with local service providers - to increase referrals to the service; - VP Community to seek support from Manningham Volunteer Resource Centre to increase volunteer numbers and to participate in Communities of Practice meeting to share best practice for managing volunteers. - Funding to be allocated to the Donvale Foodbank service only; - Suggested that Donvale Foodbank be increased to weekly, similar to other services. 	Yes
NOT RECOMMENDED															
CD202112	Eastern Volunteers	Organisational Governance and Volunteer Support in Manningham	This grant will enable EV to provide free support to small and medium organisations in Manningham to recover their volunteer workforce, through Governance health checks and Governance workshops. EV is experienced in providing these health checks and workshops and themes will include: how to be an effective Chair; how to be an effective secretary; how to read your financials; introduction to being a CoM/Board member; tender/grant writing; inclusive volunteering; volunteer recruitment in a covid normal world.	01/08/2021	Community Development	Women, Men, Non Binary, Older Adults	340	100	\$20,000.00	\$20,000.00	N/A	\$0.00	It is not recommended that Council fund Eastern Volunteers to fund the Organisational Governance and Volunteer Support Program in Manningham. Eastern Volunteers are currently funded under a contract to provide these volunteer services in Manningham, which includes these services. There is no evidence to suggest there is a greater need to what is currently being offered.		No

CD202103	Find Foundation Limited	Find Manningham Community Paper	To create a local community paper to support all things Manningham and to bring everyone in Manningham together in one place. The community paper will support all Not-For Profits, schools, sporting clubs and other similar organisations by providing free advertising in one place. It aims to provide awareness of what is in Manningham, create inclusiveness, provide support and help with overall well-being for Manningham residents. We will also use the community paper (platform) to develop fundraising initiatives that VFP and the like can take up and use to raise much needed funds for their organisation. We will support local businesses e.g. Takeaway, Restaurants, Cafes and Entertainment businesses.	01/06/2021	Community Development	All Ages	10,000	100%	\$65,000.00	\$20,000.00	N/A	\$0.00	It is not recommended that Council fund the Find Foundations inc for the Find Manningham newspaper. The application does not meet the grant category objectives. Whilst the need for increased communication to the community is needed the quality and editorial content needs to be considered so that any publications has reach across the community.	No
										\$153,354.00		\$101,354.00		

ARTS GRANTS 2021 RECOMMENDATION REPORT														
Application ID	Organisation name	Project Title	Brief Project Description	Project Start Date	Activity category	Target age group multi choice	Expected numbers	% Manningaham residents	Total Project Cost	Total Amount Requested	Part Funding Reasons	Panel funding allocation	Panel recommendation	Funding conditions
									\$183,658.00	\$72,546.00		\$60,162.00		
RECOMMENDED														
Arts202107	Rights Employment Accommodation Leisure Inc	REAL Hope 21	REAL Hope 21 is a creative arts project which will engage a local potter to work with a group of adult residents who have intellectual disability to generate a work for public display which gives a post pandemic message of hope. The work will be developed in two locations, Templestowe Memorial Hall and The Marjorie Beecham pottery studio.	01/08/2021	Arts and Cultural	Women, Men, Non Binary	18	80%	\$10,856.00	\$7,586.00	N/A	\$7,585.00	It is recommended that Council fund REAL the amount of \$7,585 to delivery REAL Hope 21. The program aligns with the grant category objectives and will benefit participants in reconnecting in a safe environment post COVID to produce a piece of art that will be enjoyed by the broader community.	The applicant to consult with Council's Landscape Architects on a suitable location for the installation of the mosaic. Alternative location should be explore - potentially a wall or similar.
Arts202101	Ss Peter and Paul's Primary School	Indigenous Mural & Garden	The activity will include a mural and garden within the school grounds to promote the benefits of celebrating Indigenous heritage and caring for the environment. A mural will be created by a local aboriginal artist, students, teachers and wider community. The space will include native plants, particularly those that are endangered. The garden will provide an opportunity for the wider community to be involved within the schools gardening program as an ongoing project which will support community connections and engagement.	04/08/2021	Arts and Cultural	Children over 5 years, Women, Men, Non Binary, All Ages	100	90	\$3,001.00	\$3,001.00	N/A	\$3,001.00	It is recommended that Council fund Ss Peter & Paul's Primary School the amount of \$3,000. The program aligns with the grant category objectives and will support the artist to engage the community in producing the mural and the establishment of the indigenous garden.	The applicant to broaden their marketing plan with the aim of increasing participation of the local community who do not use social media. Students and community to be involved in planning the theme and design of the mural in collaboration with the artist. Students and community are to be involved in the establishing of the garden and to gain knowledge about the plants.
Arts202103	The Pottery Expo	Fresh Perspectives	An exhibition of photographs taken by Manningham residents to offer fresh perspectives on what the community view as important in their lives after period of confinement and reflection. The photos will reflect the response of participants on their views of their environment and lifestyle post Covid 19. The outdoor exhibition will be of large format photographs exhibited at Taffy's Hut in the Lions Park, Warrandyte. A projection event will present all community photographs, projected onto a large screen under the Warrandyte bridge on the opening evening. This activity follows the success of the "Year of Wonders" photo exhibition. The event will enhance the use of Taffy's Hut and bring the community together to enjoy the newly completed Lions Park in a positive way. Food and music will also enhance the opening and include local businesses and talented musicians.	27/11/2021	Arts and Cultural	Women, Men, Non Binary, All Ages	1000+	70%	\$15,600.00	\$14,600.00	N/A	\$14,600.00	It is recommended that Council fund the Pottery Expo the amount of \$14,600 to support the photography competition and exhibition. The activity aligns with the grant category objectives and will provide opportunity for people of all ages to showcase their artistic talents and express their view of the world post COVID. The exhibition will provide opportunity to promote tourism to the Warrandyte area and provide visitation for local businesses.	The applicant to market the launch and exhibition broader than the Manningham area.

Application ID	Organisation name	Project Title	Brief Project Description	Project Start Date	Activity category	Target age group multi choice	Expected numbers	% Manningaham residents	Total Project Cost	Total Amount Requested	Part Funding Reasons	Panel funding allocation	Panel recommendation	Funding conditions
Arts202108	Heide Museum of Modern Art	Yaluk Langa: Three Contemporary Scar Trees at Heide's Indigenous Garden	Heide is working in partnership with Wurundjeri Woi-wurrung Corporation to create an indigenous garden along the Yarra River on the Heide site, which has been named Yaluk Langa by Wurundjeri elders. A key element of the project is the ceremonial scarring of three significant trees, to represent the three family groups of the Wurundjeri Woi-wurrung and to signify cultural continuity. The bark cut from the trees will be used to create 'shields', artworks in their own right, in addition to the trees. It is hoped that these works may be acquired for the Heide collection.	01/08/2021	Indigenous / Reconciliation	All Ages	120,000 visitors per year	10% (estimated)	\$16,861.00	\$14,174.00	N/A	\$14,174.00	It is recommended that Council fund Heide Museum the amount of \$14,175. The activity aligns with the grant category objectives and will support the ceremonial scarring of trees to represent the three family groups of the Wurundjeri Woi-wurrung community. Shields will be produced from the bark cut from the trees during the scarring process which will be on display to the community and become items of the Heide collection.	Funding not to be allocated to purchase the artwork for Heide's collection. Promotion to the general community - highlight visitation to the garden at Heide.
Arts202106	Doncaster Templestowe Artists Society	Open days x 3 with Demonstrations by various artists	To provide stimulation to the art community, which during Covid has suffered with many previously vibrant classes closed due to peoples fear of outside contact, the like of which has never been experienced before. Three Open Days will be held with a different artist demonstrating at each one. The aim of this activity is to encourage the community to engage with their fellow artists which will benefit their health and well-being.	07/08/2021	Arts and Cultural	Girls 18-24, Boys 18-24, Women, Men, Non Binary, Older Adults, All Ages	120	100	\$3,665.00	\$3,050.00	N/A	\$3,050.00	It is recommended that Council fund Doncaster Artists Society the amount of \$3,050 to reactivate the arts sector after the effects of COVID. The program aligns with the grant category objectives and will support the society in encouraging and connecting with participants that maybe feeling vulnerable to re-engage in society.	
Arts202104	Manningham Musicians Association	Manningham Concert Band Concert Program	To present a series of concerts in the local community involving music of diverse backgrounds, in various performing formats and venues. These events will develop a sense of community identity and spirit, as well as promote the continuing learning of music throughout life to enhance people's well being.	01/08/2021	Arts and Cultural	All Ages	11000	95	\$46,025.00	\$11,735.00	Due to COVID restrictions the band adjusted their original request to account for unspent funds from their 2020 grant of \$4,789, changing the request to \$11,735. The band requested \$2,850 for venue hire for concerts however Council can provide a venue with capacity for 140 attendees at a cost to \$310. It is recommended that Council fund the band to use Council facilities, leading to a further reduction to \$2,540. Funding request for equipment should be made via the Small Grant program, and the request of \$2,883 is not supported and the band be directed to the small grants program, which is now open year-round.	\$6,352.00	It is recommended that Council fund the Manningham Musicians Association at the reduced amount of \$6,352. The activity aligns with the grant category objectives Reduced funding has been recommended as the band have unspent funds from their 2020 grant. Due to COVID restrictions the band were unable to rehearse or perform. The request for equipment should be applied through the Small Grant equipment purchase category.	The applicant to comply with the requirements outlined in the Events and Festivals Information Kit. The applicant to attend at least six citizenship ceremonies per year with a minimum of 10 band members. The applicant to develop a marketing plan with the aim of increasing audience reach and to liaise with Council's marketing Unit to publicise events, as well as band membership. The applicant to demonstrate that they have pursued opportunities to perform at schools and aged care facilities as demonstrated in their application. The applicant is encouraged to seek alternate sources of funding and attend a fundraising workshop to secure financial viability for ongoing operational costs.

Application ID	Organisation name	Project Title	Brief Project Description	Project Start Date	Activity category	Target age group multi choice	Expected numbers	% Manningaham residents	Total Project Cost	Total Amount Requested	Part Funding Reasons	Panel funding allocation	Panel recommendation	Funding conditions
Arts202105	Wonga Park Community Cottage	Publication of "A History of Wonga Park The Suburban Village"	To publish a book titled 'A History of Wonga Park The Suburban Village' by the community cottage's history group and a local author. The book will be available in printed form and a e-version will be available.	01/10/2021	Historical / Heritage	All Ages	4500	85%	\$34,120.00	\$7,000.00	N/A	\$7,000.00	It is recommended that Council fund Wonga Park Community Cottage the amount of \$7,000 to support the printing and distribution of books to local community organisations. The activity aligns with the grant category objectives and produce a valuable local history resource.	The applicant to engage with the community as part of the launch to include meet the author, walking tours and other activities associated with the content of the book. Applicant to donate copies of the book to Manningham schools, libraries, State library, local historical societies, and Council. Applicant to apply for ISBN prior to printing to allow for the books to be sold.
Arts202110	Manningham Uniting Church	Manningham Uniting Church & Community Centre Community Mural	To produce a vibrant five-part mural along the western boundary wall and public walk through of the new Manningham Uniting Church & Community Centre. With a central theme of 'community' that applies to all elements and use of the building itself, each of the five mural parts will focus on the areas of Indigenous, Intergenerational, The Environment / Sustainability, Asylum Seekers and Refugees, and Social Justice and Equity. Creative community engagement will inform / create the design of the five panels producing five unique interpretations that will lead to potential community actions and participation into the future.	01/08/2021	Arts and Cultural	Children under 5 years, Children over 5 years, Girls 12-18, Boys 12-18, Girls 18-24, Boys 18-24, Women, Men, Non Binary, Older Adults, All Ages	80 in the design / implementation phase then endless and ongoing in its use as a regularly viewed community inspiration and connector.	80%	\$32,000.00	\$4,400.00	N/A	\$4,400.00	It is recommended that Council fund Manningham Uniting Church the amount of \$4,400 to support the development of the four murals. The activity aligns with the grant category objectives and will engage the community in meaningful discussion and consideration of people from marginalised groups.	Applicant to host post completion community workshops and sessions as part of the development of the mural. Applicant to engage with Council's Arts unit in relation to the art guidelines.
NOT RECOMMENDED														
Arts202109	Rejoice Chinese Christian Communication Centre Inc	Blessing Covidsafe at Diwali, Christmas and Lunar New Year	A blessing campaign among Manningham schools (primary and secondary) to promote using art to bless people Covid-safe during three festivals from October 2021 to January 2022, namely Diwali, Christmas and Lunar New Year. A blessing at Covid website will be created to house artwork of various forms by students to be sent to others during these festivals.	01/08/2021	Arts and Cultural	Children over 5 years, Girls 12-18, Boys 12-18	2000	2000	\$21,530.00	\$7,000.00	N/A	\$0.00	It is not recommended that Council fund Rejoice Chinese Christian Communication Centre for the Blessing COVID Safe activity. The application requires further development to identify need and interest in the community in participating.	
									\$183,658.00	\$72,546.00			\$60,162.00	

FESTIVAL AND EVENTS 2021 - RECOMMENDATION REPORT															
FESTIVALS AND EVENTS 2021 Recommendation Report															
Application ID	Organisation name	Project Title	Brief Project Description	Project Start Date	Activity category	Target age group multi choice	Expected numbers	% Manningham residents	Total Project Cost	Total Amount Requested	Reduced funding reason	Panel Funding Allocation	Panel recommendation	Funding conditions	Panel recommendation
									\$157,057.00	\$82,817.00		\$47,680.00			
RECOMMENDED															
F&E202108	Warrandyte Community Church	Warrandyte Community Carols	Warrandyte Community Church will present the Warrandyte Community Carols at Stiggants Reserve. It is a festive atmosphere celebrating Christmas, singing carols, mingling with friends and a positive ambience, advocating diversity. Local singers and musicians will be performing for the well being of Warrandyte and surrounding suburbs.	18/12/2021	Arts and Cultural	All Ages	2000	80	\$15,599.00	\$6,699.00	N/A	\$6,700	It is recommended that Council fund Warrandyte Community Church the amount of \$6,700 to deliver this popular event. The activity aligns with the grant category objectives and is a well managed and community driven event that enhances the inclusion and participation of residents and brings many benefits to the local community. The applicant demonstrated strong commitment to delivery of the event during COVID by switching to an online event for the community. The inclusion of QR codes for the attendees to access the program is a positive idea.	Applicant to submit a "Request to Hold an event on Council land" form via the Council Community events page to officially request to book event site. The applicant to comply with the requirements outlined in Council's Events Information Kit and submit a risk management and safety plan for the event. Event plan condition must include a minimum of 2 x qualified security guards be booked The applicant is encouraged to seek alternate sources of income such as sponsorship and gold coin donations from event attendees.	Yes
F&E202107	Eastern Volunteer Resource Centre Inc.	Manningham volunteer expo	The Manningham Volunteer expo will provide an opportunity for organisations in Manningham to share and promote opportunities for volunteering with interested residents in the community. The overarching theme of the event will be promoting the benefits of volunteering for both volunteers and the community, particularly amidst the changed covid normal environment. The intended outcomes of the event will be increased awareness of the benefits of volunteering and knowledge of available opportunities for attendees, and increased recruitment of volunteers to suitable roles for organisations.	01/08/2021	Community Development	Girls 18-24, Boys 18-24, Women, Men, Non Binary, Older Adults	1000	80	\$9,000.00	\$7,000.00	N/A	\$7,000	It is recommended that Council fund Eastern Volunteer Resource Centre the amount of \$7,000 to host the Volunteer Expo. The event aligns with the grant category objectives and provide opportunity for participating organisations to address the downturn of volunteering which has been impacted by Covid-19 and recruit volunteers from a diverse range of age groups and ethnic backgrounds.	The applicant to contact the Events Team and complete the necessary requirements. Draft copy of evaluation survey to be provided to Council for comment	Yes

Application ID	Organisation name	Project Title	Brief Project Description	Project Start Date	Activity category	Target age group multi choice	Expected numbers	% Manningham residents	Total Project Cost	Total Amount Requested	Reduced funding reason	Panel Funding Allocation	Panel recommendation	Funding conditions	Panel recommendation
F&E202106	The Pottery Expo	The Pottery Expo at Warrandyte	A weekend outdoor ceramics event involving about 80 ceramic artists from around Australia. Clay activities for children, "Tent Talks", demonstrations and workshops will be held for adults. Live music by local musicians on the riverbank at Warrandyte will also be included. In 2022 our focus will be indigenous ceramics, including an exhibition, demonstrations, talks and performances by indigenous artists.	26/02/2022	Arts and Cultural	All Ages	3000+	?	\$48,600.00	\$20,000.00	N/A	\$20,000	It is recommended that Council fund The Pottery Expo the amount of \$20,000 to deliver the 2 day event. The event aligns with the grant category objectives is a extremely well managed event. This event is a community-led arts and cultural activity which supports art, tourism, local business and has develop strong community connections. The 2022 expo will showcase ceramic art from the indigenous community.	Applicant to comply with the conditions outlined in the Events and Festivals info kit including traffic and parking management. Applicant to submit "Request to Hold an event on Council land" form via Community events page to officially request to book event site. Traffic management company to be engaged for the event. Applicant to include in Activity Completion Report visitation numbers to the expo; survey attendees to gather data on which postcode they are from and provide Council with photos from event.	Yes
F&E202110	Rejoice Chinese Christian Communication Centre INC.	Rejoice Manningham Lunar New Year 2022	A community celebration of Lunar New Year to promote the mutual understanding and integration of multiculturalism in Manningham. Stalls and performance will be invited from various CALD community groups and local businesses and celebrate at MC Square. The event will aim to promote Lunar New Year to the Manningham community.	01/08/2021	Multicultural / Diversity	All Ages	6000	90%	\$23,380.00	\$7,000.00	N/A	\$7,000	It is recommended that Council fund Rejoice Chinese Christian Communication Centre the amount of \$7,000. The event aligns with the grant category objectives and the event provides an opportunity for the community to come together and celebrate Manningham's multicultural diversity.	Applicant to contact the Community Events Officer to book the event location. Applicant to comply with conditions outlined in the Events and Festivals Information Kit. Applicant must submit "Request to Hold an event on Council land" form via Community events page to officially request to book event site. Event planning documentation will then be requested as part of the event approval process. Applicant to provide a list of stall holders to Council before the event. Applicant is encouraged to seek alternate sources of income such as sponsorship. Event must not have any balloon give-aways or balloons releases The focus of the event must not be held for any political or religious purpose	Yes
F&E202103	Doncaster Seniors Club Incorporated	Seniors Day Festival	The event will celebrate and honour the contributions that older individuals make to society. It is a day to celebrate the seniors in the community by bringing them together under one roof with their families and friends. The event program will include inspirational presentations, dance and provide opportunity for a number of seniors to give short talks with the theme of "their best moments of their lives".	02/10/2021	Other: Family Awareness	Women, Men, Older Adults, All Ages	200	85	\$5,340.00	\$4,000.00	Amount recommended has been reduced after the applicant incorrectly completed their budget by including an in kind contribution	\$3,450	It is recommended that Council fund the Doncaster Seniors Club the amount of \$3 450.00 to host the Seniors Day Festival. The event aligns with the grant category objectives and will provide an opportunity for seniors and their families and friends to come together and celebrate seniors contributions to community and to enhance social connections following the pandemic. The organisers will also invite other cultural groups from Manningham to participate promoting harmony and mutual respect in the community.	The applicant to attend Grant Writing Workshop The Project Plan and Evaluation Framework to be amended and resubmitted.	Yes

Application ID	Organisation name	Project Title	Brief Project Description	Project Start Date	Activity category	Target age group multi choice	Expected numbers	% Manningham residents	Total Project Cost	Total Amount Requested	Reduced funding reason	Panel Funding Allocation	Panel recommendation	Funding conditions	Panel recommendation
F&E202101	Australian Oriental Martial Arts Tai Chi Inc.	World Intangible Cultural Heritage Tai Chi Festival in Manningham	1.Fitness Taichi Sharing at Doncaster Athletics Track 2.Taichi Promotion and sharing for the Community at Ruffey Lake Park 3.World Intangible Cultural Heritage Taichii Festival in Manningham at Manningham Function Centre, 4.Mayor, Chairman of Chinese Association, Women's Association and VIP's speeches. Demonstration by martial arts champions. Group performance. Taichi members sharing. Leadership awards 5. More people knowing Taichi and enjoy exercise for building resilience	22/11/2021	Health and Wellbeing	Women, Men, Non Binary, Older Adults, All Ages	250	60%	\$13,656.00	\$8,136.00	The activity featured 3 events of which one event was not supported as it was a award celebration event which is not supported by the grant program	\$3,530	It is recommended that Council fund Australian Oriental Arts Tai Chi for \$3,530 to provide regular weekend Tai Chi in the Park for all residents as well as a demonstration day, promotional and marketing to attract new participants as well as necessary first aid, uniforms and tools.	The funding is limited to the activities as outlines in the budget. The applicant is encouraged to work with Council Officers when developing future applications. This funding is conditional on a satisfactory completion of the acquittal for Small Grant SG-FEB2020020 which is due on 30 June 2021.	Yes
NOT RECOMMENDED															
F&E202109	3000acres	Olives to Oil Harvest Festival	To organise a community harvesting event of unused olive trees around Manningham and facilitate residents' involvement from individual streets through to local neighbourhoods. Fruit will be pressed into delicious olive oil to share with all who participate. A Harvest Festival will be held, with olive pressing demonstrations and workshops, to celebrate the cultural heritage of olive trees in Melbourne and bring people together to share food, learn new skills and gather as neighbours.	01/01/2022	Health and Wellbeing	Women, Men, Non Binary, All Ages	1000	70	\$21,482.00	\$16,982.00	N/A	\$0.00	It is not recommended that Council fund 3000 Acres for the Olives to Oil Harvest Festival initiative. Whilst the activity has merit there are a number of issues which need to be considered in regards to the harvesting from Council trees from a safety aspect next to roads and any potential damage to the trees. Applicant to be encouraged to further develop their application to provide demonstrated support from local residents that they are in agreeance to people from the community harvesting produce from their trees and identifying a suitable site to hold the event.		No
F&E202104	House of Persia Community and Cultural Centre	Hope Christmas Market	To provide pre Christmas merchandise including hand made arts and crafts from local artists as well as offering other popular Christmas merchandise to public. Entertainment such as DJ, traditional dances and performances as well as special Christmas presentation such as Santa and the tree etc. will also included. There will be food stalls offering traditional food in the market. The main purpose of this activity is fund raising for House of Persia Community Centre.	11/12/2021	Other: Offering merchandise for Xmas	All Ages	1500	%60	\$20,000.00	\$13,000.00	N/A	0.00	It is not recommended that Council fund the House of Persia Community and Cultural Centre for the HOPE Christmas Market Event. The event is a fundraising activity for the organisation and is ineligible for funding under the Festival and Events Grants Guidelines.		Like the idea but cannot fund this application as it does not meet guidelines. However, officers to reach out to organiser to explore options to maintain a one off Christmas Festival. Either through partnership or other opportunities.
									\$157,057.00	\$82,817.00		\$47,680.00			

10.4 Draft Yarra Strategic Plan

File Number:	IN21/346
Responsible Director:	Director City Planning and Community
Attachments:	1 Draft Yarra Strategic Plan (Version 12) (confidential) 2 Proposed Changes to draft Yarra Strategic Plan (Version 12) (confidential)

EXECUTIVE SUMMARY

On 25 May 2021, Council endorsed the draft Yarra Strategic Plan Version 12 (Confidential Attachment 1), subject to some minor wording changes to reflect the current status of the North East Link project.

Following the Council meeting, Council officers were advised that the Department of Transport did not support some of the specific words and phrases that were endorsed. Consequently, a meeting was held between Council officers, Melbourne Water and the Department of Transport, whereby agreement was made on the modified wording. The agreed changes are outlined in the Confidential Attachment 2. This resolution supersedes the Council resolution dated 25 May 2021.

1. RECOMMENDATION

That Council:

- A. Endorse the draft Yarra Strategic Plan (Version 12) shown in the confidential Attachment 1 in accordance with Section 36 of the *Yarra River Protection (Wilip-gin Birrarung murrong) Act 2017*, including minor wording changes shown in confidential Attachment 2 to reflect the current status of the North East Link project.**
- B. Delegate to the Director City Planning and Community authorisation to make any further minor amendments to the recommended wording changes that are inconsequential in nature.**

2. BACKGROUND

- 2.1 On 25th May 2021, Council endorsed the draft Yarra Strategic Plan (Version 12) subject to some minor wording changes to reflect the current status of the North East Link project.
- 2.2 Following the Council meeting, Melbourne Water advised that the Department of Transport did not support the recommended changes.
- 2.3 Under the *Yarra River Protection (Wilip-gin Birrarung murrong) Act 2017*, Melbourne Water, as the lead agency, is required to seek endorsement from all the responsible public entities. As a result this item needs to be referred back to Council for its endorsement.

- 2.4 Following the May Council meeting, there was a meeting between Council officers, Melbourne Water the Department of Transport on Council's proposed revisions and an agreement has now been reached on the wording changes. These changes are minor in nature and outlined in confidential Attachment 2.

3. DISCUSSION / ISSUE

- 3.1 The changes outlined in the confidential Attachment 2 reflect the agreed position between Council officers, Melbourne Water and the Department of Transport. These changes are not material and still accurately reflect the current status of the North East Link project in the draft Yarra Strategic Plan.

4. 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.

11 CITY SERVICES

11.1 Tree Amenity Value Policy

File Number: IN21/351
Responsible Director: Director City Services
Attachments: 1 Tree Amenity Value Policy - Draft [↓](#)

EXECUTIVE SUMMARY

Manningham Tree Amenity Value will demonstrate Manningham's commitment to the health and wellbeing of our community through the retention of tree assets within the landscape.

This report recommends that Manningham City Council develops and adopts a Tree Amenity Valuation Policy. To establish the value of individual trees and the Urban Forest, to provide a mechanism to protect against the loss of tree canopy within Manningham.

It is recommended that a similar method to the City of Melbourne is used for the Manningham Tree Amenity Valuation.

The Tree Amenity Value considers recreational, functional, environmental, ecological, social, health or aesthetic value rather than for production purposes. Where tree loss is unavoidable, it will allow Manningham to receive financial compensation for the loss of tree assets through development, illegal removals or other processes.

This also supports Manningham's Urban Forest Strategy, which is evolving as a result of the Council endorsed Living Melbourne 'Our Metropolitan Urban Forest' document and the Climate Emergency declaration by Council.

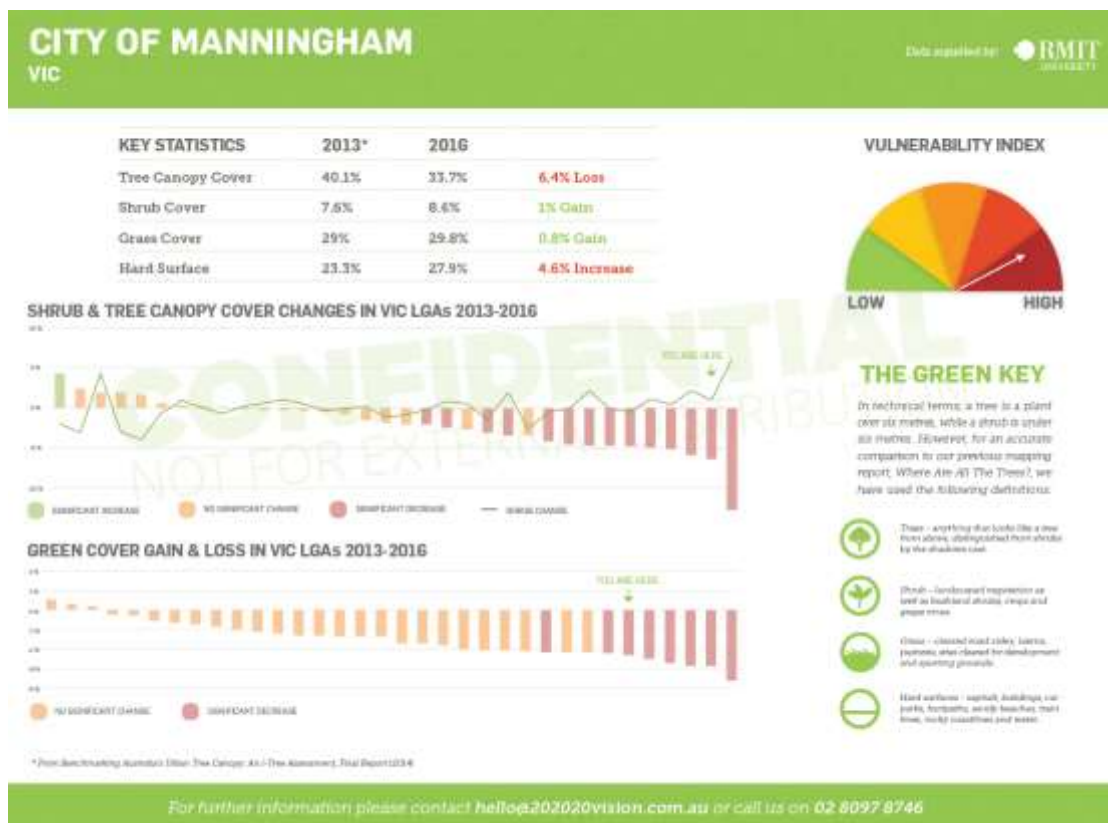
1. RECOMMENDATION

That Council note and endorse the Tree Amenity Value Policy.

2. BACKGROUND

- 2.1 Manningham Council prides itself on its green appearance and community liveability within a balanced environment. This is evident in the Manningham logo – the built form within a eucalypt leaf reflecting the City within the Forest. The Climate Emergency declaration by Council in January 2020 further demonstrates Manningham's commitment to our environment and healthy community.
- 2.2 The socio economic and environment benefits trees provide to the health and wellbeing of residents and the wider community is well established; however trees are not currently classified as assets within Manningham.
- 2.3 Manningham has been losing between 2 and 3 percent of its total tree canopy cover each year as identified in the RMIT 2020 Vision report (image below). A large factor in this has been development that has not been sympathetic to tree retention.

Figure 1: RMIT 202020 Vision report outlining Manningham vegetation density change



- 2.4 While Manningham has charged costs for removal and some replacement, this approach has not provided incentive for development that is sympathetic to retention of public trees. It has been found that widespread removals for proposed developments are required and have been approved, while illegal tree removal and damage is also a frequent occurrence.
- 2.5 It is expected that Manningham Tree Amenity Values will influence better design that is sympathetic to tree retention.
- 2.6 Where tree retention is impractical, Manningham Tree Amenity Value will provide a mechanism whereby financial compensation is provided for the replacement of tree canopy loss.
- 2.7 This application of an amenity value methodology is complimentary to *Action 1- Protect and restore species habitat, and improve connectivity*; and *Action 6 - Fund the protection and enhancement of the Urban Forest vision within the Council adopted Living Melbourne 'Our Metropolitan Urban Forest'*.

3. DISCUSSION / ISSUE

Tree Amenity Value

- 3.1 The Tree Amenity Value of trees considers recreational, functional, environmental, ecological, social, health or aesthetic value rather than for production purposes.

- 3.2 There are generally two amenity valuation methods used consistently by Councils within Victoria; The Burnley Method and The City of Melbourne Method. Amenity value of trees has been applied in many municipalities of Victoria and wider Australia (see Table 1).

Table 1: Tree Amenity Value at various Councils

Burnley Method	City Of Melbourne Method	Other Amenity Method
Brimbank	Banyule	Bayside
City of Whittlesea	Bendigo	City of Sydney
Glenorchy (TAS)	Booroondara	Frankston
Maroondah	City of Greater Bendigo	NSW LGAs
Unley (SA)	City Of Melbourne	Stonington
Wangaratta	City of Yarra	Whitehorse
Warrnambool	Darebin	
Wyndham (revised version)	Hobart	
	Knox	
	Melton	
	Mitchell	
	Monash (informally)	
	Moreland	
	Port Phillip	

- 3.3 The Burnley Method essentially determines the canopy volume of the tree and extrapolates current nursery prices to the size of the mature tree. A criticism of the Burnley Method is that there is an onerous requirement of checking numerous nursery suppliers to get average values and update these periodically.
- 3.4 The City of Melbourne Method has a basic monetary value of a tree, the formula was originally developed in 1990 by Dr. Peter Yau for the City of Melbourne, where it has been used for recouping costs for the loss of trees in public space as a result of development impact or illegal removal/damage.
- 3.5 Both methods generally provide values in the same order of magnitude as each other and either system would be beneficial for implementation at Manningham; however, it is recommended that the City of Melbourne method is adopted in Manningham. This method has longevity and has been found to have consistency in assessment, simplicity of use and has general acceptance within the wider community.
- 3.6 Benchmarking with other organisations has also indicated that application of the City of Melbourne Method resulted in general acceptance from developers or people wanting to remove trees, as it was understood that payment was required for removal of a public asset.
- 3.7 Additional data can be captured within our tree database iTree to include structure and composition analyses of species condition and distribution, leaf area and biomass, species importance values and some forecasting and modelling options

- 3.8 iTree is usually combined with Amenity Value to provide a holistic assessment of the value of an asset and the environmental services it provides. It has been adopted internationally with approximately 3,000 projects worldwide.

Urban Forest Strategy

- 3.9 Development of the associated Manningham Urban Forest Strategy is proposed as a long term project that will require cross department collaboration and regular updating to Council. This will tie in with future planting that is proposed within Manningham by VicRoads as a result of large scale tree removal for North East Link. Having a formalised strategy will allow for a considered and effective replanting program in areas that are in most need.
- 3.10 The design and implementation of the Urban Forest Strategy will draw from collaborative works already undertaken with Resilience Melbourne and will include revision of the Manningham's 2009 Streetscape Strategy in light of Climate Change.
- 3.11 This information will be available on Manningham's webpage and visible via the new Tree Plotter open platform. This will allow the community to review details of current requests, tree health and structure, previous works, protection requirements and amenity values. This transparency should assist in keeping residents informed of works progression and foster a sense of ownership for their Urban Forest.
- 3.12 The use of new management programs will keep records to allow for historical data and identify appropriate management practices and areas of difficulty in establishing trees.
- 3.13 The lack of a Council Urban Forest Strategy recognising the value of its assets has been highlighted as a major gap in the Councils arboricultural operations, leading to inconsistencies and ambiguity in decision making and leaving Manningham's urban forest vulnerable. This Policy incorporates previous recommendations as well as relevant Australian Standards and industry best practice to govern the management of Council trees by Manningham Council.

4. COUNCIL PLAN / STRATEGY

- 4.1 The policy relates to the following Council Plan 2017-2021 goals and action areas under the Resilient Environment theme:
- 4.1.1 Goal 3.1 – Protect and enhance our environment and biodiversity.
- 4.1.2 Goal 3.2 – Reduce our environmental impact and adapt to climate change.
- 4.1.3 Action area – Demonstrate leadership in sustainable and innovative environmental practices.

5. IMPACTS AND IMPLICATIONS

Legal Mechanism

- 5.1 Council policy strengthens legitimacy of Tree Amenity Value and allows for input and ownership by various stakeholders, thereby creating transparency in decision making process and greater community awareness and acceptance.
- 5.2 Manningham's Community Local Law 2013 provides a robust existing framework for the protection of assets and trees in particular. It is proposed that Local Law in conjunction with Council Policy will provide the mechanism by which fees can be charged.

6. IMPLEMENTATION

Finance / Resource Implications

- 6.1 The Amenity Value is not a guaranteed revenue source and will vary depending upon the volume of planned or illegal removals.
- 6.2 Discussion is continuing with Finance about the process by which these funds get reallocated back to the improvement and maintenance of the Urban Forest.
- 6.3 Interdepartmental support of Tree Amenity Value has been provided, particularly from areas such as Urban Design and Engineering.
- 6.4 Capital Programs are unlikely to be detrimentally impacted by Amenity Value Policy as the existing Manningham Tree Management Plan outlines tree retention requirements and Capital Programs recognise the value of retaining and incorporating tree assets into designs.

Communication and Engagement

- 6.5 Council Officers have engaged with the Communications area to develop a communications plan. This will consider the engagement with developers, residents and the broader community about the changes and implementation the new policy.

Timelines

- 6.6 The policy will be implemented and applied as of 1 July 2021. All associated fees and charges budget requirements and authorisation processes to be included within the 2021/22 mid-year budget process.

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.

Policy Register

Tree Amenity Value Policy

Draft - not approved

Policy Classification	-
Policy N°	- D21/57111
Policy Status	-
Responsible Service Unit	- City Amenity
Authorised by	- Authorised by.Full Description
Date Adopted	- Date Adopted
Next Review Date	- Next Review Date

This policy is part of a suite of policies adopted by Council or the Executive Management Team (EMT).

New or replacement policies can be created and developed within Service Units but can only be added to Council's Policy Register by Governance Services following the approval of the policy by Council or the EMT.



Policy Register
Tree Amenity Value Policy



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Policy Register Tree Amenity Value Policy



PURPOSE

Amenity Value is a mechanism for the recognition of public trees as assets within Manningham and provides monetary value for these assets.

Where public tree removals are approved, it allows for the return of money from the loss of the asset to be used to improve the tree amenity that has been lost.

POLICY STATEMENT

Manningham is a municipality of varied urban, rural and natural landscapes. This creates a diverse Urban Forest that provides significant social, economic and environmental benefits.

Manningham recognises that the Urban Forest and individual trees are critical urban infrastructure, playing major roles in Climate Change mitigation critical to community health and wellbeing, ecosystem services and the overall liveability within the municipality.

Many trees within Manningham hold Heritage, Cultural and Environmental significance. These are provided a positive modifier for Species Factor in the Tree Amenity Value Calculation, with such trees further reviewed for suitability of removal.

Where vegetation is considered to be the habitat of threatened invertebrate and vertebrate fauna per the Flora and Fauna Guarantee Act 1988 (FFG Act), removals are prohibited. Council GIS and the following resources are used in determining trees of Heritage, Cultural and/or Environmental significance.

- The Heritage Register
<https://heritagecouncil.vic.gov.au/heritage-protection/register/>
- The National Trust Register
<https://trusttrees.org.au/>
- Victorian Aboriginal Heritage Council
<https://www.aboriginalheritagecouncil.vic.gov.au/>
- Flora and Fauna Guarantee Act Threatened List
<https://www.environment.vic.gov.au/conserving-threatened-species/threatened-list>
- Threatened Species Advisory Lists
<https://www.environment.vic.gov.au/conserving-threatened-species/threatened-species-advisory-lists>

The retention and protection of Council managed trees is given high priority in all aspects of Council's activities and these are protected from illegal removal, damage, destruction or interference by Manningham's Community Local Law and/or Statutory Enforcement.

All public tree removal requests are reviewed by Council arborists from the City Amenity Department for their suitability of removal in accordance with Council's Tree Management Plan.

Where tree removal/s are approved, Amenity Value is applicable in addition to any other costs required for removal and replacement.

Policy Register Tree Amenity Value Policy



SCOPE OF POLICY

This policy applies to all trees in the municipality that are either owned or managed by Manningham Council and referred to as public trees, including trees which have any part of its trunk originating from Council managed land.

This policy is applicable to all developers, builders, service providers, residents, civil contractors, event organisers, Council Departments, State Government Departments or Federal Government Departments undertaking activities in proximity to public trees.

GOVERNANCE

Position	Responsibility
Director City Services	Independent Review
Manager City Amenity	Owner
Coordinator Parks	Implementation and operational management
Senior Strategic Arborist	Strategic review
Team Leader Arboriculture	Implementation and operational management

Policy Register
Tree Amenity Value Policy



AMENITY VALUATION PROCEDURE

Where a public tree is approved for removal by Council’s Parks Department for the purpose of development, construction or other works, the associated cost of the tree, its removal and replacement are to be paid by the property owner or representative prior to its removal.

Where a tree has been illegally removed, poisoned or significantly damaged, this valuation will be retrospectively applied and costs sought from the offending party.

The costs associated with removal of a public tree in Manningham City Council include:

A – Amenity Value	Calculated in accordance with the City’s adopted Amenity Value Formula.
B – Removal Costs	The sum of the fees incurred by the City for physically removing the tree.
C – Reinstatement Costs	The cost of all works required to replace the loss of vegetation from the landscape.

A - Amenity Value

The following formula has been prepared to assist with calculating the monetary amenity value of a public tree in Manningham City Council. This formula is based on the City of Melbourne’s Amenity Value Formula developed in 1990 by Dr. Peter Yau and has been modified for application in Manningham City Council.

$\text{Amenity Value} = \text{Basic Value (\$)} \times \text{Species (S)} \times \text{Aesthetics (A)} \times \text{Locality (L)} \times \text{Condition (C)}$
--

Read through the following formula definitions to calculate the tree amenity value.

Policy Register Tree Amenity Value Policy



Basic Value (\$)

The basic monetary value of a tree was taken from the internationally accepted table of values devised by the American Council of Tree and Landscape Appraisers and the International Society of Arboriculture, which in the base year 1988 was \$US27 per square inch trunk basal area. This has been converted to Australian dollars to a value corresponding to centimetres in trunk diameter at breast height (DBH). Basic values were updated in January 2017 to reflect the current CTLA value of \$13 per square centimetre. Young trees with a trunk diameter of 6 centimetres or less do not attract an amenity value charge.

2019 Basic Values

DBH cm	Base Value	DBH cm	Base Value	DBH cm	Base Value	DBH cm	Base Value
<6	\$ -	42	\$18,010.75	79	\$63,721.71	116	\$137,388.13
6	\$367.57	43	\$18,878.62	80	\$65,345.13	117	\$139,767.10
7	\$500.30	44	\$19,766.90	81	\$66,988.97	118	\$142,166.49
8	\$653.45	45	\$20,675.61	82	\$68,653.22	119	\$144,586.30
9	\$827.02	46	\$21,604.73	83	\$70,337.90	120	\$147,026.54
10	\$1,021.02	47	\$22,554.28	84	\$72,043.00	121	\$149,487.19
11	\$1,235.43	48	\$23,524.25	85	\$73,768.52	122	\$151,968.26
12	\$1,470.27	49	\$24,514.63	86	\$75,514.46	123	\$154,469.75
13	\$1,725.52	50	\$25,525.44	87	\$77,280.82	124	\$156,991.67
14	\$2,001.19	51	\$26,556.67	88	\$79,067.60	125	\$159,534.00
15	\$2,297.29	52	\$27,608.32	89	\$80,874.81	126	\$162,096.76
16	\$2,613.81	53	\$28,680.38	90	\$82,702.43	127	\$164,679.93
17	\$2,950.74	54	\$29,772.87	91	\$84,550.47	128	\$167,283.53
18	\$3,308.10	55	\$30,885.78	92	\$86,418.93	129	\$169,907.54
19	\$3,685.87	56	\$32,019.11	93	\$88,307.81	130	\$172,551.98
20	\$4,084.07	57	\$33,172.86	94	\$90,217.12	131	\$175,216.83
21	\$4,502.69	58	\$34,347.03	95	\$92,146.84	132	\$177,902.11
22	\$4,941.73	59	\$35,541.62	96	\$94,096.98	133	\$180,607.81
23	\$5,401.18	60	\$36,756.63	97	\$96,067.55	134	\$183,333.92
24	\$5,881.06	61	\$37,992.07	98	\$98,058.53	135	\$186,080.46
25	\$6,381.36	62	\$39,247.92	99	\$100,069.94	136	\$188,847.42
26	\$6,902.08	63	\$40,524.19	100	\$102,101.76	137	\$191,634.80
27	\$7,443.22	64	\$41,820.88	101	\$104,154.01	138	\$194,442.59
28	\$8,004.78	65	\$43,137.99	102	\$106,226.67	139	\$197,270.81
29	\$8,586.76	66	\$44,475.53	103	\$108,319.76	140	\$200,119.45
30	\$9,189.16	67	\$45,833.48	104	\$110,433.26	141	\$202,988.51
31	\$9,811.98	68	\$47,211.85	105	\$112,567.19	142	\$205,877.99
32	\$10,455.22	69	\$48,610.65	106	\$114,721.54	143	\$208,787.89
33	\$11,118.88	70	\$50,029.86	107	\$116,896.31	144	\$211,718.21
34	\$11,802.96	71	\$51,469.50	108	\$119,091.49	145	\$214,668.95
35	\$12,507.47	72	\$52,929.55	109	\$121,307.10	146	\$217,640.11
36	\$13,232.39	73	\$54,410.03	110	\$123,543.13	147	\$220,631.70
37	\$13,977.73	74	\$55,910.92	111	\$125,799.58	148	\$223,643.70
38	\$14,743.49	75	\$57,432.24	112	\$128,076.45	149	\$226,676.12
39	\$15,529.68	76	\$58,973.98	113	\$130,373.74	150	\$229,728.96
40	\$16,336.28	77	\$60,536.13	114	\$132,691.45		
41	\$17,163.31	78	\$62,118.71	115	\$135,029.58		

Based on CTLAV9 \$AUD13/cm²

Policy Register Tree Amenity Value Policy



Species Factor (S)

A tree is assessed according to its known natural life span and its rate of growth in a particular environment. For example, a long-lived tree will be scored higher than a short-lived tree. Significant features of the tree will also modify how the tree is scored. Judgment regarding species factor must consider how that species performs in Manningham City Council and must be made by a qualified Arborist (AQF level 5 minimum).

Group	Characteristics	Example Species*	Score
1	<ul style="list-style-type: none"> trees of short life span (less than 50 years) fast growth rate 	Prunus, Acacia, Callistemon	0.5
2	<ul style="list-style-type: none"> trees of short life span (less than 50 years) slow growth rate 	Malus, Pyrus	0.6
3	<ul style="list-style-type: none"> trees of medium life span (50 - 150 years) fast growth rate 	Populus, Liquidambar, Fraxinus, Corymbia, Angophora, Grevillea, Melaleuca, Casaurina, Hakea, Syzygium	0.7
4	<ul style="list-style-type: none"> trees of medium life span (50 - 150 years) slow growth rate 	Brachychiton, Jacaranda, Zelkova, Shinus, Phoenix, Melia, Lophostemon, Agonis.	0.8
5	<ul style="list-style-type: none"> trees of long life span (more than 150 years) fast growth rate 	Cupressus, Platanus, Ficus, Pinus, Celtis, Eucalyptus.	0.9
6	<ul style="list-style-type: none"> trees of long life span (more than 150 years) slow growth rate 	Ulmus, Quercus, Sequoia, Ginko, Araucaria, Agathis	1.0
Negative Modifier	<ul style="list-style-type: none"> Noxious or environmental weeds in the Manningham area 	Pittosporum undulatum, Salix spp., Acacia baileyana, Ailanthus spp., Ligustrum spp., Crataegus monogyna	0.0
Positive Modifier	<ul style="list-style-type: none"> an indigenous species tree greater than 1m diameter at breast height (DBH) listed as a 'significant tree' on the National Trust register or Manningham Significant tree register a large hollow bearing tree a rare species in the locality a special cultivated variety has special historical, cultural or other significance 		1.1
Species Factor (S)			

*Trees named are supplied only as examples in Manningham conditions.

Policy Register Tree Amenity Value Policy



Aesthetics (A)

The aesthetic value of a tree is determined by the impact on the landscape if the tree were to be removed. This category is closely tied to the locality factor (L).

Aesthetic Factor	Score
Contributes little to the landscape	0.5
One of a group of close plantings	0.6
Multiple trees from a group of close plantings (majority of group/hedgerow remains intact)	0.7
Wide plantings	0.7
Street or pathway plantings; irregular spacing between trees; regular spacing one side	0.8
Street or pathway plantings; regular spacing both sides	0.9
Solitary or feature specimen tree/s (e.g. large specimen tree in reserve, avenue of trees, hedgerow etc.)	1.0
Aesthetics (A)	

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Locality (L)

The locality factor is determined by the tree's geographical situation. Trees in within a highly urbanised environment score highest because of the stressful growing environment in which the tree must survive. As the location becomes more rural, the significance of the tree diminishes.

Locality Factor	Score
In undeveloped bushland or open forest with no nearby infrastructure (e.g. roads, utilities etc.)	0.5
In bushland reserve or public open space within urban centre or township	1.0
Residential or commercial street in urban centre, suburb or township	1.5
Part of an avenue planting in urban area, suburb or township	1.75
In neighbourhood park or garden	2.0
Part of a key boulevard or town entrance planting; park or garden in city or town centre	2.25
Primary location within city or town centre, main street, mall, or civic space or street within CBD	2.5
Locality (L)	

Policy Register Tree Amenity Value Policy



Tree Condition (C)

The tree condition value is determined by the corresponding total score of the assessment criteria. Where trees have been damaged this assessment should be retrospective of undamaged state.

Assessment Criteria	Criteria Condition	Score
Trunk	solid and sound	5
	sections of bark damaged/missing	3
	extensive decay, hollow trunk	1
Growth	>15cm twig elongation this season	3
	5-15cm twig elongation	2
	<5cm twig elongation	1
Structure	healthy, stable and sound	5
	some deadwood and dead limbs	3
	extensive dieback and deadwood	1
Pests and Diseases	no pest/disease infestation	3
	minor symptoms of infestation	2
	advanced symptoms of infestation	1
Canopy Development	full balance canopy	5
	full but unbalanced, lop-sided	3
	unbalanced and lacking full canopy	1
Life Expectancy	>50 years	5
	10-50 years	3
	<10 years	1
Total Condition Score		

Total Score	Tree Condition	Factor
6-9	Very Poor	0.2
10-13	Poor	0.4
14-18	Fair	0.6
19-22	Good	0.8
23-26	Excellent	1.0
Condition Factor (C)		

Policy Register Tree Amenity Value Policy



B - Removal Costs

Costs will be based on the current costs of tree removal. It includes the physical removal of the tree and the stump and administration costs.

C – Reinstatement Costs

As of 2019, tree purchase, planting, staking, Greenwell installation, mulching, irrigation, formative pruning and ongoing management for 2 years during tree establishment has a value of \$480 per new tree.

The level of reinstatement required will be determined by Council and will take into consideration the location, significance, biodiversity provision and the amenity of the tree removed. As a general; lost canopy replacement trees are purchased by Council in 30-40cm pots with a canopy width of approximately 2m as part of our tree planting program. The width of the canopy at the widest part of the tree that has been or will be removed will be planted with a corresponding number of new trees.

For example a tree with a canopy width of 10m that has been or will be removed will require 5 new tree plantings. All effort will be made by Council to replant trees in the vicinity of the area where the tree has been removed from, however all new plantings will be organised so that mature canopy dimensions can be achieved for each tree planting and in accordance with Council's Streetscape Character Study. This is usually a spacing of 8-12m per replacement tree.

Where there is an occasion where replacement trees cannot all be planted in the vicinity of the area the tree has been or will be removed from, replacement trees will be planted at the discretion of Council's Parks department.

Where there has been a permanent loss of replacement planting location from the property frontage the tree has been removed from or intended to be removed from an engineered option may be required. This can include cut-out of roads and use of structural soils and other elements for Water Sensitive Urban Design (WSUD) installation. WSUD installation attracts a cost of \$10,000 per tree planted.

In addition to reinstatement costs, four (4) footpath panels adjacent the proposed tree location will be removed and reinstalled with TripStop X-profile to council specification. This can be arranged by Council or organised by the applicant.

Policy Register Tree Amenity Value Policy



Total Costs

A. Amenity Value*	
B. Removal Costs	
C. Reinstatement Costs	
Total Costs (A+B+C) =	

Amenity Value* = Basic Value (\$) x Species (S) x Aesthetics (A) x Locality (L) x Condition (C)

APPEALS PROCEDURE

In the event that an applicant is not satisfied with the decision in relation to the amenity value assigned for the removal of a tree, the matter can be considered via an internal appeal process. Where the relevant Director will review all matters related to the decision. If the decision is upheld, the applicant to be advised of their rights to an external review process by the Victorian Ombudsman.

Any person involved in the assessment, authorisation or management action of a tree amenity decision must advise their Director (or CEO, if a Director or staff member reporting to the CEO) of any existing or known potential conflict of interest which may arise from the investigation and subsequent action of remediating tree amenity issue, and withdraw from the process.

In this context, a conflict of interest would be defined as any situation where the person involved will personally receive as a result of the tree amenity action, a benefit or will be in a better position than they were previously.

This is referred to in the Local Government Act 2020 under conflict definitions.

SUPPORTING DOCUMENTS

Bushland Management Strategy (2012) – *under review*

Tree Planting Policy - Council Policy POL/175

Street Trees Policy - Council Policy POL/177

Liveable City Strategy – *under development*

Policy Manual City Developments CD14 Roads CD 14.9 Nature Strips

Streetscape Character Study (2009)

Manningham Tree Management Plan (2017) – *under review*

Tree Retention and Removal Policy – *under development*

Tree Amenity Value Procedure

Tree Retention and Removal Procedure – *under development*

Policy Register Tree Amenity Value Policy



Climate Emergency Action Plan — *under development*

Council Plan 2021-2025

Green Wedge Action Plan (2020)

Tree Amenity Value Action Plan

Tree Removal Guidelines (Melbourne Water, 2018)

Native Vegetation Removal Study in the Manningham Municipality (Abzeco, 2017)

202020 Vision – Where Should All the Trees Go? City of Manningham (RMIT 2017)

RELATED LEGISLATION

Manningham Community Local Law (2013)

Planning and Environment Act (1987)

DOCUMENT HISTORY

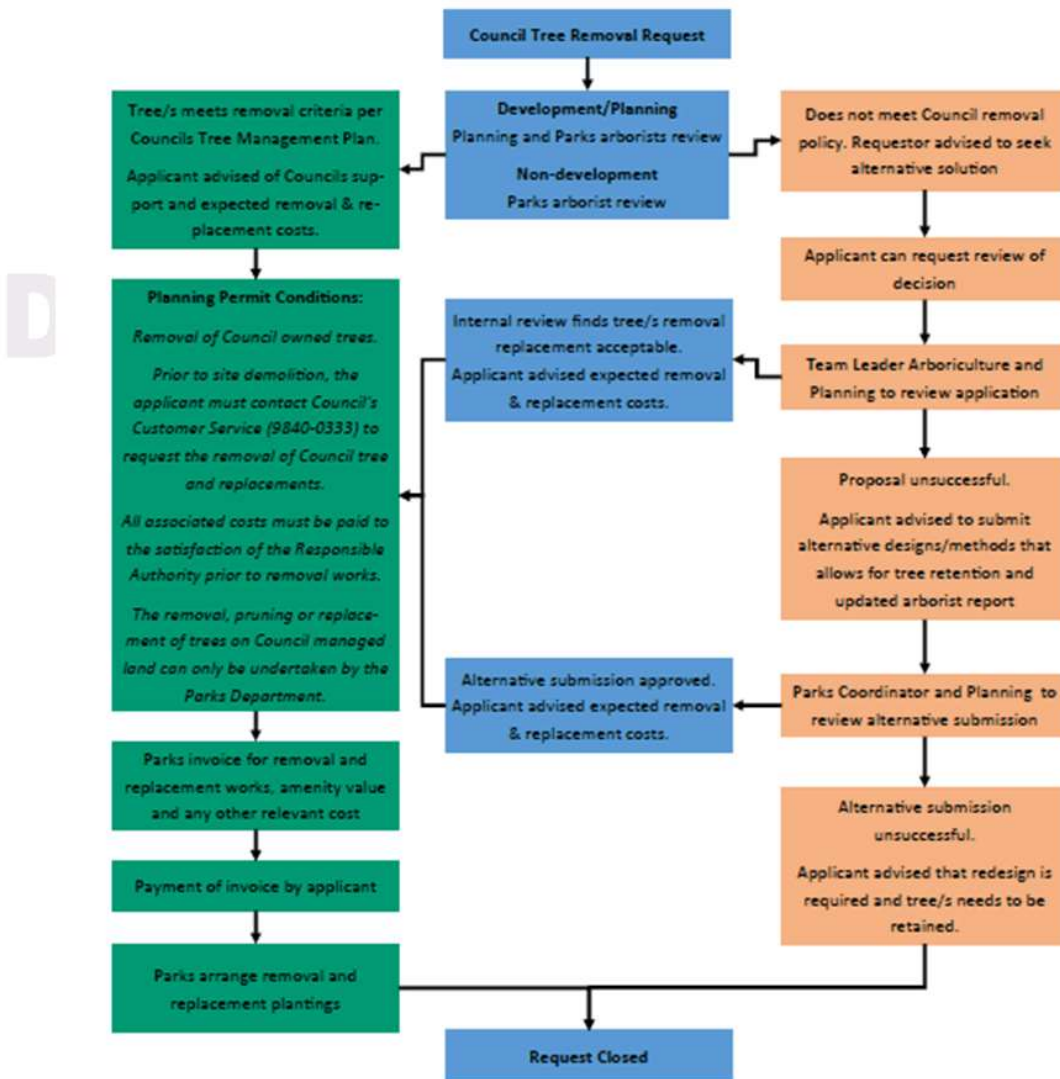
Policy Title:	Tree Amenity Value
Responsible Officer:	Arran Provis
Resp. Officer Position:	Senior Strategic Arborist
Next Review Date:	
To be included on website?	Yes

Last Updated	Meeting	Meeting Date	Item N°
24/05/21	EMT	11/02/21	
16/06/21	SBS	15/06/21	2

Policy Register Tree Amenity Value Policy



Appendix 1 – Tree Removal Process



Policy Register Tree Amenity Value Policy



Appendix 2 – Supporting Research and Analysis

This Policy is considered consistent the strategic direction of Council, particularly in relation to its position on Climate Change, its Tree Management Plan and legislation.

Benchmarking demonstrates that this policy aligns Manningham with other councils in Victoria and wider Australia. As such this Policy is consistent with expectation of the wider community and is equitable to all stakeholders.

This Policy provides a mechanism to support retention of trees. Where retention is not possible, it provides best practice for valuation of Manningham's tree assets and return of this value back to Council for improvement of the Urban Forest and tree canopy.

There is extensive literature and scientific review on the impact of climate change on urban areas and measures to mitigate the expected affects. Federally funded consortiums such as the Clean Air and Urban Landscapes Hub provide platforms for research and approaches to reducing climate impacts. The following references outline the value of urban greening through retention of trees and the improvement of canopy coverage.

References

1. *A Liveability Assessment of the Neighbourhoods of Manningham: The application of indicators as evidence to plan for a healthy and liveable community*, 2019, Davern, M., Roberts, R., Higgs, C. & Both, A., RMIT University
<https://www.manningham.vic.gov.au/file/51206/download>
2. *Beyond Green Streets - Mitigating Climate Change through Residential Street Design*, 2019, Gallagher Studio, <http://www.gallagherstudio.com.au/>
3. *Cancer Council NSW throws shade at local government town planners over exposed urban spaces*, 2021, André, J, ABC News
<https://www.abc.net.au/news/2021-02-14/cancer-council-calls-for-more-shade-in-public-spaces/13149130>
4. *Cooling cities with green space: policy perspectives*, Bush, J, 2017, PhD Thesis, The University of Melbourne, Melbourne.
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6. *Greener Spaces Better Places* national initiative, 2021,
<https://www.greenerspacesbetterplaces.com.au/>
7. *How to make your home more resilient to heatwaves and severe storms in summer*, 2021, Weule, G., ABC News, https://www.abc.net.au/news/science/2021-01-25/making-your-home-resilient-to-heatwaves-and-severe-storms/12880698?fbclid=IwAR1ILS2br3VR_niAdykPRGR80UJldSrki6pomR_kdqj7ZkqP6xaJhrQqmaM&nw=0

Policy Register Tree Amenity Value Policy



8. *Living Melbourne 'Our metropolitan urban forest'*, 2019, Resilient Melbourne
<https://resilientmelbourne.com.au/living-melbourne/>
9. (Manningham) *Declaration of Climate Emergency* (2020),
<https://www.manningham.vic.gov.au/declaring-a-climate-emergency>
10. *The Clean Air and Urban Landscapes Hub* national initiative, 2021
<https://nespurban.edu.au/>
11. *Urban trees and people's yards mitigate extreme heat in western Adelaide: final summary report*, 2020, Ossola, A, Staas, L, Leishman, M., Macquarie University Department of Biological Sciences,
https://researchers.mq.edu.au/en/publications/urban-trees-and-peoples-yards-mitigate-extreme-heat-in-western-ad?fbclid=IwAR1ILS2br3VR_nlAdykPRGR80UJldSrki6pomR_kdqj7ZkqP6xaJhrQqmaM

Draft - not approved

11.2 2021 General Valuation Return

File Number: IN21/352
Responsible Director: Director City Services
Attachments: 1 Valuer-General Victoria - General True and Correct Advice [↓](#)

EXECUTIVE SUMMARY

On 1 July 2018 land valuations were centralised under Valuer-General Victoria (VGV), with a new annual cycle of valuations for land tax, and council rates setting purposes.

The VGV is the responsible authority under Valuation of Land Act 1960 (“the Act”) as amended of all rateable and non-rateable leviable land within the municipality. With the VGV to carryout functions of the Act, and to certify each revaluation as being true and correct for each of the four stages of the revaluation and subsequent overall completion of each revaluation.

All stages of the 2021 General Valuation have now been completed in accordance with the Act, and Manningham has received the final stage 4 certification by the VGV.

A summary of Rateable Property – 2021 General Valuation has been included within this report. The result for Manningham indicates an overall average decrease of 2.7% in the Capital Improved Value (“CIV”) over the one year period from the 2020 general revaluation to the 2021 general revaluation, for all rateable properties.

1. RECOMMENDATION

That Council endorses the return of the 2021 General Valuation for all rateable and non-rateable leviable property within Manningham, as certified by the Valuer-General Victoria.

2. BACKGROUND

- 2.1 On 1 July 2018 land valuations were centralised under the Valuer-General Victoria (VGV), with a new annual cycle of valuations for land tax, and council rates setting purposes.
- 2.2 Previously, land valuations were carried out by a valuation authority, either a council or VGV on nomination by a council and revaluations were completed every two years.
- 2.3 As per the VGV advice on 27 May 2020, the VGV gave notice under section 6(1) of the Act that the 2021 General Valuation is to be made of all rateable and non-rateable leviable land within the municipality as at 1 January 2021.
- 2.4 Under sections 9 and 13F of the Act, the VGV is recognised as the valuation authority in respect of all rateable and non-rateable leviable land within the municipal district.

- 2.5 The 2021 General Valuation has now been completed in satisfaction of the VGV 2021 Valuation Best Practice Guidelines.
- 2.6 Council received on 30 April 2021 the final certification from the VGV (as attached), having advised in accordance with section 7AD of the Act, that the 2021 General Valuation of the municipality is generally true and correct.
- 2.7 For all non-rateable leviable property, as per the Fire Services Property Levy, these are a separate assessment, and have been completed as part of the overall 2021 General Valuation in accordance with the VGV's 2021 Valuation Best Practice Guidelines.

3. DISCUSSION / ISSUE

3.1 Rateable Property – 2021 General Valuation

There are 52,336 rateable assessments (inclusive of the 17 recreational land assessments) in the 2021 return, compared to 51,274 for the 2020 general valuation return, an increase of 1,062 property assessments, or 2.1%, over 2020. This figure has been primarily influenced by the completion of residential apartments, townhouse and separate dwelling completions in the municipality.

Summary total valuations of all rateable properties are as follows:

Site Value	\$39,980,516,000
Capital Improved Value	\$56,516,535,000
Net Annual Value	\$2,850,656,350

3.2 The movement in CIV's over the one year period for:

3.2.1 **All rateable properties** amounts to an average decrease of 2.7%;

3.2.2 **Residential properties** reflected an average decrease in CIV of 2.6%;

3.2.3 **Commercial properties** decreased by 5.0%; whereas

3.2.4 **Industrial properties** whilst small in number at 144 property assessments reflected an average decrease of 7.0%.

Sector	Site Value (SV)	Capital Improved Value (CIV)
Residential	-4.5%	-2.6%
Commercial & Industrial	-8.6%	-5.0%
Total Rateable Property	-4.7%	-2.7%

3.3 The decrease in the CIV for all rateable properties is seen as a reflection of soft market conditions during 2020 as a result of the impact of the Covid-19 pandemic leading up to the relevant date for the 2021 General Valuation of 1 January 2021.

3.4 The key influence of the overall valuation decrease for commercial property was the continuing slow trading activity across the sector combined with the continuing impact of statutory outgoings (e.g. land tax) on operating budgets.

- 3.5 The following table highlights the movements in assessed values for the key sectors:

Type of Rateable Property – 2021 General Valuation				
	Number	SV\$	NAV\$	CIV\$
Residential/Rural	50,366	37,581,902,500	2,622,240,250	52,444,675,000
Commercial	1,809	1,225,338,500	213,732,600	3,837,875,000
Industrial	144	139,627,500	11,329,000	183,670,000
Recreational Land	17	33,647,500	3,354,500	50,315,000
Total	52,336	38,980,516,000	2,850,656,350	56,516,535,000

- 3.6 The above figures include 17 properties classified as Recreational Land, pursuant to the Cultural and Recreational Lands Act 1963. Whilst those properties are rateable, their uses for outdoor sporting and/or recreational activities qualify them for a Charge in Lieu of Rates.

- 3.7 Non-Rateable Leviable Properties

There are a total of 547 non-rateable leviable properties having a total valuation as follows:

Site Value	\$677,367,500
Capital Improved Value	\$806,616,500
Net Annual Value	\$42,269,325

Summary of Non-Rateable Leviable Property – 2021 General Valuation				
	Number	SV\$	NAV\$	CIV\$
Non-Rateable Leviable	547	677,367,500	42,269,325	806,616,500

4. COUNCIL PLAN / STRATEGY

- 4.1 It is a requirement of Section 13DC(5) of the Valuation of Land Act 1960 that any general valuation must be returned to Council before 30 June immediately following the last such valuation.
- 4.2 As it forms the basis for Council rates, it must necessarily be returned no later than when the budget is adopted subject to receiving certification by the VGV.

5. IMPACTS AND IMPLICATIONS

- 5.1 The effect of the general valuation is to adjust the apportionment of rates across all rateable properties on this, the first of the centralised annual valuations under the authority of the VGV.
- 5.2 Whilst this assists in the equitable distribution of rates liability on the basis of property values, it also results in the rates for individual properties moving by varying amounts depending on shifts in values throughout the municipality.

6. IMPLEMENTATION

- 6.1 Finance / Resource Implications

6.1.1 This General Valuation will be the basis for rating within Manningham for the next one year, and for the purposes of the Fire Services Property Levy, and for the assessment of Land Tax by the State Revenue Office.

6.1.2 All valuations were carried out under the authority of the VGV by independent valuers appointed by the VGV.

6.2 Communication and Engagement

6.2.1 The outcome of the 2021 General Valuation will be communicated to ratepayers via a brochure insert with the 2021-22 Valuation and Rates Notice.

6.2.2 Council's Marketing Unit will also liaise with the local press to provide relevant information to the public prior to the issue of Valuation and Rates Notices.

6.3 Timelines

6.3.1 Information will be distributed to ratepayers, advising that all valuations have been reviewed as at 1 January 2021 and, if they believe the valuations may be incorrect, that they should direct their concerns to the VGV.

6.3.2 The objection process is outlined on Council's web site, in the annual rates brochure, and on Valuation and Rates Notices, and, when ratepayers call to query aspects of their rates or valuations, they can be advised of their rights to direct their queries to the VGV.

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.



Department of Environment,
Land, Water & Planning

Valuer-General Reference: MA05.21.4

Valuer-General Victoria
Level 37, 2 Lonsdale Street
Melbourne Victoria 3000
GPO Box 527
Melbourne Victoria 3001
Telephone:

Mr Andrew Day
Chief Executive Officer
Manningham City Council
PO Box 1
DONCASTER VIC 3108

Dear Mr Day,

Re: 2021 General Valuation – Certification recommended to the Minister

Please be advised the 2021 General Valuation for the Manningham City Council is finalised and attached is the Form 2 summarising the valuation totals. It is recommended that council review the valuation totals of the Form 2 document and reconcile with the preliminary valuation figures used for rate budgeting purposes.

Auditing throughout the valuation cycle has shown that the general valuation of all rateable land and non rateable leviable land in the Manningham City Council has been made in accordance with the 2021 Valuation Best Practice Specification Guidelines.

In accordance with Section 7AD of the Valuation of Land Act 1960 (the Act), I certify the General Valuation to be generally true and correct.

I will be reporting to the Minister that the 2021 General Valuation of your municipality is generally true and correct with respect to each of the bases of value.

Once the Minister has made his declaration under Section 7AF of the Act that the valuation is suitable to be adopted and used for the purposes of any rating authority allowed to use the valuation, a copy of the declaration will be forwarded to your municipality.

Should you have any questions, please contact

Yours faithfully

ROBERT MARSH

Valuer-General
30/04/2021

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11.3 Recreational Lands - Charges in Lieu of Rates 2021-22

File Number: IN21/353
Responsible Director: Director City Services
Attachments: Nil

EXECUTIVE SUMMARY

Properties classified as Recreational Land under the Cultural and Recreational Lands Act 1963 (the C&RL Act) must be levied a charge in lieu of rates that is determined in accordance with the C&RL Act.

As a new general valuation for 2021 is about to be returned to Council (based on the centralised annual valuation as determined by the Valuer-General of Victoria as the valuation authority), it is appropriate to review the charges for each classified property.

1. RECOMMENDATION

That Council:

- A. Declares the properties detailed in Table 1 of this report to be Recreational Lands under the provisions of the Cultural and Recreational Lands Act 1963; and**
- B. Receives and adopts Charges in Lieu of Rates for 2021-22.**

2. BACKGROUND

- 2.1 The Cultural and Recreational Lands Act 1963 (“the Act”) enables Council to provide financial support to rateable properties that are used for out-door sporting, recreational or cultural purposes and vested in, or operated by, not-for-profit organisations.
- 2.2 That support is facilitated by section 4(1) of the Act, which allows Council to set a charge in lieu of rates that Council thinks reasonable having regard to:
 - the services provided by Council in relation to such lands, and
 - Having regard to the benefit to the community derived from such recreational lands.
- 2.3 The Act requires that Council sets charges in lieu of rates having regard to the services it provides to the recreational lands and the community benefit to the community derived from the recreational lands.
- 2.4 Services provided by Council have been considered under three categories, namely:

- facilities provided by Council;
 - services to the community at large that the Club partakes; and
 - services specifically provided to the Incorporated Club.
- 2.5 In relation to facilities provided by Council on Council land, such as playing surfaces, club houses, car parks and the like, these are part of Council's obligation to provide opportunities for the ratepayers to participate in recreational activities. These assets always remain the property of Council and, as such, the provision of such facilities is a community benefit and not a benefit specific to the incorporated body engaged to manage and operate the facilities on Council's behalf.
- 2.6 All of the recreational lands in Manningham are operated on a not-for-profit basis, where access to the recreation facilities is through membership rights and fees or charges. The only facilities which are generally open to non-members are those available to guests at gaming and dining facilities at the Veneto Club and Yarra Valley Country Club.
- 2.7 The 2021 review confirmed that there were no movements in the type or number of Recreational Lands from those identified in the 2020 review.

3. DISCUSSION

Recreation Lands, Minor and Major Clubs

- 3.1 For the previous General Valuation in 2020, it was determined by Council that:
- a) the benefit to the community from **the listed Minor Clubs** was considered greater than the cost of services by Council, and
 - b) the level of volunteers offsets the cost to Council and the benefit of volunteers is a saving to Council in the provision of services.

Therefore, the Charges in Lieu of Rates was set at \$0 for all Minor Clubs. This approach is again supported for the 2021 review.

- 3.2 There are 17 properties considered to be Recreational Lands within the municipality, being

Minor Clubs:

- Tennis Clubs (10);
- Bowls Clubs (4); and
- Hockey Clubs (1).

Major Clubs:

- Veneto Social Club; and
 - Yarra Valley Country Club.
- 3.3 In relation to the Major Clubs, the following table provides an outline of the historical Charges in Lieu of Rates from 2018 and that proposed for 2021/22.

Charges in Lieu of Rates General Rate increase	2017/18	2018/19	2019/20	2020/21 (Current) +2.0%	2021/22 (Proposed) +1.5%
Veneto Club	\$15,831	\$14,788	\$15,158	\$15,461	\$15,693 +1.5%
Yarra Valley Country Club	\$14,891	\$13,908	\$14,255	\$14,540	\$14,758 +1.5%
Total	\$30,722	\$28,696	\$29,413	\$30,001	\$30,451 +1.5%

- 3.4 Therefore, it is recommended that the Charges in Lieu of Rates for the Veneto Club and Yarra Valley Country Club be set at:

Veneto Club - \$15,693

Yarra Valley Country Club - \$14,758

- 3.5 In considering the net benefit to the community, it is appropriate to consider the value of volunteer services. In the minor clubs (tennis, bowls and hockey), where there is a high level of volunteerism, the “free input” of volunteerism creates a net value, or benefit, to the user equivalent to the value of the volunteer labour. The value of volunteerism is, therefore, considered as a net benefit to the community.
- 3.6 The areas occupied by the two major clubs, the Veneto Club and the Yarra Valley Country Club are on extensive private land. Despite the community benefit of the open space being restricted since a person has to be a member of the Club, or an invited guest, to gain access to the open space area, the presence of open space adds to the amenity of the area and has an environmental benefit, and as such has been considered in assessing the charge in lieu of rates for each club.
- 3.7 In the case of the Veneto Club (5.2 hectares) and Yarra Valley Country Club (21.8 hectares), much of this land has severe development restrictions and will most likely remain open space. The land’s classification as Recreational Land is not a determining factor, because, if it ceased to be Recreational Land, it may continue to be open space. However, Council is advised a planning process is underway with the Yarra Valley Country Club and that the Minister may review the status of the land in the future.
- 3.8 Council is required by the Act to apply charges in lieu of rates that it “thinks reasonable”. Having regard to the similar nature of minor clubs that provide tennis, bowls and hockey, it is reasonable that these clubs be treated similarly since they all have similar operations, level of volunteerism, provide membership-based services and do not occupy large areas of open space.
- 3.9 On balance, and having regard to the level of direct services provided to Minor Clubs, and their net contributions to the community, it has been concluded that the net benefits to the community attributable to the value of volunteer services exceeds the consumption of direct and indirect Council services, and that it is, therefore, reasonable that their charges in lieu of rates be \$0.

3.10 The land occupied by the Veneto Club and Yarra Valley Country Club is not dependant on its classification as Recreational Land to remain open space. Whilst they do not operate facilities on behalf of Council, and the size and scale of the operations enable them to employ staff, and meet expenses normally associated with commercial operations, the comments in sections 3.6 and 3.7 herein are relevant to the assessment under the Act.

3.11 The 2021 review, therefore, concludes that the Veneto Club and Yarra Valley Country Club should continue to have charges in the order of those levied for the past years and it is proposed that the charges in lieu of rates be set at \$15,693 and \$14,758 respectively for 2021/22.

Table 1 - Summary Charges in Lieu of Rates for 2021/22

Property No.	Club	Address	Charges in Lieu of Rates for 2021/22
731907	Bulleen Tennis Club	284 Thompsons Road, Lower Templestowe	Nil
725769	Currawong Tennis Club	25 Springvale Road, Donvale	Nil
43688	Doncaster Bowling Club	Rear 699 Doncaster Road, Doncaster	Nil
725751	Doncaster Hockey Club	7 Springvale Road, Donvale	Nil
503032	Doncaster Tennis Club	802-804 Doncaster Road, Doncaster	Nil
725760	Donvale Bowls Club	11 Springvale Road, Donvale	Nil
731952	Donvale Tennis Club	36 Mitcham Road, Donvale	Nil
38902	Greythorn Bowling Club	7 Gregory Court, Bulleen	Nil
732474	Park Orchards Tennis Club	568 Park Road, Park Orchards	Nil
732438	Serpell Tennis Club	7A Burleigh Drive, Templestowe	Nil
732447	South Warrandyte Tennis Club	64 Croydon Road, Warrandyte South	Nil
255770	Templestowe Bowling Club	1-3 Swilk Street, Templestowe	Nil
732429	Templestowe Park Tennis Club	94 Porter Street, Templestowe	Nil
10108	Veneto Club	191 Bulleen Road, Bulleen	\$15,693
732456	Warrandyte Tennis Club	12 Taroona Avenue, Warrandyte	Nil
732465	Wonga Park Tennis Club	6 Old Yarra Road, Wonga Park	Nil
200634	Yarra Valley Country Club	9-15 Templestowe Road, Bulleen	\$14,758
		Total 2021-22	\$30,451

4. COUNCIL PLAN / STRATEGY

It is proposed that the seventeen properties classified as Recreational Lands under the Act be charged a total of \$30,451 in 2021/22 as part of Council's Budget.

5. IMPACTS AND IMPLICATIONS

- 5.1 Those Clubs occupying land deemed to be Recreational Land will receive annual Rate Notices that will disclose charges in lieu of rates.
- 5.2 They will also be advised that the Act provides that, when such properties cease to be Recreational Lands, they will be liable for back-rates for up to ten years based on the value of the property at the time it ceases to be classified. This only applies to land in private ownership.

6. IMPLEMENTATION**6.1 Finance / Resource Implications**

As per the Council Budget for 2021/22, it is proposed that the seventeen properties classified as Recreational Lands under the Act be charged a total of \$30,451 in 2021/22.

6.2 Communication and Engagement

The outcome of Council's determination will be advised to the Clubs, together with their property classifications and the basis for proposed charges in lieu of rates for 2021/22.

6.3 Timelines

To be effected as part of the proposed charges in lieu of rates for the coming financial year.

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.

11.4 Metropolitan Waste and Resource Recovery Group & Participating Eastern Councils Contract Award for Organics Processing Services

File Number: IN21/350
Responsible Director: Director City Services
Attachments: 1 MWRRG Eastern Organics Tender Update (confidential)
2 MWRRG Bio Gro Gate Fee Schedule (confidential)

EXECUTIVE SUMMARY

This report updates the Council on the outcomes of the collaborative procurement process negotiation stage facilitated by Metropolitan Waste and Resource Recovery Group (MWRRG) for the processing of kerbside green organics material.

At its February 2017 meeting, Council endorsed the MWRRG Board recommendations on preferred tenderers for the MWRRG Contract 2015/9 for Receivable and Processing of Organics for the Benefit of Councils in the Eastern Suburbs of Melbourne. And for Council Officers to participate in post-tender negotiations with the shortlisted tenderers.

The tender negotiations are now complete, this report recommends to award a contractual arrangement for the supply of organic processing services to Van Schaik's Bio Gro Pty Ltd.

The contract will provide long term business continuity for the green organics collection service and will accommodate both the processing of green organics material, as well as food organics when added into the green organics collection stream.

The report recommends to authorise the Chief Executive Officer to formalise and execute contract agreements with the above contractor and the MWRRG, as well as to authorise the Chief Executive Officer and / or Director City Services to negotiate contract terms as well as execute further extensions as required.

The report also recommends to authorise the Director City Services, or an appropriate Council officer delegate, to represent Council and participate in any User Group established to assist the MWRRG in contract management activity for the term of the contract.

1. RECOMMENDATION

That Council:

- A. Endorses the award of Metropolitan Waste and Resource Recovery Group (MWRRG) Contract 2015/9 for Receiving and Processing of Organics for the Benefit of Councils in the Eastern Suburbs of Melbourne to Van Schaik's Bio Gro Pty Ltd, as a schedule of rates contract commencing 1 August 2021 to 28 August 2033 with the option of a further five (5) year extension.**
- B. Authorises the Chief Executive Officer to formalise and execute contract agreements with the above contractor and the MWRRG;**
- C. Authorises the Chief Executive Officer and / or Director City Services to negotiate contract terms as well as execute further extensions as required;**

- D. Authorises the Chief Executive Officer to formalise and execute contract agreements with other MWRRG nominated contractors so as to ensure contingency options are available in the event of an emergency or an interruption to service so as to ensure that the green organic collection service can continue without major disruption;**
- E. Authorises the Director City Services, or an appropriate Council officer delegate, to represent Council and participate in any User Group established to assist the MWRRG in contract management activity for the term of the contract; and**
- F. Declares that all attachments remain permanently confidential.**

2. BACKGROUND

Introduction

- 2.1 This report updates the Council on the outcomes of the collaborative procurement process negotiation stage facilitated by MWRRG for the processing of kerbside green organics material.
- 2.2 Council is reminded that the collaborative tender process involved five (5) Participating Councils in the Eastern Suburbs of Melbourne:
- Knox City Council
 - Manningham Shire Council
 - Maroondah City Council
 - Whitehorse City Council
 - Yarra Ranges Shire Council
- 2.3 The tender sought a contractor or contractors to establish and operate one or more facilities that will provide long term commercially sustainable processing for green organics (garden waste) currently being collected by the Participating Councils; with scope to process increased quantities of green organics resultant from population growth or expanded service levels.
- 2.4 The contract would provide long term business continuity to the green organics collection service and would accommodate both the processing of green organics material, as well as food organics when added into the green organics collection stream; commonly referred to as FOGO. The need to introduce FOGO has been mandated by the State Government for introduction during the contract term however the timing its implementation is yet to be considered by Council and will be subject to a separate Council report.

Previous Advice to Council

- 2.5 At its February 2017 meeting, Council endorsed the MWRRG Board recommendations on preferred tenderers for the 'MWRRG Contract 2015/9 for Receiving and Processing of Organics for the Benefit of Councils in the Eastern Suburbs of Melbourne'.

- 2.6 Council also authorised Council Officer/s to participate in post-Preferred Tenderer negotiations to realise the most beneficial outcomes of the procurement process for Council.

Current Arrangements

- 2.7 While contract negotiations were continuing between the parties, the Participating Councils (including Manningham) were able to access a MWRRG overflow contract for the processing of its organic material. It should be noted that these overflow contracts provided a short term solution for the processing of organic material as these arrangements can be ceased at short term notice and ultimately do not provide a long term solution to the sustainable processing of organic material.

Negotiation Stage

- 2.8 Once all Participating Councils endorsement the recommendations of the MWRRG's Board, MWRRG officers commenced discussions with the Preferred Tenderers to negotiate the final terms of the contracts as well as allow the Preferred Tenderer's to commence the process of securing a site/s as well as obtaining the relevant planning and building approvals.
- 2.9 It was envisaged that upon completion of the negotiations, the five Participating Councils would be in a position to appoint the contractor that presented the best value to their Council.
- 2.10 The MWRRG completed contract negotiations with Van Schaik's Bio Gro Pty Ltd (Bio Gro) and subsequently entered into an agreement which commenced on 29 August 2018 for an initial term of 15 years, running through to 28 August 2033, with a 5-year extension option.
- 2.11 Concurrently MWRRG's were also undertaking contract negotiations with the other Preferred Tenderer (Tenderer A).

Negotiation Outcomes

- 2.12 In January 2021, the MWRRG advised Council that negotiations had been terminated with Tenderer A as they were unable to gain satisfactory outcomes on a number of matters.
- 2.13 Furthermore MWRRG recommended that Manningham enter into the contract with Bio Gro to ensure a long term solution to the sustainable processing of its organic material. The MWRRG contract term has already commenced and extends through to 28 August 2033, with a 5-year extension option.
- 2.14 It is proposed that Council will direct haul the organic material to Bio Gro's Dandenong facility.
- 2.15 The advice received from MWRRG is provided as Confidential Attachment 1 to this report.

Contingency Arrangements

- 2.16 Further to the contingency arrangements Bio Gro has in place, Council is also currently working with MWRRG in ensuring that other contingency arrangements are available in the event of any emergency (i.e. fire and flood) or an interruption of service so as to ensure that the green organic collection service can continue without major disruption. Entering into these arrangements will allow Council to maximise its long term business continuity options for the processing of both green organics and FOGO material.
- 2.17 Arrangements for these contingency options are currently being negotiated by MWRRG. Options and associated financial implications will be communicated by MWRRG once an outcome is achieved.

Contract Documents & Administration

- 2.18 The following documents will need to be executed to formalise the agreements:
- Participation Agreement between MWRRG and Council;
 - Services Deed for the provision of Organics Services to be executed by successful tenderer and the MWRRG; and
 - Direct Deed to be executed between Bio Gro and Council.
- 2.19 MWRRG will administer the contracts on behalf of Participating Councils in line with Participation Agreements, Direct Deeds and Services Deeds

3. COUNCIL PLAN / STRATEGY

- 3.1. The Eastern Organics Processing Procurement is consistent with local, regional, state and national policy strategy and direction.
- 3.2. The project aligns with the Council Plan goals 3.1 to 'protect and enhance our environment and diversity' and 3.2 to 'reduce our environmental impact and adapt to climate change', as well as goal 5.1 to be 'a financially sustainable council that manages resources effectively and efficiently'.
- 3.3. Council is committed to providing a range of waste services including a fortnightly green organics collection service.
- 3.4. The provision of a long term reliable green organics processing facility is an integral part of achieving Council's waste minimisation objectives.

4. IMPACT ON MANNINGHAM CITY COUNCIL

- 4.1. The tender specification and ancillary documents were developed to encourage outcome based service solutions and encourage wide interest and competition from all proven forms of technology capable of dealing with municipal organics in the most appropriate economic, logistical and environmental manner possible.
- 4.2. The Eastern Organics Processing Procurement provides a long-term organics solution for the Participating Councils that is consistent with Local Government and State Government waste policy direction and strategies. This collaborative procurement is consistent with the requirements of section 186 of the Local Government Act 1989 and with the future requirements of sections 108 and 109 of the Local Government Act 2020.

5. FINANCIAL IMPLICATIONS

- 5.1 The financial contractual arrangement for the supply of organic processing services is based on a schedule of rates contract. These rates are provided as Confidential Attachment 2 to this report.
- 5.2 The cost of this contract is estimated at \$30,000,000 (ex GST). It should be noted that this estimate also incorporates the future introduction of the FOGO service – which dependant on exact start date, will impact on the overall estimated cost of the contract. The need to introduce FOGO has been mandated by the State Government for introduction during the contract term however its implementation date is yet to be considered by Council and will be subject to a separate Council report.
- 5.3 The costs for all waste services are levied on to the community via the Waste Service Charge; which is listed within Council's annual rates notice.

6. IMPLEMENTATION**Timelines**

- 6.1 The initial contract term is for a 15 year period; which has already commenced on 29 August 2018.
- 6.2 The contract expire on 28 August 2033.
- 6.3 There is also an option to extend the contract for a further five-years. Any extension will need to be agreed to by MWRRG, the Participating Councils and the organics processor.
- 6.4 The new organics processing arrangement is proposed to commence on 1 August 2021 (or on a date negotiated between Council and Bio Gro).

7. RECOMMENDATIONS

- 7.1 That Council adopts the recommendations in this report to award a contract for the Receiving and Processing of Organics to Bio Gro in accordance with recommendation from MWRRG.
- 7.2 Council Officers also propose that contractual arrangements be secured with other MWRRG nominated contractors to ensure contingency options are available in the event of an emergency or an interruption to service so as to ensure that the green organic collection service can continue without major disruption.

8. 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.

12 SHARED SERVICES

12.1 Proposed 10 Year Financial Plan 2021/22 to 2030/31

File Number:	IN21/339
Responsible Director:	Director Shared Services
Attachments:	1 Proposed 10-Year Financial Plan - Manningham City Council ↓

EXECUTIVE SUMMARY

The Local Government Act 2020 (the Act) requires Council to prepare and adopt a 10 year financial plan by 31 October following each Council election (Section 91).

A Proposed 10 Year Financial Plan 2021/22 to 2030/31 has been prepared for Council approval 'in-principle' and release for public consultation prior to being adopted in August 2021.

Council encourages input and comments on this document. This can be provided via the 'Your Say Manningham' website where the document can also be viewed. Printed copies will also be available at Council's libraries and the Civic Centre.

1. RECOMMENDATION

That Council:

- A. Approve 'in-principle' the Proposed 10 Year Financial Plan 2021/22 to 2030/31;**
- B. In accordance with Council's Community Engagement Policy seek the community's input into the Proposed 10 Year Financial Plan 2021/22 to 2030/31; and**
- C. Consider for adoption the Proposed 10 Year Financial Plan 2021/22 to 2030/31 at the Council Meeting on Tuesday 24 August 2021, after consideration of any input received from the community.**

2. BACKGROUND

- 2.1 The Proposed 10 Year Financial Plan 2021/22 to 2030/31 has been prepared in accordance with the Local Government Act 2020 and is included as an attachment.
- 2.2 The document forms part of the new Integrated Strategic Planning and Reporting Framework and must be prepared in accordance with the strategic planning principles outlined in Section 89 of the Act and the financial management principles in Section 101 of the Act.

- 2.3 The strategic planning principles in section 89 include the following requirements:
- An integrated approach to planning, monitoring and performance reporting;
 - The Community Vision must be addressed;
 - Resources needed for effective implementation must be taken into account;
 - Risks to effective implementation must be identified and addressed; and
 - Ongoing monitoring of progress and regular reviews to identify and address changing circumstances.
- 2.4 The financial management principles in section 101 of the Act requires that Council's finances are managed in accordance with Council's financial policies and strategic plans, that financial risks must be monitored and managed prudently having regard to economic circumstances and that financial policies and strategic plans must seek to provide stability.
- 2.5 The proposed 10 Year Financial Plan 2021/22 to 2030/31 has been developed in line with the Local Government Victoria Model Financial Plan as required by the Local Government Act 2020.

Deliberative Community Engagement

- 2.6 The proposed 10 Year Financial Plan 2021/22 to 2030/31 has been prepared based on significant feedback and input to date including:
- A community survey in late 2020 on the community's priorities which highlighted the importance of good governance and ongoing financial sustainability;
 - A Community Panel in March 2021 that provided significant input into the development of this 10 Year Financial Plan;
 - An online consultation period in April 2021 on "Your Say Manningham" inviting the community to provide Council with their ideas and input into the development of the 2021/22 budget and Revenue and Rating Plan which helped guide this Plan; and
 - A rigorous development and review process involving Councillors and Council officers.
- 2.7 The Community Panel provided invaluable input on a range of financial considerations. For example in terms of revenue and funding sources, the Community Panel recommended the following:
- Asset sales – Council to prioritise renewal of assets, rather than selling assets to fund major projects
 - Cost recovery – full user pays for commercial, but not for community use
 - Council to provide a subsidy for community/not-for-profit or where benefit for whole community can be demonstrated
 - Loan borrowings – Council to consider loan borrowings only if specific criteria are met (e.g. low interest rates, positive financial return, major community infrastructure)
 - Charge rental income for tenants – full charge for commercial tenants, subsidised for other tenants

- Government grants – seek grants and advocate to other levels of government for funding
- Commercial or not-for profit co-contribution partnership – Council to consider this where alignment can be demonstrated with community values.

2.8 In addition to the above extensive community engagement and consultation, it is proposed that Council also seek further community input and comments on the proposed 10 Year Financial Plan 2021/22 to 2030/31 document attached.

3. DISCUSSION / ISSUE

- 3.1 The proposed 10 Year Financial Plan has been prepared with reference to the current adopted four year Council Plan 2017-2021 and the draft Council Vision and draft Council Plan 2021-2025 which have been developed following extensive deliberative community engagement.
- 3.2 Council's financial planning is aimed at creating a financially sustainable organisation to enable Council to continue to provide high quality services and infrastructure for the community in the medium and long term.
- 3.3 Council's 10 Year Financial Plan is based on the following principles:
- Financially sustainable Council - improving financial sustainability to enable Council to respond to financial challenges now and into the future
 - Live within our means - do not spend more than we have or which will diminish Council's long term financial sustainability
 - Prioritised funding - align resources to Council Plan priorities and fund projects based on demonstrated need
 - Financially sustainable operating surpluses over the life of the long term financial plan to assist in funding Council's extensive capital works program with a minimum of 33% of rate funds applied to the capital works program
 - Priority to funding capital renewal before investing in new or expanded assets
 - Consistent funding for technology and innovation.
- 3.4 Council has continued to focus on a targeted reduction in operating costs and will continue to focus on efficiencies and cost savings to ensure ongoing financial sustainability.
- 3.5 It should be noted that this Plan adheres to the projected State Government annual rate cap. It is not proposed to seek a variation for a higher rate increase beyond the rate cap.

Key highlights of the 10 Year Financial Plan

- Rate rises in line with rate cap / forecast CPI
- A sustainable level of surpluses and cash holdings
- Responds to our community's aspirations
- \$1.52 Billion on service delivery over the 10 years

- A \$0.54 Billion capital works program over the 10 years. The program averages \$54 million per annum over the next 10 years - a significant uplift on the historical average annual spend (average of \$40 million per annum for the previous four years)
- Increased ongoing funding for footpaths, drains, trees
- The creation of a 'Strategic Fund' to build the capacity for Council to engage in strategic property acquisition and development opportunities and major community infrastructure development opportunities. This fund will provide long term community benefit and ensure ongoing financial sustainability
- A \$44 million allocation for the development of major Community Facilities
- \$9 million for Waste Initiatives
- \$18 million to purchase property to increase the open space within the Municipality
- \$47 million for the open space improvement program
- \$5 million for strategic property acquisitions
- A focus on ongoing financial sustainability through innovation and efficiencies
- New initiatives for sustainability and the environment, asset management, flood modelling, water management, strategic land use, data management, precinct planning, and community support.

Key Financial Indicators

3.6 The Local Government Performance and Reporting Framework details a range of financial indicators, a summary of which is detailed below. The indicators show positive or stable trends which will contribute to an improvement in the long term financial sustainability of Council.

Indicator	Measure	Target	Forecast											Trend
			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
Operating position														
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	> 5%	1.72%	5.57%	5.54%	5.38%	5.38%	6.70%	7.11%	7.52%	7.60%	8.21%	8.41%	+
Liquidity														
Working Capital	Current assets / current liabilities	> 100%	165.16%	151.61%	146.98%	137.78%	128.13%	126.57%	132.02%	123.12%	120.18%	130.77%	140.63%	o
Unrestricted cash	Unrestricted cash / current liabilities	> 10%	26.22%	33.45%	33.39%	18.76%	11.72%	18.66%	26.46%	20.08%	17.35%	27.80%	39.39%	o
Obligations														
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	< 60%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	o
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue	< 20%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	o
Indebtedness	Non-current liabilities / own source revenue	< 40%	2.80%	2.41%	2.09%	1.89%	1.70%	1.53%	1.37%	1.21%	1.06%	0.91%	0.81%	+
Asset renewal	Asset renewal and upgrade expense / Asset depreciation	> 100%	121.27%	144.01%	123.61%	122.37%	111.54%	116.30%	115.64%	114.58%	117.27%	117.67%	117.38%	o
Stability														
Rates concentration	Rate revenue / adjusted underlying revenue	Stable / ↑	80.22%	80.75%	80.76%	80.87%	80.80%	80.83%	80.83%	80.92%	80.95%	81.06%	81.20%	o
Rates effort	Rate revenue / CIV of rateable properties in the municipality	Stable / ↑	0.19%	0.20%	0.21%	0.21%	0.22%	0.22%	0.23%	0.23%	0.24%	0.25%	0.25%	o
Efficiency														
Expenditure level	Total expenses/ no. of property assessments	Stable / ↑	\$2,564	\$2,543	\$2,607	\$2,661	\$2,728	\$2,757	\$2,814	\$2,870	\$2,941	\$2,993	\$3,060	+
Revenue level	Total rate revenue / no. of property assessments	Stable / ↑	\$1,814	\$1,860	\$1,888	\$1,923	\$1,968	\$2,017	\$2,068	\$2,119	\$2,172	\$2,227	\$2,282	+
Other indicators (VAGO)														
Self-Financing	Net operating cash flows / Net capital expenditure	> 100%	103.53%	85.73%	91.01%	88.02%	93.76%	102.44%	110.49%	94.69%	99.57%	116.34%	115.94%	o
Capital Replacement	Capital expenditure / Depreciation	> 150%	176.25%	224.48%	185.34%	212.99%	184.96%	159.63%	147.46%	178.60%	174.29%	145.88%	148.65%	o

Key to Forecast Trend:

- + Forecasts improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

4. COUNCIL PLAN / STRATEGY

- 4.1 The proposed 10 Year Financial Plan 2021/22 to 2030/31 has been prepared with reference to the current adopted four year Council Plan 2017-2021 and the draft Council Vision and draft Council Plan 2021-2025 which have been developed following extensive deliberative community engagement.

5. IMPLEMENTATION

5.1 Finance / Resource Implications

5.1.1 The proposed 10 Year Financial Plan 2021/22 to 2030/31 has been prepared in alignment with the community's priorities and the Council Plan.

5.1.2 The 10 Year Financial Plan ensures that Council remains financially sustainable in the long term, and has the capability to continue to provide relevant and cost effective services and infrastructure for our community following the introduction of a rate cap by the State Government.

5.1.3 The Key Financial Indicators project Council to continue to be in a sound financial position over the ten year period.

5.2 Communication and Engagement

5.2.1 In addition to the extensive community engagement to date, the proposed 10 Year Financial Plan 2021/22 to 2030/31 will be available on Council's website and a hard copy will be available at the Civic Centre and Council's libraries.

5.2.2 Council encourages community input and comments on these documents. This can be provided via the 'Your Say Manningham' website where the document can also be viewed.

5.2.3 The public display and public comment period will run from Thursday 1 July 2021 to Wednesday 14 July 2021.

5.3 Timelines

Key dates in the 10 Year Financial Plan process include:

- | | |
|----------------|--|
| 29 June 2021 | Council Meeting to approve 'in principle' the proposed 10 Year Financial Plan 2021/22 to 2030/31 |
| 1 July 2021 | Public display period opens |
| 14 July 2021 | Public display period closes |
| 3 August 2021 | SBS consider public comments and 10 Year Financial Plan 2021/22 to 2030/31 (as amended) |
| 24 August 2021 | Council meeting to adopt the 10 Year Financial Plan 2021/22 to 2030/31. |

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.

Proposed 10-Year Financial Plan 2021/22 to 2030/31

Manningham City Council

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

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Proposed 10-Year Financial Plan 2021/22 to 2030/31

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Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

1. Legislative Requirements and Purpose

Purpose of the 10-Year Financial Plan

The Local Government Act 2020 requires each council to prepare a Financial Plan covering a minimum period of 10 years following each Council election.

Council's 10-Year Financial Plan provides the financial management framework (or business rules) upon which sound financial decisions are made.

The 10-Year Financial Plan (the Plan) covers the period 2021/22 to 2030/31. The Plan is a decision making tool and is not intended to be a document that specifically indicates what services/proposals funds should be allocated; rather it identifies Council's current and projected financial capacity to continue delivering high quality services, facilities and infrastructure, whilst living within our means.

This document outlines the key performance indicators, key assumptions and an overview of each key element of the Plan. Each year the 10-Year Financial is reviewed and updated to reflect the current circumstances of Council.

The Plan effectively takes the assumptions and budget parameters that have been applied to the 2021/22 budget (which covers a four year period) and extends these out into years 5-10 to give a longer term view of Council's financial viability and outcomes.

Link between the 10-Year Financial Plan and Council's Planning Framework

The purpose of the 10-Year Financial Plan is to ensure the ongoing financial sustainability of Council and to provide appropriate levels of resourcing to meet Council's future needs in providing services and facilities to the community based on the goals and aspirations of the Council Plan and to achieve the Community Vision.

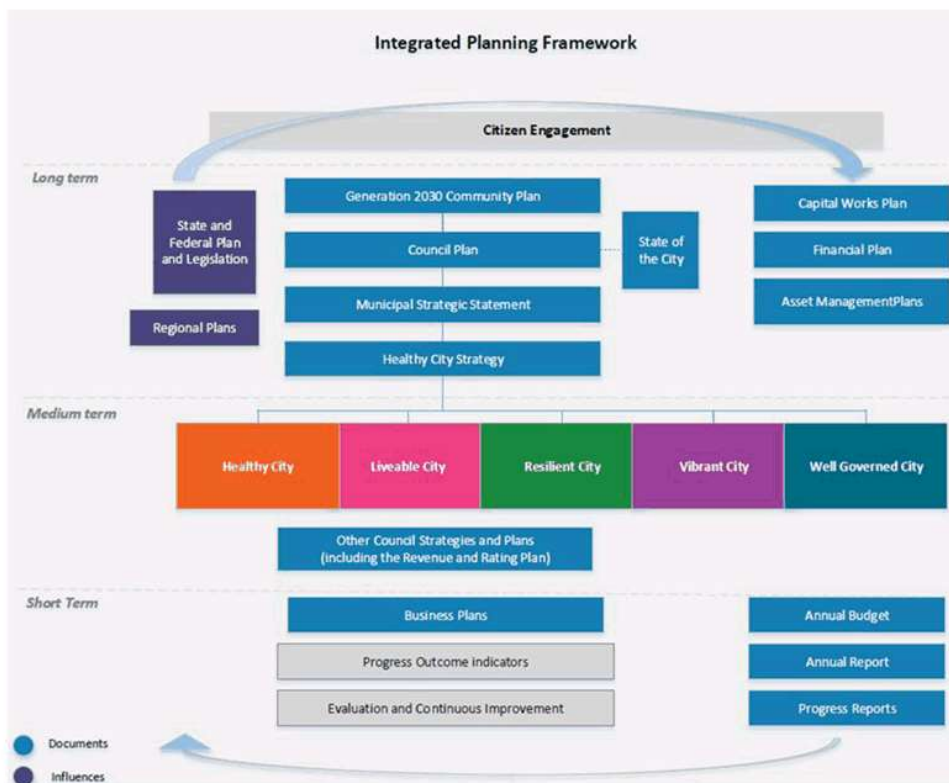
The diagram below describes how the Financial Plan links to the achievement of the Community Vision and the Council Plan within the Integrated Planning framework. This framework guides Council in identifying community needs and aspirations over the long term (Community Vision), medium term (Council Plan) and short term (Annual Budget) and then holding itself accountable (Annual Report).

The 10-Year Financial Plan is a rolling plan where the forecasts and assumptions are updated each year to ensure it is based on the most up to date information available to reflect current and predicted circumstances.

Council's 2021/22 Budget aligns with the 10-Year Financial Plan.

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

The 10-Year Financial Plan fits into Council’s overall Integrated Planning Framework as outlined below:



Community Engagement Principles

During 2020/21 Council undertook Deliberative Community Engagement processes to assist in developing several key Council documents including the Vision, Council Plan and 10-Year Financial Plan.

Community Survey

A Community Survey was undertaken in late 2020 and told us that our community places high importance on having a **well-governed Council that spends its money wisely** in the areas that matter most to the community.

Our community also expressed their need for Council to **be financially sustainable and spend within its budget, and to ensure we provide value for money for ratepayers**. This means spending money on essential services and infrastructure projects that deliver the most benefit to the community. We must also consider other priorities or initiatives that are valued by our community, and **balance several priority areas while ensuring that Council remains financially sustainable**.

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

Community Panel

A Community Panel was formed representing a cross-section of the Manningham community. Over 40 community members actively engaged in the Community Panel over four sessions in March 2021.

The Community Panel provided important feedback and input for Council in the development of this 10-Year Financial Plan. The Community Panel emphasised the importance of being a well-governed Council that is financially sustainable. The Community Panel also provided input on several revenue and funding strategies that helped shape the Financial Plan and also Council's Budget and Revenue and Rating Plan.

Some of the key feedback provided by the Community Panel on revenue and funding strategies to assist in ensuring ongoing financial sustainability are included in the table below.

Table 1: Feedback from the Community Panel on financially sustainable revenue and funding strategies

FUNDING STRATEGY	FEEDBACK
Government grants	Seek grants and advocate to other levels of government for funding
User Fees and Charges	Full user pays for commercial, but not for community use (Council to provide a subsidy or part-subsidy for community/not-for-profit or where benefit for the whole community can be demonstrated)
Commercial or not-for profit co-contributions / Partnerships for funding community infrastructure	Council to consider this where alignment can be demonstrated with community values
Charge rental income for tenants	Full charge for commercial tenants, subsidised for other tenants
Loan Borrowings	Council to consider loan borrowings as a source of funding if specific criteria are met (e.g. low interest rates, positive financial return, for major community infrastructure)
Asset Sales	Council to prioritise renewal of assets, rather than selling assets to fund major projects

Online community consultation via "Your Say Manningham"

During April 2021 Council ran a two week online consultation process on the Your Say Manningham webpage inviting our community to tell us their ideas for our 2021/22 Annual Budget and Revenue & Rating Plan. These ideas also helped inform the development of the 10-Year Financial Plan.

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

Objectives of the 10-Year Financial Plan

The objectives of the Financial Plan (not prioritised) are as follows:

- The achievement of a prudent balance between meeting the service needs of our community (both now and into the future) and maintaining Council's financial sustainability for future generations.
- An increased ability to fund both capital works in general and meet the asset renewal requirements as outlined in asset management planning.
- To maintain a sustainable Council in an environment of capped Council rate income and low increases in government grant funding.
- To ensure that Council has sufficient reserves to meet any future financial challenges that may arise.

Financial Management Principles of the 10-Year Financial Plan

The Plan is managed within a framework of Budget Principles and key financial indicators. These items are drawn together to provide a strategy for the long term sustainability of Council's operation.

The Strategic Budget Principles that underpin the Financial Plan are:

- A financially sustainable Council – improving financial sustainability to enable Council to respond to financial challenges now and into the future.
- Live within our means – do not spend more than we have or which will diminish Council's long term financial sustainability.
- Prioritised funding – align resources to Council Plan priorities and fund projects based on demonstrated need.
- A minimum of 33 per cent of rate funds applied to the capital works program.
- Allocate consistent funding for technology and innovation to enhance customer service and create efficiencies.
- Priority to funding capital expenditure on existing assets (renewal) before investing in new or expanded assets.
- Adherence to the projected State Government annual rate cap – not to seek a variation for a higher rate increase beyond the rate cap.
- Ongoing efficiencies with a focus on developing new revenue sources and containing costs in business operations.

In addition to the Strategic Budget Principles, a range of Operational Budget Principles are applied when developing budget forecasts. These include critical review of staffing positions, ongoing monitoring and review of all budget forecasts, zero based approach to consultants and legal expenses, pursuing new revenue sources including fees, charges, new initiatives based on approved business cases including whole of life costs, prioritise need and obtaining better financial returns on Council assets.

The key Financial Performance Indicators used to monitor together with the target range sought and forecast results are detailed in this Plan.

The Plan will be updated annually as part of each new budget process and at other times as circumstances require.

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

2. Financial Plan Context

This section describes the context and external / internal environment considerations in determining the 10-year financial projections and assumptions.

Forecast Financial Position

The 10 year projections forecast Council to be in a sound financial position with no debt, average operating surpluses of \$20.8 million (average underlying surpluses of \$9.2 million) and average net assets of \$2.3 billion. Cash and investments average \$70.1 million over the 10 years. This is a positive result as we emerge from the impact of COVID-19 and the associated State Government restrictions that impacted our Community and Council over 2019/20 and 2020/21.

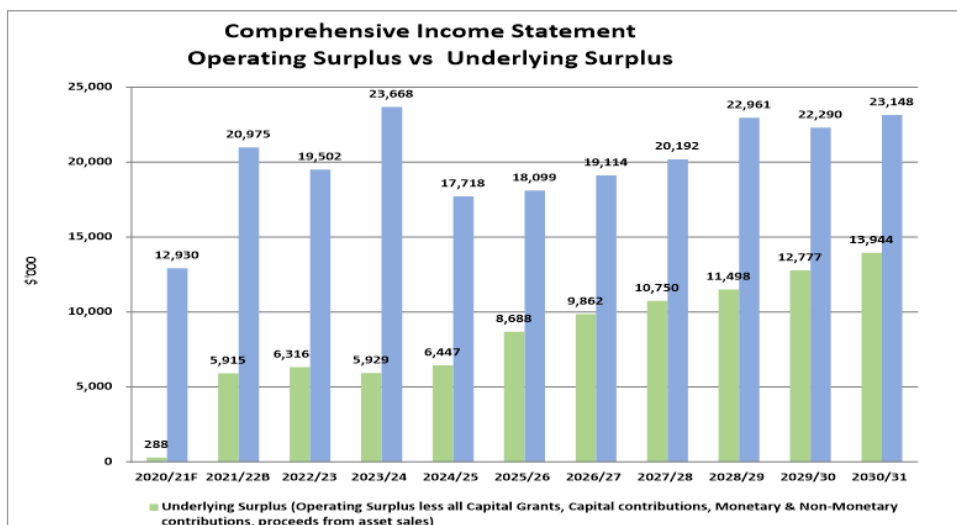
An important indicator of financial sustainability is the Underlying Result. This excludes capital income and developer contributions income (cash and non-cash) and proceeds from asset sales from the operating surplus. A positive underlying result is an indication of financial stability. A strong adjusted underlying surplus is required to fund Council's extensive capital works program and to ensure that it has sufficient reserves to meet financial challenges that may arise in the future.

Highlights of the 10-Year Financial Plan include:

- Rate rises in line with rate cap / forecast CPI
- A sustainable level of surpluses and cash holdings
- Responds to our community's aspirations
- \$1.52 Billion on service delivery over the 10 years.
- A \$0.54 Billion capital works program over the 10 years. The program averages \$54 million per annum over the next 10 years - a significant uplift on the historical average annual spend (average of \$40 million per annum for the previous four years)
- Increased ongoing funding for footpaths, drains, trees
- A \$44 million allocation for the development of major Community Facilities
- \$9 million for Waste Initiatives
- \$18 million to purchase property to increase the open space within the Municipality
- \$47 million for the open space improvement program
- \$5 million for strategic property acquisitions.

The graph and table on the following page outlines the improvement to key financial forecasts in the 10-Year Financial Plan. Unrestricted cash provides Council with additional financial capacity to react to changes in service demand, infrastructure priorities and unexpected economic and financial impacts (such as a pandemic).

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Financial Plan (\$'000)	Year1 21/22	Year2 22/23	Year3 23/24	Year4 24/25	Year5 25/26	Year6 26/27	Year7 27/28	Year8 28/29	Year9 29/30	Year10 30/31
Surplus for the year	20,975	19,502	23,668	17,718	18,099	19,114	20,192	22,961	22,290	23,148
Underlying Surplus for the year	5,915	6,316	5,929	6,447	8,688	9,862	10,750	11,498	12,777	13,944
Total cash & investments	78,968	74,028	66,649	63,124	64,121	68,835	65,627	65,191	73,078	81,122
Unrestricted cash & investments	19,670	16,725	14,188	14,129	14,608	15,193	16,256	16,666	17,713	19,256
Net assets	2,168,964	2,188,466	2,212,134	2,229,852	2,247,951	2,267,065	2,287,257	2,310,218	2,332,508	2,355,656

The Financial Challenge

The introduction of rate capping in the 2016/17 rating year by the State Government was a major change to the way that councils were able to raise rate revenue. For Manningham City Council rate revenue represents approximately 65% of our total revenue. The State Government rate cap will have a compounding impact on Council’s rate revenue in the order of approximately \$64 million over the next 10 years.

Strategies that Council has put in place to reduce the impact of the rate cap included a strategic review of the capital works program to focus on renewing existing assets before expenditure on new assets, holding the level of rate revenue applied to capital works at 33% of rate revenue (plus grants and other external sources), a major focus on achieving efficiencies and new revenue streams in Council service units, strong cost control on existing budgets and improving recurring income generated from Council assets.

Council is focused on achieving operational efficiencies and savings and alternative sources of revenue as an ongoing part of Council’s budget process.

The second key financial challenge facing Council is the need to renew existing and ageing infrastructure and at the same time invest in new infrastructure assets such as road improvements, drainage upgrades, better parks and recreational and community assets and establishing footpaths and kerb and channel in

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metropolitan areas where none currently exist. Council's capital works plan allocates money to these activities on a prioritised basis.

A further financial challenge comes from increased demand (and change in the service mix) arising from a growing and more diverse population. A growing population leads to increased service demand, placing a greater load on existing services and assets, resulting in more wear and tear and adding to the cost of service provision.

In summary, from a financial perspective Council has the same dilemma as most individuals - it has a limited budget yet many and competing demands on where to allocate its scarce resources.

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Financial Policy Statements

This section defines the measures that demonstrates Council's financial sustainability in order to fund the aspirations of the Community Vision and the Council Plan.

The Strategic Budget Principles that underpin the Financial Plan (referred to under the 'Financial Management Principles of the 10-Year Financial Plan' section) are detailed below.

All indicators below are projected to be in line with or to exceed the target.

Strategic Budget Principles Measures

Strategic Budget Principles											
Measure	Target	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31
Improving Financial Sustainability; Live within our means; Prioritised funding aligned to Council Plan; Ongoing efficiencies with a focus on developing new revenue sources and containing costs											
Consistent adjusted underlying surplus results: Adjusted underlying result (adjusted underlying surplus/adjusted underlying revenue) indicator greater than 5%	> 5%	5.6%	5.5%	5.4%	5.4%	6.7%	7.1%	7.5%	7.6%	8.2%	8.4%
Ensure Council maintains sufficient working capital to meet its debt obligations as they fall due: Current Assets / Current Liabilities greater than 100%	> 100%	151.6%	147.0%	137.8%	128.1%	126.6%	132.0%	123.1%	120.2%	130.8%	140.6%
Minimum of 33% of rate funds applied to the capital works program											
Council generates sufficient revenue from rates to ensure consistent funding for capital works: % of Rate Revenue allocated to Capital Works program	33%	39.8%	34.1%	33.9%	33.9%	33.5%	33.5%	33.5%	33.5%	33.5%	33.5%
Priority to funding capital expenditure on existing assets (renewal) before investing in new or expanded assets											
Allocate adequate funds towards renewal capital in order to replace assets and infrastructure as they reach the end of their service life: Asset renewal and upgrade expenses / Depreciation above 100%	> 100%	144.0%	123.6%	122.4%	111.5%	116.3%	115.6%	114.6%	117.3%	117.7%	117.4%
Consistent funding for technology and innovation to enhance customer service and create efficiencies											
% of Rate Revenue allocated to technology & transformation capital works projects		5%	4%	3%	2%	4%	4%	4%	4%	4%	4%
Adherence to the projected State Government annual rate cap											
Average general rate increase	At projected rate cap / CPI	1.50%	1.75%	2.00%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
		√	√	√	√	√	√	√	√	√	√

There are a number of other key financial performance indicators that Council also sets as part of the 10 Year Financial Plan. These can be found in Section 3 'Key Financial Performance Indicators'.

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Income and Expenditure Assumptions

CPI forecasts

The Financial Plan forecasts CPI over the 10 year period. The CPI forecast takes into account a number of sources including the Victorian Department of Treasury and Finance medium term forecasts and is then extrapolated over the 10 year period.

Financial Plan	Year1 21/22	Year2 22/23	Year3 23/24	Year4 24/25	Year5 25/26	Year6 26/27	Year7 27/28	Year8 28/29	Year9 29/30	Year10 30/21
CPI Forecast	1.5%	1.75%	2.0%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%

Income Assumptions

In line with the Local Government Act 2020, Council has developed a Revenue and Rating Plan which covers a four year period 2021/22 to 2024/25. The Revenue and Rating Plan establishes the revenue raising framework within which Council proposes to work and is interlinked with Council's 10 year financial plan as per the Integrated Planning Framework.

The Revenue and Rating Plan explains how Council calculates the revenue needed to fund its activities and how it will apportion the funding burden between ratepayers and other Council facilities and services users.

In particular, the Revenue and Rating Plan sets out the decisions that Council has made concerning the rating options available to it under the Local Government Act 2020 to ensure the fair and equitable distribution of rates across property owners. It also sets out the principles that are used in decision making for other revenue sources such as fees and charges.

Refer to Council's "Revenue and Rating Plan 2021/22 to 2024/25" for further details.

Rates and Waste Service Charges

In the 2016/17 financial year the Victorian State Government introduced rate capping for all councils. Under the legislation councils cannot exceed the average annual rate increase above a predetermined percentage (the rate cap) without approval from the Minister for Local Government.

The rate cap for the last five years:

Year	Rate Cap
2016/17	2.50%
2017/18	2.00%
2018/19	2.25%
2019/20	2.50%
2020/21	2.00%

The 10-Year Financial Plan forecasts are based on Council complying with the projected annual rate cap as detailed in the following table. Note that the Minister for Local Government announces the actual rate cap in December of the preceding year.

Financial Plan	Year1 21/22	Year2 22/23	Year3 23/24	Year4 24/25	Year5 25/26	Year6 26/27	Year7 27/28	Year8 28/29	Year9 29/30	Year10 30/31
Predicted Rate Cap	1.50% (Actual cap)	1.75%	2.00%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%

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The 10-Year Financial Plan is in line with Council's Revenue and Rating Plan 2021/22 to 2024/25 and 2021/22 Budget. These documents detail Council's approach to Rates and Waste Service Charges.

Key principles:

- Single (uniform) rate for all property types – ie no differential rates
- Rate rises in line with the rate cap
- No Municipal Charge
- Waste Service Charges based on full cost recovery.

The Plan is based on an assumption that growth will continue in Manningham with regards to property numbers, but will return to more moderate levels in the medium term. This level of growth will continue to assist Council offset lower increases in rate revenue resulting from the rate cap. The additional rate income derived from the property growth is used to fund services and infrastructure for new residents and 33% of all rate revenue is used to fund the capital program.

Financial Plan	Year1	Year2	Year3	Year4	Year5	Year6	Year7	Year8	Year9	Year10
	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31
Total property numbers at start of financial year	52,319	52,883	53,385	53,846	54,223	54,603	54,985	55,370	55,758	56,148
Increase in properties during financial year (supplementary)	564	502	461	377	380	382	385	388	390	393
Supplementary rate income	\$0.6m	\$0.6m	\$0.6m	\$0.6m	\$0.6m	\$0.6m	\$0.6m	\$0.6m	\$0.7m	\$0.7m

Waste service charge

Council has declared a service charge under section 162 of the Local Government Act for the collection and disposal of refuse for well over 15 years.

The service charge is based on the actual cost of delivering the waste service (i.e. cost recovery) with the following refuse related services included:

- Kerbside general waste, green waste and recycling collection;
- Kerbside hard waste collection;
- Litter collection and disposal; and
- Street cleaning.

Rate payers may vary the waste service that they receive and this will also vary the amount of the waste service charge. The cost to rate payers of a standard kerbside waste service for 2021/22 will increase by 13.5%. This is an increase from \$263.50 to \$299.00. This is primarily due to a significant increase in the State Govt landfill levy of over 60% (\$40 per tonne) from \$65.90 to \$105.90 per tonne of waste disposed in landfill from 1 July 2021. This State Government landfill levy (which is charged to Council) is expected to increase by a further \$20 per tonne in 2022/23.

Forward forecasts of the waste service charge take into account predicted changes to tonnages of waste collected, increases to State Government landfill levy and tipping charges, general contractor increases allowed under the contract for fuel, CPI etc, plus predicted costs related to changes in the way that waste may be collected and disposed of in the future.

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The following table details the predicted percentage increase of the waste service charge:

Financial Plan	Year1	Year2	Year3	Year4	Year5	Year6	Year7	Year8	Year9	Year10
	21/22 *	22/23 *	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31
Waste Charge	13.50%	9.00%	3.50%	3.00%	2.50%	2.50%	3.00%	3.00%	3.00%	3.50%

* The increase of 13.5% in 2021/22 and 9.0% in 2022/23 is due to the significant increase in costs to Council in the State Government landfill levy and a large increase in gate fees charged to Council. The State Government landfill levy is increasing by 60% in 2021/22 and 30% in 2022/23.

In the event that the amount collected under Council's waste service charge exceeds the cost of the waste service in any year, the surplus is transferred into a cash backed reserve and is shown as restricted in its use (only to be used for waste related activities).

Waste charges are excluded from the rate cap assessment.

Grants

Council recognises the importance of actively pursuing and maintaining grant funding. Generally any matching funds required from Council for non-recurrent grants are sourced from the existing budget levels or through internal reserves.

Aged and disability service grants are estimated at \$6.1 million for 2021/22 and represent 52% of Council's total operating grant income. With the introduction of the National Disability Income Support scheme, the level of grant funding to Council for aged care services is decreasing.

Financial Assistance Grants (the distribution of GST receipts to the States by the Federal Government) represent a further \$2.8 million or 24% of total operating grants, though Council is on a minimum grant under this scheme, which means that grant income is unlikely to increase significantly in the future.

Grants to fund Family Services including Children Services and Maternal and Child Health are estimated at \$1.7 million or 15% of total operating grants.

The level of capital grants are determined based on the nature and level of projects included in the Capital Works Program, and vary widely.

For the life of this plan, it has been assumed that recurrent specific purpose grant funding will increase by the forecast CPI.

User Fees and Charges

User fees and charges assist Council to offset the cost of some service delivery directly with the user rather than funding through rate income.

Revenue raised from Council's fees and charges for the provision of services and the use of facilities can be divided into two categories:

- a) Statutory and Regulatory Fees and Charges - which are set by regulation or another authority (e.g. Development Application fees) and which Council has no discretion to increase; and
- b) Other Fees and Charges - which are set by Council and which Council has the discretion to increase.

The factors that determine Council's user fees and charges pricing principles are equity, user-pays, cost recovery and market rates. As a general guide, user fees and charges are escalated in the 10-Year Financial Plan by forecast CPI which assists in offsetting the cost increases to Council for the provision of these services.

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Interest Income

Surplus funds are invested in line with Council's Investment Policy. Interest income is based on predicted cash flows, cash balance and investment returns. The interest rate returns are predicted to remain low given the current climate.

Financial Plan	Year1	Year2	Year3	Year4	Year5	Year6	Year7	Year8	Year9	Year10
	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31
Interest rate returns	0.45%	0.60%	0.75%	1.00%	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%

Developer Income

Council receives income from developers for two main purposes:

- To improve open space and recreation (public open space contributions); and
- To improve the infrastructure and amenity of the municipality (developer contributions plans).

In 2017/18 Council introduced a revised open space contributions scheme. Revenue from this scheme enables Council to deliver a range of capital projects and land acquisitions to improve recreation and open space outcomes for our community.

Council currently has a Doncaster Hill developer contributions plan which is due to expire within the next few years. Council is considering the introduction of a municipality wide developer contributions plan (DCP). The current 10-Year Financial Plan does not include revenue or expenditure associated with a municipality wide DCP. Should such a plan proceed and be approved by the State Government, the 10-Year Financial Plan will be updated accordingly.

Financial Plan (\$'000)	Year1	Year2	Year3	Year4	Year5	Year6	Year7	Year8	Year9	Year10
	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31
Public Open Space (Resort & recreation) income	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300	6,300
Doncaster Hill (DCP) income	-	117	587	-	-	-	-	-	-	-

Sale of assets

Each year, Council replaces a range of vehicles and items of plant as part of a planned and ongoing replacement program. This is governed through Council's asset management strategies.

There is no projected sale of property assets during the life of the Plan.

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Expenditure Assumptions

Employee Costs

Council provides services to the community by a combination of employees and through contracted service providers. Employee costs are one of the largest expenditure items which represent approximately 42% of total expenses.

Total employee costs are a combination of direct wages and salaries, overheads that include workers compensation, superannuation, training and advertising and agency staff on temporary assignments.

Whilst maintaining the current staffing levels, total employment costs are forecast to increase by an average of 2.1% per annum over the life of the Plan (taking into account such factors as Award increases, salary step increases as a result of performance appraisals and planned superannuation guarantee increases).

Annual employee costs as a proportion of annual total expenses are expected to slightly decrease over the 10 year period. Full Time Equivalent (FTE) employee levels are forecast to remain constant over the 10 years.

No allowance has been made for the impact of increased service demand arising from population growth or the change in dwelling growth on the employee cost budget.

Materials, services and contracts

With the exception of waste disposal costs, including a significant rise in the State Government landfill levy and gate fee charged to Council in 2021/22 and 2022/23, it has been assumed that the costs of materials and contractors will increase in line with the forecast CPI.

Utility Costs

Council is actively investing in projects to improve the energy efficiency of its buildings, street lights and other assets. These strategies have a positive impact on the environment through reduced demand for energy and also help mitigate price increases for energy.

Council also seeks competitive tenders as a way of stabilising cost increases, and is actively seeking collaborative procurement opportunities with other Councils as a further way of achieving efficiencies and better cost outcomes.

The 10-Year Financial Plan assumptions for energy costs is based on a net 5.0% increase per annum in the energy budget.

Depreciation & amortisation

The monetary value of an asset decreases over time due to use, wear and tear or obsolescence. This decrease is measured as depreciation.

Depreciation & amortisation of Council's infrastructure, intangible (software) and right of use of assets is determined from information contained within their various asset management plans and strategies. The projections of depreciation in the 10-Year Financial Plan is based on the ten year Capital Works Program.

It is critical that Council continues to renew existing assets in the capital works program, as failure to do so may reduce the service potential of assets and increase whole of life costs.

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Financial Plan (\$'000)	Year1 21/22	Year2 22/23	Year3 23/24	Year4 24/25	Year5 25/26	Year6 26/27	Year7 27/28	Year8 28/29	Year9 29/30	Year10 30/31
Depreciation	24,786	25,895	26,851	27,734	28,560	29,431	30,109	30,894	31,640	32,354
Amortisation	3,506	3,806	3,960	3,894	2,930	2,997	3,172	3,266	3,655	4,115

Community grants and contributions

Community grants are provided to a wide range of community groups to support community development programs throughout the municipality. Council's library service is operated by the Whitehorse Manningham Regional Library Corporation and is budgeted within community grants. Community grants are projected to increase by CPI over the life of the Plan.

Financial Plan (\$'000)	Year1 21/22	Year2 22/23	Year3 23/24	Year4 24/25	Year5 25/26	Year6 26/27	Year7 27/28	Year8 28/29	Year9 29/30	Year10 30/31
Library	4,100	4,000	4,100	4,200	4,300	4,400	4,600	4,700	4,800	4,900
Other community grants	1,100	1,100	1,100	1,100	1,200	1,200	1,200	1,300	1,300	1,300

Other expenses

Other expenses relate to a range of costs incurred to support the wide range of community services delivered by Council. These include insurances, advertising, legal, telephone, software licences & support, bank charges, postage, specialist advice (consultants) and many other expenses.

Other expenses are generally forecast to increase by CPI, other than legal and consultants which are zero based.

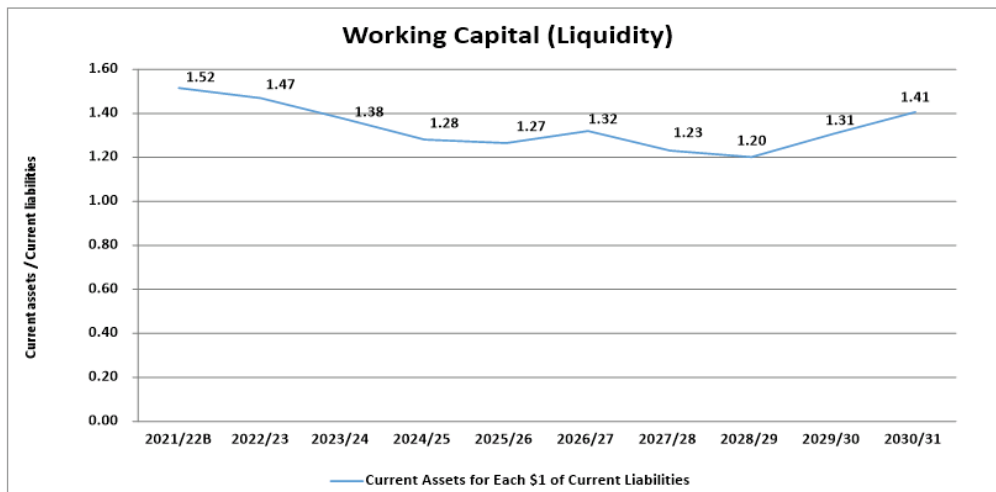
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Balance Sheet Assumptions

Sustainable Working Capital

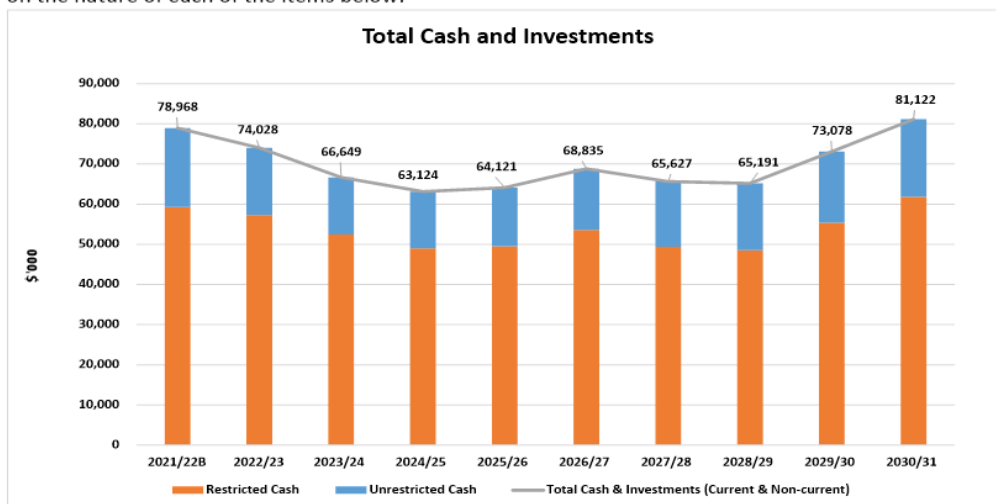
A key objective of Council is the Plan is to develop an increased ability to fund both the Capital Works Program and operational services, while maintaining long term financial sustainability and have the capacity to respond to changes in financial circumstances as they arise.

The 10-Year Financial Plan shows a steady Balance Sheet, and a sustainable level of cash and investments. This has been achieved without reductions to services or the capital program. A key outcome is healthy long term financial sustainability ratios and an established capacity to respond to unfavourable changes in financial circumstances as they arise without having to compromise services or the capital program.



Cash backed Reserves and Uncommitted Cash

While Council has significant total cash and investment balances, a major proportion of these balances are either not Council’s money (ie trust funds and refundable deposits) or have restrictions on how the funds can be used. Refer to the Reserves and other restricted cash Strategy in Section 4 for further details on the nature of each of the items below.



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The following table details how Council's cash balances are allocated:

Financial Plan (\$'000)	Year1 21/22	Year2 22/23	Year3 23/24	Year4 24/25	Year5 25/26	Year6 26/27	Year7 27/28	Year8 28/29	Year9 29/30	Year10 30/31
Total cash & investments	78,968	74,028	66,649	63,124	64,121	68,835	65,627	65,191	73,078	81,122
<u>Restrictions</u>										
Open Space Reserve (Improvements)	5,269	5,320	6,266	8,706	7,259	6,943	6,828	7,559	8,540	8,603
Open Space Reserve (Land acquisition)	5,765	5,755	5,245	5,580	5,910	6,240	6,470	6,700	6,920	7,130
Doncaster Hill DCP Reserve	1,430	1,547	2,134	1,521	1,521	1,521	1,521	1,521	1,521	1,521
Waste Initiatives Fund	8,623	4,102	4,057	1,984	48	0	0	0	0	0
Trust funds & deposits	13,385	13,385	13,385	13,385	13,385	13,385	13,385	13,385	13,385	13,385
<u>Intended use</u>										
Strategic Fund	14,468	16,626	10,590	6,814	10,158	14,089	9,464	7,413	12,801	18,773
Long Service Leave	9,826	10,036	10,252	10,474	10,700	10,933	11,171	11,415	11,666	11,922
Manningham Recreation Association Contribution	532	532	532	532	532	532	532	532	532	532
Total restrictions	59,298	57,303	52,462	48,995	49,513	53,642	49,371	48,525	55,365	61,866
Unrestricted cash/investments	19,670	16,725	14,188	14,129	14,608	15,193	16,256	16,666	17,713	19,256

Capital Program

Information from Asset Management Plans inform Council's capital expenditure priorities. As part of the preparation of this Plan, the cost of renewing existing assets has been prioritised over capital expenditure on new or expanded assets. Council has established a renewal ratio of greater than 1.0, indicating that for every dollar of depreciation (an expense approximating the value of an asset "used up" during the year), at least one dollar is spent on renewing existing assets.

The \$0.54 billion 10 year Capital Works Program provides for significant investment in new and expanded assets to service a growing municipality in addition to a sustained level of investment in renewal and maintenance of over \$2 billion of community assets. The program averages \$54 million per annum over the next 10 years. This is a significant uplift on the historical average annual spend (average of \$40 million per annum for the previous four years).

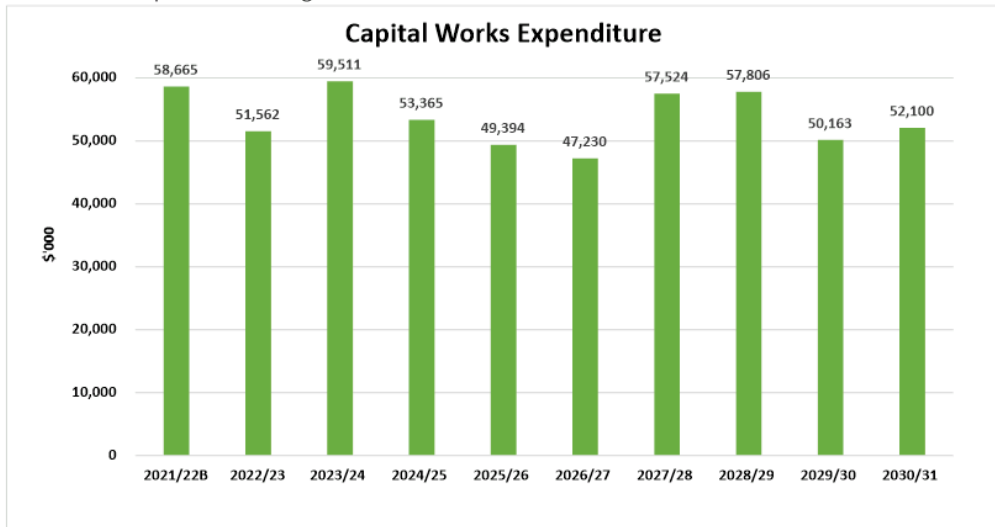
The 10 year program allocates increased ongoing funding for footpaths, drains, trees and roads in particular and includes an allocation of \$44 million for the development of major Community Facilities, \$18 million to purchase property to create open space, \$47 million for the open space improvement program and \$5 million for strategic property acquisitions.

Expenditure on new and expanded assets is driven by a number of regular programs derived from Strategies and Plans. These include new local footpaths, pavilion expansions, improved and new sporting and community facilities, road upgrades, improved drainage and open space enhancements.

The creation of new or expanded assets also create an additional maintenance requirement of approximately 1% per annum going forward.

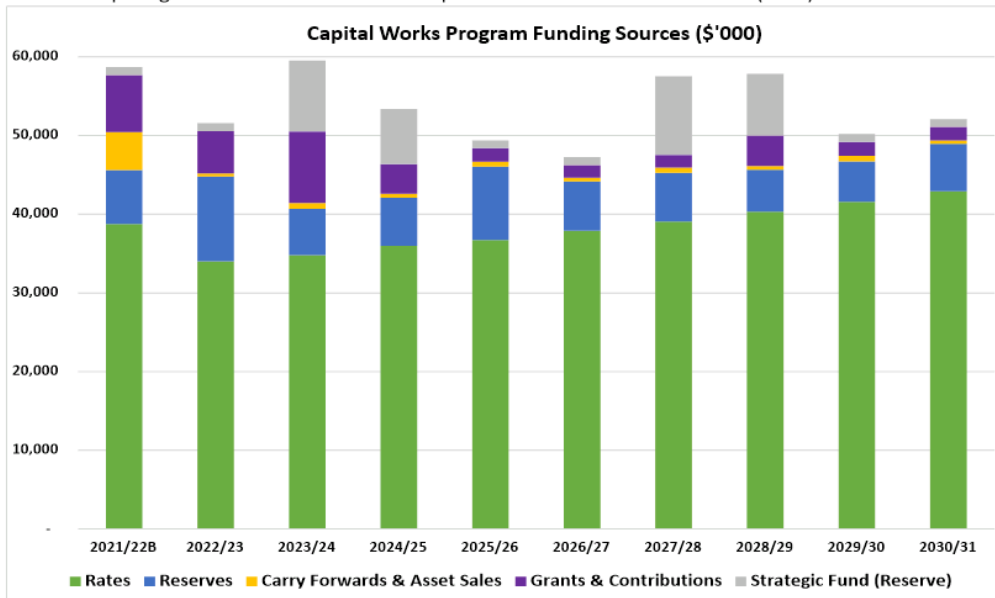
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The forecast Capital Works Program is outlined below:



Financial Plan (\$'000)	Year1 21/22	Year2 22/23	Year3 23/24	Year4 24/25	Year5 25/26	Year6 26/27	Year7 27/28	Year8 28/29	Year9 29/30	Year10 30/31
Asset renewal	25,537	21,621	23,904	23,681	25,801	26,212	26,809	28,467	30,461	30,455
Asset Upgrade	10,157	10,388	8,954	7,254	7,415	7,821	7,691	7,762	6,770	7,521
New assets	20,919	18,001	25,207	21,212	15,213	12,179	21,459	20,210	11,781	12,680
Asset expansion	2,052	1,552	1,446	1,218	965	1,018	1,565	1,367	1,151	1,444
Total capital program	58,665	51,562	59,511	53,365	49,394	47,230	57,524	57,806	50,163	52,100

The Capital Works Program funding sources comprise a mix of rate revenue, council cash reserves, external capital grants and contributions and proceeds from the sale of assets (fleet):



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3. Key Financial Performance Indicators

The key Financial Performance Indicators and their target range are detailed in Table One below. Two sets of indicators are reviewed – one related to the Local Government Performance Reporting Framework as mandated in legislation, and a further set by the Victorian Auditor-General's Office (not mandatory but these results are reported to Parliament).

The forecast results after applying all assumptions in the 10-Year Financial Plan are shown in Table 2.

Table One: Key Performance Indicators

Indicator	Description	LGPRF Expected Range	VAGO target for Low risk
Adjusted Underlying Result	An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. A positive result indicates a surplus. <u>Adjusted underlying surplus</u> Adjusted underlying revenue	-20% to 20%	More than 5%
Working capital	To assess Council's ability to meet current commitments. A percentage higher than 100% means that there is more cash and liquid assets than short term liabilities and council is in a strong position. <u>Current assets</u> Current liabilities	100% to 400%	More than 100%
Unrestricted Cash	Cash and cash equivalents held by Council are restricted in part and not fully available for Council's operations. This indicator assesses Council's freely available cash level (and relates to cash on hand or short term investments with a term of 90 days or less only). <u>Unrestricted cash</u> Current liabilities	10% to 300%	n/a
Loans and Borrowings	Total interest bearing loans and borrowings as a proportion of rate revenue. <u>Interest bearing loans and borrowings</u> Rate Revenue	0% to 60%	n/a
Loans and Borrowings	To identify Council's debt redemption strategy in relation to the revenue it raises. Debt redemption includes loan or borrowings principal and interest as a percentage of rate revenue. (Council fully repaid its loan borrowings in November 2019 and is expected to remain debt free throughout the ten year period). <u>Interest & Principal Repayments on interest bearing loans and borrowings</u> Rate Revenue	0% to 20%	n/a
Indebtedness	Lower proportion of non-current liabilities suggests greater capacity to meet long-term obligations. Non-current liabilities / own source revenue	2% to 70%	Less than 40%
Asset Renewal and Upgrade	Assessment of whether assets are renewed or upgraded as planned. <u>Asset renewal and asset upgrade expenditure</u> Depreciation Greater than 100% indicates that Council is maintaining its existing assets and there is a lesser risk of insufficient spending on its asset base.	40% to 130%	More than 100%

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Rates concentration	Stability measure - Rate revenue as a proportion of total revenue. This includes rates and waste service charge income. Rate revenue / adjusted underlying revenue	Positive movement	n/a
Rates effort	Stability measure - Rate revenue as a proportion of overall property values. This includes rates and waste service charge income. Total rate revenue / no. of property assessments	Positive movement	n/a
Expenditure level	Efficiency measure - Average expenditure per property in the Municipality Total expenses/ no. of property assessments	Positive movement	n/a
Revenue level	Efficiency measure - Rate revenue per property in the Municipality Total rate revenue / no. of property assessments	Positive movement	n/a
Self-Financing	Indicates reliance on debt to fund capital programs. <u>Net operating cash flows</u> Net capital expenditure	n/a	More than 100%
Capital Replacement	Measures the replacement of assets is consistent with their consumption. <u>Capital expenditure</u> Depreciation	n/a	More than 150%

Key Performance Indicator Achievement

The Plan forecasts a strong performance with the majority of financial indicators exceeding their target. Overall results indicate that a “Low” Financial Sustainability Risk will be maintained as determined by the Victorian Auditor General. This is an important independent assessment of Council’s financial position.

Table Two: Projected Financial Performance Indicator outcomes

Indicator	Measure	Target	Forecast											Trend
			2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	
Operating position														
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	> 5%	1.72%	5.57%	5.54%	5.38%	5.38%	6.70%	7.11%	7.52%	7.60%	8.21%	8.41%	+
Liquidity														
Working Capital	Current assets / current liabilities	> 100%	165.16%	151.61%	146.98%	137.78%	128.13%	126.57%	132.02%	123.12%	120.18%	130.77%	140.83%	o
Unrestricted cash	Unrestricted cash / current liabilities	> 10%	26.22%	33.45%	33.39%	18.78%	11.72%	18.66%	26.46%	20.08%	17.35%	27.80%	39.39%	o
Obligations														
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	< 60%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	o
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue	< 20%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	o
Indebtedness	Non-current liabilities / own source revenue	< 40%	2.80%	2.41%	2.09%	1.89%	1.70%	1.53%	1.37%	1.21%	1.06%	0.91%	0.81%	+
Asset renewal	Asset renewal and upgrade expense / Asset depreciation	> 100%	121.27%	144.01%	123.61%	122.37%	111.54%	116.30%	115.64%	114.58%	117.27%	117.67%	117.38%	o
Stability														
Rates concentration	Rate revenue / adjusted underlying revenue	Stable / ↑	80.22%	80.75%	80.76%	80.87%	80.80%	80.83%	80.83%	80.92%	80.95%	81.06%	81.20%	o
Rates effort	Rate revenue / CMV of rateable properties in the municipality	Stable / ↑	0.19%	0.20%	0.21%	0.21%	0.22%	0.22%	0.23%	0.23%	0.24%	0.25%	0.25%	o
Efficiency														
Expenditure level	Total expenses/ no. of property assessments	Stable / ↑	\$2,564	\$2,543	\$2,607	\$2,661	\$2,728	\$2,757	\$2,814	\$2,870	\$2,941	\$2,993	\$3,080	+
Revenue level	Total rate revenue / no. of property assessments	Stable / ↑	\$1,814	\$1,860	\$1,888	\$1,923	\$1,968	\$2,017	\$2,068	\$2,119	\$2,172	\$2,227	\$2,282	+
Other indicators (VAGO)														
Self-Financing	Net operating cash flows / Net capital expenditure	> 100%	103.53%	85.73%	91.01%	88.02%	93.76%	102.44%	110.49%	94.69%	99.57%	116.34%	115.94%	o
Capital Replacement	Capital expenditure / Depreciation	> 150%	178.25%	224.46%	185.34%	212.99%	184.96%	159.83%	147.46%	178.80%	174.29%	145.86%	148.85%	o

Key to Forecast Trend:

- + Forecasts improvement in Council’s financial performance/financial position indicator
- o Forecasts that Council’s financial performance/financial position indicator will be steady
- Forecasts deterioration in Council’s financial performance/financial position indicator

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4. Other Strategies and Principles

Loan Borrowing Strategy and Principles

Whilst not a source of income, loan borrowings can be an important cash management tool in appropriate circumstances. Loan borrowings can be a major source of funding for significant infrastructure projects that will provide benefits for future generations. This is known as 'inter-generational equity' - where future debt repayments are matched with future benefits derived from the infrastructure developed.

Loans can only be approved by council resolution.

Council has a Loan Borrowing Strategy and Principles, which provides for loan borrowings based on the following principles:

1. Financial performance indicator ratios relating to debt must be within the Local Government Performance Reporting Framework expected band and within the Victorian Auditor General low risk rating.
2. Loan duration not to exceed the lesser of 10 years or life of asset
3. Loans only for otherwise fully funded Capital projects
4. Priority for projects with above loan repayment returns
5. Loan duration to match cash flows in the funded Capital Works Program
6. Where an interest only loan is entered into then an amount equivalent to the annual principal repayment will be provided into a cash backed reserve
7. Council will not take loans for investment in arbitrage schemes
8. Council will secure its loan funds through competitive tendering
9. No borrowings for operating expenses
10. Loan redemption payments and debt serving costs are to be included in Council's annual budget and 10 year Financial Strategy
11. Drawdown and repayment timing to minimise costs.

Current and projected loan borrowings position

Council is currently debt free with previous loan borrowings being fully repaid in 2019/20. While Council has the option of sourcing loan borrowings to help fund the Capital Works Program in the future, the 10-Year Financial Plan does not forecast any loan borrowings.

Loan Borrowings	Forecast 20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	30/31
Opening balance	0	0	0	0	0	0	0	0	0	0	0
Plus New loans	0	0	0	0	0	0	0	0	0	0	0
Less Principal repayment	0	0	0	0	0	0	0	0	0	0	0
Closing balance	0	0	0	0	0	0	0	0	0	0	0
Interest payment	0	0	0	0	0	0	0	0	0	0	0

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Reserves and other restricted cash Strategy and Principles

Reserves are funds that have been set aside and act as a future funding source for specific purposes. These reserve funds do not have bank accounts of their own but are a theoretical split up of the cash that Council has on hand.

Statutory Reserves:

The usage of these funds is governed by legislation (or other legal requirements) and are not available for other purposes. Statutory Reserves include the Open Space Reserve and the Doncaster Hill Developer Contributions Reserve.

Other restricted cash:

Council receives refundable deposits and other trust funds. This includes contractor deposits, landscape bond, bonds for the hire of Council facilities and other work bonds. In addition, other restricted cash includes the Waste Initiative Fund which is set aside for waste and recycling related capital works projects.

Intended use of cash:

This includes cash set aside for specific future purposes by Council which is not subject to any external restriction or legislative requirements.

This includes:

- Council has created a Strategic Fund to create the capacity for Council to engage in strategic property acquisition and development opportunities, major community infrastructure development opportunities and for other one-off specific purposes in the future where required.
- The projected long service leave liability has been set aside to ensure that council has the capacity to pay long service leave to employees when taken or upon departure.
- Contributions from the Manningham Recreation Association have been set aside for future specific use tied to the contributions received.

Section 2 'Cash backed Reserves and Uncommitted Cash' provides 10 year forecasts for each of these items.

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5. Financial Plan Statements

10-Year Financial Plan Projections – Comprehensive Income Statement

	Forecast / Actual										
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income											
Rates and charges	109,520	113,818	117,914	121,470	125,489	129,542	133,723	138,138	142,701	147,412	152,393
Statutory fees and fines	2,983	4,162	3,725	3,765	4,001	3,949	4,046	4,145	4,402	4,354	4,466
User fees	6,083	9,049	10,393	10,604	10,867	11,146	11,421	11,705	12,000	12,303	12,607
Grants - Operating	14,105	11,711	11,705	11,872	12,068	12,274	12,479	12,689	12,903	13,121	13,344
Grants - Capital	4,032	7,160	5,328	9,031	3,392	1,392	1,392	1,392	3,592	1,392	1,392
Contributions - monetary	7,008	6,319	6,437	6,907	6,321	6,321	6,322	6,322	6,323	6,323	6,324
Contributions - non-monetary	1,000	1,058	1,058	1,058	1,058	1,058	1,058	1,058	1,058	1,058	1,058
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	211	133	93	183	120	160	120	170	120	180	110
Share of net profits/(losses) of associates	-	-	-	-	-	-	-	-	-	-	-
Other income	2,166	673	771	895	1,348	1,771	2,227	2,444	2,746	3,079	3,342
Total income	147,108	154,083	157,424	165,785	164,664	167,613	172,788	178,063	185,845	189,222	195,036
Expenses											
Employee costs	57,211	56,260	57,459	58,802	60,408	62,069	63,454	64,870	66,315	67,798	69,310
Materials and services	32,864	32,438	34,322	35,746	37,723	38,467	39,874	41,360	43,473	44,557	46,349
Depreciation	23,873	24,786	25,895	26,851	27,734	28,560	29,431	30,109	30,894	31,640	32,354
Amortisation - intangible assets	2,682	3,189	3,501	3,655	3,693	2,764	2,831	3,006	3,100	3,489	3,949
Amortisation - right of use assets	421	317	305	305	201	166	166	166	166	166	166
Bad and doubtful debts	-	-	-	-	-	-	-	-	-	-	-
Borrowing costs	-	-	-	-	-	-	-	-	-	-	-
Finance Costs - leases	57	48	42	35	29	25	21	17	13	9	5
Other expenses	17,070	16,070	16,398	16,723	17,158	17,463	17,897	18,343	18,923	19,273	19,755
Total expenses	134,178	133,108	137,922	142,117	146,946	149,514	153,674	157,871	162,884	166,932	171,888
Surplus/(deficit) for the year	12,930	20,975	19,502	23,668	17,718	18,099	19,114	20,192	22,961	22,290	23,148
Other comprehensive income											
Items that will not be reclassified to surplus or deficit in future periods											
Net asset revaluation increment /(decrement)	-	-	-	-	-	-	-	-	-	-	-
Share of other comprehensive income of associates	-	-	-	-	-	-	-	-	-	-	-
Items that may be reclassified to surplus or deficit in future periods											
Total comprehensive result	12,930	20,975	19,502	23,668	17,718	18,099	19,114	20,192	22,961	22,290	23,148

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10-Year Financial Plan Projections – Balance Sheet

	Forecast / Actual										
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Assets											
Current assets											
Cash and cash equivalents	54,617	53,968	49,028	41,649	38,124	39,121	43,835	40,627	40,191	48,078	56,122
Trade and other receivables	11,648	10,574	10,493	10,605	10,601	10,472	10,671	10,878	11,092	11,314	11,546
Other financial assets	25,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Other assets	1,410	1,410	1,410	1,410	1,410	1,410	1,410	1,410	1,410	1,410	1,410
Total current assets	92,675	85,952	80,931	73,664	70,135	71,003	75,916	72,915	72,693	80,802	89,078
Non-current assets											
Trade and other receivables	55	55	55	55	55	55	55	55	55	55	55
Other financial assets	8,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Investments in associates, joint arrangement and subsidiaries	2,526	2,526	2,526	2,526	2,526	2,526	2,526	2,526	2,526	2,526	2,526
Property, infrastructure, plant & equipment	2,097,099	2,128,563	2,151,392	2,182,169	2,206,346	2,223,892	2,238,495	2,262,651	2,286,223	2,301,170	2,317,579
Right-of-use assets	2,232	1,915	1,610	1,305	1,106	940	774	608	442	276	110
Intangible assets	4,896	4,732	4,798	3,463	1,839	2,878	3,877	4,621	5,481	5,997	6,053
Total non-current assets	2,114,808	2,142,791	2,165,381	2,194,518	2,216,872	2,235,291	2,250,727	2,275,461	2,299,727	2,315,024	2,331,323
Total assets	2,207,483	2,228,743	2,246,312	2,268,182	2,287,007	2,306,294	2,326,643	2,348,376	2,372,420	2,395,826	2,420,401
Liabilities											
Current liabilities											
Trade and other payables	(29,126)	(29,382)	(27,404)	(25,561)	(26,509)	(27,496)	(28,525)	(29,855)	(30,721)	(31,614)	(32,811)
Trust funds and deposits	(13,385)	(13,385)	(13,385)	(13,385)	(13,385)	(13,385)	(13,385)	(13,385)	(13,385)	(13,385)	(13,385)
Provisions	(13,298)	(13,630)	(13,971)	(14,320)	(14,678)	(15,045)	(15,421)	(15,806)	(16,201)	(16,606)	(17,022)
Lease liabilities	(303)	(296)	(304)	(199)	(166)	(170)	(174)	(178)	(182)	(186)	(125)
Total current liabilities	(56,112)	(56,693)	(55,064)	(53,465)	(54,738)	(56,096)	(57,505)	(59,224)	(60,489)	(61,791)	(63,343)
Non-current liabilities											
Provisions	(1,402)	(1,402)	(1,402)	(1,402)	(1,402)	(1,402)	(1,402)	(1,402)	(1,402)	(1,402)	(1,402)
Lease liabilities	(1,980)	(1,684)	(1,380)	(1,181)	(1,015)	(845)	(671)	(493)	(311)	(125)	-
Total non-current liabilities	(3,382)	(3,086)	(2,782)	(2,583)	(2,417)	(2,247)	(2,073)	(1,895)	(1,713)	(1,527)	(1,402)
Total liabilities	(59,494)	(59,779)	(57,846)	(56,048)	(57,155)	(58,343)	(59,578)	(61,119)	(62,202)	(63,318)	(64,745)
Net assets	2,147,989	2,168,964	2,188,466	2,212,134	2,229,852	2,247,951	2,267,065	2,287,257	2,310,218	2,332,508	2,355,656
Equity											
Accumulated surplus	(774,183)	(795,238)	(814,582)	(837,227)	(852,783)	(871,999)	(891,099)	(911,176)	(933,176)	(954,265)	(977,140)
Reserves	(1,373,806)	(1,373,726)	(1,373,884)	(1,374,907)	(1,377,069)	(1,375,952)	(1,375,966)	(1,376,081)	(1,377,042)	(1,378,243)	(1,378,516)
Total equity	(2,147,989)	(2,168,964)	(2,188,466)	(2,212,134)	(2,229,852)	(2,247,951)	(2,267,065)	(2,287,257)	(2,310,218)	(2,332,508)	(2,355,656)

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10-Year Financial Plan Projections – Statement of Changes in Equity

	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	\$'000	\$'000	\$'000	\$'000
2021 Forecast Actual				
Balance at beginning of the financial year	2,135,059	759,511	1,361,262	14,286
Surplus/(deficit) for the year	12,930	12,930	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,933)	-	6,933
Transfers from other reserves	-	8,675	-	(8,675)
Balance at end of the financial year	2,147,989	774,183	1,361,262	12,544
2022				
Balance at beginning of the financial year	2,147,989	774,183	1,361,262	12,544
Surplus/(deficit) for the year	20,975	20,975	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,300)	-	6,300
Transfers from other reserves	-	6,380	-	(6,380)
Balance at end of the financial year	2,168,964	795,238	1,361,262	12,464
2023				
Balance at beginning of the financial year	2,168,964	795,238	1,361,262	12,464
Surplus/(deficit) for the year	19,502	19,502	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,417)	-	6,417
Transfers from other reserves	-	6,259	-	(6,259)
Balance at end of the financial year	2,188,466	814,582	1,361,262	12,622
2024				
Balance at beginning of the financial year	2,188,466	814,582	1,361,262	12,622
Surplus/(deficit) for the year	23,668	23,668	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,887)	-	6,887
Transfers from other reserves	-	6,864	-	(6,864)
Balance at end of the financial year	2,212,134	837,227	1,361,262	13,645
2025				
Balance at beginning of the financial year	2,212,134	837,227	1,361,262	13,645
Surplus/(deficit) for the year	17,718	17,718	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,300)	-	6,300
Transfers from other reserves	-	4,138	-	(4,138)
Balance at end of the financial year	2,229,852	852,783	1,361,262	15,807
2026				
Balance at beginning of the financial year	2,229,852	852,783	1,361,262	15,807
Surplus/(deficit) for the year	18,099	18,099	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,300)	-	6,300
Transfers from other reserves	-	7,417	-	(7,417)
Balance at end of the financial year	2,247,951	871,998	1,361,262	14,690

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10-Year Financial Plan Projections – Statement of Changes in Equity (continued)

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2027				
Balance at beginning of the financial year	2,247,951	871,999	1,361,262	14,690
Surplus/(deficit) for the year	19,114	19,114	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,300)	-	6,300
Transfers from other reserves	-	6,286	-	(6,286)
Balance at end of the financial year	2,267,065	891,099	1,361,262	14,704
2028				
Balance at beginning of the financial year	2,267,065	891,099	1,361,262	14,704
Surplus/(deficit) for the year	20,192	20,192	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,300)	-	6,300
Transfers from other reserves	-	6,185	-	(6,185)
Balance at end of the financial year	2,287,257	911,176	1,361,262	14,819
2029				
Balance at beginning of the financial year	2,287,257	911,176	1,361,262	14,819
Surplus/(deficit) for the year	22,961	22,961	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,300)	-	6,300
Transfers from other reserves	-	5,339	-	(5,339)
Balance at end of the financial year	2,310,218	933,176	1,361,262	15,780
2030				
Balance at beginning of the financial year	2,310,218	933,176	1,361,262	15,780
Surplus/(deficit) for the year	22,290	22,290	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,300)	-	6,300
Transfers from other reserves	-	5,099	-	(5,099)
Balance at end of the financial year	2,332,508	954,265	1,361,262	16,981
2031				
Balance at beginning of the financial year	2,332,508	954,265	1,361,262	16,981
Surplus/(deficit) for the year	23,148	23,148	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(6,300)	-	6,300
Transfers from other reserves	-	6,027	-	(6,027)
Balance at end of the financial year	2,355,656	977,140	1,361,262	17,254

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

10-Year Financial Plan Projections – Statement of Cash Flows

	Forecast										
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows	Inflows
	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)
Cash flows from operating activities											
Rates and charges	111,336	114,892	117,995	121,358	125,493	129,671	133,524	137,931	142,487	147,190	152,161
Statutory fees and fines	2,883	4,182	3,725	3,763	4,001	3,949	4,046	4,145	4,402	4,354	4,466
User fees	12,068	8,454	7,530	8,080	10,867	11,146	11,421	11,705	12,000	12,303	12,607
Grants - operating	14,105	11,711	11,705	11,872	12,068	12,274	12,479	12,669	12,903	13,121	13,344
Grants - capital	4,032	7,180	5,328	9,031	3,392	1,392	1,392	1,392	3,592	1,392	1,392
Contributions - monetary	7,008	6,319	6,437	6,907	6,321	6,321	6,322	6,322	6,323	6,323	6,324
Interest received	600	375	469	586	733	1,201	1,785	1,991	2,218	2,474	2,730
Other receipts	1,566	298	302	309	615	570	442	453	528	605	612
Employee costs	(58,764)	(55,700)	(56,882)	(58,444)	(59,798)	(61,439)	(62,803)	(63,939)	(65,879)	(67,351)	(68,576)
Materials and services	(48,790)	(47,444)	(49,622)	(51,336)	(53,716)	(54,725)	(56,524)	(58,413)	(61,053)	(62,448)	(64,662)
Short-term, low value and variable lease	(484)	(383)	(390)	(398)	(408)	(418)	(429)	(436)	(450)	(462)	(473)
Net cash provided by/(used in) operating activities	45,660	49,844	46,597	51,728	49,568	49,942	51,655	53,837	57,071	57,501	59,905
Cash flows from investing activities											
Payments for property, infrastructure, plant and equipment	(44,706)	(58,665)	(51,562)	(59,511)	(53,365)	(49,394)	(47,230)	(57,524)	(57,806)	(50,163)	(52,100)
Proceeds from sale of property, infrastructure, plant and equipment	602	523	363	743	500	640	480	670	490	740	430
Payments for investments	(11,837)	8,000	-	-	-	-	-	-	-	-	-
Net cash provided by/(used in) investing activities	(55,941)	(50,142)	(51,199)	(58,768)	(52,865)	(48,754)	(46,750)	(56,854)	(57,316)	(49,423)	(51,670)
Cash flows from financing activities											
Finance costs	-	-	-	-	-	-	-	-	-	-	-
Proceeds from borrowings	-	-	-	-	-	-	-	-	-	-	-
Repayment of borrowings	-	-	-	-	-	-	-	-	-	-	-
Interest paid - lease liability	(57)	(48)	(42)	(35)	(29)	(25)	(21)	(17)	(13)	(9)	(5)
Repayment of lease liabilities	(403)	(303)	(296)	(304)	(199)	(166)	(170)	(174)	(178)	(182)	(186)
Net cash provided by/(used in) financing activities	(460)	(351)	(338)	(339)	(228)	(191)	(191)	(191)	(191)	(191)	(191)
Net increase/(decrease) in cash & cash equivalents	(10,741)	(649)	(4,940)	(7,379)	(3,525)	997	4,714	(3,208)	(436)	7,887	8,044
Cash and cash equivalents at the beginning of the financial year	65,358	54,617	53,968	49,028	41,649	38,124	39,121	43,835	40,627	40,191	48,078
Cash and cash equivalents at the end of the financial year	54,617	53,968	49,028	41,649	38,124	39,121	43,835	40,627	40,191	48,078	56,122
Investments											
Term deposits with maturity more than 90 days	33,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Total cash and investments	87,617	78,968	74,028	66,649	63,124	64,121	68,835	65,627	65,191	73,078	81,122

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

10-Year Financial Plan Projections – Capital Works Expenditure Projections

	Forecast / Actual										
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Property											
Land	3,265	6,600	1,700	1,800	1,555	1,560	1,560	1,660	1,660	1,670	1,680
Total land	3,265	6,600	1,700	1,800	1,555	1,560	1,560	1,660	1,660	1,670	1,680
Buildings	4,676	8,236	6,584	12,269	13,160	5,868	6,870	15,376	15,082	6,795	6,725
Building improvements	874	2,550	1,190	1,929	600	50	50	50	50	50	50
Total buildings	5,550	10,786	7,774	14,198	13,760	5,918	6,920	15,426	15,132	6,845	6,775
Total property	8,815	17,386	9,474	15,998	15,315	7,478	8,480	17,086	16,792	8,515	8,455
Plant and equipment											
Software	2,631	3,025	3,567	2,320	2,069	3,803	3,830	3,750	3,960	4,005	4,005
Plant, machinery and equipment	824	2,143	1,188	2,243	1,830	1,920	1,635	1,850	1,360	2,180	1,280
Fixtures, fittings and furniture	25	25	25	25	25	109	80	83	85	90	90
Computers and telecommunications	900	1,453	774	546	546	546	559	581	592	620	620
Artworks	58	150	265	130	130	131	132	133	133	135	135
Total plant and equipment	4,438	6,796	5,819	5,264	4,600	6,509	6,236	6,397	6,130	7,030	6,130
Infrastructure											
Roads	10,710	12,521	13,408	17,138	14,179	11,510	11,706	14,133	15,290	14,337	17,459
Bridges	72	100	850	5,100	100	100	100	100	105	110	115
Footpaths and cycleways	3,055	3,540	3,700	3,295	3,802	4,322	4,224	4,155	4,360	4,870	4,870
Drainage	3,477	4,305	4,727	4,670	4,698	4,825	5,950	5,950	6,175	6,225	6,250
Recreational, leisure and community facilities	9,708	7,413	2,059	1,486	2,934	6,040	4,672	3,777	4,335	4,120	3,365
Waste management	150	500	4,500	-	2,000	1,900	-	-	-	-	-
Parks, open space and streetscapes	4,281	5,977	6,930	6,430	5,175	6,218	5,729	5,792	4,484	4,806	5,306
Off street car parks	-	127	95	130	562	492	133	134	135	150	150
Total infrastructure	31,453	34,483	36,269	38,249	33,450	35,407	32,514	34,041	34,884	34,618	37,515
Total capital works expenditure	44,706	58,665	51,562	59,511	53,365	49,394	47,230	57,524	57,806	50,163	52,100
Represented by:											
New asset expenditure	13,948	20,919	18,001	25,207	21,212	15,213	12,179	21,459	20,210	11,781	12,680
Asset renewal expenditure	21,883	25,537	21,621	23,904	23,681	25,801	26,212	26,809	28,467	30,461	30,455
Asset expansion expenditure	1,807	2,052	1,552	1,446	1,218	965	1,018	1,565	1,367	1,151	1,444
Asset upgrade expenditure	7,068	10,157	10,388	8,954	7,254	7,415	7,821	7,691	7,762	6,770	7,521
Total capital works expenditure	44,706	58,665	51,562	59,511	53,365	49,394	47,230	57,524	57,806	50,163	52,100
Funding sources represented by:											
Grants	2,997	7,160	5,328	9,031	3,392	1,392	1,392	1,392	3,592	1,392	1,392
Contributions	351	77	78	80	380	330	195	200	270	340	340
Reserves	8,825	8,358	11,759	14,864	13,138	10,317	7,286	16,185	13,139	6,099	7,027
Council cash	32,532	43,070	34,397	35,536	36,455	37,355	38,357	39,747	40,805	42,332	43,341
Total capital works expenditure	44,706	58,665	51,562	59,511	53,365	49,394	47,230	57,524	57,806	50,163	52,100

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

10-Year Financial Plan Projections – Statement of Human Resources - Expenditure

Staff expenditure	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Total staff expenditure											
Male	27,989	27,308	27,796	28,397	29,112	29,846	30,524	31,216	31,926	32,650	33,391
Female	32,128	32,053	32,757	33,562	34,528	35,531	36,316	37,119	37,936	38,778	39,634
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total staff expenditure	60,117	59,361	60,554	61,960	63,640	65,377	66,840	68,335	69,862	71,428	73,025
Permanent full time											
Male	23,209	22,455	22,859	23,316	23,853	24,402	24,963	25,537	26,125	26,725	27,340
Female	16,501	16,483	16,780	17,115	17,508	17,911	18,324	18,746	19,177	19,619	20,070
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	39,710	38,938	39,639	40,431	41,361	42,313	43,287	44,283	45,302	46,344	47,410
Permanent part time											
Male	1,473	1,470	1,497	1,527	1,564	1,600	1,637	1,675	1,713	1,752	1,792
Female	11,371	11,124	11,324	11,551	11,816	12,087	12,365	12,650	12,940	13,238	13,543
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	12,844	12,594	12,821	13,078	13,380	13,687	14,002	14,325	14,653	14,990	15,335
Casuals, temporary and other expenditure											
Male	1,278	1,087	1,149	1,217	1,304	1,396	1,418	1,440	1,463	1,487	1,510
Female	3,543	3,640	3,848	4,075	4,364	4,673	4,747	4,822	4,897	4,977	5,055
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	4,821	4,727	4,998	5,293	5,668	6,069	6,165	6,262	6,360	6,464	6,565
Capitalised labour costs											
Male	2,029	2,295	2,291	2,337	2,392	2,448	2,506	2,564	2,625	2,686	2,749
Female	713	806	805	821	840	860	880	901	922	944	966
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	2,742	3,101	3,096	3,158	3,232	3,308	3,386	3,465	3,547	3,630	3,715

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

10-Year Financial Plan Projections – Statement of Human Resources – FTE

Staff FTE numbers	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE
Total staff FTE numbers											
Male	240	239	239	239	239	239	239	239	239	239	239
Female	289	289	289	289	289	289	289	289	289	289	289
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total staff numbers	529	528	528	528	528	528	528	528	528	528	528
Permanent full time											
Male	198	197	197	197	197	197	197	197	197	197	197
Female	140	140	140	140	140	140	140	140	140	140	140
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	338	337	337	337	337	337	337	337	337	337	337
Permanent part time											
Male	15	15	15	15	15	15	15	15	15	15	15
Female	118	118	118	118	118	118	118	118	118	118	118
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	134	134	134	134	134	134	134	134	134	134	134
Casuals, temporary and other											
Male	8	8	8	8	8	8	8	8	8	8	8
Female	23	23	23	23	23	23	23	23	23	23	23
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	31	31	31	31	31	31	31	31	31	31	31
Capitalised labour											
Male	19	19	19	19	19	19	19	19	19	19	19
Female	7	7	7	7	7	7	7	7	7	7	7
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	26	26	26	26	26	26	26	26	26	26	26
Total FTE staff numbers	529	528	528	528	528	528	528	528	528	528	528

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

10-Year Financial Plan Projections – Summary of Planned Human Resources expenditure – by Directorate

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
CEO's Office										
Permanent- Full time	3,513	3,576	3,647	3,731	3,817	3,905	3,995	4,087	4,181	4,277
Female	2,606	2,653	2,706	2,768	2,832	2,897	2,964	3,032	3,102	3,173
Male	907	923	941	963	985	1,008	1,031	1,055	1,079	1,104
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent- Part time	686	699	713	730	747	765	783	801	820	839
Female	584	595	607	621	635	650	665	680	696	712
Male	102	104	106	109	112	115	118	121	124	127
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total CEO's Office	4,199	4,275	4,360	4,461	4,564	4,670	4,778	4,888	5,001	5,116
Shared Services										
Permanent- Full time	7,513	7,648	7,801	7,980	8,163	8,351	8,543	8,739	8,940	9,145
Female	4,102	4,176	4,259	4,357	4,457	4,560	4,665	4,772	4,882	4,994
Male	3,411	3,472	3,542	3,623	3,706	3,791	3,878	3,967	4,058	4,151
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent- Part time	1,057	1,076	1,098	1,123	1,149	1,175	1,202	1,229	1,257	1,286
Female	974	991	1,011	1,034	1,058	1,082	1,107	1,132	1,158	1,185
Male	83	85	87	89	91	93	95	97	99	101
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total Shared Services	8,570	8,724	8,899	9,103	9,312	9,526	9,745	9,968	10,197	10,431
City Planning & Community										
Permanent- Full time	12,428	12,652	12,905	13,202	13,506	13,817	14,135	14,461	14,794	15,135
Female	6,673	6,793	6,929	7,088	7,251	7,418	7,589	7,764	7,943	8,126
Male	5,755	5,859	5,976	6,114	6,255	6,399	6,546	6,697	6,851	7,009
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent- Part time	10,213	10,397	10,605	10,849	11,098	11,353	11,615	11,882	12,155	12,435
Female	9,018	9,181	9,364	9,579	9,799	10,024	10,255	10,491	10,732	10,979
Male	1,195	1,216	1,241	1,270	1,299	1,329	1,360	1,391	1,423	1,456
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total City Planning & Community	22,641	23,049	23,510	24,051	24,604	25,170	25,750	26,343	26,949	27,570
City Services										
Permanent- Full time	15,484	15,763	16,078	16,448	16,827	17,214	17,610	18,015	18,429	18,853
Female	3,102	3,158	3,221	3,295	3,371	3,449	3,528	3,609	3,692	3,777
Male	12,382	12,605	12,857	13,153	13,456	13,765	14,082	14,406	14,737	15,076
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent- Part time	638	649	662	678	693	709	725	741	758	775
Female	548	557	569	582	595	609	623	637	652	667
Male	90	92	93	96	98	100	102	104	106	108
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total City Services	16,122	16,412	16,740	17,126	17,520	17,923	18,335	18,756	19,187	19,628
Casuals, temporary and other expenditure	4,727	4,998	5,293	5,668	6,069	6,165	6,262	6,360	6,464	6,565
Capitalised labour costs	3,101	3,096	3,158	3,232	3,308	3,386	3,465	3,547	3,630	3,715
Total staff expenditure	59,361	60,554	61,960	63,640	65,377	66,840	68,335	69,862	71,428	73,025

Manningham City Council
Proposed 10-Year Financial Plan 2021/22 to 2030/31

10-Year Financial Plan Projections – Summary of Planned Human Resources FTE – by Directorate

	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE
CEO's Office										
Permanent - Full time	24.6	24.6	24.6	24.6	24.6	24.6	24.6	24.6	24.6	24.6
Female	19.6	19.6	19.6	19.6	19.6	19.6	19.6	19.6	19.6	19.6
Male	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	6.2	6.2	6.2	6.2	6.2	6.2	6.2	6.2	6.2	6.2
Female	5.4	5.4	5.4	5.4	5.4	5.4	5.4	5.4	5.4	5.4
Male	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total CEO's Office	30.8	30.8	30.8	30.8	30.8	30.8	30.8	30.8	30.8	30.8
Shared Services										
Permanent - Full time	59.8	59.8	59.8	59.8	59.8	59.8	59.8	59.8	59.8	59.8
Female	34.6	34.6	34.6	34.6	34.6	34.6	34.6	34.6	34.6	34.6
Male	25.3	25.3	25.3	25.3	25.3	25.3	25.3	25.3	25.3	25.3
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5	10.5
Female	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0	10.0
Male	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Shared Services	70.4	70.4	70.4	70.4	70.4	70.4	70.4	70.4	70.4	70.4
City Planning & Community										
Permanent - Full time	106.2	106.2	106.2	106.2	106.2	106.2	106.2	106.2	106.2	106.2
Female	58.3	58.3	58.3	58.3	58.3	58.3	58.3	58.3	58.3	58.3
Male	47.9	47.9	47.9	47.9	47.9	47.9	47.9	47.9	47.9	47.9
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	110.6	110.6	110.6	110.6	110.6	110.6	110.6	110.6	110.6	110.6
Female	97.5	97.5	97.5	97.5	97.5	97.5	97.5	97.5	97.5	97.5
Male	13.1	13.1	13.1	13.1	13.1	13.1	13.1	13.1	13.1	13.1
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total City Planning & Community	216.8	216.8	216.8	216.8	216.8	216.8	216.8	216.8	216.8	216.8
City Services										
Permanent - Full time	146.4	146.4	146.4	146.4	146.4	146.4	146.4	146.4	146.4	146.4
Female	28.0	28.0	28.0	28.0	28.0	28.0	28.0	28.0	28.0	28.0
Male	118.5	118.5	118.5	118.5	118.5	118.5	118.5	118.5	118.5	118.5
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	6.4	6.4	6.4	6.4	6.4	6.4	6.4	6.4	6.4	6.4
Female	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5	5.5
Male	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9	0.9
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total City Services	152.8	152.8	152.8	152.8	152.8	152.8	152.8	152.8	152.8	152.8
Casuals, temporary and other	31.3	31.3	31.3	31.3	31.3	31.3	31.3	31.3	31.3	31.3
Capitalised labour	26.1	26.1	26.1	26.1	26.1	26.1	26.1	26.1	26.1	26.1
Total FTE staff numbers	528.1	528.1	528.1	528.1	528.1	528.1	528.1	528.1	528.1	528.1

12.2 2021/22 Budget, Adoption and Declaration of Rates and Charges, and Revenue & Rating Plan 2021/22 to 2024/25

File Number:	IN21/337
Responsible Director:	Director Shared Services
Attachments:	1 2021-22 Budget - Manningham City Council ↓
	2 Revenue and Rating Plan 2021/22 to 2024/25 - Manningham City Council ↓

EXECUTIVE SUMMARY

The Local Government Act 2020 (the Act) requires Council to prepare and adopt a Budget each year by 30 June (Section 94). The Act also requires that Council prepare a Revenue and Rating Plan covering a minimum period of four years to be adopted by 30 June following each Council election (Section 93).

The 2021/22 Budget incorporating major initiatives and other initiatives and the Revenue and Rating Plan 2021/22 to 2024/25 have been prepared following extensive community engagement.

The proposed 2021/22 Budget and draft Revenue & Rating Plan were prepared in alignment with the community's priorities, the Council Plan and the long term Financial Plan. The two documents were endorsed 'in-principle' by Council at the Council Meeting on 25 May 2021.

Following the May 2021 Council Meeting, and in addition to the extensive community engagement leading up to the development of the draft documents, the proposed 2021/22 Budget and the draft Revenue & Rating Plan 2021/22 to 2024/25 were available on Council's website and hard copies were available at the Civic Centre and Council's libraries for public feedback and comments.

There have been some changes to the final 2021/22 budget document. The key changes include:

- *Based on community requests during the public display period, Council has included:*
 - *Funding of \$500k for a Relief Fund to assist the community with a focus on business and not-for-profits impacted by Covid-19, the North East link project and other disruptions;*
 - *Funding of \$25k for membership of the 'Alliance for Gambling Reform' in 2021/22 to address the harmful aspects of Gambling;*
 - *The development of a report back to Council for consideration of options for the installation of safety nets at the two ovals at Bulleen Park; and*
 - *The development of a report back to Council for consideration of options for Community Transport services;*
- *An allocation of funding in the Capital Works Program of \$20.0 million over the next four years for the construction of major community facilities. These projects will be funded primarily from Council's Strategic Fund;*

- *An allocation of \$5.0 million in 2021/22 for strategic property acquisitions;*
- *A \$6.4 million program of waste initiative projects over the next four years to be funded from Council's Waste Initiatives Fund; and*
- *The inclusion of \$4.3 million of capital works projects carried forward from 2020/21 into 2021/22.*

The 2021/22 Budget (Attachment 1) and the Revenue and Rating Plan 2021/22 to 2024/25 (Attachment 2) are presented for adoption.

1. RECOMMENDATION

That Council:

- A. Adopt the 2021/22 Budget as detailed in Attachment 1 to this report;**
- B. Declare the General Rate for the year commencing 1 July 2021 and ending 30 June 2022 as follows:**
 - **a Uniform Rate of 0.00171312 cents of each dollar on the Capital Improved Value for all rateable properties; and**
 - **an amount of \$97,410,645 is to be raised by general rates;**
- C. Declare annual service charges for Waste Services as per Section 4.1.1 (i) of the 2021/22 Budget. An amount of \$15,877,444 is to be raised by annual service charges;**
- D. Declare Cultural and Recreational Lands be charged in lieu of rates as per Section 4.1.1 (o) of the 2021/22 Budget;**
- E. Offer a \$100.00 waiver on the 2021/22 General Rates for the principal place of residence who is the holder of a valid Low Income Health Care Card ("LI" designated card), provided that ratepayer makes an application to Council for the waiver by 30 June 2022;**
- F. Declare the Rates and Charges be payable by four instalments and due on:**

1	First Instalment	30 September 2021
2	Second Instalment	30 November 2021
3	Third Instalment	28 February 2022
4	Fourth Instalment	31 May 2022
- G. Charge interest on Rates and Charges as provided under Section 172 of the Local Government Act 1989 and calculated on the basis of the current Penalty Interest Rate Act 1983, rate being 10.0 per cent for 2021/22; and**
- H. Adopt the Revenue and Rating Plan 2021/22 to 2024/25 as detailed in Attachment 2 to this report.**

2. BACKGROUND

- 2.1 The 2021/22 Budget includes Council's annual operating and capital works budget and projections for the following three years. The Budget also includes major and other initiatives to deliver in 2021/22.
- 2.2 The 2021/22 Budget includes an operating budget of \$133 million to deliver more than 100 services for the community and also includes \$58.7 million for a capital works program to maintain and improve Council's \$2 billion of community assets.
- 2.3 The Revenue and Rating Plan 2021/22 to 2024/25 provides a medium-term plan for how Council will generate income to deliver on the Council Plan, programs, services and capital works commitments over the next four years. It outlines the relevant assumptions, policy and decisions of Council with respect to each budgeted revenue source, and provides transparency on these decisions to the community.
- 2.4 Following the endorsement 'in-principle' on 25 May 2021, the proposed budget and the draft Revenue and Rating Plan were placed on public display for feedback and comment.

3. DISCUSSION / ISSUE

- 3.1 Council would like to acknowledge the community for their contribution to improving community outcomes arising from the budget process. Comments and requests have been considered by Council (refer to the Communication and Engagement section of this report).

Operating Budget

- 3.2 The operating budget financial forecasts have been updated since the public display period in May and June 2021 to account for:
 - Changes to the budget arising from community input during the public display period. These changes based on community requests include:
 - Funding of \$500k for a Relief Fund to assist the community with a focus on business and not-for-profits impacted by Covid-19, the North East link project and other disruptions;
 - Funding of \$25k for membership of the 'Alliance for Gambling Reform' in 2021/22 to address the harmful aspects of Gambling;
 - The development of a report back to Council for consideration of options for the installation of safety nets at the two ovals at Bulleen Park; and
 - The development of a report into options for Community Transport services.
 - The budget has also been updated to now include recent State and Federal government capital grant announcements which will contribute to Council's capital works program.

Capital Works Budget

- 3.3 The Capital Works budget has been updated since the public display period in May and June 2021 to include:
- An allocation of funding in the Capital Works Program of \$20.0 million over the next four years for the construction of major community facilities. These projects will be funded primarily from Council's Strategic Fund;
 - An allocation of \$5.0 million in 2021/22 for strategic property acquisitions;
 - A further \$6.4 million for waste initiative projects over the next four years to be funded from Council's Waste Initiatives Fund; and
 - The inclusion of \$4.3 million of capital works projects carried forward from 2020/21 into 2021/22.
- 3.4 The detailed Capital Works Program including details of the \$4.3 million of capital works projects carried forward from 2020/21 into 2021/22 are provided in Section 4.6 of the 2021/22 Budget document (Attachment 1).

2021/22 Fees and Charges

- 3.5 2021/22 Fees and Charges will generally increase in line with forecast CPI of 1.5%. Council's approach to setting Fees and Charges is outlined in the Revenue and Rating Plan 2021/22 to 2024/25 (Attachment 2).
- 3.6 The detailed 2021/22 Fees and Charges Schedule is contained in Section 6 of the 2021/22 Budget document (Attachment 1).

Rates

- 3.7 Manningham is compliant with the State Government rate cap with the average general rate rise set at 1.5% for 2021/22.
- 3.8 In addition to the legislative requirement to offer payment of rates by four instalments as detailed in recommendation "F", Council also offers a 10 instalment direct debit option to ratepayers. Council does not offer a payment in full option for rates and charges.

Waste Service Charge

- 3.9 The cost to Council of collecting and disposing of waste and recyclable materials in 2021/22 is projected to increase significantly primarily due to an increase in the State Government Landfill levy charged to Council of over 60%. To offset the significant impact on Council and to continue to fully recover the cost of waste services the waste service charge will increase by 13.5% in 2021/22.

Rates and property valuation movements

- 3.10 The Valuer-General Victoria (VGV) has the responsibility for annual property valuations under the Valuation of Land Act 1960 ("the Act"). Under section 6(1) of the Act, the VGV general valuation is to be made of all rateable and non-rateable leviable land within the municipality as at 1 January 2021.

- 3.11 The 2021 General Valuation indicated an overall average decrease of 2.74% in the Capital Improved Value ("CIV") over the one year period from the 2020 general revaluation to the 2021 general revaluation, for all rateable properties.
- 3.12 The effect has generally seen a uniform decrease. There has been a slight positive movement in CIV in parts of Doncaster East, Donvale and Templestowe.

Sector	Capital Improved Value (CIV)
Residential	-2.56%
Commercial / Industrial	-5.01%
Total Rateable Property	-2.74%

The decrease in the CIV for all rateable properties is seen as a reflection of soft market conditions during 2020 as a result of the impact of the Covid-19 pandemic leading up to the relevant date for the 2021 General Valuation of 1 January 2021.

The key influence of the overall valuation decrease for commercial property was the continuing slow trading activity across the sector combined with the continuing impact of statutory outgoings (e.g. land tax) on operating budgets.

- 3.13 The effect of the general valuation is to adjust the apportionment of rates across all rateable properties. Whilst this assists in the equitable distribution of rates liability on the basis of property values, it also results in the rates for individual properties moving by varying amounts depending on shifts in values throughout the municipality.
- 3.14 The overall average decrease in property valuations (CIV) is 2.7% in Manningham this year. The movement in values across the municipality has not been even across individual properties:
- If your property valuation has decreased in line with the average decrease of 2.7%, your rates will increase by approximately 1.5%;
 - If your property valuation has decreased by more than the average, your rates will increase by less than 1.5% or decrease in some cases;
 - If your valuation has decreased by less than the average decrease or even increased, your rates will increase by more than 1.5%.
- 3.15 The table below summarises the average movement in property valuations (CIV) by suburb.

Postcode	Suburb	No. of Properties	Ave 2020 CIV	Ave 2021 CIV	% Value Change 2020/21
3105	Bulleen	4,976	\$1,046,553	\$1,007,946	-3.7%
3108	Doncaster	12,428	\$1,095,588	\$1,052,907	-3.9%
3109	Doncaster East	12,821	\$1,016,816	\$993,906	-2.3%
3111	Donvale	4,892	\$1,078,243	\$1,061,491	-1.6%
3131	Nunawading	139	\$857,806	\$850,036	-0.9%
3114	Park Orchards	1,272	\$1,512,188	\$1,450,531	-4.1%
3134	Ringwood North	127	\$1,353,189	\$1,309,843	-3.2%
3106	Templestowe	6,549	\$1,276,360	\$1,263,341	-1.0%
3107	Templestowe Lower	5,721	\$1,043,680	\$1,017,748	-2.5%
3113	Warrandyte	2,075	\$1,212,627	\$1,176,060	-3.0%
3134	Warrandyte South	216	\$1,629,560	\$1,561,111	-4.2%
3115	Wonga Park	1,103	\$1,366,079	\$1,293,030	-5.3%
	Municipality	52,319			-2.74%

Financial Hardship

- 3.16 Council will continue to provide a \$100.00 Council funded rate rebate for holders of a Commonwealth Government Low Income (LI) Health Care Card.
- 3.17 Council will also continue to provide financial hardship provisions to help ratepayers who are experiencing difficulty in paying their rates.

4. COUNCIL PLAN / STRATEGY

- 4.1 The Budget and Revenue and Rating Plan have been prepared with reference to the current adopted 4 year Council Plan 2017-2021 and Council's Long Term Financial Plan. Although the new 4 year Council Plan 2021-25 is in draft at the time of this report there has been a significant amount of community input to date that has informed the development of the 2021/22 Budget incorporating the 2021/22 Major Initiatives and Other Initiatives.
- 4.2 Progress against the Council Plan will be reported periodically through the quarterly CEO Report and the Annual Report.

5. IMPLEMENTATION

- 5.1 Finance / Resource Implications
- 5.1.1 The 2021/22 Budget and Revenue and Rating Plan have been prepared in alignment with the community's priorities, the Council Plan and the long term Financial Plan.
- 5.1.2 The budget adopts a balanced budget approach. Strategies are being implemented to ensure that Council remains financially sustainable in the long term, and has the capability to continue to provide relevant and cost effective services and infrastructure for our community following the introduction of a rate cap by the State Government.
- 5.1.3 The Key Financial Indicators project Council to continue to be in a sound financial position over the four year period.

5.2 Communication and Engagement

5.2.1 The proposed 2021/22 Budget and the draft Revenue and Rating Plan were endorsed 'in-principle' by Council on Tuesday 25 May 2021 and placed on Council's website and hard copies were made available at the Civic Centre and Council's libraries for public feedback and comments. The community input during this public display period has led to changes to the budget as detailed in this Report.

5.2.2 In addition to the public display of the proposed 2021/22 Budget and the draft Revenue and Rating Plan documents in May and June 2021, Council had engaged and consulted with the community during the development of the documents through:

- A community survey in late 2020 on the communities priorities which highlighted the importance of good governance and ongoing financial sustainability;
- A Community Panel in March 2021 that provided input into the longer term 10 Year Financial Plan;
- An online consultation period in April 2021 on "Your Say Manningham" inviting the community to provide Council with their input into the development of the Revenue & Rating Plan; and
- A rigorous development and review process involving Councillors and Council officers.

5.2.3 The Community Panel provided invaluable input on a range of financial considerations. For example in terms of revenue and funding sources, the Community Panel recommended the following:

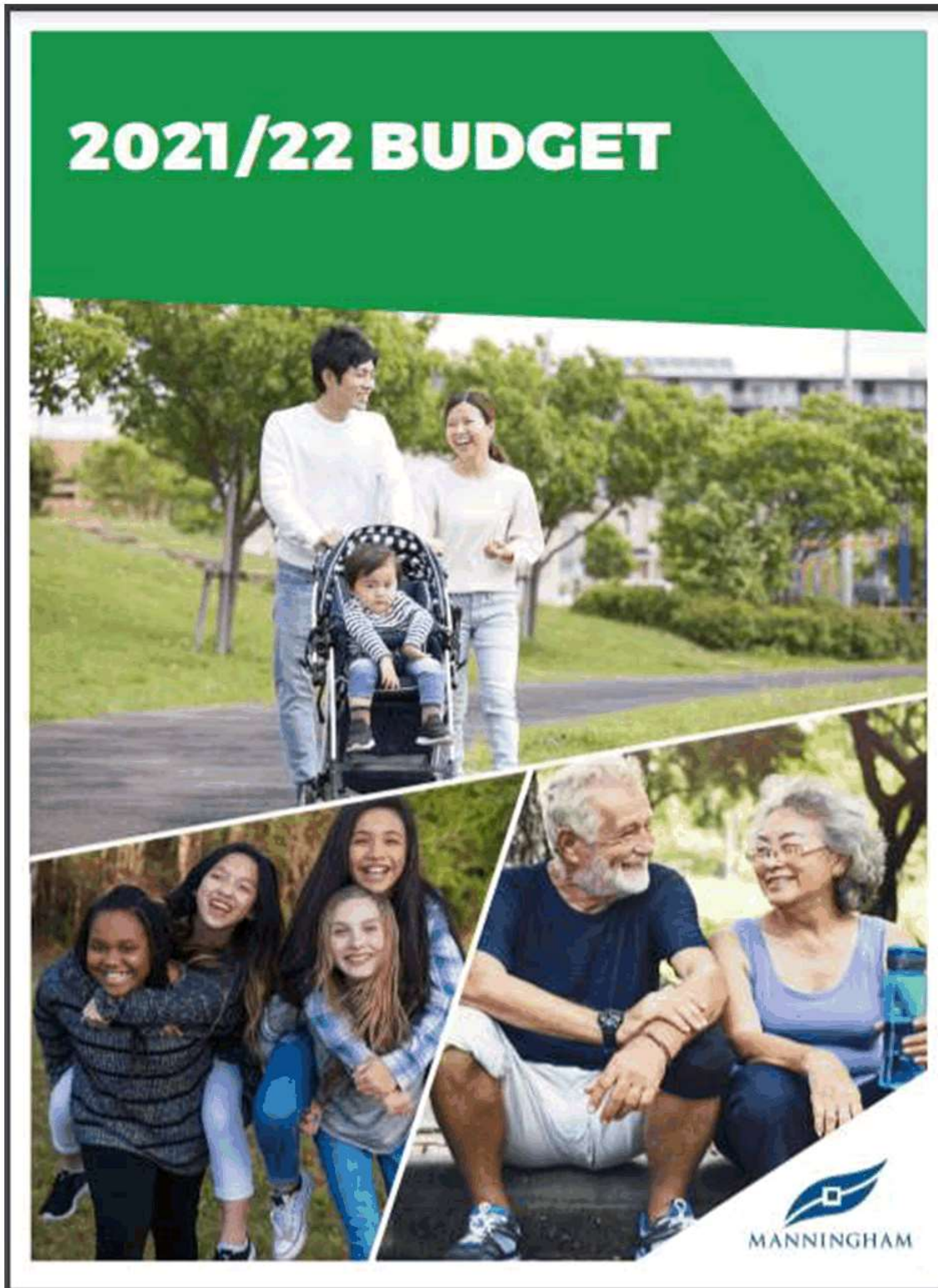
- Asset sales – Council to prioritise renewal of assets, rather than selling assets to fund major projects
- Cost recovery – full user pays for commercial, but not for community use
- Council to provide a subsidy for community/not-for-profit or where benefit for whole community can be demonstrated
- Loan borrowings – Council to consider loan borrowings only if specific criteria are met (e.g. low interest rates, positive financial return, and major community infrastructure)
- Charge rental income for tenants – full charge for commercial tenants, subsidised for other tenants
- Government grants – seek grants and advocate to other levels of government for funding
- Commercial or not-for profit co-contribution partnership – Council to consider this where alignment can be demonstrated with community values.

5.3 Timelines

The 2021/22 Budget and the Revenue and Rating Plan 2021/22 to 2024/25 is presented to Council for adoption.

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.



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Mayor and CEO's Introduction

We are pleased to present our 2021/22 Budget to our community. Following a rigorous review by Councillors and management, this budget aligns with our community's priorities.

We have undertaken significant community engagement to help inform our key plans and strategies, including our Community Vision, Council Plan, 10-year Financial Plan, our Revenue and Rating Plan and the 2021/22 Budget.

Some of the features of this year's budget include:

- An operating budget of \$133 million to deliver more than 100 services for our community
- A \$58.7 million Capital Works Program to maintain and enhance Council's \$2 billion of community assets with an increased focus on funding for trees, footpaths, bicycle strategy implementation, drainage, roads and a significant investment in community facilities
- An average general rate increase in line with the State Government's rate cap of 1.5%
- The cost to Council of collecting and disposing of waste and recyclable materials in 2021/22 is projected to increase significantly primarily due to an increase in the State Government Landfill levy charged to Council of over 60%. To offset the significant impact on Council and to continue to fully recover the cost of waste services the waste service charge will increase by 13.5% in 2021/22
- We will continue to support ratepayers undergoing financial difficulties through our financial hardship provisions
- A focus on ongoing financial sustainability and innovation
- New initiatives for sustainability and the environment, asset management, flood modelling, water management, strategic land use, data management, precinct planning, a feasibility study into a car share scheme, recognition of our volunteer community, and to reduce the harmful impacts of gambling
- Funding of \$500k for a Relief Fund to assist the community with a focus on business and not-for-profits impacted by Covid-19, the North East link project and other disruptions
- The creation of a 'Strategic Fund' to build the capacity for Council to engage in strategic property acquisition and development opportunities and major community infrastructure development opportunities. This fund will provide long term community benefit and ensure ongoing financial sustainability
- An allocation of funding in the Capital Works Program of \$20 million over the next four years for the construction of major community facilities. These projects will be funded primarily from Council's Strategic Fund
- An allocation of \$5.0 million in 2021/22 for strategic property acquisitions
- A \$6.4 million program of waste initiative projects over the next four years to be funded from Council's Waste Initiatives Fund.

Our \$133 million operating budget provides funding to deliver community services.

Highlights include:

- \$14.4 million for waste and recycling
- \$12.3 million for the maintenance of roads, drains, footpaths and bridges
- \$11.6 million for the maintenance of sports grounds, parks and gardens
- \$9.9 million for customer services, IT and Transformation
- \$9.7 million for aged and disability support services
- \$7.0 million for health, local laws, animal management, food safety, litter and traffic management
- \$6.1 million for planning, maintaining and operating Council's property and buildings
- \$5.7 million for community services, including maternal and child health, immunisation, childcare, pre-schools, community development grants and community planning services
- \$5.4 million for integrated strategic planning, urban design and environmental services
- \$4.4 million for libraries
- \$3.9 million for statutory planning services
- \$2.3 million for community venues and hall hire, and
- \$2.0 million for economic development, tourism and grants.

Council's extensive capital works program of \$58.7 million comprises:

- **\$12.6 million for roads and bridges**

This includes \$5.1 million for the road network renewal program, and \$2 million for an upgrade of Tram and Merlin Road intersection in Doncaster, \$1.15 million for the upgrade of Knees Road in Park Orchards, \$1 million for Tuckers Road in Templestowe and \$1 million for Jumping Creek Road in Wonga Park

- **\$10.8 million for community buildings**

This includes \$3.3 million for ongoing renewal of community buildings including MC Square, \$1.8 million for Schramms Reserve pavilion in Doncaster, \$1.0 million for major community facility planning, documentation and design, \$920,000 for Deep Creek Reserve Pavilion, \$915,000 for environmental initiatives including solar panels and the Environmentally Sustainable Design (ESD) program, \$900,000 on upgrades to Civic buildings, \$800,000 for Mullum Mullum Bowls, \$615,000 for Waldau Visitor Centre, \$500,000 for renewal of recreation buildings, \$300,000 for accessibility and safety improvements

- **\$5.0 million for the Strategic Land Acquisition Program.**

- **\$1.6 million to purchase property to increase open space within the municipality**

- **\$7.4 million to recreation, leisure and community facilities**

This includes \$4.0 million for the Pettys Reserve Sporting Development project, \$1.2 million for Tom Kelly Athletics Track development, \$850,000 for Rieschiecks Reserve Management Plan and \$500,000 for Domeney Reserve Management Plan Implementation.

- **\$6.0 million for parks, open space and streetscapes**

This includes \$1.1 million for Hepburn Reserve, \$1.2 million for playspace development and upgrades, \$1 million for Lions Park upgrade at the Warrandyte River Reserve, \$408,000 for floodlighting in reserves, and \$300,000 to implement the Ruffey Lake Park Masterplan. We have also made an ongoing commitment of an additional \$500,000 for tree-planting each year.

- **\$4.5 million to renew Council's core IT and telecommunications infrastructure**

- **\$4.3 million for drainage improvements** including an additional allocation of \$600,000 for our drainage program

- **\$3.5 million to expand and improve footpaths and cycleways** including an additional allocation of \$750,000 into the footpath and cycleways programs

- **\$2.1 million for plant and equipment** including the implementation of Electric Vehicle Charging facilities.

- **\$0.5 million for Waste Management Initiatives.**

Our 2021/22 Budget has been prepared based on community feedback and input including:

- A community survey in late 2020 on the community's priorities which highlighted the importance of good governance and ongoing financial sustainability

- The recommendations made by our Community Panel in March 2021 which provided input into the longer term 10 Year Financial Plan and a number of other key Council plans which are currently being developed

- Ideas and suggestions received for the Budget and Revenue and Rating Plan via Your Say Manningham during April 2021

- Public display of the proposed 2021/22 Budget and Revenue and Rating Plan documents during May and June 2021.

We encourage you to read through the 2021/22 Budget document to see the range of services, programs and initiatives we plan to deliver for our community in 2021/22.

Cr Andrew Conlon
MAYOR

Andrew Day
CEO

Budget summary

The 2021/22 Budget has been through a rigorous process of review by Councillors and management to ensure that it aligns with our community's priorities and will help meet the objectives set out in our Council Plan. Council has engaged and consulted with our community throughout its development.

Council has also developed a Revenue & Rating Plan for 2021/22 to 2024/25 which provides a medium-term plan for how Council will generate income to deliver on the Council Plan, programs, services and capital works commitments over the next four years.

The 2021/22 Budget balances the demand for services and infrastructure with the community's capacity to pay. The 2021/22 Budget represents the first four years of a longer term 10-year Financial Plan.

Strategic Budget Principles

The 2021/22 Budget and ten year Financial Plan are based on a number of Budget Principles. These principles guide the development of the operating and capital budgets and ensure that a consistent approach is applied. The Budget Principles are:

- Financially sustainable Council - improving financial sustainability to enable Council to respond to financial challenges now and into the future.
- Live within our means - do not spend more than we have or which will diminish Council's long term financial sustainability.
- Prioritised funding - align resources to Council Plan priorities and funding based on demonstrated need.

- A minimum of 33% of rate funds applied to the capital program.
- Consistent funding for technology and innovation.
- Priority to funding capital renewal before investing in new or expanded assets.
- Adherence to the projected State Government annual rate cap - it is not proposed to seek a variation for a higher rate increase beyond the rate cap.

· Council may vary its annual Capital Works Program during the year to ensure the maximum benefit is achieved from funds available and to offset delays in project delivery beyond Council's control.

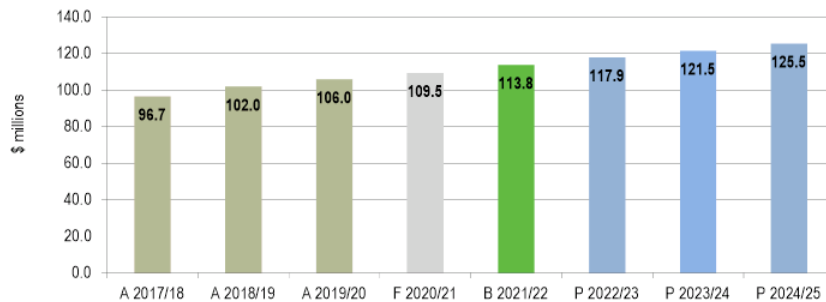
In developing forward budget projections, the following factors were used:

- Labour costs to rise by projected Enterprise Agreement increases.
- CPI and the rate cap are assumed to be 1.5% for 2021/22; 1.75% for 2022/23; 2.0% for 2023/24; and 2.5% for 2024/25.
- Fees and charges to increase in line with CPI or market levels.
- Grants revenue included where there is high probability of securing the grant for the budget and forecast years.
- Grants revenue has been escalated by CPI unless advised otherwise.
- Contract costs to increase in line with existing contract provisions. All other general material increases are capped at CPI.
- Construction and building material costs to increase in line with the Building Price Index.
- All new capital work proposals to be based on a detailed business case.
- The creation of a 'Strategic Fund' to create the resourcing capacity for Council to engage in strategic property acquisition and development opportunities and major community infrastructure development opportunities that will enable long term community and financial benefit for the Municipality.

Key budget information about the rate increase, operating result, financial sustainability, services, cash and investments, capital works and financial position is provided below.

A= Actual F= Forecast B= Budget P= Projections

Rates and charges



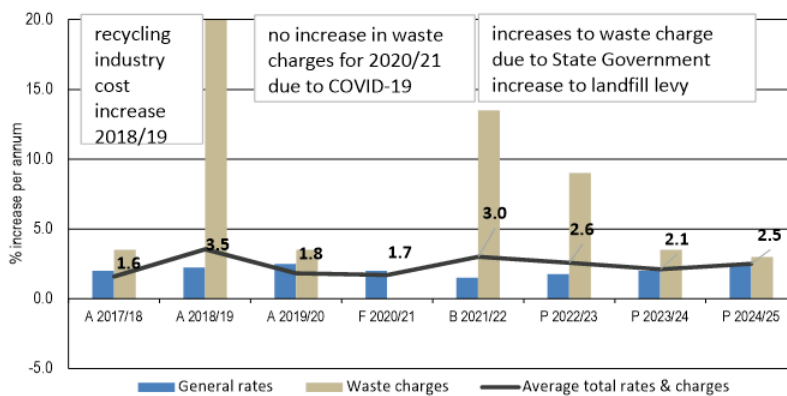
Council raises general rates to fund universally accessed services and capital infrastructure, and waste charges to fund the collection and disposal of waste. In the changing environment that Council operates in, Council has been focusing on improving operational efficiency, implementing new revenue streams and cost saving opportunities. These strategies will help to address the State Government rate cap, while still maintaining services and preserving our investment in community infrastructure.

For 2021/22, general rates will increase by an average of 1.5 per cent in line with the State Government rate cap. Council also levies a waste charge to all properties for the cost of collecting and disposal of waste and recyclable material. This annual charge is calculated on a cost recovery basis. The cost to Council of collecting and disposing of waste and recyclable materials in 2021/22 is projected to increase significantly due to an increase in the State Government Landfill levy charged to Council of over 60%. Due to the cost increase to Council the waste service charge will increase by 13.5% in 2021/22.

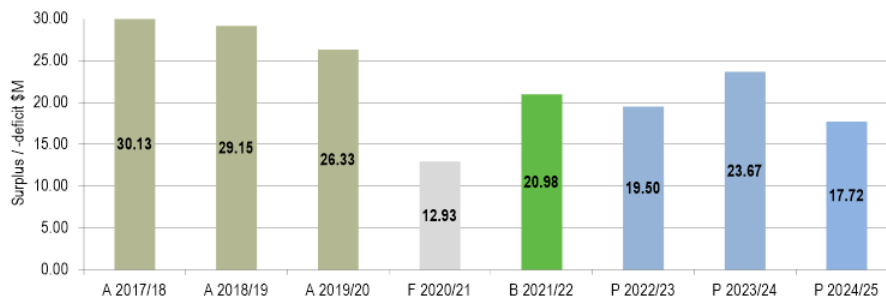
The total rates and charges bill for an average property is projected to increase by \$63 or 3.0 per cent to \$2,148.

The chart below shows the comparison of general rates, waste charges and average rates and charges movements for the period 2017/18 through to the forecast 2024/25 movement. Refer to Section 4.1.1 Rates and Charges for further details.

General rates, waste charges and average rates and charges movements



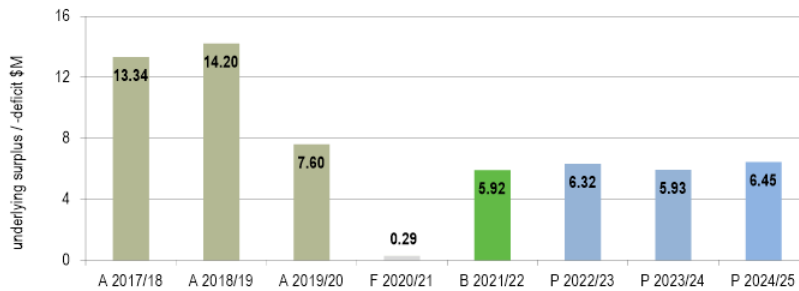
Operating Result



The budgeted operating result (income less expenses) for the 2021/22 year is a surplus of \$20.98 million, an increase of \$8.05 million over the 2020/21 forecast result. Council and our community were significantly impacted by the State Government restrictions due to Covid-19 in 2020/21. The change is primarily due to a return back to pre-Covid income levels and a reduction in employee cost and materials and services costs. Refer to Section 4.1 Comprehensive Income Statement for further details.

A strong surplus is required to fund Council's extensive capital works program and to ensure that it has sufficient reserves to meet financial challenges that may arise in the future. During the projected four year period, Council is projecting to maintain an average operating surplus of approximately \$20.5 million which underpins a financially sustainable organisation.

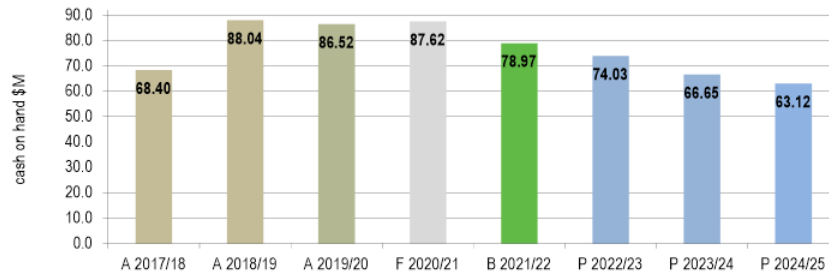
Underlying Surplus (a measure of financial sustainability)



The 2021/22 budget with projections for the following three years (2021/22 to 2024/25) has been developed to assist Council in adopting a budget within a longer term prudent financial framework. The key objective is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives as specified in the Council Plan. One measure of financial sustainability is **the underlying result, which excludes capital income, developer income (cash and non-cash) and proceeds from asset sales from the operating surplus**. A positive underlying result is an indication of financial stability.

A strong underlying surplus is required to fund Council's extensive capital works program and to ensure that it has sufficient reserves to meet financial challenges that may arise in the future.

Cash and investments

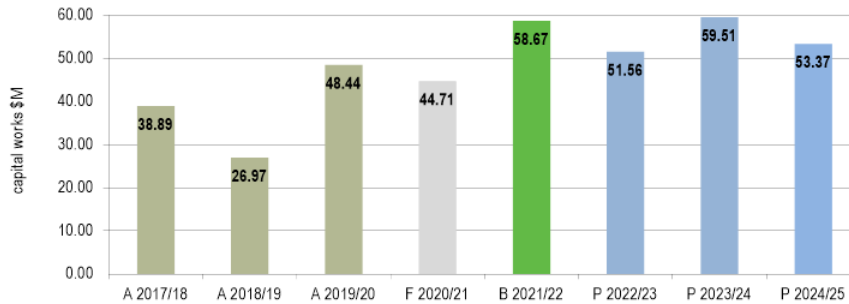


As at 30 June 2022, cash and investments are expected to decrease by \$8.65 million to \$78.97 million. Council is forecast to still maintain a strong cash balance which is consistent with Council's strategy to improve our long term financial sustainability.

Council holds cash balances to fund the daily working capital requirements, support cash backed reserves required by legislation and for future intended uses as directed by Council. Of the \$78.97 million cash and investments balance, cash that is restricted or has an intended use totals \$59.29 million, leaving an unrestricted cash balance of \$19.67 million as at 30 June 2022.

Refer Sections 4.2 and 4.5 for detailed analysis of the cash position and components of restricted cash.

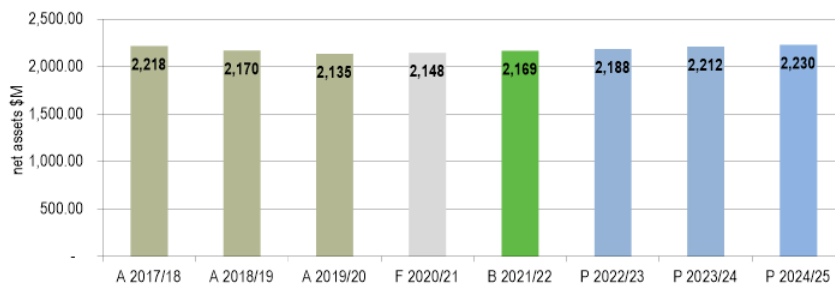
Capital works



The capital works program for the 2021/22 year is budgeted to be \$58.7 million comprising of \$12.5 million for roads, \$10.8 million for community buildings, \$7.4 million for recreation, leisure and community facilities, \$6.0 million for parks and open space, \$4.3 million for drainage improvements, and \$3.5 million for footpaths and cycleways. In addition, \$1.6 million has been budgeted for land purchases to increase open space within the Municipality and a \$5.0 million for the Strategic Land Acquisition Program.

The capital program is funded through \$43.1 million (or 73.5 per cent) of Council's cash generated through the operating result, \$8.4 million (or 14.2 per cent) from reserves and developer contributions, \$7.2 million (12.2 per cent) from external grants, \$0.08 million (or 0.1 per cent) from capital contributions. The capital works program has been set and prioritised through the development of sound business cases and consultation with stakeholders. Capital works is forecast to be \$44.71 million for the 2020/21 year.

Financial position



Manningham's financial position is projected to improve with net assets (total assets less total liabilities) budgeted to increase by \$21 million to \$2,169 million. The increase in net assets mainly arises from the new assets added to Council's balance sheet from the capital works program detailed in Section 4.6 of this report. Net assets are forecast to be \$2,148 million as at 30 June 2021.

Refer Section 4.2 for an analysis of the budgeted financial position.

Council expenditure allocations

This chart provides an indication of how Council allocates its expenditure across the main services that it delivers. It shows how much is allocated to each service area for every \$100 that Council spends. Council overheads, governance costs and administrative costs are allocated to our external facing services using an internal overhead allocation model.

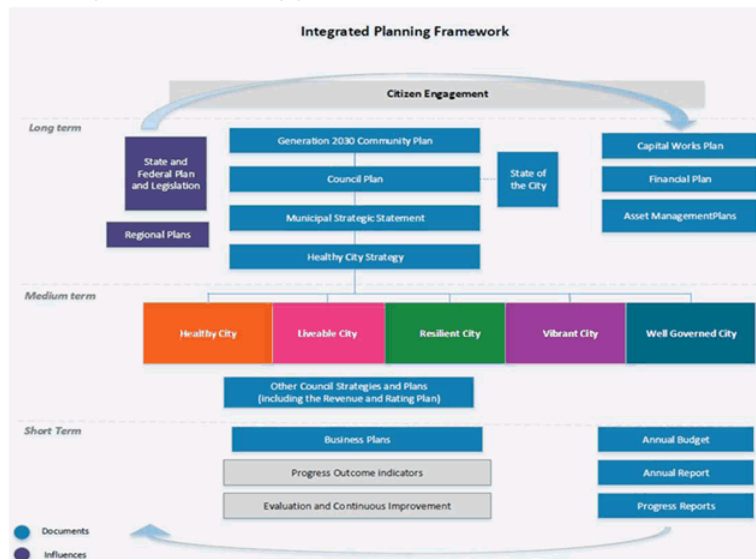


1. Link to the Integrated Planning and Reporting Framework

This section describes how the Budget links to the achievement of the Community Vision and Council Plan within an overall integrated planning and reporting framework. This framework guides Council in identifying community needs and aspirations over the long term (Community Vision and Financial Plan), medium term (Council Plan, Workforce Plan, and Revenue and Rating Plan) and short term (Budget) and then holding itself accountable (Annual Report).

1.1 Legislative planning and accountability framework

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts Council's integrated planning framework. At each stage of the integrated planning framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.



The timing of each component of the integrated planning framework is critical to the successful achievement of the planned outcomes.

1.1.2 Key planning considerations

Service level planning

Although councils have a legal obligation to provide some services— such as animal management, local roads, food safety and statutory planning—most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works.

Community consultation needs to be in line with a councils adopted Community Engagement Policy and Public Transparency Policy.

1.2 Our purpose

Our Vision

Manningham is a peaceful, inclusive and safe community. We celebrate life with its diverse culture, wildlife and natural environment. We are resilient and value sustainable and healthy living, a sense of belonging, and respect for one another.

Our mission

A financially sustainable Council that listens, consults and acts with integrity, value and transparency

Our values

Manningham City Council values are Working Together, Excellence, Accountability, Respectful and Empowered. Our values are the cornerstone of our organisation, guiding our behaviours, decisions and culture.

1.3 Strategic objectives

At the start of each term, Council develops a Plan in consultation with the community, to guide Council's direction over its four year term. Manningham's current Council Plan 2017-21 includes five Strategic Objectives (or themes) and 11 goals. Each is progressed through Council Plan actions and Major Initiative and Initiatives.

Strategic Objective	Description
1. Healthy Community	Through a strong partnership approach, Council will focus on ensuring that people stay healthy and well, can access the services they need, are connected to their local neighbourhoods, feel safe and live in a harmonious and inclusive community.
2. Liveable Places and Spaces	Council will focus on managing amenity to create inviting places and spaces, enhanced parks, open space and streetscapes, well connected, safe and accessible travel and well utilised and maintained community infrastructure.
3. Resilient Environment	Council will work with our community and partners to protect and enhance our valued environment and biodiversity, as well as reduce our environmental impact and adapt to climate change.
4. Vibrant and Prosperous Economy	Council strives to support the local economy to grow, with local business and activity centres vibrant and prosperous with a strong visitor economy.
5. Well Governed Council	We promote financial sustainability and manage resources effectively and efficiently. Council values citizens in all that we do.

1.4 Gender Equality Act 2021

The *Gender Equality Act 2021* (the Act) requires Manningham Council to consider gender, equality and diversity as part of all plans, strategies and services that have a 'significant effect on the public.' This is to be achieved through Gender Impact Assessments.

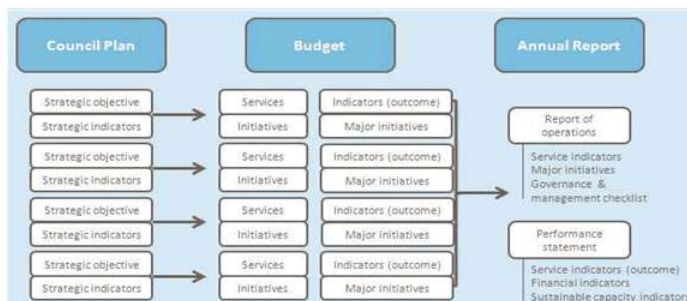
This budget is a significant document for Council. It is the culmination of many months of work and the broad parameters were developed prior to the Act coming into effect from 1 April 2021. As a result, a full Gender Impact Assessment has not been undertaken for the budget as a whole.

At Manningham Council we are committed to a safe, respectful workplace and the community we serve. As we move into the budget implementation in 2021-22 and into future years, we will use a Gender Impact Assessment to influence the development of our key strategic documents such as the budget and 10-Year Financial Plan. We will not only meet our obligations under the Act, but also provide a platform for innovation and opportunities to develop a more equitable community.

We are committed to the intent of the Act. Over the course of the next year, we will progressively review and where necessary amend our policies, strategies and programs to ensure that the principles of the Act are considered. We will use data and evidence as well as feedback from our community to ensure diversity in voices and experiences in Manningham. In future Budgets, these will be evident in the funding principles as well as the initiatives that are included for implementation.

2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2021/22 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in the Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below



Source: Department of Jobs, Precincts and Regions

2.1 Strategic Objective 1: Healthy Community

To achieve our objective of a Healthy Community, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Service area	Description of services provided		2019/20	2020/21	2021/22			
			Actual \$'000	Forecast \$'000	Budget \$'000			
Aged and Disability Services	In partnership with Federal and State Governments, these services and activities support Manningham residents to stay active, independent and living at home for as long as possible. Services include positive ageing events and activities, assisted transport, home and personal care.	<i>Inc</i>	-	7,463	-	7,171	-	7,277
		<i>Exp</i>		10,178		10,210		9,726
		<i>Surplus / (deficit)</i>		(2,715)		(3,039)		(2,449)
Social Planning and Community Development Services	This service support the community through activities in community inclusion, community safety, metro access, social planning and community development	<i>Inc</i>	-	246	-	57	-	56
		<i>Exp</i>		1,538		804		780
		<i>Surplus / (deficit)</i>		(1,292)		(747)		(724)
Community Programs	This service provides children, family and community services, including Maternal and Children's Services (Universal and Enhanced), Child Health, Early Years@MC2, Preschool Field Officer Program and Parenting Assessment and Skill Development Service. Also included Youth and Volunteering and Emergency Counselling grants.	<i>Inc</i>	-	1,818	-	1,996	-	2,111
		<i>Exp</i>		5,126		5,562		4,889
		<i>Surplus / (deficit)</i>		(3,308)		(3,566)		(2,778)
Library Services	This service provides public library service for visitors and residents. The service is managed by the Whitehorse Manningham Regional Library Corporation with branches at Bulleen, Doncaster, The Pines and Warrandyte.	<i>Inc</i>	-	-	-	-	-	-
		<i>Exp</i>		4,315		4,497		4,440
		<i>Surplus / (deficit)</i>		(4,315)		(4,497)		(4,440)
Approvals and Compliance Services	This service protects the community's health and well being by coordinating food safety programs, immunisation, animal management, litter, building services, public health, parking and administration and enforcement of municipal local laws.	<i>Inc</i>	-	3,593	-	3,574	-	4,085
		<i>Exp</i>		6,615		6,817		6,988
		<i>Surplus / (deficit)</i>		(3,022)		(3,243)		(2,903)
Arts and Cultural Services	Management, coordination and delivery of arts and cultural development program including an Art Gallery, art studios and Playhouse	<i>Inc</i>	-	287	-	378	-	337
		<i>Exp</i>		746		710		664
		<i>Surplus / (deficit)</i>		(459)		(332)		(327)

Major Initiatives

1) We will undertake evidence-based planning for equitable, inclusive and accessible services and infrastructure improvements for prominent issues including:

- (i) Commencing gender equality impact assessments on significant Council policies, services and programs.
- (ii) Improving 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.
- (iii) Developing a collaborative forum to engage with businesses, community leaders, community groups and residents from culturally diverse backgrounds, and
- (iv) Investigating extended use of community facilities, including libraries, to address social isolation.

2) We will work to connect service providers, community groups, local organisations and networks to improve and profile community outcomes through forums and connections.

3) We will educate and support connected, inclusive and healthy communities (inclusive of our culturally diverse communities) through:

- (i) Environmental education and waste programs,
- (ii) Implementing the Reconciliation Action Plan to enhance recognition of Aboriginal and Torres Strait Islander communities, and
- (iii) Resources and information that link our community to the understanding of and responses to family violence.

Other Initiatives

4) We will pursue strategies to reduce the impact of gambling on the community, considering areas such as poker machines and advertising on Council buildings.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Animal Management	Health and safety	Animal management prosecutions (Percentage of successful animal management prosecutions)	Number of successful animal management prosecutions / Total number of animal management prosecutions
Food safety	Health and safety	Critical and major non-compliance notifications (Percentage of critical and major non-compliance notifications that are followed up by Council)	[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100
Libraries	Participation	Active library borrowers (Percentage of the municipal population that are active library members)	[Number of active library members / municipal population] x100 (over three financial years)
Maternal and Child Health	Participation	Participation in the MCH service (Percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the financial year) / Number of children enrolled in the MCH service] x100
		Participation in the MCH service by Aboriginal children (Percentage of Aboriginal children enrolled who participate in the MCH service)	[Number of Aboriginal children who attend the MCH service at least once (in the financial year) / Number of Aboriginal children enrolled in the MCH service] x100

2.2 Strategic Objective 2: Liveable Places and Spaces

To achieve our objective of Liveable Places and Spaces, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Service area	Description of services provided		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 Budget \$'000			
City Amenity, Parks and Recreation Services	This service provides the management, administration and maintenance activities for parks and recreation; sports reserves, aquatic facilities, reserves, sportsground maintenance, landscaping, tree maintenance, grass cutting, bushland management, open space, parks and playground maintenance and supervision of capital works projects.	<i>Inc</i>	-	859	-	883	-	543
		<i>Exp</i>		13,733		12,622		11,601
		<i>Surplus / (deficit)</i>		(12,874)		(11,739)		(11,058)
Roads and Infrastructure Services	This service provides the day to day maintenance of Council roads, bridges and footpaths and includes both sealed and unsealed road maintenance such as repairs to potholes, line marking, patching, resheeting and minor works.	<i>Inc</i>	-	485	-	541	-	690
		<i>Exp</i>		5,191		5,162		5,459
		<i>Surplus / (deficit)</i>		(4,706)		(4,621)		(4,769)
Integrated Planning and Urban Design Services	These services include city planning, landscape architecture, strategic land use and development planning and urban design, recreation planning and open space planning.	<i>Inc</i>	-	7,860	-	6,855	-	6,300
		<i>Exp</i>		4,837		4,549		3,740
		<i>Surplus / (deficit)</i>		3,023		2,306		2,560
Building Maintenance Services	Keeping Council owned buildings and community facilities (including public toilets, heritage buildings, libraries, sporting facilities) clean and well maintained.	<i>Inc</i>	-	342	-	286	-	394
		<i>Exp</i>		3,331		3,272		3,427
		<i>Surplus / (deficit)</i>		(2,989)		(2,986)		(3,033)
Civil Project Services	With responsibility for the capital works program, services includes construction and design of civil projects and strategic projects relating to Council buildings, community facilities, recreation facilities and sustainability projects.	<i>Inc</i>	-	650	-	410	-	-
		<i>Exp</i>		2,232		2,045		2,120
		<i>Surplus / (deficit)</i>		(1,582)		(1,635)		(2,120)
Traffic and Development Services	This service provides the day to day maintenance to support the road network. Including driver safety education programs, street lighting, traffic management, traffic engineering, bus shelters and road safety.	<i>Inc</i>	-	786	-	541	-	549
		<i>Exp</i>		2,420		2,212		2,189
		<i>Surplus / (deficit)</i>		(1,634)		(1,671)		(1,640)
Statutory Planning Services	This service is responsible for the administration and enforcement of the Manningham Planning Scheme and coordination of statutory planning permits including pre-application and application service.	<i>Inc</i>	-	2,050	-	2,021	-	2,099
		<i>Exp</i>		3,645		3,837		3,861
		<i>Surplus / (deficit)</i>		(1,595)		(1,816)		(1,762)
Maintenance and street furniture	This service maintains and repairs all traffic signals and roadside signs and furniture including guard rails on Council roads.	<i>Inc</i>	-	-	-	-	-	-
		<i>Exp</i>		375		455		560
		<i>Surplus / (deficit)</i>		(375)		(455)		(560)

Major Initiatives

5) We will strengthen our principles to guide responsible planning for new developments by:

- (i) Adoption of key strategic documents including Liveable City Strategy 2040 by December 2021 and the Environmental Strategy and review of the Manningham Planning Scheme by June 2022, and
- (ii) Investigate enhanced planning controls to enhance protection of the environment.

6) We will provide ways for people to connect by:

- (i) Prioritising grant funding to support community inclusion and connections in a way that respond to community needs.
- (ii) Improving people’s ability to walk or wheel safely and easily to local shops, community facilities and schools, by developing new linkages, and
- (iii) Deliver actions in the Transport Action Plan and Bus Network Review 2017 including contributing to planning of the Suburban Rail Loop, Doncaster Busway, Bus Rapid Transit and bus network and service improvements.

7) We will investigate and review current facility use and opportunities to develop or repurpose existing facilities and use of Council land for multi-use purposes and to meet changing community needs through:

- (i) Finalising the Community Infrastructure Plan by 31 December 2021 and implementing the 20 year Action Plan.
- (ii) Strengthening utilisation and performance of stadiums in conjunction with stadium managers, and
- (iii) Improving community access to sport and recreation facilities and spaces for broad community use and benefit.

8) 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 construction impact of the project on the community.

9) We will continue to work to maintain to a high standard our roads, footpaths and drains.

Other Initiatives

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

11) We will deliver the Parks and Recreation Facilities Upgrades (as scheduled) including Petty’s Reserve Sporting Development (Stage 2), Rieschiecks Reserve Pavilion Redevelopment, Deep Creek Reserve Pavilion and Mullum Mullum Bowls.

12) We will deliver the Parks Improvement Program including Ruffey Lake Masterplan, new open space on Hepburn Road, Ruffey Creek Linear Park and Lions Park.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population
Roads	Satisfaction	Satisfaction with sealed local roads. (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads.
Statutory planning	Decision making	Council planning decisions upheld at VCAT. (Percentage of planning application decisions subject to review by VCAT and that were not set aside)	[Number of VCAT decisions that did not set aside Council’s decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100

2.3 Strategic Objective 3: Resilient Environment

To achieve our objective of a resilient environment, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Service area	Description of services provided		2019/20 Actual \$'000		2020/21 Forecast \$'000		2021/22 Budget \$'000
Waste Services	Providing kerbside rubbish collections of garbage, hard waste and green waste from all households and some commercial properties in Council. Services also include a waste call centre, education services and the strategic planning of waste services.	<i>Inc</i>	-	13,763	-	13,847	15,934
		<i>Exp</i>		12,126		13,025	14,368
		<i>Surplus / (deficit)</i>		1,637		822	1,566
Assets & Environment	Services design to protect the environment including underground drain and pit maintenance, street cleaning and sweeping, roadside litter pickup, tipping costs	<i>Inc</i>	-	60	-	60	-
		<i>Exp</i>		3,647		3,634	3,554
		<i>Surplus / (deficit)</i>		(3,587)		(3,574)	(3,554)
Environmental	This service provides environmental education, public land management, stewardship and fosters biodiversity as well as protecting the land through pest control.	<i>Inc</i>	-	-	-	40	
		<i>Exp</i>		1,684		1,578	1,646
		<i>Surplus / (deficit)</i>		(1,684)		(1,578)	(1,606)
Drains and Technical Services	This service performs the inspection, maintenance and cleaning of underground drains to ensure correct operation.	<i>Inc</i>	-	-	-	-	
		<i>Exp</i>		477		511	515
		<i>Surplus / (deficit)</i>		(477)		(511)	(515)

Major Initiatives

13) 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 by 30 June 2022, and
- (v) Improving the sustainability of Council's environmental practices.

Other Initiatives

14) We will deliver our drainage program (as scheduled) including the Melbourne Hill Road Drainage Upgrade.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Waste collection	Waste diversion	Kerbside collection waste diverted from landfill. (Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	$\frac{\text{[Weight of recyclables and green organics collected from kerbside bins]}}{\text{[Weight of garbage, recyclables and green organics collected from kerbside bins]}} \times 100$

2.4 Strategic Objective 4: Vibrant and Prosperous Economy

To achieve our objective of a vibrant and prosperous economy, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Service area	Description of services provided		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 Budget \$'000
Business, Events and Grants	This Service develops programs, events and support services to support the local economy in relation to business, sponsorship, commercial investment, business support, employment and tourism.	<i>Inc</i>	-	73	96
		<i>Exp</i>	2,190	2,051	1,985
		<i>Surplus / (deficit)</i>	(2,117)	(1,955)	(1,961)
Community Venues and Functions	This service provides for the management and hire of the Manningham Function Centre and hire of halls and other venues to community and commercial hirers.	<i>Inc</i>	-	1,072	1,308
		<i>Exp</i>	2,217	2,197	2,298
		<i>Surplus / (deficit)</i>	(1,145)	(889)	(1,005)

Major Initiatives

15) We will support local businesses by:

- (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) Explore local opportunities to support local businesses to collaborate via a Hub / co-working space, and
- (iv) Implementing the recommendations in the Doncaster Hill Strategy and Economic Development Strategy to encourage and support tourism and employment opportunities.

2.5 Strategic Objective 5: Well Governed

To achieve our objective of a well governed Council, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Service area	Description of services provided		2019/20 Actual \$'000	2020/21 Forecast \$'000	2021/22 Budget \$'000
Governance, Legal and Risk	This service supports the organisation to meet its regulatory requirements through strong governance and risk management.	<i>Inc</i>	-	150	150
		<i>Exp</i>	2,313	2,910	2,709
		<i>Surplus / (deficit)</i>	(2,313)	(2,760)	(2,559)
Councillors and Executives	This area includes the Mayor, Councillors, Executive Management Team and associated support.	<i>Inc</i>	-	-	-
		<i>Exp</i>	2,715	2,841	2,720
		<i>Surplus / (deficit)</i>	(2,715)	(2,841)	(2,720)
Communications	This service leads the delivery of clear, consistent and inclusive communication and engagement with the community.	<i>Inc</i>	-	-	-
		<i>Exp</i>	2,118	2,141	2,134
		<i>Surplus / (deficit)</i>	(2,118)	(2,141)	(2,134)
Citizen Connect	This service leads as the main customer interface to create and maintain systems and processes to connect with our citizens	<i>Inc</i>	-	-	-
		<i>Exp</i>	1,869	1,934	2,190
		<i>Surplus / (deficit)</i>	(1,869)	(1,934)	(2,190)
Transformation and Information Technology	Service include maintaining information and information systems as well as advancing new solutions for the organisation and community interaction.	<i>Inc</i>	-	-	3
		<i>Exp</i>	7,455	7,677	7,702
		<i>Surplus / (deficit)</i>	(7,455)	(7,677)	(7,699)
Emergency Management	Services to support community preparedness, response and recovery in an emergency.	<i>Inc</i>	-	133	80
		<i>Exp</i>	893	841	484
		<i>Surplus / (deficit)</i>	(760)	(761)	(404)
Financial Services	Services lead Council's financial management, payroll, accounts payable and receivable, procurement, revenue and rating services, tendering and contract administration.	<i>Inc</i>	-	275	192
		<i>Exp</i>	4,537	4,569	4,663
		<i>Surplus / (deficit)</i>	(4,262)	(4,377)	(4,440)
Organisation Development	Provides organisation development and human resource management services including staff recruitment, corporate training and development, employee and industrial relations and workplace health and safety. Also includes business planning services.	<i>Inc</i>	-	-	-
		<i>Exp</i>	1,950	2,107	2,001
		<i>Surplus / (deficit)</i>	(1,950)	(2,107)	(2,001)
Property Services	This service manages Council properties and manages property valuations.	<i>Inc</i>	-	2,123	1,922
		<i>Exp</i>	2,598	2,597	2,634
		<i>Surplus / (deficit)</i>	(475)	(675)	(278)

Major Initiatives

- 16) We will explore different ways to improve community satisfaction with Council's communications on local community issues, services and activities.
- 17) We will explore ways to enhance performance reporting across social, environment and economic outcomes against community need.
- 18) We will improve our Customer Experience to better understand and meet their specific needs.
- 19) We will ensure the long term financial sustainability of Council through preparing the Budget and 10 year Financial Plan incorporating key strategies to Council by 30 June 2022.
- 20) We will maximise public value through the systematic planning and review of Council's services and effective, early and broad engagement on projects.
- 21) We will take a proactive and motivated approach to be an open and transparent Council.

Other Initiatives

- 22) We will implement Manningham's Protective Data Security Plan Initiatives for 2021/22.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Governance	Satisfaction	Satisfaction with Council decisions (Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community)	Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community
Workforce Turnover	Sustainability	Resignations and Terminations compared to average staff	Number of permanent staff resignations and terminations / average number of permanent staff for the financial year x 100

2.6 Reconciliation with budgeted operating result

	Surplus/ (Deficit) \$'000	Expenditure \$'000	Revenue \$'000
Healthy Community	(13,621)	27,487	13,866
Liveable Places and Spaces	(22,362)	32,957	10,575
Resilient Environment	(4,109)	20,083	15,974
Vibrant Prosperous Economy	(2,966)	4,283	1,317
Well Governed Council *	(24,425)	27,237	2,812
Total	(67,503)	112,047	44,544
Expenses added in:			
Depreciation and amortisation	28,292		
Finance costs	-		
Others	(11,670)		
Surplus/(Deficit) before funding sources	(84,125)		
Funding sources added in:			
Rates revenue	97,940		
Capital grants	7,160		
Total funding sources	105,100		
Operating surplus/(deficit) for the year	20,975		

* Well Governed Council includes corporate wide management and support expenses including Executive, Finance, Information Technology etc.

3. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2021/22 has been supplemented with projections to 2024/25.

This section includes the following financial statements prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity
- Statement of Cash Flows
- Statement of Capital Works
- Statement of Human Resources

Comprehensive Income Statement

For the four years ending 30 June 2025

	NOTES	Forecast	Budget	Projections		
		Actual 2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000
Income						
Rates and charges	4.1.1	109,520	113,818	117,914	121,470	125,489
Statutory fees and fines	4.1.2	2,983	4,162	3,725	3,765	4,001
User fees	4.1.3	6,083	9,049	10,393	10,604	10,867
Grants - Operating	4.1.4	14,105	11,711	11,705	11,872	12,068
Grants - Capital	4.1.4	4,032	7,160	5,328	9,031	3,392
Contributions - monetary	4.1.5	7,008	6,319	6,437	6,907	6,321
Contributions - non-monetary	4.1.5	1,000	1,058	1,058	1,058	1,058
Net gain/(loss) on disposal of property, infrastructure, plant and equipment		211	133	93	183	120
Other income	4.1.6	2,166	673	771	895	1,348
Total income		147,108	154,083	157,424	165,785	164,664
Expenses						
Employee costs	4.1.7	57,211	56,260	57,459	58,802	60,408
Materials and services	4.1.8	32,864	32,438	34,322	35,746	37,723
Depreciation	4.1.9	23,873	24,786	25,895	26,851	27,734
Amortisation - intangible assets	4.1.10	2,682	3,189	3,501	3,655	3,693
Amortisation - right of use assets	4.1.11	421	317	305	305	201
Finance Costs - leases		57	48	42	35	29
Other expenses	4.1.12	17,070	16,070	16,398	16,723	17,158
Total expenses		134,178	133,108	137,922	142,117	146,946
Surplus/(deficit) for the year		12,930	20,975	19,502	23,668	17,718
Total comprehensive result		12,930	20,975	19,502	23,668	17,718

Balance Sheet

For the four years ending 30 June 2025

	NOTES	Forecast	Budget	Projections		
		Actual 2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000
Assets						
Current assets						
Cash and cash equivalents		54,617	53,968	49,028	41,649	38,124
Trade and other receivables		11,648	10,574	10,493	10,605	10,601
Other financial assets		25,000	20,000	20,000	20,000	20,000
Other assets		1,410	1,410	1,410	1,410	1,410
Total current assets	4.2.1	92,675	85,952	80,931	73,664	70,135
Non-current assets						
Trade and other receivables		55	55	55	55	55
Other financial assets		8,000	5,000	5,000	5,000	5,000
Investments in associates, joint arrangement and subsidiaries		2,526	2,526	2,526	2,526	2,526
Property, infrastructure, plant & equipment		2,097,099	2,128,563	2,151,392	2,182,169	2,206,346
Right-of-use assets	4.2.4	2,232	1,915	1,610	1,305	1,106
Intangible assets		4,896	4,732	4,798	3,463	1,839
Total non-current assets	4.2.1	2,114,808	2,142,791	2,165,381	2,194,518	2,216,872
Total assets		2,207,483	2,228,743	2,246,312	2,268,182	2,287,007
Liabilities						
Current liabilities						
Trade and other payables		(29,126)	(29,382)	(27,404)	(25,561)	(26,509)
Trust funds and deposits		(13,385)	(13,385)	(13,385)	(13,385)	(13,385)
Provisions		(13,298)	(13,630)	(13,971)	(14,320)	(14,678)
Interest-bearing liabilities	4.2.3	-	-	-	-	-
Lease liabilities	4.2.4	(303)	(296)	(304)	(199)	(166)
Total current liabilities	4.2.2	(56,112)	(56,693)	(55,064)	(53,465)	(54,738)
Non-current liabilities						
Provisions		(1,402)	(1,402)	(1,402)	(1,402)	(1,402)
Interest-bearing liabilities	4.2.3	-	-	-	-	-
Lease liabilities	4.2.4	(1,980)	(1,684)	(1,380)	(1,181)	(1,015)
Total non-current liabilities	4.2.2	(3,382)	(3,086)	(2,782)	(2,583)	(2,417)
Total liabilities		(59,494)	(59,779)	(57,846)	(56,048)	(57,155)
Net assets		2,147,989	2,168,964	2,188,466	2,212,134	2,229,852
Equity						
Accumulated surplus		774,183	795,238	814,582	837,227	852,783
Reserves		1,373,806	1,373,726	1,373,884	1,374,907	1,377,069
Total equity		2,147,989	2,168,964	2,188,466	2,212,134	2,229,852

Statement of Changes in Equity

For the four years ending 30 June 2025

	NOTES	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2021 Forecast Actual					
Balance at beginning of the financial year		2,135,059	759,511	1,361,262	14,286
Impact of adoption of new accounting standards		-	-	-	-
Adjusted opening balance		2,135,059	759,511	1,361,262	14,286
Surplus/(deficit) for the year		12,930	12,930	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(6,933)	-	6,933
Transfers from other reserves		-	8,675	-	(8,675)
Balance at end of the financial year		2,147,989	774,183	1,361,262	12,544
2022 Budget					
Balance at beginning of the financial year		2,147,989	774,183	1,361,262	12,544
Surplus/(deficit) for the year		20,975	20,975	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves	4.3.1	-	(6,300)	-	6,300
Transfers from other reserves	4.3.1	-	6,380	-	(6,380)
Balance at end of the financial year	4.3.2	2,168,964	795,238	1,361,262	12,464
2023					
Balance at beginning of the financial year		2,168,964	795,238	1,361,262	12,464
Surplus/(deficit) for the year		19,502	19,502	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(6,417)	-	6,417
Transfers from other reserves		-	6,259	-	(6,259)
Balance at end of the financial year		2,188,466	814,582	1,361,262	12,622
2024					
Balance at beginning of the financial year		2,188,466	814,582	1,361,262	12,622
Surplus/(deficit) for the year		23,668	23,668	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(6,887)	-	6,887
Transfers from other reserves		-	5,864	-	(5,864)
Balance at end of the financial year		2,212,134	837,227	1,361,262	13,645
2025					
Balance at beginning of the financial year		2,212,134	837,227	1,361,262	13,645
Surplus/(deficit) for the year		17,718	17,718	-	-
Net asset revaluation increment/(decrement)		-	-	-	-
Transfers to other reserves		-	(6,300)	-	6,300
Transfers from other reserves		-	4,138	-	(4,138)
Balance at end of the financial year		2,229,852	852,783	1,361,262	15,807

Statement of Cash Flows

For the four years ending 30 June 2025

Notes	Forecast	Budget	Projections		
	Actual 2020/21 \$'000	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities					
Rates and charges	111,336	114,892	117,995	121,358	125,493
Statutory fees and fines	2,983	4,162	3,725	3,763	4,001
User fees	12,068	8,454	7,530	8,080	10,867
Grants - operating	14,105	11,711	11,705	11,872	12,068
Grants - capital	4,032	7,160	5,328	9,031	3,392
Contributions - monetary	7,008	6,319	6,437	6,907	6,321
Interest received	600	375	469	586	733
Other receipts	1,566	298	302	309	615
Net GST refund / payment	-	-	-	-	-
Employee costs	(58,764)	(55,700)	(56,882)	(58,444)	(59,798)
Materials and services	(48,790)	(47,444)	(49,622)	(51,336)	(53,716)
Short-term, low value and variable lease payments	(484)	(383)	(390)	(398)	(408)
Net cash provided by/(used in) operating activities 4.4.1	45,660	49,844	46,597	51,728	49,568
Cash flows from investing activities					
Payments for property, infrastructure, plant and equipment	(44,706)	(58,665)	(51,562)	(59,511)	(53,365)
Proceeds from sale of property, infrastructure, plant and equipment	602	523	363	743	500
Payments for investments	(11,837)	-	-	-	-
Proceeds from sale of investments	-	8,000	-	-	-
Net cash provided by/ (used in) investing activities 4.4.2	(55,941)	(50,142)	(51,199)	(58,768)	(52,865)
Cash flows from financing activities					
Interest paid - lease liability	(57)	(48)	(42)	(35)	(29)
Repayment of lease liabilities	(403)	(303)	(296)	(304)	(199)
Net cash provided by/(used in) financing activities 4.4.3	(460)	(351)	(338)	(339)	(228)
Net increase/(decrease) in cash & cash equivalents	(10,741)	(649)	(4,940)	(7,379)	(3,525)
Cash and cash equivalents at the beginning of the financial year	65,358	54,617	53,968	49,028	41,649
Cash and cash equivalents at the end of the financial year	54,617	53,968	49,028	41,649	38,124
Term deposits over 3 months maturity	33,000	25,000	25,000	25,000	25,000
Total cash and investments	87,617	78,968	74,028	66,649	63,124

Statement of Capital Works

For the four years ending 30 June 2025

	Forecast Actual	Budget	Projections		
			2020/21	2021/22	2022/23
NOTES	\$'000	\$'000	\$'000	\$'000	\$'000
Property					
Land	3,265	6,600	1,700	1,800	1,555
Total land	3,265	6,600	1,700	1,800	1,555
Buildings	4,676	8,236	6,584	12,269	13,160
Building improvements	874	2,550	1,190	1,929	600
Total buildings	5,550	10,786	7,774	14,198	13,760
Total property	8,815	17,386	9,474	15,998	15,315
Plant and equipment					
Plant, machinery and equipment	824	2,143	1,188	2,243	1,830
Fixtures, fittings and furniture	25	25	25	25	25
Computers and telecommunications	900	1,453	774	546	546
Software	2,631	3,025	3,567	2,320	2,069
Artwork	58	150	265	130	130
Total plant and equipment	4,438	6,796	5,819	5,264	4,600
Infrastructure					
Roads	10,710	12,521	13,408	17,138	14,179
Bridges	72	100	850	5,100	100
Footpaths and cycleways	3,055	3,540	3,700	3,295	3,802
Drainage	3,477	4,305	4,727	4,670	4,698
Recreational, leisure and community facilities	9,708	7,413	2,059	1,486	2,934
Waste management	150	500	4,500	-	2,000
Parks, open space and streetscapes	4,281	5,977	6,930	6,430	5,175
Aerodromes	-	-	-	-	-
Off street car parks	-	127	95	130	562
Other infrastructure	-	-	-	-	-
Total infrastructure	31,453	34,483	36,269	38,249	33,450
Total capital works expenditure	4.5.1 44,706	58,665	51,562	59,511	53,365
Represented by:					
New asset expenditure	13,948	20,919	18,001	25,207	21,212
Asset renewal expenditure	21,883	25,537	21,621	23,904	23,681
Asset expansion expenditure	1,807	2,052	1,552	1,446	1,218
Asset upgrade expenditure	7,068	10,157	10,388	8,954	7,254
Total capital works expenditure	4.5.1 44,706	58,665	51,562	59,511	53,365
Funding sources represented by:					
Grants	2,997	7,160	5,328	9,031	3,392
Contributions	351	77	78	80	380
Council cash	32,532	43,070	34,397	35,536	36,455
Reserves	8,825	8,358	11,759	14,864	13,138
Total capital works expenditure	4.5.1 44,706	58,665	51,562	59,511	53,365

Statement of Human Resources

For the four years ending 30 June 2025

	Forecast	Budget	Projections		
	Actual				
	2020/21	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000	\$'000
Staff expenditure					
Employee costs - operating	57,211	56,260	57,459	58,802	60,408
Employee costs - capital	2,742	3,101	3,096	3,158	3,232
Total staff expenditure	59,953	59,361	60,555	61,960	63,640
	FTE	FTE	FTE	FTE	FTE
Total staff numbers	529	528	528	528	528

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

Department	Budget	Comprises			
	2021/22	Permanent	Casual	Temporary	
	\$'000	Full Time	Part time	\$'000	\$'000
CEO's Office, Governance, People and Communications	4,971	3,514	687	-	771
Shared Services	9,115	7,515	1,057	-	543
City Planning and Community	24,465	12,428	10,213	546	1,278
City Services	16,823	15,481	638	35	669
Sub-Total employee operating expenditure	55,374	38,938	12,595	581	3,261
Other employee related operating expenditure	886				
Capitalised labour costs	3,101				
Total expenditure	59,361				

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

Department	Budget	Comprises			
	2021/22	Permanent	Casual	Temporary	
		Full Time	Part time		
CEO's Office, Governance, People and Communications	38	25	6	-	7
Shared Services	75	60	11	-	4
City Planning and Community	232	106	111	3	12
City Services	157	146	6	-	5
Total operating employee FTE	502	337	134	3	28
Capitalised labour FTE	26				
Total FTE	528				

**3.1 Summary of Planned Human Resources Expenditure
For the four years ended 30 June 2025**

	2021/22 \$'000	2022/23 \$'000	2023/24 \$'000	2024/25 \$'000
CEO's Office				
Permanent - Full time	3,513	3,576	3,648	3,732
Female	2,606	2,653	2,706	2,768
Male	907	923	942	964
Self-described gender	-	-	-	-
Permanent - Part time	686	699	712	729
Female	584	595	606	620
Male	102	104	106	109
Self-described gender	-	-	-	-
Total CEO's Office	4,199	4,275	4,360	4,461
Shared Services				
Permanent - Full time	7,513	7,648	7,801	7,980
Female	4,102	4,176	4,259	4,357
Male	3,411	3,472	3,542	3,623
Self-described gender	-	-	-	-
Permanent - Part time	1,057	1,076	1,098	1,123
Female	974	991	1,011	1,034
Male	83	85	87	89
Self-described gender	-	-	-	-
Total Shared Services	8,570	8,724	8,899	9,103
City Planning & Community				
Permanent - Full time	12,428	12,652	12,905	13,202
Female	6,673	6,793	6,929	7,088
Male	5,755	5,859	5,976	6,114
Self-described gender	-	-	-	-
Permanent - Part time	10,213	10,396	10,605	10,848
Female	9,018	9,180	9,364	9,579
Male	1,195	1,216	1,241	1,269
Self-described gender	-	-	-	-
Total City Planning & Community	22,641	23,048	23,510	24,050
City Services				
Permanent - Full time	15,484	15,763	16,078	16,448
Female	3,102	3,158	3,221	3,295
Male	12,382	12,605	12,857	13,153
Self-described gender	-	-	-	-
Permanent - Part time	638	650	662	678
Female	548	558	569	582
Male	90	92	93	96
Self-described gender	-	-	-	-
Total City Services	16,122	16,413	16,740	17,126
Casuals, temporary and other expenditure	4,727	4,998	5,293	5,668
Capitalised labour costs	3,101	3,096	3,158	3,232
Total staff expenditure	59,361	60,554	61,960	63,640

**3.1 Summary of Planned Human Resources Expenditure
For the four years ended 30 June 2025**

	2021/22 FTE	2022/23 FTE	2023/24 FTE	2024/25 FTE
CEO's Office				
Permanent - Full time	24.6	24.6	24.6	24.6
Female	19.6	19.6	19.6	19.6
Male	5.0	5.0	5.0	5.0
Self-described gender	-	-	-	-
Permanent - Part time	6.2	6.2	6.2	6.2
Female	5.4	5.4	5.4	5.4
Male	0.8	0.8	0.8	0.8
Self-described gender	-	-	-	-
Total CEO's Office	30.8	30.8	30.8	30.8
Shared Services				
Permanent - Full time	59.8	59.8	59.8	59.8
Female	34.6	34.6	34.6	34.6
Male	25.3	25.3	25.3	25.3
Self-described gender	-	-	-	-
Permanent - Part time	10.5	10.5	10.5	10.5
Female	10.0	10.0	10.0	10.0
Male	0.5	0.5	0.5	0.5
Self-described gender	-	-	-	-
Total Shared Services	70.4	70.4	70.4	70.4
City Planning & Community				
Permanent - Full time	106.2	106.2	106.2	106.2
Female	58.3	58.3	58.3	58.3
Male	47.9	47.9	47.9	47.9
Self-described gender	-	-	-	-
Permanent - Part time	110.6	110.6	110.6	110.6
Female	97.5	97.5	97.5	97.5
Male	13.1	13.1	13.1	13.1
Self-described gender	-	-	-	-
Total City Planning & Community	216.8	216.8	216.8	216.8
City Services				
Permanent - Full time	146.5	146.5	146.5	146.5
Female	28.0	28.0	28.0	28.0
Male	118.5	118.5	118.5	118.5
Self-described gender	-	-	-	-
Permanent - Part time	6.4	6.4	6.4	6.4
Female	5.5	5.5	5.5	5.5
Male	0.9	0.9	0.9	0.9
Self-described gender	-	-	-	-
Total City Services	152.8	152.8	152.8	152.8
Casuals and temporary staff FTE	31.3	31.3	31.3	31.3
Capitalised labour FTE	26.1	26.1	26.1	26.1
Total FTE	528.1	528.1	528.1	528.1

4. Notes to the financial statements

This section provides detailed information to support and explain the financial statements in the previous sections.

- 4.1 Comprehensive Income Statement
- 4.2 Balance Sheet
- 4.3 Statement of Changes in Equity
- 4.4 Statement of Cash Flows
- 4.5 Restricted and unrestricted Cash and Investments
- 4.6 Capital Works Program

4.1 Comprehensive Income Statement

4.1.1 Rates and charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's budget.

As per the Local Government Act 2020, Council has a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2021/22 the FGRS cap has been set at 1.5%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate will increase by 1.5% in line with the rate cap.

4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	2020/21 Forecast Actual	2021/22 Budget	Change	%
	\$'000	\$'000	\$'000	
Rates income	94,962	97,388	2,426	2.55%
Interest on rates and charges	641	552	89	-13.88%
Total rates income (including interest)	95,603	97,940	2,337	2.44%
Waste charges	13,917	15,878	1,961	14.09%
Total rates and charges	109,520	113,818	4,298	3.92%

Rates income of \$97.94 million includes:

- Base rate revenue of \$96.74 million (maximum allowed per the State Government rate cap).
- New properties/improvements (supplementary rate income) - budgeted to be \$0.6 million in 2021/22.
- Cultural and recreational land charge in lieu of rates of \$0.03 million.

User charges for waste services are based on a user pay basis and full cost recovery. There is a proposed 13.5% increase in waste service charges for 2021/22. This is due to a significant increase in waste management costs to Council from 2021/22 due to the State Government landfill levy increase of 61% (\$40 per tonne increase) from July 2021. This levy is expected to almost double over the next two years.

Interest is charged under the Local Government Act on overdue rates and charges debts. The interest rate is prescribed in Victoria's Penalty Interest Rate Act.

The sections below (4.1.1(b) to 4.1.1(o)) provide more detailed analysis of rates and charges to be levied for 2021/22 and incorporates the legislated information to be disclosed regarding rates and charges.

4.1.1(b) The rate in the dollar to be levied as general rates under section 158 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2020/21 cents/\$CIV*	2021/22 cents/\$CIV*	Change
Uniform Rate	0.00164164	0.00171312	4.35%

4.1.1(c) The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year

Type or class of land	2020/21 \$	2021/22 \$		Change %
Residential	87,004,297	89,844,256	2,839,958	3.26%
Commercial	6,617,404	6,574,740	- 42,664	-0.64%
Industrial	326,703	314,649	- 12,054	-3.69%
Cultural and Recreational	30,000	31,000	1,000	3.33%
Total amount to be raised by general rates	93,978,404	96,764,645	2,786,241	2.96%

4.1.1(d) The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year

Type or class of land	2020/21 Number	2021/22 Number	Number	Change %
Residential	49,311	50,366	1,055	2.14%
Commercial	1,800	1,809	9	0.50%
Industrial	146	144	- 2	-1.37%
Cultural and Recreational	17	17	-	0.00%
Total number of assessments	51,274	52,336	1,062	2.07%

4.1.1(e) The basis of valuation to be used is the Capital Improved Value (CIV)

4.1.1(f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year

Type or class of land	2020/21 \$ million	2021/22 \$ million	\$ million	Change %
Residential	52,999	52,445	- 555	-1.05%
Commercial	4,031	3,838	- 193	-4.79%
Industrial	199	184	- 15	-7.71%
Cultural and Recreational	55	50	- 4	-7.94%
Total value of land	57,284	56,517	- 767	-1.34%

4.1.1(g) The municipal charge under Section 159 of the Act compared with the previous financial year

No municipal charge is proposed for 2021/22

4.1.1(h) The estimated total amount to be raised by municipal charges compared with the previous financial year

No municipal charge is proposed for 2021/22

4.1.1(i) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property	Per Rateable Property	Change	
	2020/21 \$	2021/22 \$	\$	%
Residential				
Standard service				
80 litre garbage, 240 litre recycling and 240 litre garden	263.50	299.00	35.50	13.47%
Other waste options				
Charge for larger 120 litre garbage bin	80.50	91.50	11.00	13.66%
Charge for larger 360 litre recycling bin	38.50	43.50	5.00	12.99%
120 litre garbage, 240 litre recycling and 240 litre garden	344.00	390.50	46.50	13.52%
120 litre garbage, 240 litre recycling and 120 litre garden	344.00	390.50	46.50	13.52%
80 litre garbage, 240 litre recycling and 120 litre garden	263.50	299.00	35.50	13.47%
80 litre garbage and 240 litre recycling	263.50	299.00	35.50	13.47%
120 litre garbage and 240 litre recycling	344.00	390.50	46.50	13.52%
Additional 80 litre garbage	175.00	198.50	23.50	13.43%
Additional 120 litre garbage	205.50	233.00	27.50	13.38%
Additional 240 litre recycling	75.00	85.00	10.00	13.33%
Additional 360 litre recycling	113.50	129.00	15.50	13.66%
Additional 120 litre garden	99.00	112.50	13.50	13.64%
Additional 240 litre garden	124.00	140.50	16.50	13.31%
Domestic change bin (charged per change over not per annum)	58.00	66.00	8.00	13.79%
Commercial				
Commercial 240 litre garbage	514.50	584.00	69.50	13.51%
Additional 240 litre commercial garbage	642.50	729.00	86.50	13.46%

4.1.1(j) The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year

Type of Charge	2020/21	2021/22	Change	
	\$	\$	\$	%
Residential				
Standard service				
80 litre garbage, 240 litre recycling and 240 litre garden	11,365,809	13,017,264	1,651,455	14.53%
Other waste options				
Charge for larger 120 litre garbage bin	1,232,536	1,441,217	208,681	16.93%
Charge for larger 360 litre recycling bin	81,389	97,614	16,225	19.94%
Additional 80 litre garbage	48,825	65,902	17,077	34.98%
Additional 120 litre garbage	161,729	197,118	35,390	21.88%
Additional 240 litre recycling	25,875	33,830	7,955	30.74%
Additional 360 litre recycling	10,102	11,223	1,122	11.10%
Additional 120 litre garden	495	563	68	13.64%
Additional 240 litre garden	98,208	146,401	48,193	49.07%
Supplementary charges during year	52,700	59,800	7,100	13.47%
Commercial				
Commercial 240 litre garbage	379,701	428,656	48,955	12.89%
Additional 240 litre commercial garbage	143,920	160,380	16,460	11.44%
Special accommodation				
Retirement villages & nursing homes	186,591	211,714	25,123	13.46%
MC*	5,078	5,764	686	13.51%
Total	13,792,956	15,877,444	2,084,488	15.11%

4.1.1(k) The estimated total amount to be raised by all rates and charges compared with the previous

	2020/21 \$'000	2021/22 \$'000	Change \$'000	Change %
Residential	87,004,297	89,844,256	2,839,958	3.26%
Commercial	6,617,404	6,574,740	-42,664	-0.64%
Industrial	326,703	314,649	-12,054	-3.69%
General rates revenue	93,948,404	96,733,645	2,785,241	2.96%
Cultural and recreational	30,000	31,000	1,000	3.33%
Supplementary rates	811,000	646,000	-165,000	-20.35%
Low income rebate	-22,500	23,000	500	2.22%
Total general rates	94,766,904	97,387,645	2,620,741	2.77%
Waste charges	13,792,956	15,877,444	2,084,488	15.11%
Total Rates and charges	108,559,860	113,265,089	4,705,229	4.33%

4.1.1(l) Fair Go Rates System Compliance

Council is required to comply with the State Government's Fair Go Rates System (FGRS). The table below details the budget assumptions consistent with the requirements of the Fair Go Rates System.

	2020/21	2021/22
Total Rates	\$ 92,106,512	\$ 95,303,915
Number of rateable properties	51,257	52,319
Base Average Rate	1,796.95	1,821.59
Maximum Rate Increase (set by the State Government)	2.00%	1.50%
Capped Average Rate	1,832.89	\$ 1,848.92
Maximum General Rates and Municipal Charges Revenue	\$ 93,948,443	\$ 96,733,645
Budgeted General Rates and Municipal Charges Revenue	\$ 93,948,404	\$ 96,733,645
Budgeted Supplementary Rates	\$ 811,000	\$ 646,000
Budgeted Total Rates and Municipal Charges Revenue	\$ 94,759,404	\$ 97,379,645

4.1.1(m) Any significant changes that may affect the estimated amounts to be raised by rates and charges. There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations (2021/22: estimated \$646,000 and 2020/21: \$811,000)
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa.

4.1.1(n) Differential rates

No differential rates are proposed for 2021/22

4.1.1(o) Cultural and recreational land; charges in lieu of rates

In accordance with Section 4(4) of the Cultural and Recreational Lands Act 1963, Cultural and Recreational Lands to be charged in lieu of rates as per the below schedule:

Club	Address	Charges in lieu of rates for 2021/22
Veneto Club	191 Bulleen Road, Bulleen	\$ 15,692
Yarra Valley Country Club	9-15 Templestowe Road, Bulleen	\$ 14,758

Combined general rates and waste charges - average increase

	2020/21	2021/22	Change	Change
	\$	\$	\$	%
Property value - example	\$ 1,109,618	\$ 1,079,268	-\$ 30,350	-2.7%
Rate in \$	\$ 0.00164164	\$ 0.00171312	\$ 0.000071	4.4%
General rate (property value x rate in \$)	\$ 1,821.59	\$ 1,848.92	\$ 27.32	1.5%
Standard waste charge	\$ 263.50	\$ 299.00	\$ 35.50	13.5%
Total rates and waste charges	\$ 2,085.09	\$ 2,147.92	\$ 62.82	3.0%

4.1.2 Statutory fees and fines

	Forecast Actual	Budget	Change	
	2020/21 \$'000	2021/22 \$'000	\$'000	%
Infringements and costs	690	1,562	871	126.25%
Town planning fees	1,269	1,358	89	7.02%
Land and property information certificates	699	872	173	24.73%
Asset protection permits	295	370	75	25.61%
Total statutory fees and fines	2,953	4,162	1,209	40.94%

Statutory fees and fines relate mainly to fees and fines levied in accordance with legislation and include animal registrations, health and food premises registrations, parking and other fines. The decision to increase statutory fees and fines is not made by Council, but by the State Government under legislation.

During 2020/21 the State Government COVID-19 restrictions had a significant impact on this income category. 2021/22 is a gradual return to pre-COVID levels.

4.1.3 User fees

	Forecast Actual	Budget	Change	
	2020/21 \$'000	2021/22 \$'000	\$'000	%
Hall hire and function centre charges	146	1,419	1,273	870.94%
Economic & community wellbeing fees	-	-	-	0.00%
Social and community services charges	258	444	185	71.71%
Town planning fees	572	500	72	-12.59%
Aged services fees	670	856	186	27.83%
Registration fees (Animal, Food & Health)	1,045	1,324	279	26.75%
Advertising fees	230	240	10	4.35%
Culture and recreation fees	10	209	198	1931.42%
Chargeable works fees	564	1,054	489	86.64%
Rent of Council facilities	1,828	2,021	193	10.56%
Other fees and charges	545	824	280	51.32%
Total user fees	5,869	8,891	3,022	51.49%

User charges relate to the recovery of service delivery costs through the charging of fees to users of Council's services. The State Government COVID-19 Restrictions had a significant impact on council services during 2020/21. During 2020/21 Council also provided a range of COVID-19 relief measures to assist the community including discounted food and health registration fees, footpath trading permits, traders parking permits and rent relief for community use of council facilities.

2021/22 is a gradual return to pre-COVID revenue levels.

2021/22 Fees and Charges are proposed to increase generally in line with forecast CPI of 1.5% and rounding. Section 6 "Schedule of fees and charges" contains a detailed listing of the proposed 2021/22 fees and charges.

4.1.4 Grants

	Forecast Actual		Budget		Change
	2020/21	2021/22	2021/22	\$'000	
	\$'000	\$'000	\$'000	%	
Grants were received in respect of the following:					
Summary of grants					
Commonwealth funded grants	9,120	9,093	-	27	0%
State funded grants	4,986	2,618	-	2,368	-47%
Total grants received	14,106	11,711	-	2,395	-17%
(a) Operating Grants					
Recurrent - Commonwealth Government					
Financial Assistance Grants	2,668	2,780	112		4%
Aged care	5,959	6,029	70		1%
Food services	238	284	46		19%
Total Recurrent - Commonwealth Government	8,865	9,093	228		3%
Recurrent - State Government					
Aged care	31	51	20		65%
Maternal and child health	922	1,001	79		9%
Family and children	845	742	-103		-12%
School crossing supervisors	296	300	4		1%
Open space and bushland	74	115	41		55%
Immunisation	86	87	1		1%
Emergency services	80	80	-		0%
Community safety	55	69	14		25%
Other	108	173	65		60%
Total Recurrent - State Government	2,497	2,618	121		5%
Total Recurrent grants	11,362	11,711	349		3%
Non-recurrent - Commonwealth Government					
Aged care	21	-	-		-100%
Food services	234	-	-	234	-100%
Total non-recurrent Commonwealth Government	255	-	-	255	-100%
Non-recurrent - State Government					
Maternal and child health	-	-	-		#DIV/0!
Community safety	15	-	-	15	-100%
Community Resilience (COVID)	2,404	-	-	2,404	-100%
Other	70	-	-	70	-100%
Non-recurrent - State Government	2,489	-	-	2,489	-100%
Total non-recurrent grants	2,744	-	-	2,744	-100%
Total operating grants	14,106	11,711	-	2,395	-17%
(b) Capital Grants					
Recurrent - Commonwealth Government					
Roads to recovery	536	536	-		0%
Financial Assistance Grant	842	856	14		2%
Total recurrent grants	1,378	1,392	14		1%

	Forecast Actual		Budget	Change
	2020/21	2021/22	2021/22	
	\$'000	\$'000	\$'000	%
Non-recurrent - Commonwealth Government				
Tuckers Road & Footpath reconstruction	-	1,000	-	0%
Public toilet implementation	-	150	-	0%
Warrandyte Childcare Refurbishment	-	150	-	0%
Misc General Leisure (ongoing replacement and upgrade of Rec asset)	-	1,200	1,200	0%
Place making and Pop Up Parks	-	500	500	0%
5 year Solar and Pop Up parks	-	711	711	0%
Rieschiecks Reserve Athletics Track Carpark Construction	395	-	395	-100%
Ruffey Lake Park Access Improvements	140	-	-	-
Warrandyte Football Club Lighting Upgrade	100	-	-	-
Smart Cities & Suburbs Program	64	-	-	-
Tikalara Park Master Plan	32	-	-	-
Fitzsimmons Lane	28	270	-	-
Total non-recurrent Commonwealth Government	759	3,981	3,222	425%
Non-recurrent - State Government				
Domeney Reserve Management Plan Implementation	-	-	-	0%
Rieschieck Reserve Athletic Track Floodlight Design	523	-	-	0%
Anderson/ James/ Swilk/ Parker Arterial Road Swap	-	-	-	0%
Boronia Reserve Floodlight Design	125	-	-	0%
Warrandyte Reserve AFL Floodlight Design	100	-	-	0%
Pettys Reserve Sporting Development Stage 2	600	-	-	0%
Pettys Reserve Development Plan Implementation	400	-	-	-
VicRoads - Warrandyte Bridge Landscape Works	100	-	-	-
Doncaster RSL	40	-	-	-
Restoring Warrandyte War Memorials	5	-	-	-
Schramms Reserve Modular Pavilion	-	1,274	-	0%
Warrandyte River Reserve Park Revitalisation Project	-	300	-	0%
Timber Reserve Floodlight	-	153	-	-
Montgomery Reserve Urban Plaza	-	60	-	0%
Total non-recurrent State Government	1,893	1,787	106	-6%
Total non-recurrent grants	2,652	5,768	3,116	117%
Total capital grants	4,030	7,160	3,130	78%
Total Grants	18,136	18,871	735	4%

During 2020/21 Council received significant one-off operational grant funding related to COVID-19 (Working for Victoria program (\$2.2M), Outdoor Dining & Entertainment program (\$500k) and Commonwealth Home Support funding for COVID meals program (\$137k).

4.1.5 Contributions

	Forecast Actual	Budget		Change	
	2020/21	2021/22		\$'000	%
	\$'000	\$'000	\$'000	\$'000	%
Monetary	7,008	6,319	-	689	-9.83%
Non-monetary	1,000	1,058	-	58	5.80%
Total contributions	8,008	7,377	-	631	-7.88%

Total contributions include cash and non-cash contributions by developers in regard to open space, development contribution plans (DCP) and the value of land, roads and footpaths transferred to council ownership by developers.

The budgeted monetary contributions for 2021/22 includes \$6.30 million of open space contributions from developers. No contributions are anticipated in 2021/22 from the Doncaster Hill Development Contributions Plan.

All monetary contributions are placed in a cash backed reserve to fund future capital works projects.

4.1.6 Other income

	Forecast Actual	Budget		Change	
	2020/21	2021/22		\$'000	%
	\$'000	\$'000	\$'000	\$'000	%
Interest	600	375	-	225	-37.50%
Royalties	725	-	-	725	-100.00%
Other	841	298	-	543	-64.57%
Total other income	2,166	673	-	1,493	-68.93%

Other income is projected to decrease by \$1.49 million or 69% per cent compared to the 2020/21 Forecast. The change mainly relates to:

- Interest on investments is projected to decline by \$0.23 million compared to 2020/21 due to historic low investment interest rates on offer from banks.
- Council's cash and deposits are invested in accordance with the Council Investment Policy. The funds are invested with a number of financial institutions, and include cash on hand, at call and short to medium term deposits ranging from 60 days to 365 days.
- Royalties associated with partial filling of Council's former quarry are expected to end after 2020/21.

4.1.7 Employee costs

	Forecast Actual	Budget		Change	
	2020/21	2021/22		\$'000	%
	\$'000	\$'000	\$'000	\$'000	%
Wages and salaries	59,953	59,361	(592)	(592)	-0.99%
Capitalised labour	(2,742)	(3,101)	(359)	(359)	13.09%
Total employee costs	57,211	56,260	(951)	(951)	-1.66%

Council provides services to our community through a combination of directly employed staff, temporary staff and services purchased from contractors. The extent that a service is provided by staff or contractors (or combination of both as is often the case) is determined on a service by service basis. The approach provides both an efficient and flexible approach to service delivery.

Wages and salaries (operating costs) include wages, superannuation, WorkCover and other salary on costs for employees involved in service delivery.

Capitalised labour includes the cost of employees and temporary staff from agencies involved in design, supervision and construction work on projects in the capital works program.

Total employee costs are forecast to decrease by \$1.0 million or 1.7 per cent compared to 2020/21.

4.1.8 Materials and services

	Forecast Actual		Budget		Change
	2020/21	2021/22	2021/22	2021/22	
	\$'000	\$'000	\$'000	\$'000	%
Waste contracts	11,813	13,477	1,664	14.08%	
Parks, sporting reserves, street trees and bushland maintenance	7,062	5,006	-2,056	-29.11%	
Roads, drainage and other infrastructure repairs and maintenance	3,337	3,365	28	0.83%	
Community building repairs and maintenance	1,446	1,596	150	10.40%	
Community events and services	1,195	1,294	99	8.29%	
Fleet costs	688	790	102	14.84%	
Aged care services	557	437	-120	-21.61%	
General materials and services	6,765	6,472	-293	-4.33%	
Total materials and services	32,864	32,438	-426	-1.30%	

Materials, services and contracts include payment to contractors for the provision of services, the purchase of consumables, maintenance costs and general materials to enable Council to provide a wide range of service. Materials, services and contracts are expected to decrease by \$0.43 million (1.3 per cent). The key variances are:

- Waste contracts include collection and disposal services and operates on a contract service delivery model. Contract costs for this service are budgeted to increase by \$1.66 million. This is predominately due to increased disposal costs resulting from a 61 per cent increase in the State Government landfill levy from 1 July 2021 and an increase in gate fees as a result of new EPA landfill requirements;
- The reduction in the 2021/22 budget for Parks and sporting reserves is due to one-off Aquarena and Indoor Stadium contract variation payments during 2020/21 as a result of the impact of COVID-19 State Government restrictions resulting in reduced operations and temporary closures during lockdowns of Council facilities under contract management.

4.1.9 Depreciation

	Forecast Actual		Budget		Change
	2020/21	2021/22	2021/22	2021/22	
	\$'000	\$'000	\$'000	\$'000	%
Property	4,321	3,940	-381	-8.82%	
Plant & equipment	1,533	1,578	45	2.94%	
Infrastructure	17,587	18,588	1,001	5.69%	
Computers and telecommunications	432	680	248	57.41%	
Total depreciation	23,873	24,786	913	3.82%	

Depreciation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's property, plant & equipment and infrastructure assets such as roads and drains. The increase is due mainly to the completion of the capital works program and the full year impact of depreciation of the 2020/21 capital program.

4.1.10 Amortisation - Intangible assets

	Forecast Actual		Budget		Change
	2020/21	2021/22	2021/22	2021/22	
	\$'000	\$'000	\$'000	\$'000	%
Intangible assets	2,682	3,189	507	18.90%	
Total amortisation - intangible assets	2,682	3,189	507	18.90%	

Amortisation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's intangible assets (software). The increase of \$0.5 million is due mainly to the addition of new software.

4.1.11 Amortisation - Right of use assets

	Forecast Actual		Budget		Change
	2020/21	2021/22	2021/22	2021/22	
	\$'000	\$'000	\$'000	\$'000	%
Right of use assets	421	317	-104	-24.70%	
Total amortisation - right of use assets	421	317	-104	-24.70%	

Amortisation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's right of use assets. The decrease in 2021/22 is due to the end of some leases associated with IT equipment assets (printers & servers).

4.1.12 Other expenses

	Forecast Actual	Budget		Change	
	2020/21	2021/22	2021/22	\$'000	%
	\$'000	\$'000	\$'000	\$'000	%
Software licences	2,612	3,214	602	23.05%	
Consultants	1,821	678	- 1,143	-62.77%	
Legal expenses	1,247	523	- 724	-58.06%	
Insurance	1,122	1,241	119	10.61%	
Data communications and telephone	419	403	- 16	-3.82%	
Postage	428	428	-	0.00%	
Other service delivery costs	9,421	9,583	162	1.72%	
Total other expenses	17,070	16,070	- 1,000	-5.86%	

Other expenses are budgeted to decrease by \$1.0 million (or 5.9 per cent) and include a variety of costs incurred to provide and support the wide variety of services that Council delivers.

The decrease in 2021/22 is mainly due to one off budget allocations in 2020/21 to acquire specialist knowledge and legal advice for various projects including the North East Link and contractual advice.

4.2 Balance Sheet

4.2.1 Assets

4.2.1a 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 June 2022, total current assets are projected to decrease by \$6.7 million.

4.2.1b Non-current Assets

Property, infrastructure, plant & equipment and intangible assets represents 99.9 per cent of Council's non-current assets. During 2021/22, these assets are projected to increase by \$28 million as a result of the capital works program (\$58.7 million). These are partly offset by depreciation/amortisation of assets (\$28 million).

4.2.2 Liabilities

4.2.2a Current Liabilities

Total current liabilities (obligations to pay within the next twelve months) are projected to remain at a similar level to 2020/21.

4.2.2b Non-current Liabilities

Total non-current liabilities are projected to remain at a similar level to 2020/21. Non-current liabilities relate to employee entitlements of \$1.40 million of long service leave and lease liabilities of \$1.68 million.

4.2.3 Borrowings

Council does not currently have loan borrowings nor proposes to borrow over the four year period.

	Forecast Actual	Budget	Projections		
	2020/21	2021/22	2022/23	2023/24	2024/25
	\$	\$	\$	\$	\$
Amount borrowed as at 30 June of the prior year	-	-	-	-	-
Amount proposed to be borrowed	-	-	-	-	-
Amount projected to be redeemed	-	-	-	-	-
Amount of borrowings as at 30 June	-	-	-	-	-

4.2.4 Leases by category

As a result of the introduction of AASB 16 Leases, right-of-use assets and lease liabilities have been recognised as outlined in the table below.

	Forecast Actual	Budget
	2020/21	2021/22
	\$	\$
Right-of-use assets		
Land and buildings	2,220	1,915
IT equipment	12	-
Total right-of-use assets	2,232	1,915
Lease liabilities		
Current lease Liabilities		
Land and buildings	- 290	296
IT equipment	- 13	-
Total current lease liabilities	- 303	296
Non-current lease liabilities		
Land and buildings	- 1,980	1,684
IT equipment	-	-
Total non-current lease liabilities	- 1,980	1,684
Total lease liabilities	- 2,283	1,980

Where the interest rate applicable to a lease is not expressed in the lease agreement, Council applies the average incremental borrowing rate in the calculation of lease liabilities.

4.3 Statement of changes in Equity

4.3.1 Equity

Equity is the difference between the value of the total assets and the value of total liabilities. It represents the net worth of Council as at 30 June and is made up of the following components:

- Accumulated surplus is the value of all the net assets less reserves that have accumulated over time. For the year ending 30 June 2022, the accumulated surplus is budgeted to increase by \$21.06 million chiefly as a result of 2021/22 operating surplus.
- Asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuations and is projected to remain at the 2020/21 level.
- Other reserves.

4.3.1 Reserves

Other reserves are 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. Other Reserves are budgeted to have a small net decrease in 2021/22 as they provide a funding source for related projects in the capital works program.

4.4 Statement of Cash Flows

4.4.1 Net cash flows provided by/used in operating activities

Cash flows from operating activities is budgeted to increase from 2020/21 by \$4.18 million. The increase mainly relates to an increase in capital grants and a decrease in expenditure on employee costs and materials and services.

4.4.2 Net cash flows provided by/used in investing activities

Net cash flows used in investing activities are projected to decrease by \$5.8 million primarily due to the in flow of maturing financial assets (term deposits) during the year.

4.4.3 Net cash flows provided by/used in financing activities

Council is not proposing to take up new borrowings in 2021/22.

4.5 Restricted and unrestricted cash and investments

Total cash and financial investments held by Council are restricted in part, and not fully available for Council's operations. The budgeted Statement of Cash Flows (Section 3) indicates that Council is estimating at 30 June 2022 that it will have total cash and investments of \$79 million, which is restricted as shown in the following table:

	Notes	Forecast Actual 2020/21 \$'000	Budget 2021/22 \$'000	Change Fav / (Unfav)
		\$'000	\$'000	\$'000
Total cash and investments		87,617	78,968	(8,649)
Restricted cash and investments				
Other Reserves	4.5.1			
- Open Space reserve		(11,114)	(11,034)	80
- Doncaster Hill DCP Reserve		(1,430)	(1,430)	-
		(12,544)	(12,464)	80
Other restricted cash	4.5.2			
- Trust funds and deposits		(13,385)	(13,385)	-
- Waste initiatives		(9,147)	(8,623)	524
- Cash held to fund carry forward capital works		(4,295)	-	4,295
		(26,827)	(22,008)	4,819
Unrestricted cash and investments	4.5.3	48,246	44,496	(3,750)
Intended use of cash	4.5.4			
- Superannuation Defined Benefits liability		(8,000)	-	8,000
- Asset sale proceeds to fund capital works		(4,510)	-	4,510
- Strategic Fund		-	(14,468)	(14,468)
- Long Service Leave		-	(9,826)	(9,826)
- Manningham Recreation Association Contributions		(532)	(532)	-
Unrestricted cash adjusted for intended use of cash	4.5.5	35,204	19,670	(15,534)

4.5.1 Other Reserves

These funds must be applied for specified purposes in accordance with various legislative requirements. While these funds can earn interest revenues for Council, the funds are not available for other purposes.

4.5.2 Other restricted cash

Council receives refundable deposits and other trust funds. This includes contractor deposits, landscape bond, bonds for the hire of Council facilities and other work bonds. In addition, other restricted cash includes the Waste Initiative Fund which is set aside for waste and recycling related capital works projects.

4.5.3 Unrestricted cash and investments

These funds are free of all specific Council commitments and represents the funds available to meet daily cash flow requirements, unexpected short term needs and any budget commitments which will be expended in the following year. Council regards these funds as necessary to ensure that it can meet its commitments as and when they fall due without borrowing further funds.

4.5.4 Intended use of cash

This includes cash set aside for specific future purposes by Council which is not subject to any external restriction or legislative requirements. As at 30 June 2022, Council is forecasting to have \$24.83 million for future intended uses. This includes:

- Council has set aside \$14.47 million in a Strategic Fund to create the capacity for Council to engage in strategic property acquisition and development opportunities, major community infrastructure development opportunities and for other one-off specific purposes in the future where required. \$12.51 million of the amount set aside in this fund was internally reallocated from the previous internal allocation of \$8 million for a future Defined Benefits superannuation call and \$4.51 million of proceeds from past asset sales.
- The projected long service leave liability at 30 June 2022 (\$9.83 million) has been set aside to ensure that council has the capacity to pay long service leave to employees when taken or upon departure.
- Contribution from Manningham Recreation Association. Council has \$0.53 million set aside for future specific use tied to the contribution received.

4.5.5 Unrestricted cash adjusted for intended use of cash

Council is forecasting to hold \$19.67 million in cash without commitments or intended use as at 30 June 2022. This level is considered appropriate to ensure financial sustainability.

4.6 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2021/22 year, classified by expenditure type and funding source. Works are also disclosed as current budget or carried forward from prior year.

4.6.1 Summary

	Forecast Actual 2020/21 *	Budget 2021/22	Change	%
	\$'000	\$'000	\$'000	
Property	8,815	17,386	8,571	97.23%
Plant and equipment	4,437	6,796	2,359	53.15%
Infrastructure	31,453	34,483	3,030	9.63%
Total	44,706	58,665	13,959	31.23%

* 2020/21 includes \$4.91 million of projects carried forward from 2019/20

2021/22	Project Cost	Asset expenditure types				Summary of Funding Sources			
		New	Renewal	Upgrade	Expansion	Grants	Contributions	Council cash	Reserves
Includes carry forwards from 2020/21	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Property	17,386	9,388	5,172	2,734	92	2,285	-	12,063	3,038
Plant and equipment	6,796	1,953	2,856	1,920	68	-	-	6,796	-
Infrastructure	34,483	9,578	17,509	5,504	1,892	4,875	77	24,211	5,320
Total	58,665	20,919	25,537	10,157	2,052	7,160	77	43,070	8,358

This section presents an overview of the capital works projects to be undertaken in 2021/22 by expenditure type.

\$58.67 million has been budgeted for capital works in 2021/22.

Property (\$17.38 million)

For the 2021/22 year, \$10.79 million will be expended on building and building improvement projects including community facilities, sports facilities and pavilions:

- \$1.5 million on the renewal of other community buildings;
- \$3.0 million on upgrades to civic/depot buildings;
- \$4.1 million for recreation buildings including:
 - \$1.8 million for Schramms Reserve Modular Pavilion;
 - \$0.9 million for the first stage of the Deep Creek Reserve Pavilion
 - \$0.8 million for Mullum Mullum Bowls facility;
 - \$0.6 million for the Waldau Visitor Centre;
- \$0.9 million for environmental initiatives including solar panels and the Environmentally Sustainable Design (ESD) program; and
- \$1.0 million for major community facility project planning.

* \$5.0 million will be spent on the Strategic Land Acquisition Program

* \$1.6 million will be spent on land purchases to increase open space within the Municipality.

Plant and Equipment including intangibles (\$6.80 million)

Significant projects include the implementation of new corporate systems to improve efficiency and customer service:

- upgrade/replacement of information technology software, equipment and hardware at Council workplaces (\$4.5 million);
- ongoing cyclical replacement of the plant and vehicle fleet (\$1.9 million); and
- implementation of Electric Vehicle Charging (\$0.1 million).

Infrastructure (\$34.48 million)

Infrastructure includes roads, footpaths and cycleways, drainage, recreation, leisure and community facilities, parks, open space and streetscapes and off street car parks. For the 2021/22 year, Council is proposing to spend \$34.4 million on infrastructure and major projects in each category as listed below:

Roads & bridges (\$12.62 million)

- \$5.1 million for the road network renewal program; and
- \$2.0 million for Tram/Merlin Road, \$1.15 million for Knees Road, \$1.0 million for Tuckers Road and \$1.0 million for Jumping Creek Road.

Footpaths and Cycleways (\$3.54 million)

- \$2.5 million on the design, construction of new footpaths and the renewal of existing;
- \$0.9 million on the implementation of the Bicycle Strategy; and
- \$0.2 million on the Main Yarra Trail extension to Warrandyte.

Drainage (\$4.31 million)

- \$2.2 million allocation for the implementation of Council's Drainage Strategy to protect properties from inundation;
- \$2.1 million on the refurbishment and renewal of the drainage network.

Recreation, leisure and community facilities (\$7.41 million)

- \$4.0 million for Pettys Reserve Sporting development;
- \$1.2 million for Tom Kelly athletics track improvement works;
- \$0.9 million for Rieschiecks Reserve; and
- \$0.5 million for Domeney Reserve; and
- \$0.8 million for other improvement projects.

Parks, open space and streetscapes (\$5.98 million)

- \$1.1 million for Hepburn Reserve;
- \$1.1 million for Playspaces Development;
- \$1.0 million for Lions Park Warrandyte River Reserve;
- \$0.4 million for floodlighting in reserves;
- \$0.3 million for Ruffey Lake Park Master Plan implementation; and
- \$0.5 million funding ongoing for tree planting / streetscapes.

Waste management (\$0.50 million)

- \$0.5 million for Waste Management Initiatives

4.6.2 Current Budget (excluding carry forwards from 2020/21)

Capital Works Area 2021/22	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Reserves \$'000
PROPERTY									
Land									
Land Acquisition Initiatives	1,600	1,600	-	-	-	-	-	-	1,600
Strategic Land Acquisition Program	5,000	5,000	-	-	-	-	-	5,000	-
Buildings									
Recreation Building Renewal	1,320	-	1,320	-	-	-	-	1,320	-
General Building Renewal	775	-	775	-	-	150	-	625	-
Municipal Office Renewal	700	-	700	-	-	-	-	700	-
Community Facility Development	46	-	-	46	-	-	-	46	-
Park Development	400	176	16	208	-	-	-	400	-
Community Facility Development - Major Project	1,000	1,000	-	-	-	-	-	-	1,000
Emergency Management Initiatives	50	-	50	-	-	-	-	50	-
Children Services Initiatives	70	35	35	-	-	-	-	70	-
Sports Reserve Development	2,500	900	1,250	280	70	1,274	-	876	350
Solar & Environmental Initiatives	840	420	420	-	-	711	-	129	-
Building Improvements									
General Building Renewal	375	100	125	150	-	150	-	225	-
Accessibility Initiatives	225	-	225	-	-	-	-	225	-
Municipal Office Renewal	1,950	-	100	1,850	-	-	-	1,950	-
TOTAL PROPERTY	16,851	9,231	5,016	2,534	70	2,285	-	11,616	2,950
PLANT AND EQUIPMENT									
Plant, Machinery and Equipment									
Plant and Equipment Renewal	1,823	-	1,641	182	-	-	-	1,823	-
Solar & Environmental Initiatives	100	100	-	-	-	-	-	100	-
Fixtures, Fittings and Furniture									
Furniture & Equipment Renewal	25	-	25	-	-	-	-	25	-
Computers and Telecommunications									
Information Technology Initiatives	835	102	396	282	55	-	-	835	-
Transformation Initiatives	353	353	-	-	-	-	-	353	-
Art Works									
Artworks Renewal	10	-	10	-	-	-	-	10	-
Artworks Development	140	140	-	-	-	-	-	140	-
Intangibles									
Transformation Initiatives	1,349	813	401	122	13	-	-	1,349	-
Information Technology Initiatives	922	-	-	922	-	-	-	922	-
Information Technology Renewal	95	64	-	31	-	-	-	95	-
TOTAL PLANT AND EQUIPMENT	5,652	1,572	2,473	1,540	68	-	-	5,652	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Reserves \$'000
INFRASTRUCTURE									
Roads									
Capital Works Administration	126	-	126	-	-	-	-	126	-
Footpath Renewal	50	-	50	-	-	-	-	50	-
Road Construction Initiatives	3,992	815	1,466	1,181	530	2,306	-	1,686	-
Road Network Renewal	4,970	8	4,918	30	15	856	-	4,114	-
Activity Centre Development	210	45	60	90	15	-	-	210	-
Streetscape Improvements	400	200	200	-	-	-	-	400	-
Street Light Renewal	45	-	23	11	11	-	-	45	-
Street Light Development	324	-	-	200	124	-	-	324	-
Smart City Initiatives	15	11	-	4	-	-	-	15	-
Road Safety Initiatives	225	56	113	34	23	-	-	225	-
Bus Facility Development	85	85	-	-	-	-	-	85	-
Traffic Management Initiatives	79	40	-	20	20	-	-	79	-
Traffic Management Initiatives	2,000	200	600	800	400	-	-	2,000	-
Bridges									
Road Network Renewal	100	-	100	-	-	-	-	100	-
Footpaths and Cycleways									
Linear Park Development	150	150	-	-	-	-	-	150	-
Footpath Development - Local	875	656	219	-	-	-	-	875	-
Footpath Development - PPN	300	300	-	-	-	-	-	300	-
Footpath Renewal	1,305	-	1,305	-	-	-	-	1,305	-
Bicycle Network Development	910	364	273	182	91	-	-	910	-
Drainage									
Drainage Network Development	3,605	1,001	1,415	1,190	-	-	-	3,605	-
Drainage Network Renewal	450	-	450	-	-	-	-	450	-
Recreational, Leisure & Community Facilities									
Floodlighting Development	120	-	-	120	-	-	-	120	-
Sports Reserve Development	3,728	1,220	1,334	730	444	-	-	2,386	1,342
Sports Facility Renewal	1,200	-	1,200	-	-	1,200	-	-	-
Leisure Facility Initiatives	152	114	38	-	-	-	-	152	-
Leisure Facility Development	55	-	55	-	-	-	-	55	-
Hard Court Initiatives	208	-	177	31	-	-	77	131	-
Waste Management									
Waste Management Initiatives	500	500	-	-	-	-	-	-	500

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Reserves \$'000
Parks, Open Space and Streetscapes									
<i>Community Facility Development</i>	46	-	46	-	-	-	-	46	-
<i>Land Acquisition Initiatives</i>	400	400	-	-	-	-	-	-	400
<i>Linear Park Development</i>	100	100	-	-	-	-	-	40	60
<i>Park Development</i>	2,463	1,858	456	75	75	300	-	313	1,850
<i>Water & Irrigation Initiatives</i>	175	65	110	-	-	-	-	175	-
<i>Playspace Renewal</i>	90	-	90	-	-	-	-	90	-
<i>Open Space Development</i>	160	153	-	8	-	-	-	42	118
<i>Playspace Initiatives</i>	940	50	698	192	-	60	-	220	660
<i>Street Light Development</i>	35	18	18	-	-	-	-	35	-
<i>Floodlighting Development</i>	438	219	219	-	-	153	-	285	-
<i>Hard Court Initiatives</i>	5	3	3	-	-	-	-	5	-
<i>Leisure Facility Initiatives</i>	44	22	22	-	-	-	-	44	-
<i>Sports Reserve Development</i>	215	50	165	-	-	-	-	215	-
<i>Streetscape Improvements</i>	450	-	450	-	-	-	-	450	-
Off Street Car Parks									
<i>Sports Reserve Development</i>	32	-	-	32	-	-	-	32	-
<i>Road Network Renewal</i>	95	-	95	-	-	-	-	95	-
TOTAL INFRASTRUCTURE	31,867	8,700	16,491	4,929	1,748	4,875	77	21,985	4,930
TOTAL NEW CAPITAL WORKS	54,370	19,503	23,980	9,002	1,885	7,160	77	39,253	7,880

4.6.3 Works carried forward from the 2020/21 year

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Reserves \$'000
PROPERTY									
Buildings									
<i>Park Development</i>	240	120	9	112	-	-	-	240	-
<i>Sports Reserve Development</i>	220	-	110	88	22	-	-	132	88
<i>Solar & Environmental Initiatives</i>	75	38	38	-	-	-	-	75	-
TOTAL PROPERTY	535	157	156	200	22	-	-	447	88
PLANT AND EQUIPMENT									
Plant, Machinery and Equipment									
<i>Plant and Equipment Renewal</i>	220	-	198	22	-	-	-	220	-
Computers and Telecommunications									
<i>Information Technology Initiatives</i>	165	-	83	83	-	-	-	165	-
<i>Transformation Initiatives</i>	100	100	-	-	-	-	-	100	-
Intangibles									
<i>Transformation Initiatives</i>	401	281	103	18	-	-	-	401	-
<i>Information Technology Initiatives</i>	258	-	-	258	-	-	-	258	-
TOTAL PLANT AND EQUIPMENT	1,144	381	383	380	-	-	-	1,144	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Reserves \$'000
INFRASTRUCTURE									
Roads									
<i>Road Construction Initiatives</i>	-	-	-	-	-	-	-	-	-
Drainage									
<i>Drainage Network Development</i>	250	68	100	83	-	-	-	250	-
Recreational, Leisure & Community Facilities									
<i>Sports Reserve Development</i>	1,950	709	663	450	128	-	-	1,950	-
Parks, Open Space and Streetscapes									
<i>Linear Park Development</i>	66	17	17	17	17	-	-	26	40
<i>Park Development</i>	85	85	-	-	-	-	-	-	85
<i>Playspace Initiatives</i>	265	-	239	27	-	-	-	-	265
TOTAL INFRASTRUCTURE	2,616	878	1,018	576	145	-	-	2,226	390
TOTAL CARRIED FORWARD CAPITAL WORKS 2020/21	4,295	1,416	1,557	1,155	167	-	-	3,817	478

4.6.3 Summary of Planned Capital Works Expenditure
For the four years ended 30 June 2025

2022/23	Asset Expenditure Types					Funding Sources			Council Cash \$'000	Reserves \$'000
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000		
Property										
Land	1,700	1,700	0	0	0	1,700	0	0	0	1,700
Total Land	1,700	1,700	0	0	0	1,700	0	0	0	1,700
Buildings	6,584	1,135	4,401	848	200	6,584	0	0	4,890	1,694
Building improvements	1,190	225	890	75	0	1,190	0	0	1,190	0
Total Buildings	7,774	1,360	5,291	923	200	7,774	0	0	6,080	1,694
Total Property	9,474	3,060	5,291	923	200	9,474	0	0	6,080	3,394
Plant and Equipment										
Plant, machinery and equipment	1,188	0	1,069	119	0	1,188	0	0	1,188	0
Fixtures, fittings and furniture	25	0	25	0	0	25	0	0	25	0
Computers and telecommunications	774	406	215	98	57	774	0	0	774	0
Art Works	265	265	10	0	0	265	0	0	265	0
Intangibles	3,567	1,231	155	2,181	0	3,567	0	0	3,567	0
Total Plant and Equipment	5,819	1,892	1,474	2,395	57	5,819	0	0	5,819	0
Infrastructure										
Roads	13,408	1,048	8,810	2,828	722	13,408	3,455	0	9,953	0
Bridges	850	800	50	0	0	850	800	0	50	0
Footpaths and cycleways	3,700	2,263	1,259	119	80	3,700	0	0	3,700	0
Drainage	4,727	1,250	1,983	1,494	0	4,727	0	0	4,727	0
Recreational, leisure and community facilities	2,059	709	422	928	0	2,059	1,073	78	908	0
Waste management	4,500	4,500	0	0	0	4,500	0	0	0	4,500
Parks, open space and streetscapes	6,930	2,479	2,238	1,701	513	6,930	0	0	3,065	3,865
Off street car parks	95	0	95	0	0	95	0	0	95	0
Total Infrastructure	36,269	13,048	14,856	7,070	1,295	36,269	5,328	78	22,498	8,365
Total Capital Works Expenditure	51,562	18,001	21,621	10,388	1,552	51,562	5,328	78	34,397	11,759

4.6.3 Summary of Planned Capital Works Expenditure
For the four years ended 30 June 2025

2023/24	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Reserves \$'000
Property										
Land	1,800	1,800	0	0	0	1,800	0	0	0	1,800
Total Land	1,800	1,800	0	0	0	1,800	0	0	0	1,800
Buildings	12,269	9,135	2,936	198	0	12,269	0	0	3,029	9,240
Building improvements	1,929	160	1,000	779	0	1,929	0	0	1,929	0
Total Buildings	14,198	9,295	3,936	977	0	14,198	0	0	4,958	9,240
Total Property	15,998	11,095	3,936	977	0	15,998	0	0	4,958	11,040
Plant and Equipment										
Plant, machinery and equipment	2,243	0	2,019	224	0	2,243	0	0	2,243	0
Fixtures, fittings and furniture	25	0	25	0	0	25	0	0	25	0
Computers and telecommunications	546	178	215	96	57	546	0	0	546	0
Art Works	130	120	10	0	0	130	0	0	130	0
Intangibles	2,320	240	500	1,580	0	2,320	0	0	2,320	0
Total Plant and Equipment	5,264	538	2,769	1,900	57	5,264	0	0	5,264	0
Infrastructure										
Roads	17,138	3,075	9,957	3,230	876	17,138	4,031	0	13,107	0
Bridges	5,100	5,000	100	0	0	5,100	5,000	0	100	0
Footpaths and cycleways	3,295	1,693	1,430	115	58	3,295	0	0	3,295	0
Drainage	4,870	1,238	1,957	1,475	0	4,870	0	0	4,870	0
Recreational, leisure and community facilities	1,486	588	505	387	6	1,486	0	80	1,406	0
Waste management	0	0	0	0	0	0	0	0	0	0
Parks, open space and streetscapes	6,430	1,990	3,150	840	450	6,430	0	0	2,806	3,624
Off street car parks	130	0	100	30	0	130	0	0	130	0
Total Infrastructure	38,249	13,984	17,199	6,077	1,389	38,249	9,031	80	25,314	3,624
Total Capital Works Expenditure	59,511	25,207	23,904	8,954	1,446	59,511	9,031	80	35,536	14,664

4.6.3 Summary of Planned Capital Works Expenditure
For the four years ended 30 June 2025

2024/25	Asset Expenditure Types					Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Reserves \$'000
Property										
Land	1,555	1,555	0	0	0	1,555	0	0	0	1,555
Total Land	1,555	1,555	0	0	0	1,555	0	0	0	1,555
Buildings	13,160	9,136	3,976	48	0	13,160	2,000	0	4,160	7,000
Building improvements	800	160	450	0	0	800	0	0	800	0
Total Buildings	13,760	9,296	4,426	48	0	13,760	2,000	0	4,760	7,000
Total Property	15,315	10,841	4,426	48	0	15,315	2,000	0	4,760	8,555
Plant and Equipment										
Plant, machinery and equipment	1,830	0	1,647	183	0	1,830	0	0	1,830	0
Fixtures, fittings and furniture	25	0	25	0	0	25	0	0	25	0
Computers and telecommunications	546	178	215	96	57	546	0	0	546	0
Art Works	130	120	10	0	0	130	0	0	130	0
Intangibles	2,069	0	240	1,829	0	2,069	0	0	2,069	0
Total Plant and Equipment	4,600	298	2,137	2,108	57	4,600	0	0	4,600	0
Infrastructure										
Roads	14,179	2,894	0,153	1,323	810	14,179	1,392	0	12,737	50
Bridges	100	0	100	0	0	100	0	0	100	0
Footpaths and cycleways	3,802	2,057	1,553	128	84	3,802	0	0	3,239	563
Drainage	4,698	1,251	1,953	1,484	0	4,698	0	0	4,698	0
Recreational, leisure and community facilities	2,934	447	1,338	1,140	0	2,934	0	380	2,554	0
Waste management	2,000	2,000	0	0	0	2,000	0	0	0	2,000
Parks, open space and streetscapes	5,175	1,425	2,912	551	288	5,175	0	0	3,205	1,970
Off street car parks	562	0	100	462	0	562	0	0	562	0
Total Infrastructure	33,450	10,073	17,118	5,098	1,161	33,450	1,392	380	27,095	4,583
Total Capital Works Expenditure	53,365	21,212	23,681	7,254	1,218	53,365	3,392	380	36,455	13,138

4.6.4 Four Year Capital Works Program Detail

Capital Works Area	Total 4 year Program	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000	\$'000
PROPERTY					
Land					
Land Acquisition Program - Open Space for Manningham	6,655	1,600	1,700	1,800	1,555
Strategic Land Acquisition Program	5,000	5,000	-	-	-
Buildings					
Miscellaneous Community Facilities	190	46	48	48	48
Emergency Management Initiatives	200	50	50	50	50
Miscellaneous Building Refurbishment Works (Master)	2,150	425	525	600	600
Community Facility Development - Major Project	20,000	1,000	1,000	9,000	9,000
Bucks Reserve Public Toilet AMS Buildings	40	-	40	-	-
ADSS: Planned Activity Group (PAG) AMS	200	-	-	-	200
Pines Library carpet replacement AMS Buildings	100	-	100	-	-
Warrandyte Childcare Centre Refurbishment	150	150	-	-	-
Flood Prevention measures - various sites	800	200	200	200	200
Donvale Preschool	250	-	-	-	250
Men's Shed	75	-	75	-	-
Warrandyte Scout Hall	350	-	350	-	-
Aggregated Building Renewal Projects	940	-	-	-	940
MC2	300	50	50	100	100
Depot (BU350) - Security and evac system AMS	700	500	200	-	-
Office Accommodation Renewal	1,300	150	200	450	500
Waldau Visitor Centre	615	615	-	-	-
Aquarena - Agreement EF18/11204	1,246	320	326	300	300
Indoor Stadium AMS (Highball Facilities)	750	150	200	200	200
Park Orchards BMX Pavilion upgrade AMS Buildings	600	-	600	-	-
Donvale Pony Club	351	-	-	351	-
Wyena Pony Club	350	-	350	-	-
Aggregated Recreation Building Renewal Projects	500	-	-	-	500
Wonga Park Sports Complex Master Plan	50	50	-	-	-
Childrens Services Projects	282	70	70	70	72
Mullum Mullum Bowls	800	800	-	-	-
Deep Creek Reserve Pavilion Redevelopment	2,920	920	2,000	-	-
Schramms Reserve Pavilion No 2 Redevelopment	300	-	-	300	-
Donvale Tennis Club upgrade AMS Buildings	400	-	-	400	-
Schramms Reserve #2 Modular Pavilion	1,800	1,800	-	-	-
Waldau Cafe	25	25	-	-	-
5 Year Solar & ESD Program	1,515	915	200	200	200
Building Improvements					
Accessibility Improvement Programme - Council Buildings	950	225	225	250	250
Safety Improvements	175	25	50	50	50
Templestowe Scouts upgrade AMS Buildings	115	-	15	100	-
Finns reserve Scouts upgrade AMS Buildings	75	-	75	-	-
Wonga Park Hall Upgrade AMS Buildings	300	-	300	-	-
Public Toilet Strategy Implementation	1,250	200	450	300	300
Council Security Access Systems Upgrade	350	150	-	200	-
Doncaster East Hall Renewal Works	300	-	-	300	-
Warrandyte South Community Hall Renewal Works	150	-	-	150	-
Depot Vehicle Security	554	50	-	504	-
MC2 Exterior	1,800	1,800	-	-	-
Depot Outdoor Lunchroom Upgrade	100	100	-	-	-
MTLC - Air Handling Works	150	-	75	75	-
TOTAL PROPERTY	58,173	17,386	9,474	15,998	15,315

Capital Works Area	Total 4 year Program	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000	\$'000
PLANT AND EQUIPMENT					
Plant, Machinery and Equipment					
Plant Replacement Project	7,304	2,043	1,188	2,243	1,830
Electric Vehicle Charging	100	100	-	-	-
Fixtures, Fittings and Furniture					
Furniture and Equipment (Municipal Offices)	100	25	25	25	25
Computers and Telecommunications					
GIS Initiatives - Community Access and Safety (Master)	126	30	32	32	32
Computer Infrastructure Replacement	313	76	79	79	79
IT Strategy Initiatives - Other (Master)	1,129	274	285	285	285
Other Computer Infrastructure	313	76	79	79	79
PC Refresh & MS Office Upgrade	544	544	-	-	-
Smart City Bins and Drains Asset Monitoring	421	193	228	-	-
Mobile Computing Initiatives	333	120	71	71	71
Video Conferencing Functionality	140	140	-	-	-
Intangibles					
Internet and Intranet Renewal	1,180	1,180	-	-	-
User Friendly Pet Registration & Renewal	237	-	237	-	-
Workplace Health & Safety Management Solution	95	95	-	-	-
IT Base Asset Renewal	785	-	45	500	240
Contract Management System	276	276	-	-	-
Data Warehouse & Business Intelligence	265	265	-	-	-
Business Continuity Management Planning	363	-	363	-	-
Digitise Customer Refunds	540	-	540	-	-
ERP (renewal of Financials, P&R, Budget Planning, HRIS)	4,159	100	730	1,500	1,829
CRM Expansion & Enhancements	767	767	-	-	-
Hard and Garden Waste Automation	320	-	-	320	-
Worker Compliance Management	411	-	411	-	-
FoodTrader Implementation	400	-	400	-	-
Data Warehouse Human Resources	65	65	-	-	-
HR Service Management and Tracking	107	107	-	-	-
Single Customer View	621	-	621	-	-
Asset Management Phase 2	320	100	220	-	-
CA PPM Enhancements	70	70	-	-	-
Art Works					
Art Collection Acquisitions	120	30	30	30	30
Commissioning of public art	515	110	225	90	90
Art Collection Conservation	40	10	10	10	10
TOTAL PLANT AND EQUIPMENT	22,479	6,796	5,819	5,264	4,600

Capital Works Area	Total 4 year Program	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000	\$'000
INFRASTRUCTURE					
Roads					
AM & Capital Works Project Management & Administration	546	126	130	140	150
Pram Crossings	200	50	50	50	50
Tuckers Road & Footpath reconstruction	4,000	1,000	3,000	-	-
Knees Road, Park Orchards Road Management	1,150	1,150	-	-	-
Jumping Creek Road	14,643	1,000	365	6,983	6,295
Fitzsimons Lane and Main Road Corridor	6,871	342	2,915	3,614	-
Arterial Road Pavements (Link & Collector)	800	200	200	200	200
Concrete ROWs	120	60	-	30	30
Pavement Design	100	25	25	25	25
Kerb & Channel replacement	555	135	140	140	140
Open Space Road Pavements	320	80	-	80	160
Road Restoration	2,000	500	500	500	500
Road Retaining Wall / Structure	40	10	10	10	10
Road Surfacing (Reseals)	15,840	3,485	4,508	3,347	4,500
Road Renewal - Kerb & Channel	1,630	400	400	400	430
Table Drain Sealing	300	75	75	75	75
Macedon Square	150	150	-	-	-
Local Activity Centres Infrastructure upgrades	120	60	-	30	30
Place Making & Pop Up Parks	500	500	-	-	-
Additional Street Lighting	250	124	-	63	63
Energy Efficient Public Lighting	600	200	-	200	200
Street Lighting Replacement Program	180	45	45	45	45
Road Furniture / Signs / Bins / Seats	520	130	130	130	130
Shopping Centre Enhancements	210	70	-	70	70
City Signage Program	530	125	130	135	140
Street Furniture Program	300	75	75	75	75
Vehicle Detection Units (Replacement)	60	15	15	15	15
Aggregated Bus Bay Construction Projects	250	-	120	65	65
Aggregated Bus Shelter Installation	639	85	165	170	219
Aggregated Road Safety Projects	960	225	225	253	257
Tram/Merlin	2,000	2,000	-	-	-
Aggregated Traffic Management & Control Measures Projects	618	-	185	212	221
Aggregated Traffic Control Devices Council Link (Arterial)	244	79	-	81	84
Bridges					
Banksia Park Bridge	5,800	-	800	5,000	-
Bridges / Culverts - Roads & Reserves	350	100	50	100	100
Footpaths and Cycleways					
Main Yarra Trail Extension to Warrandyte	2,000	150	1,350	500	-
Aggregated Local Footpath Design and Construction Projects	3,125	875	500	750	1,000
Aggregated Footpath Construction Projects	2,050	300	300	400	1,050
Footpaths - Parks	850	205	205	220	220
Footpaths - Roads	3,590	1,100	750	850	890
Aggregated Bicycle Strategy Projects	2,722	910	595	575	642

Capital Works Area	Total 4 year Program				
	2021/22	2022/23	2023/24	2024/25	
	\$'000	\$'000	\$'000	\$'000	\$'000
Drainage					
Melbourne Hill Road Drainage Upgrade(C,P & D)	3,750	850	2,400	500	-
285 Oban Road Culvert	650	-	-	-	650
North Valley Road	125	-	-	125	-
Drainage - Alva Avenue	700	200	500	-	-
Kerry Anne Crs Wonga Park Drainage	350	-	-	350	-
Drainage, 31 Yarra Street, Warrandyte	1,290	1,290	-	-	-
2 to 24 Euston Ave Park Orchards Easement Drainage	500	500	-	-	-
Aggregated Drainage Strategy Projects	3,950	350	350	350	2,900
Miscellaneous Drainage Improvements	1,755	390	392	450	523
115 Brackenbury St Warrandyte Car Park Drainage	120	-	-	120	-
8 Mitchell Ave Warrandyte Catchment Drainage	1,535	-	35	1,075	425
216 Yarra St Warrandyte Catchment Drainage	400	-	-	400	-
266 Yarra St Warrandyte Catchment Drainage	300	-	300	-	-
141-157 Berringa Rd Park Orchards Easement Drainage	315	-	315	-	-
4 Yarra St Warrandyte Street Drainage	550	-	-	550	-
76 Arundel Rd Park Orchards Catchment Drainage	210	-	10	200	-
39 Carrathool St Bulleen Easement Drain	175	-	175	-	-
20-34 Hillingdon Crescent Doncaster Easement Drainage	275	275	-	-	-
90 Corriedale Cres Park Orchards Catchment Drainage	400	-	50	350	-
Underground / Open Drainage	1,050	450	200	200	200
Recreational, Leisure and Community Facilities					
Aquarena 50m pool Upgrade	500	-	-	-	500
Floodlighting Sporting Facilities	900	120	300	300	180
Outdoor Basketball & Netball Facilities	162	54	-	54	54
Tennis Court Strategy	1,230	154	156	160	760
Aggregated Leisure and Community Projects	250	55	60	65	70
Miscellaneous General Leisure	610	152	150	150	158
Tom Kelly athletics track respray and line marking	1,200	1,200	-	-	-
Sportsground Refurbishment - Drainage Program	426	142	-	142	142
Pettys Reserve Sporting Development Stage 2	4,016	4,016	-	-	-
Cricket Nets / Coaches Boxes / Goalposts	90	30	-	30	30
Sporting Reserves	480	120	120	120	120
Implementation of Boronia Reserve Management Plan	200	-	-	-	200
Mullum Mullum Reserve 3rd Artificial Bowling Green	389	-	-	389	-
Bin Cages at Sporting Facilities	60	20	-	20	20
Rieschiecks Reserve Management Plan (inc Waldau)	1,750	850	200	-	700
RRR Eligible Sports Reserve Development Projects	1,073	-	1,073	-	-
Domenev Reserve Management Plan Implementation	556	500	-	56	-
Waste Management					
Quarry Site Planning	500	500	-	-	-
Waste Initiatives	6,500	-	4,500	-	2,000

Capital Works Area	Total 4 year Program	2021/22	2022/23	2023/24	2024/25
	\$'000	\$'000	\$'000	\$'000	\$'000
Parks, Open Space and Streetscapes					
Community Facilities Play Equipment AMS	190	46	48	48	48
Aggregated Land Acquisition Program	1,200	400	200	600	-
Implementation of Horse Riding strategy	213	-	71	71	71
Mullum Mullum Creek Linear Park / Currawong - Stage 1	118	66	52	-	-
Green Gully Linear Park Signage & Miscellaneous Works	202	-	-	102	100
Mullum Mullum Linear Park Stage 5	150	-	-	100	50
Koonung Creek Linear Park Management Plan	410	100	-	160	150
Ruffey Creek Linear Park	1,950	-	1,150	800	-
Miscellaneous Open Space Projects	123	30	31	31	31
Tindals Wildflower Reserve	70	30	-	40	-
Anderson Park Open Space Development	250	-	250	-	-
Swilk Reserve Open Space Development	100	100	-	-	-
St Clems Reserve South Open Space Development	295	-	20	275	-
Pettys Reserve Open Space Development	157	-	-	157	-
Eric Reserve Open Space Development	115	-	-	-	115
Aggregated Open Space Development Projects	350	-	-	-	350
Finns Reserve Open Space Development	110	-	110	-	-
Ted Ajani Reserve Open Space Development	15	-	15	-	-
Lions Park Warrandyte River Reserve	1,000	1,000	-	-	-
Signage - AMS	50	50	-	-	-
Implementation of Koonung Park Management Plan	80	40	40	-	-
Hepburn Reserve	2,385	1,085	1,300	-	-
Studley Park (paths) Tullamore Interface	150	-	150	-	-
Burgundy Reserve Upgrade	450	-	-	-	450
Ruffey Lake Park Master Plan Implementation (inc Waldau)	3,300	300	850	1,000	1,150
Templestowe Memorial Reserve Feature Replacement	5	5	-	-	-
Parks and Recreation Asset Renewal	284	68	70	72	74
Fitzsimons Reserve Masterplan	30	-	-	-	30
Ruffey Lake Playground upgrade - Victoria Street (Waldau)	1,020	120	900	-	-
Wombat Bend Playspace Restoration	540	-	30	500	10
Aranga Reserve Playspace Renewal	65	-	-	65	-
Astelot Reserve Playspace Renewal	165	-	15	150	-
Brendan Reserve Playspace Renewal	90	-	90	-	-
Cat Jump Park Playspace Renewal	280	30	250	-	-
Crawford Reserve Playspace Renewal	90	-	90	-	-
Doncaster Reserve Playspace Renewal	220	-	-	20	200
Donvale Reserve Playspace Renewal	220	-	20	200	-
Grover Reserve Playspace Renewal	80	-	-	80	-
Hollywood Playspace (GG) Playspace renewal	80	80	-	-	-
Jenkins Park (GG) Playspace Renewal	225	25	200	-	-
Joroma Reserve Playspace Renewal	72	-	-	72	-
Leawarra Reserve Playspace Renewal	90	-	90	-	-
Maggs Reserve Playspace Renewal	165	-	-	15	150
Maxia Reserve Playspace Renewal	100	-	100	-	-
Montgomery Reserve Urban Plaza/Playspace Renewal	210	210	-	-	-
Morris Williams Reserve Playspace Renewal	275	275	-	-	-
Mossdale Reserve Playspace Renewal	165	-	-	15	150
Swanston Reserve Playspace Renewal	250	250	-	-	-
Ted Ajani Reserve Playspace Renewal	200	-	-	200	-
Aggregated Playspace Development Projects	160	-	-	-	160
Warrandyte Skate Park Playspace Renewal	530	-	30	500	-
Changing Places facility at Ruffey Lake Park (Waldau)	100	100	-	-	-
Montpellier Reserve Open Space Development (RCLP)	10	-	-	-	10

Capital Works Area	Total 4 year	2021/22	2022/23	2023/24	2024/25
	Program				
	\$'000	\$'000	\$'000	\$'000	\$'000
Mullum Mullum Reserve	15	-	-	-	15
Sandra Reserve Playspace Renewal	75	-	-	-	75
Fahey Park Playspace Renewal	90	-	-	-	90
Hillcroft Reserve Playspace Renewal	90	-	-	-	90
Koonung Creek Linear Park Playspace Renewals	300	-	-	-	300
Kevin Reserve New Playspace	60	-	-	-	60
Michael Reserve Playspace Renewal	75	-	-	-	75
Play Spaces - AMS	360	90	90	90	90
Public Lighting in Reserves	35	35	-	-	-
Water Services	440	110	110	110	110
Water Initiatives	288	65	-	65	158
Ted Ajani Sports Field Floodlight Upgrade	10	10	-	-	-
Doncaster Tennis Club floodlight Upgrade courts	10	10	-	-	-
Design of remotely automated floodlight system	10	10	-	-	-
Rieschiecks Reserve Sports field and Hammer Throw Floodlight	158	158	-	-	-
Timber Reserve Floodlight Construction	250	250	-	-	-
Wonga Park Tennis Club Court 1 Resurface and fencing	5	5	-	-	-
Manningham Templestowe Leisure Centre Master Plan Fencing	44	44	-	-	-
Aggregated Small Reserves Concept Plans	695	160	-	220	315
Stintons Reserve BMX Start Hill Gate	213	45	48	72	48
MC2 plaza activation master plan	10	10	-	-	-
Streetscapes + Tree Planting	60	-	60	-	-
Wonga Park Playspace Renewal	1,800	450	450	450	450
Templestowe Village Streetscape Upgrade	115	115	-	-	-
	150	-	-	150	-
Off Street Car Parks					
Doncaster Senior Citizens Centre Car Park Upgrade	185	-	-	-	185
Bulleen Park Car Park Upgrade	246	-	-	-	246
Car Park Reserves Upgrades	93	32	-	30	31
Carpark - resurfacing program	390	95	95	100	100
TOTAL INFRASTRUCTURE	142,451	34,483	36,269	38,249	33,450
TOTAL CAPITAL WORKS	223,103	58,665	51,562	59,511	53,365

5. Financial performance indicators

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

The financial performance indicators below are the prescribed financial performance indicators contained in Part 3 of Schedule 3 of the *Local Government (Planning and Reporting) Regulations 2020*. Results against these indicators will be reported in Council's Performance Statement included in the Annual Report.

Indicator	Measure	Notes	Actual	Forecast	Budget	Projections			Trend
			2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	+/-
Operating position									
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	5.69%	1.72%	5.57%	5.54%	5.38%	5.38%	o
Liquidity									
Working Capital	Current assets / current liabilities	2	198.35%	165.16%	151.61%	146.98%	137.78%	128.13%	o
Unrestricted cash	Unrestricted cash / current liabilities	3	36.87%	26.22%	33.45%	33.39%	18.76%	11.72%	o
Obligations									
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	4	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	o
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		6.97%	0.00%	0.00%	0.00%	0.00%	0.00%	o
Indebtedness	Non-current liabilities / own source revenue		3.04%	2.80%	2.41%	2.09%	1.89%	1.70%	+
Asset renewal	Asset renewal and upgrade expense / Asset depreciation	5	161.28%	121.27%	144.01%	123.61%	122.37%	111.54%	o
Stability									
Rates concentration	Rate revenue / adjusted underlying revenue	6	78.61%	80.22%	80.75%	80.76%	80.87%	80.80%	o
Rates effort	Rate revenue / CIV of rateable properties in the municipality		0.20%	0.19%	0.20%	0.21%	0.21%	0.22%	o
Efficiency									
Expenditure level	Total expenses/ no. of property assessments		\$2,479	\$2,564	\$2,543	\$2,607	\$2,661	\$2,728	+
Revenue level	Total rate revenue / no. of property assessments		\$1,788	\$1,814	\$1,860	\$1,888	\$1,923	\$1,968	+

Key to Forecast Trend:

- + Forecasts improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

Notes to indicators**1. Adjusted underlying result**

An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives.

2. Working Capital

The proportion of current liabilities represented by current assets. Council takes this indicator very seriously to ensure that Council continue to provide services to the community, ensure the ongoing maintenance of our community's infrastructure and deliver our capital works program without necessarily having to borrow funds. Working capital is forecast to remain reasonably strong liquidity position throughout the period.

3. Unrestricted Cash

Cash and cash equivalents held by Council are restricted in part and not fully available for Council's operations. After adjusting for restrictions, Council is projecting to remain reasonably strong throughout the period.

4. Debt compared to rates

Council achieved a debt free status in November 2019 and is expected to remain debt free throughout the four year period.

5. Asset renewal

This percentage indicates the extent of Council's renewal and upgrade against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates that Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed/updated and that future capital expenditure will be required to maintain assets.

6. Rates concentration

This indicator reflects the extent of the reliance on rate revenues to fund all of Council's on-going services. The trend indicates that Council is more reliant on rate revenue compared to all other revenue sources.

6. Schedule of Fees and Charges

This section presents the fees and charges of a statutory/non-statutory nature which will be charged in respect to various goods and services during the financial year 2021/22. Fees and charges are based on information available at the time of publishing and may vary during the financial year subject to any changes in Council's policy or legislation.

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc	2021/22 Fee Inc	Fee Increase /	Fee	Basis of Fee
			Inc GST	Inc GST	Decrease	Increase / Decrease	
			\$	\$	\$	%	
Financial Services							
<i>General</i>							
Dishonoured Cheque and Direct Debits Administration Fee	Per application	Non-Taxable	\$ 44.30	\$ 45.00	\$ 0.70	1.6%	Non-Statutory
<i>Valuation and Rates</i>							
Land Information Certificates statutory	Per application	Non-Taxable	\$ 27.80	\$ 27.80	\$ -	0.0%	Statutory
Land Information Certificates urgent fee - same/next day	Per application	Non-Taxable	\$ 85.00	\$ 85.00	\$ -	0.0%	Statutory
Confirmation of ownership letter Processed by council rates department	Per application	Non-Taxable	\$ 40.00	\$ 40.00	\$ -	0.0%	Non-Statutory
Copy of Rate Notice (per Notice)	Per notice	Non-Taxable	\$ 15.00	\$ 15.00	\$ -	0.0%	Non-Statutory
Request for ownership details (Protection Notices)	Per application	Non-Taxable	\$ -	\$ 30.00	\$ 30.00		Non-Statutory
Refund Administration Fee	Per refund	Non-Taxable	\$ 15.00	\$ 15.00	\$ -	0.0%	Non-Statutory
Direct Debit Administration Fee (Rates)	Per dishonour	Non-Taxable	\$ 15.00	\$ 15.00	\$ -	0.0%	Non-Statutory
Title Search	Per search	Non-Taxable	\$ 25.00	\$ 25.00	\$ -	0.0%	Non-Statutory
Historical Rates Information Maximum	Per property	Non-Taxable	\$ 200.00	\$ 200.00	\$ -	0.0%	Non-Statutory
Historical Rates Information Minimum	Per property	Non-Taxable	\$ 10.00	\$ 10.00	\$ -	0.0%	Non-Statutory
Batch Information Requests Maximum	Per property	Non-Taxable	\$ 200.00	\$ 200.00	\$ -	0.0%	Non-Statutory
Batch Information Requests Minimum	Per property	Non-Taxable	\$ 25.00	\$ 25.00	\$ -	0.0%	Non-Statutory
Street Number Change Maximum	Per application	Non-Taxable	\$ 721.70	\$ 732.60	\$ 10.90	1.5%	Non-Statutory
Street Number Change Minimum	Per application	Non-Taxable	\$ 185.80	\$ 188.60	\$ 2.80	1.5%	Non-Statutory
Community Programs							
<i>Maternal and Child Health</i>							
Parent Education Program MCC resident	Per session	Taxable	\$ 33.00	\$ 33.50	\$ 0.50	1.5%	Non-Statutory
Parent Education Program Non resident	Per session	Taxable	\$ 47.70	\$ 48.50	\$ 0.80	1.7%	Non-Statutory
Parent Education Program HealthCare Card Holder	Per session	Taxable	\$ 12.50	\$ 12.70	\$ 0.20	1.6%	Non-Statutory
<i>Early Years at MC²</i>							
Child Care Full week	Per week	Non-Taxable	\$ 578.00	\$ 590.00	\$ 12.00	2.1%	Non-Statutory
Child Care Full individual days	Per day	Non-Taxable	\$ 118.00	\$ 120.00	\$ 2.00	1.7%	Non-Statutory
Late Fee A late fee will be charged for the late collection of children after 6.00 pm	Per occurrence	Non-Taxable	\$ 36.50	\$ 40.00	\$ 3.50	9.6%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease %	Basis of Fee
			\$	\$	\$	%	
Integrated Planning							
Planning Scheme Amendments							
Advertising notice of approval (per letter)	Fee per letter	Non-Taxable	\$ 7.42	\$ 7.60	\$ 0.18	2.5%	Set by Council
Advertising other fee (one sign erected on site)	Fee per sign	Non-Taxable	\$ 213.21	\$ 216.50	\$ 3.29	1.5%	Set by Council
Advertising other fee (two signs erected on site)	Fee per sign	Non-Taxable	\$ 266.56	\$ 270.60	\$ 4.04	1.5%	Set by Council
Advertising other fee (three signs erected on site)	Fee per sign	Non-Taxable	\$ 319.82	\$ 324.70	\$ 4.89	1.5%	Set by Council
Advertising other fee (four signs or more erected on site)	Fee per sign	Non-Taxable	\$ 373.17	\$ 378.80	\$ 5.63	1.5%	Set by Council
Notice of Approval - print media (Variable fee based on each individual notice)	Per Notice	Non-Taxable	Variable	Variable			Statutory
Notice of Exhibition - print media (<99)	Fee per letter	Non-Taxable	\$ 7.73	\$ 7.73	\$ 0.01	0.1%	Statutory
Notice of exhibition (per property) (<100-499)	Fee per letter	Non-Taxable	\$ 5.56	\$ 5.56	\$ (0.00)	0.0%	Statutory
Notice of exhibition (per property) (500->)	Fee per letter	Non-Taxable	\$ 3.81	\$ 3.81	\$ (0.00)	0.0%	Statutory
*Stage 1 Pre-exhibition - For: a) considering a request to amend a planning scheme; and b) taking action required by Division 1 of Part 3 of the Act; and c) considering any submissions which do not seek a change to the amendment; and d) if applicable, abandoning the amendment.	Per amendment	Non-Taxable	\$ 3,050.90	\$ 3,050.90	\$ -	0.0%	Statutory
Stage 2 (Exhibition) For: a) considering (i) up to and including 10 submissions which seek a change to an amendment and where necessary referring the submissions to a panel, or	Per amendment	Non-Taxable	\$ 15,121.00	\$ 15,121.00	\$ -	0.0%	Statutory
Stage 2 (Exhibition) (ii) 11 to (and including) 20 submissions which seek a change to an amendment and where necessary referring the submissions to a panel, or	Per amendment	Non-Taxable	\$ 30,212.40	\$ 30,212.40	\$ -	0.0%	Statutory
Stage 2 (Exhibition) (iii) Submissions that exceed 20 submissions which seek a change to an amendment, and where necessary referring the submissions to a panel; and b) providing assistance to a panel in accordance with section 158 of the Act; and c) making a submission to a panel appointed under Part 8 of the Act at a hearing referred to in section 24(b) of the Act; and d) considering the panel's report in accordance with section 27 of the Act; and e) after considering submissions and the panel's report, abandoning the amendment.	Per amendment	Non-Taxable	\$ 40,386.90	\$ 40,386.90	\$ -	0.0%	Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Stage 3 (Adoption) For: a) adopting the amendment or part of the amendment in accordance with section 29 of the Act, and b) submitting the amendment for approval by the Minister in accordance with section 31 of the Act, and c) giving the notice of the approval of the amendment required by section 36(2) of the Act.	Per amendment	Non-Taxable	\$ 481.30	\$ 481.30	\$ -	0.0%	Statutory
Stage 4 (Approval) For: a) consideration by the Minister of a request to approve the amendment in accordance with section 35 of the Act, and b) giving notice of approval of the amendment in accordance with section 36(1) of the Act.	Per amendment	Non-Taxable	\$ 481.30	\$ 481.30	\$ -	0.0%	Statutory
Approvals & Compliance							
Animal Management							
Registration Fee							
Dog - Reduced Fee (Sterilised) Annual Fee \$53.80 + \$4.10 State Gov Levy - Council	Per Registration	Non-Taxable	\$ 57.00	\$ 57.90	\$ 0.90	1.6%	Non-Statutory
Dog - Full Fee (Non sterilised) Annual Fee \$168.50 + \$4.10 State Gov Levy - Council	Per Registration	Non-Taxable	\$ 170.00	\$ 172.60	\$ 2.60	1.5%	Non-Statutory
Cat - Reduced Fee (Sterilised) Annual Fee \$32.50 + \$4.10 State Gov Levy - Council	Per Registration	Non-Taxable	\$ 36.00	\$ 36.60	\$ 0.60	1.7%	Non-Statutory
Cat - Full Fee (Non sterilised) Annual Fee \$151.20 + \$4.10 State Gov Levy - Council	Per Registration	Non-Taxable	\$ 153.00	\$ 155.30	\$ 2.30	1.5%	Non-Statutory
Dangerous Dog Annual Fee \$220.30 + \$4.10 State Gov Levy - Council	Per Registration	Non-Taxable	\$ 221.00	\$ 224.40	\$ 3.40	1.5%	Non-Statutory
Restricted Breed Dog Annual Fee \$220.30 + \$4.10 State Gov Levy - Council	Per Registration	Non-Taxable	\$ 221.00	\$ 224.40	\$ 3.40	1.5%	Non-Statutory
Menacing Dog Annual Fee \$220.30 + \$4.10 State Gov Levy - Council	Per Registration	Non-Taxable	\$ 221.00	\$ 224.40	\$ 3.40	1.5%	Non-Statutory
Domestic Animal Businesses Annual Fee \$272 + \$20 State Gov Levy - Council	Per Registration	Non-Taxable	\$ 288.00	\$ 292.00	\$ 4.00	1.4%	Non-Statutory
Late Registration Administration Fee	Per Registration	Non-Taxable	\$ 10.50	\$ 10.70	\$ 0.20	1.9%	Non-Statutory
Release Fee							
Release Fee Impounded Domestic Animal Dog/Cat During business hours	Per Animal	Non-Taxable	\$ 102.00	\$ 103.60	\$ 1.60	1.6%	Non-Statutory
Release Fee Impounded Domestic Animal Dog/Cat outside of business hours	Per Animal	Non-Taxable	\$ 144.00	\$ 146.20	\$ 2.20	1.5%	Non-Statutory
Release Fee Daily Fee - Impound Dog / Cat - Sustenance	Per Day	Non-Taxable	\$ 16.00	\$ 16.30	\$ 0.30	1.9%	Non-Statutory
Release Fee Impounded Animal Stock - during business hours	Per Animal	Non-Taxable	\$ 89.00	\$ 90.40	\$ 1.40	1.6%	Non-Statutory
Release Fee Impounded Animal Stock - outside of business hours	Per Animal	Non-Taxable	\$ 171.00	\$ 173.60	\$ 2.60	1.5%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Release Fee Daily Sustenance charge per day - Impound - Small animal (Sheep, Goats, Llama or similar)	Per Animal / Day	Non-Taxable	\$ 20.00	\$ 20.30	\$ 0.30	1.5%	Non-Statutory
Release Fee Daily Fee Sustenance charge per day - Impound - Large animal (Cows, Pony, Horses or similar)	Per Animal / Day	Non-Taxable	\$ 40.00	\$ 40.60	\$ 0.60	1.5%	Non-Statutory
Surrender Fee							
Surrender Fee Domestic Animal	Per Surrender	Non-Taxable	\$ 57.00	\$ 58.00	\$ 1.00	1.8%	Non-Statutory
Surrender Fee Stock Animal	Per Surrender	Non-Taxable	\$ 82.00	\$ 83.00	\$ 1.00	1.2%	Non-Statutory
Pet Register Information							
Pet Register Information Access to the registration data by public	Per entry inspected	Non-Taxable	\$ 20.00	\$ 20.30	\$ 0.30	1.5%	Non-Statutory
Hire Fees							
Hire Fees Hire Cat Trap Fee - 2 weeks (refundable deposit \$60) - Council	Per cage / two weeks	Taxable	\$ 64.00	\$ 65.00	\$ 1.00	1.6%	Non-Statutory
Animal Transport							
Animal Transport Float Charge (per animal) Council impound & transport stock (3 hours) - Council	Per transport (3 hours)	Non-Taxable	\$ 213.00	\$ 216.00	\$ 3.00	1.4%	Non-Statutory
Boarding Fee							
Boarding Fee Cattery	Per day	Taxable	\$ 19.00	\$ 19.50	\$ 0.50	2.6%	Non-Statutory
Fines and Prosecutions							
Fines and Prosecutions Animal Infringement - Level 1 (5 Penalty Units)	0.5 Penalty Unit	Non-Taxable	\$ 83.00	\$ 83.00	\$ -	0.0%	Statutory
Fines and Prosecutions Animal Infringement - Level 2 (1 Penalty Units)	1 Penalty Unit	Non-Taxable	\$ 165.00	\$ 165.00	\$ -	0.0%	Statutory
Fines and Prosecutions Animal Infringement - Level 3 (1.5 Penalty Units)	1.5 Penalty Unit	Non-Taxable	\$ 248.00	\$ 248.00	\$ -	0.0%	Statutory
Fines and Prosecutions Animal Infringement - Level 4 (2 Penalty Units)	2 Penalty Unit	Non-Taxable	\$ 330.00	\$ 330.00	\$ -	0.0%	Statutory
Fines and Prosecutions Animal Infringement - Level 5 (2.5 Penalty Units)	2.5 Penalty Unit	Non-Taxable	\$ 413.00	\$ 413.00	\$ -	0.0%	Statutory
Fines and Prosecutions Animal Infringement - Level 8 (4 Penalty Units)	4 Penalty Unit	Non-Taxable	\$ 661.00	\$ 661.00	\$ -	0.0%	Statutory
Fines and Prosecutions Domestic Animals Act 1994 - Infringement (5 Penalty Units)	5 Penalty Unit	Non-Taxable	\$ 826.00	\$ 826.00	\$ -	0.0%	Statutory
Fines and Prosecutions Domestic Animals Act 1994 - Infringement (10 Penalty Units)	10 Penalty Unit	Non-Taxable	\$ 1,652.00	\$ 1,652.00	\$ -	0.0%	Statutory
Fines and Prosecutions Domestic Animals Act 1994 - Infringement Minor attack infringement	Per offence	Non-Taxable	\$ 413.00	\$ 413.00	\$ -	0.0%	Statutory
Traffic Management							
Parking Permit Fee							
Parking Permit Fee Residential Parking - Multi Permit Fee	Per application	Non-Taxable	\$ 65.00	\$ 66.00	\$ 1.00	1.5%	Non-Statutory
Parking Permit Fee Residential Parking - Additional Permit Fee	Per application	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Parking Permit Fee Traders Parking - Bulk Permit Fee	Per application	Non-Taxable	\$ 36.00	\$ 36.60	\$ 0.60	1.7%	Non-Statutory
Parking Permit Fee Traders Parking - Individual Permit Fee	Per application	Non-Taxable	\$ 65.00	\$ 66.00	\$ 1.00	1.5%	Non-Statutory
Parking Permit Fee Tradesman Parking - 7 days	Per application	Non-Taxable	\$ 48.00	\$ 48.80	\$ 0.80	1.7%	Non-Statutory
Parking Permit Fee Tradesman Parking - 12 Weeks	Per application	Non-Taxable	\$ 160.00	\$ 162.40	\$ 2.40	1.5%	Non-Statutory
Parking Permit Fee Replacement Permit - Administrative	Per application	Non-Taxable	\$ 10.00	\$ 10.20	\$ 0.20	2.0%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Fines and Prosecutions							
Fines and Prosecutions Parking Infringement (.5 Penalty Unit)	0.5 Penalty Unit	Non-Taxable	\$ 83.00	\$ 83.00	\$ -	0.0%	Statutory
Fines and Prosecutions Parking Infringement (.6 Penalty Unit)	0.6 Penalty Unit	Non-Taxable	\$ 99.00	\$ 99.00	\$ -	0.0%	Statutory
Fines and Prosecutions Parking Infringement (1 Penalty Unit)	1 Penalty Unit	Non-Taxable	\$ 165.00	\$ 165.00	\$ -	0.0%	Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0621	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0701	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0702	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0704	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0705	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0706	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0707	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0708	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0711	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0712	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Fines and Prosecutions Road Safety Road Rules 2017 - 0713	Set by Council (0.5 penalty unit)	Non-Taxable	\$ 83.00	\$ 84.30	\$ 1.30	1.6%	Non-Statutory
Local Law							
Permit Fee							
Permit Fee General Permit Fee	Per application	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Permit Fee Charity Clothing Bins - Permit Fees	Per Bin	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Permit Fee Craft market stalls	Per application	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Permit Fee Circuses and carnivals on Council/Crown land	Per application	Non-Taxable	\$ 630.00	\$ 639.50	\$ 9.50	1.5%	Non-Statutory
Permit Fee Mobile Cranes	Per application	Non-Taxable	\$ 1,759.00	\$ 1,785.40	\$ 26.40	1.5%	Non-Statutory
Permit Fee Obstructions	Per application	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Permit Fee Rubbish Hoppers - Annual - Accredited	Per Bin	Non-Taxable	\$ 773.00	\$ 784.60	\$ 11.60	1.5%	Non-Statutory
Permit Fee Activity on Footpath - Display of Goods Less than 6 square metres	Per Property	Non-Taxable	\$ 288.00	\$ 292.40	\$ 4.40	1.5%	Non-Statutory
Permit Fee Activity on Footpath - Display of Goods in excess of 6 square metres (per square metre)	Per square metre	Non-Taxable	\$ 80.00	\$ 81.20	\$ 1.20	1.5%	Non-Statutory
Permit Fee Activity on Footpath - Tables & Chairs Less than 6 square metres	Per Property	Non-Taxable	\$ 288.00	\$ 292.40	\$ 4.40	1.5%	Non-Statutory
Permit Fee Activity on Footpath - Tables & Chairs in excess of 6 square metres (per square metre)	per square metre	Non-Taxable	\$ 80.00	\$ 81.20	\$ 1.20	1.5%	Non-Statutory
Permit Fee Signs	Per Sign	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Permit Fee Signs - Charitable Organisations	Per Sign	Non-Taxable	\$ 64.00	\$ 65.00	\$ 1.00	1.6%	Non-Statutory
Permit Fee Signs - Real estate agents (inspections signs)	Per company / year	Non-Taxable	\$ 618.00	\$ 627.30	\$ 9.30	1.5%	Non-Statutory
Permit Fee Busking permit fee	Per application	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Permit Fee Public entertainment permit	Per application	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Permit Fee Filming	Per hour	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease %	Basis of Fee
			\$	\$	\$	%	
Permit Fees Use of reserves - Parks	Per day	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Fines and Prosecutions							
Fines and Prosecutions Manningham Community Local Laws Individual	Per application	Non-Taxable	\$ 200.00	\$ 200.00	\$ -	0.0%	Non-Statutory
Fines and Prosecutions Manningham Community Local Laws Body Corporate / Corporation	Per application	Non-Taxable	\$ 500.00	\$ 500.00	\$ -	0.0%	Non-Statutory
Impounded Goods							
Release Fee							
Release Fee Shopping Trolley	Per Item	Non-Taxable	\$ 66.00	\$ 67.00	\$ 1.00	1.5%	Non-Statutory
Release Fee Real Estate/advertising board sign (or similar)	Per Item	Non-Taxable	\$ 117.00	\$ 118.80	\$ 1.80	1.5%	Non-Statutory
Release Fee Other Item	Per Item	Non-Taxable	\$ 66.00	\$ 67.00	\$ 1.00	1.5%	Non-Statutory
Impounded Vehicles							
Release Fee							
Release Fee Vehicle - Impounded or Abandoned	Per Item	Non-Taxable	\$ 181.00	\$ 183.80	\$ 2.80	1.5%	Non-Statutory
Release Fee Vehicle - Tow	Per Item	Non-Taxable	\$ 176.00	\$ 178.70	\$ 2.70	1.5%	Non-Statutory
Release Fee Daily charge / Vehicle	Per Item	Non-Taxable	\$ 29.00	\$ 29.50	\$ 0.50	1.7%	Non-Statutory
Inspection Fee							
Inspection Fee Impounded / Abandoned Vehicle	Per Item	Non-Taxable	\$ 52.00	\$ 52.80	\$ 0.80	1.5%	Non-Statutory
Planning Compliance							
Fines and Prosecutions							
Fines and Prosecutions Planning Infringement Notice (10 Penalty Units)	Penalty Unit	Non-Taxable	\$ 1,652.00	\$ 1,652.00	\$ -	0.0%	Statutory
Fines and Prosecutions Planning Infringement Notice (5 Penalty Units)	Penalty Unit	Non-Taxable	\$ 826.00	\$ 826.00	\$ -	0.0%	Statutory
Permit Fee							
Permit Fee Outside of hours - Permit CMP	Per application	Non-Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Fire Prevention							
Vacant Block 1m2-1000m2 Proactive Grass Slashing Program (incorp admin fee)	Per property (Double Slash)	Taxable	\$ -	\$ 484.00	\$ 484.00		Non-Statutory
Vacant Block 1001m2-2000m2 Proactive Grass Slashing Program (incorp admin fee)	Per property (Double Slash)	Taxable	\$ -	\$ 693.00	\$ 693.00		Non-Statutory
Vacant Block per 2001m2 -4000m2 Proactive Grass Slashing Program (incorp admin fee)	Per property (Double Slash)	Taxable	\$ -	\$ 770.00	\$ 770.00		Non-Statutory
Vacant Block per ≥ 4000m2 Proactive Grass Slashing Program (incorp admin fee)	Per Property (Double Slash)	Taxable	\$ -	Quote			Non-Statutory
Inaccessible for Machinery 1m2-1000m2 Proactive Program (incorp admin fee)	Per Property (Single Works)	Taxable	\$ -	\$ 709.50	\$ 709.50		Non-Statutory
Inaccessible for Machinery > 1001m2	Per Property (Single Works)	Taxable	\$ -	Quote			Non-Statutory
Permit Fee Burn Permit - Vacant Land Only (inspection required)	Per application / property	Taxable	\$ 128.00	\$ 130.00	\$ 2.00	1.6%	Non-Statutory
Land Management							
Blackberry Control - 1m2-1000m2 Proactive Program (incorp admin fee)	Council (single slash)	Taxable	\$ -	\$ 324.50	\$ 324.50		Non-Statutory
Blackberry Control - 1001m2-2000m2 Proactive Program (incorp admin fee)	Council (single slash)	Taxable	\$ -	\$ 429.00	\$ 429.00		Non-Statutory
Blackberry Control - 1001m2-2000m2 Proactive Program (incorp admin fee)	Council (single slash)	Taxable	\$ -	\$ 467.50	\$ 467.50		Non-Statutory
Blackberry Control > 4000m2 - by quote Proactive Program (incorp admin fee)	Per hour	Taxable	\$ -	Quote			Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Approvals & Compliance							
<i>Environmental Health</i>							
<i>Food Act</i>							
Class 1 (Standard FSP) - Registration Fee High Risk Premises using a Standard FSP	Per registration/premise	Non-Taxable	\$ 815.00	\$ 830.00	\$ 15.00	1.8%	Non-Statutory
Class 1 (Standard FSP) - Transfer Fee	Per registration/premise	Non-Taxable	\$ 407.50	\$ 415.00	\$ 7.50	1.8%	Non-Statutory
Class 1 (Standard FSP) - Transfer Report	Per registration/premise	Non-Taxable	\$ 270.00	\$ 275.00	\$ 5.00	1.9%	Non-Statutory
Class 1 (Standard FSP) - Plan Approval	Per registration/premise	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Class 1 (Non Standard FSP) - Registration Fee High Risk Premises using a Non Standard FSP	Per registration/premise	Non-Taxable	\$ 500.00	\$ 510.00	\$ 10.00	2.0%	Non-Statutory
Class 1 (Non Standard FSP) - Transfer Fee	Per registration/premise	Non-Taxable	\$ 250.00	\$ 255.00	\$ 5.00	2.0%	Non-Statutory
Class 1 (Non Standard FSP) - Transfer Report	Per registration/premise	Non-Taxable	\$ 270.00	\$ 275.00	\$ 5.00	1.9%	Non-Statutory
Class 1 (Non Standard FSP) - Plan Approval	Per registration/premise	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Class 2 (Standard FSP) - Registration Fee Moderate Risk Premises using a Standard FSP	Per registration/premise	Non-Taxable	\$ 535.00	\$ 545.00	\$ 10.00	1.9%	Non-Statutory
Class 2 (Standard FSP) - Transfer Fee	Per registration/premise	Non-Taxable	\$ 267.50	\$ 272.50	\$ 5.00	1.9%	Non-Statutory
Class 2 (Standard FSP) - Transfer Report	Per registration/premise	Non-Taxable	\$ 270.00	\$ 275.00	\$ 5.00	1.9%	Non-Statutory
Class 2 (Standard FSP) - Plan Approval	Per registration/premise	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Class 2 (Non Standard FSP) - Registration Fee Moderate Risk Premises using a Non Standard FSP	Per registration/premise	Non-Taxable	\$ 435.00	\$ 445.00	\$ 10.00	2.3%	Non-Statutory
Class 2 (Non Standard FSP) - Transfer Fee	Per registration/premise	Non-Taxable	\$ 217.50	\$ 222.50	\$ 5.00	2.3%	Non-Statutory
Class 2 (Non Standard FSP) - Transfer Report	Per registration/premise	Non-Taxable	\$ 270.00	\$ 275.00	\$ 5.00	1.9%	Non-Statutory
Class 2 (Non Standard FSP) - Plan Approval	Per registration/premise	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Class 2 >20EFT (Standard FSP) - Registration Fee Moderate Risk Premises with > 20 EFT using a Standard FSP	Per registration/premise	Non-Taxable	\$ 1,070.00	\$ 1,090.00	\$ 20.00	1.9%	Non-Statutory
Class 2 >20 EFT(Standard FSP) - Transfer Fee	Per registration/premise	Non-Taxable	\$ 535.00	\$ 545.00	\$ 10.00	1.9%	Non-Statutory
Class 2 >20 EFT(Standard FSP) - Transfer Report	Per registration/premise	Non-Taxable	\$ 320.00	\$ 325.00	\$ 5.00	1.6%	Non-Statutory
Class 2 >20EFT(Standard FSP) - Plan Approval	Per registration/premise	Non-Taxable	\$ 310.00	\$ 315.00	\$ 5.00	1.6%	Non-Statutory
Class 2 >20EFT(Non Standard FSP) - Registration Fee Moderate Risk Premises with >20EFT using a Non Standard FSP	Per registration/premise	Non-Taxable	\$ 720.00	\$ 730.00	\$ 10.00	1.4%	Non-Statutory
Class 2 >20EFT(Non Standard FSP) - Transfer Fee	Per registration/premise	Non-Taxable	\$ 360.00	\$ 365.00	\$ 5.00	1.4%	Non-Statutory
Class 2 >20EFT(Non Standard FSP) - Transfer Report	Per registration/premise	Non-Taxable	\$ 320.00	\$ 325.00	\$ 5.00	1.6%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Class 2 >20EFT(Non Standard FSP) - Plan Approval	Per registration/premise	Non-Taxable	\$ 310.00	\$ 315.00	\$ 5.00	1.6%	Non-Statutory
Class 2 Community Group (Standard FSP) - Registration Fee Community Group using a Standard FSP	Per registration/premise	Non-Taxable	\$ 230.00	\$ 235.00	\$ 5.00	2.2%	Non-Statutory
Class 2 Community Group (Standard FSP) - Transfer Fee	Per registration/premise	Non-Taxable	\$ 115.00	\$ 117.50	\$ 2.50	2.2%	Non-Statutory
Class 2 Community Group (Standard FSP) - Transfer Report	Per registration/premise	Non-Taxable	\$ 170.00	\$ 175.00	\$ 5.00	2.9%	Non-Statutory
Class 2 Community Group (Standard FSP) - Plan Approval	Per registration/premise	Non-Taxable	\$ 200.00	\$ 205.00	\$ 5.00	2.5%	Non-Statutory
Class 3 - Registration Fee Moderate to Low Risk Premises using a Minimum Records	Per registration/premise	Non-Taxable	\$ 340.00	\$ 350.00	\$ 10.00	2.9%	Non-Statutory
Class 3 - Transfer Fee	Per registration/premise	Non-Taxable	\$ 170.00	\$ 175.00	\$ 5.00	2.9%	Non-Statutory
Class 3 - Transfer Report	Per registration/premise	Non-Taxable	\$ 270.00	\$ 275.00	\$ 5.00	1.9%	Non-Statutory
Class 3 - Plan Approval	Per registration/premise	Non-Taxable	\$ 230.00	\$ 235.00	\$ 5.00	2.2%	Non-Statutory
Class 3 (Community Group) - Registration Fee Moderate to Low Risk Community Group using a Minimum Records	Per registration/premise	Non-Taxable	\$ 210.00	\$ 215.00	\$ 5.00	2.4%	Non-Statutory
Class 3 (Community Group) - Transfer Fee	Per registration/premise	Non-Taxable	\$ 105.00	\$ 107.50	\$ 2.50	2.4%	Non-Statutory
Class 3 (Community Group) - Transfer Report	Per registration/premise	Non-Taxable	\$ 170.00	\$ 175.00	\$ 5.00	2.9%	Non-Statutory
Class 3 (Community Group) - Plan Approval	Per registration/premise	Non-Taxable	\$ 206.00	\$ 210.00	\$ 4.00	1.9%	Non-Statutory
Class 2 Food Vehicle (business)	Per registration/premise	Non-Taxable	\$ 515.00	\$ 525.00	\$ 10.00	1.9%	Non-Statutory
Additional class 2 food vehicle (business)	Per registration/premise	Non-Taxable	\$ 270.00	\$ 262.50	\$ (7.50)	-2.8%	Non-Statutory
Mobile / Temporary Food Premises							
Class 3 Food Vehicle (business)	Per registration	Non-Taxable	\$ 340.00	\$ 350.00	\$ 10.00	2.9%	Non-Statutory
Additional class 3 food vehicle (business)	Per registration	Non-Taxable	\$ 180.00	\$ 175.00	\$ (5.00)	-2.8%	Non-Statutory
Class 2 community group Food Vehicle	Per registration	Non-Taxable	\$ 210.00	\$ 215.00	\$ 5.00	2.4%	Non-Statutory
Additional class 2 community group food vehicle	Per registration	Non-Taxable	\$ 120.00	\$ 107.50	\$ (12.50)	-10.4%	Non-Statutory
Class 3 community group Food Vehicle	Per registration	Non-Taxable	\$ 190.00	\$ 195.00	\$ 5.00	2.6%	Non-Statutory
Additional class 3 community group food vehicle	Per registration	Non-Taxable	\$ 110.00	\$ 97.50	\$ (12.50)	-11.4%	Non-Statutory
Class 2 Temporary food premises (business)	Per registration	Non-Taxable	\$ 220.00	\$ 225.00	\$ 5.00	2.3%	Non-Statutory
Additional class 2 Temporary food premises (business)	Per registration	Non-Taxable	\$ 120.00	\$ 112.50	\$ (7.50)	-6.3%	Non-Statutory
Class 3 Temporary food premises (business)	Per registration	Non-Taxable	\$ 200.00	\$ 205.00	\$ 5.00	2.5%	Non-Statutory
Additional class 3 Temporary food premises (business)	Per registration	Non-Taxable	\$ 110.00	\$ 102.50	\$ (7.50)	-6.8%	Non-Statutory
Food Premises reinspection fee (for non-compliance) New fee adopted by Council 23 October 218	Per registration	Non-Taxable	\$ 117.86	\$ 120.00	\$ 2.14	1.8%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Public Health and Wellbeing Act							
Registration Fee High Risk	Per registration	Non-Taxable	\$ 340.00	\$ 350.00	\$ 10.00	2.9%	Non-Statutory
Registration Fee High+Mod Risk	Per registration	Non-Taxable	\$ 420.00	\$ 430.00	\$ 10.00	2.4%	Non-Statutory
Registration Fee High+Mod+Low Risk	Per registration	Non-Taxable	\$ 470.00	\$ 480.00	\$ 10.00	2.1%	Non-Statutory
Registration Fee High+Low Risk	Per registration	Non-Taxable	\$ 390.00	\$ 400.00	\$ 10.00	2.6%	Non-Statutory
Registration Fee Mod+Low Risk	Per registration	Non-Taxable	\$ 370.00	\$ 380.00	\$ 10.00	2.7%	Non-Statutory
Registration Fee Mod Risk	Per registration	Non-Taxable	\$ 320.00	\$ 330.00	\$ 10.00	3.1%	Non-Statutory
Registration Fee Low Risk - Ongoing	Per registration	Non-Taxable	\$ 190.00	\$ 195.00	\$ 5.00	2.6%	Non-Statutory
Plan Approval High Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Plan Approval High+Mod Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Plan Approval High+Mod+Low Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Plan Approval High+Low Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Plan Approval Mod+Low Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Plan Approval Mod Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Plan Approval Low Risk - Ongoing	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Transfer Fee High Risk	Per registration	Non-Taxable	\$ 170.00	\$ 175.00	\$ 5.00	2.9%	Non-Statutory
Transfer Fee High+Mod Risk	Per registration	Non-Taxable	\$ 210.00	\$ 215.00	\$ 5.00	2.4%	Non-Statutory
Transfer Fee High+Mod+Low Risk	Per registration	Non-Taxable	\$ 235.00	\$ 240.00	\$ 5.00	2.1%	Non-Statutory
Transfer Fee High+Low Risk	Per registration	Non-Taxable	\$ 195.00	\$ 200.00	\$ 5.00	2.6%	Non-Statutory
Transfer Fee Mod+Low Risk	Per registration	Non-Taxable	\$ 185.00	\$ 190.00	\$ 5.00	2.7%	Non-Statutory
Transfer Fee Mod Risk	Per registration	Non-Taxable	\$ 160.00	\$ 165.00	\$ 5.00	3.1%	Non-Statutory
Transfer Fee Low Risk - Ongoing	Per registration	Non-Taxable	\$ 190.00	\$ 195.00	\$ 5.00	2.6%	Non-Statutory
Transfer Report High Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Transfer Report High+Mod Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Transfer Report High+Mod+Low Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Transfer Report High+Low Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Transfer Report Mod+Low Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Transfer Report Mod Risk	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Transfer Report Low Risk - Ongoing	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Prescribed Accommodation - Renewal Fee <20 beds	Per registration	Non-Taxable	\$ 280.00	\$ 285.00	\$ 5.00	1.8%	Non-Statutory
Prescribed Accommodation - Renewal Fee 20 - 40 beds	Per registration	Non-Taxable	\$ 360.00	\$ 370.00	\$ 10.00	2.8%	Non-Statutory
Prescribed Accommodation - Renewal Fee >40 beds	Per registration	Non-Taxable	\$ 480.00	\$ 490.00	\$ 10.00	2.1%	Non-Statutory
Prescribed Accommodation - Transfer Fee <20 beds	Per registration	Non-Taxable	\$ 140.00	\$ 142.50	\$ 2.50	1.8%	Non-Statutory
Prescribed Accommodation - Transfer Fee 20 - 40 beds	Per registration	Non-Taxable	\$ 180.00	\$ 185.00	\$ 5.00	2.8%	Non-Statutory
Prescribed Accommodation - Transfer Fee >40 beds	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Prescribed Accommodation - Transfer Inspection & Report Inspection Report <20	Per registration	Non-Taxable	\$ 200.00	\$ 205.00	\$ 5.00	2.5%	Non-Statutory
Prescribed Accommodation - Transfer Inspection & Report Inspection Report <40	Per registration	Non-Taxable	\$ 220.00	\$ 225.00	\$ 5.00	2.3%	Non-Statutory
Prescribed Accommodation - Transfer Inspection & Report Inspection Report >40	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease %	Basis of Fee
			\$	\$			
Prescribed Accommodation - Plan Approval <20	Per registration	Non-Taxable	\$ 220.00	\$ 225.00	\$ 5.00	2.3%	Non-Statutory
Prescribed Accommodation - Plan Approval <40	Per registration	Non-Taxable	\$ 240.00	\$ 245.00	\$ 5.00	2.1%	Non-Statutory
Prescribed Accommodation - Plan Approval >40	Per registration	Non-Taxable	\$ 260.00	\$ 265.00	\$ 5.00	1.9%	Non-Statutory
Caravan Parks Registration Fee <25	Per registration	Non-Taxable	\$ 252.00	TBA		0.0%	Statutory
Caravan Parks Registration Fee 25 < 50	Per registration	Non-Taxable	\$ 504.00	TBA		0.0%	Statutory
Caravan Parks Registration Fee 50 < 100	Per registration	Non-Taxable	\$ 1,007.00	TBA		0.0%	Statutory
Caravan Parks Transfer Fee <25	Per registration	Non-Taxable	\$ 74.00	TBA		0.0%	Statutory
Caravan Parks Transfer Fee 25 < 50	Per registration	Non-Taxable	\$ 74.00	TBA		0.0%	Statutory
Caravan Parks Transfer Fee 50 < 100	Per registration	Non-Taxable	\$ 74.00	TBA		0.0%	Statutory
Caravan Transfer Inspection Report	Per registration	Non-Taxable	\$ 280.00	\$ 290.00	\$ 10.00	3.6%	Statutory
Public Swimming Pool class 1 large Large facility >5 pools / features	Per registration	Non-Taxable	TBA	\$ 480.00			Non-Statutory
Public Swimming Pool class 1 Small Small facility >1 <5 pools / features	Per registration	Non-Taxable	TBA	\$ 240.00			Non-Statutory
Vaccines							
Hepatitis B Vaccines - Adult per dose	Per dose	Taxable	\$ 25.00	\$ 25.00	\$ -	0.0%	Non-Statutory
Hepatitis B Vaccines - Child per dose	Per dose	Taxable	\$ 23.00	\$ 23.00	\$ -	0.0%	Non-Statutory
Hepatitis A Vaccines - Adult per dose	Per dose	Taxable	\$ 80.00	\$ 80.00	\$ -	0.0%	Non-Statutory
Twinrix Vaccines - Adult per dose	Per dose	Taxable	\$ 80.00	\$ 80.00	\$ -	0.0%	Non-Statutory
Flu Vaccine (Not at risk Group) per dose	Per dose	Taxable	\$ 25.00	\$ 25.00	\$ -	0.0%	Non-Statutory
Flu Vaccine (Not at risk Group- children) per course (2 doses)	Per dose	Taxable	\$ 25.00	\$ 25.00	\$ -	0.0%	Non-Statutory
Pneumovax 23 (Not at risk group) per dose	Per dose	Taxable	\$ 50.00	\$ 50.00	\$ -	0.0%	Non-Statutory
Diphtheria, tetanus, pertussis (Boostrix) per dose	Per dose	Taxable	\$ 45.00	\$ 45.00	\$ -	0.0%	Non-Statutory
Chickenpox per dose	Per dose	Taxable	\$ 65.00	\$ 65.00	\$ -	0.0%	Non-Statutory
Meningococcal ACWY per dose	Per dose	Taxable	\$ 90.00	\$ 90.00	\$ -	0.0%	Non-Statutory
Immunisation assessment & catch up advice per child	Per dose	Taxable	\$ 25.00	\$ 25.00	\$ -	0.0%	Non-Statutory
Septic Tank Domestic							
New Installation and Major Alterations	Per application	Non-Taxable	\$ 440.00	TBA		0.0%	Statutory
Minor Alteration	Per application	Non-Taxable	\$ 250.00	TBA		0.0%	Statutory
Septic Tank Commercial							
Exempt Permit	Per application	Non-Taxable	\$ -	TBA			Statutory
Amend Permit	Per application	Non-Taxable	\$ -	TBA			Statutory
Transfer permit	Per application	Non-Taxable	\$ -	TBA			Statutory
Sand analysis	Per application	Non-Taxable	\$ 149.35	\$ 150.00	\$ 0.65	0.4%	Non-Statutory
Copy of existing septic tank system plan	Per application	Non-Taxable	\$ 45.00	\$ 45.00	\$ -	0.0%	Non-Statutory
On-site location of existing septic tank system	Per application	Non-Taxable	\$ 280.00	\$ 280.00	\$ -	0.0%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Statutory Planning							
<i>Use</i>							
Class 1: Use only Statutory Fee - (89 fee units)	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Single Dwelling							
Class 2: To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 7 permit or a permit to subdivide or consolidate land) if the estimated cost of development is \$10,000 or less Statutory Fee - (13.5 fee units)	Per application	Non-Taxable	\$ 199.90	\$ 202.90	\$ 3.00	1.5%	Statutory
Class 3: To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$10,000 but not more than \$100,000 Statutory Fee - (42.5 fee units)	Per application	Non-Taxable	\$ 629.40	\$ 638.80	\$ 9.40	1.5%	Statutory
Class 4: To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 but not more than \$500,000 Statutory Fee - (87 fee units)	Per application	Non-Taxable	\$ 1,288.50	\$ 1,307.60	\$ 19.10	1.5%	Statutory
Class 5: To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$500,000 but not more than \$1,000,000 Statutory Fee - (94 fee units)	Per application	Non-Taxable	\$ 1,392.10	\$ 1,412.80	\$ 20.70	1.5%	Statutory
Class 6: To develop land for a single dwelling per lot or use and develop land for a single dwelling per lot or undertake development ancillary to the use of land for a single dwelling per lot included in the application (other than a class 8 permit or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$1,000,000 but not more than \$2,000,000. Statutory Fee - (101 fee units)	Per application	Non-Taxable	\$ 1,495.80	\$ 1,518.00	\$ 22.20	1.5%	Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Vic Smart Application							
Class 7: VicSmart application if the estimated cost of development is \$10,000 or less Statutory Fee - (13.5 fee units)	Per application	Non-Taxable	\$ 199.90	\$ 202.90	\$ 3.00	1.5%	Statutory
Class 8: VicSmart application if the estimated cost of development is more than \$10,000 Statutory Fee - (29 fee units)	Per application	Non-Taxable	\$ 429.50	\$ 435.90	\$ 6.40	1.5%	Statutory
Class 9: VicSmart application to subdivide or consolidate land Statutory Fee - (13.5 fee units)	Per application	Non-Taxable	\$ 199.90	\$ 202.90	\$ 3.00	1.5%	Statutory
Class 10: VicSmart application (other than a class 7, class 8 or class 9 permit) Statutory Fee - (13.5 fee units)	Per application	Non-Taxable	\$ 199.90	\$ 202.90	\$ 3.00	1.5%	Statutory
Development (other than a single dwelling)							
Class 11: To develop land (other than a class 2, class 3, class 7 or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is less than \$100,000 Statutory Fee - (77.5 fee units)	Per application	Non-Taxable	\$ 1,147.80	\$ 1,164.80	\$ 17.00	1.5%	Statutory
Class 12: To develop land (other than a class 4, class 5, or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$100,000 and not more than \$1,000,000 Statutory Fee - (104.5 fee units)	Per application	Non-Taxable	\$ 1,547.60	\$ 1,570.60	\$ 23.00	1.5%	Statutory
Class 13: To develop land (other than a class 6 or class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$1,000,000 and not more than \$5,000,000 Statutory Fee - (230.5 fee units)	Per application	Non-Taxable	\$ 3,413.70	\$ 3,464.40	\$ 50.70	1.5%	Statutory
Class 14: To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$5,000,000 and not more than \$15,000,000 Statutory Fee - (587.5 fee units)	Per application	Non-Taxable	\$ 8,700.90	\$ 8,830.10	\$ 129.20	1.5%	Statutory
Class 15: To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$15,000,000 and not more than \$50,000,000 Statutory Fee - (1732.5 fee units)	Per application	Non-Taxable	\$ 25,658.30	\$ 26,039.50	\$ 381.20	1.5%	Statutory
Class 16: To develop land (other than a class 8 or a permit to subdivide or consolidate land) if the estimated cost of development is more than \$50,000,000 Statutory Fee - (3894 fee units)	Per application	Non-Taxable	\$ 57,670.10	\$ 58,526.80	\$ 856.70	1.5%	Statutory
Subdivision							
Class 17: To subdivide an existing building (other than a class 9 permit) Statutory Fee - (89 fee units)	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Class 18: To subdivide land into 2 lots (other than a class 9 or class 17 permit) Statutory Fee - (89 fee units)	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Class 19: To effect a realignment of a common boundary between lots or consolidate 2 or more lots (other than a class 9 permit) Statutory Fee - (89 fee units)	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Class 20: Subdivide land (other than a class 9, class 17, class 18 or class 19 permit) Statutory Fee - (89 fee units per 100 lots created)	Per application	Non-Taxable	1318.10 per 100 lots created	1,337.70 per 100 lots created			Statutory
Class 21: Applications to create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or create or remove a right of way; or create, vary or remove an easement other than a right of way; or vary or remove a condition in the nature of an easement (other than right of way) in a Crown grant Statutory Fee - (89 fee units) <i>Other</i>	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Class 22: A permit not otherwise provided for in the regulation Statutory Fee - (89 fee units) <i>Single dwelling</i>	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Class 1 Amendment: An amendment to a permit to change the use of land allowed by the permit or allow a new use of land.	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Class 2 Amendment: An amendment to a permit (other than a permit to develop land for a single dwelling per lot or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of land for a single dwelling per lot) to change the statement of what the permit allows or to change any or all of the conditions which apply to the permit.	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Class 3 Amendment: An amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the estimated cost of any additional development to be permitted by the amendment is \$10 000 or less.	Per application	Non-Taxable	\$ 199.90	\$ 202.90	\$ 3.00	1.5%	Statutory
Class 4 Amendment: An amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the estimated cost of any additional development to be permitted by the amendment is more than \$10 000 but not more than \$100,000.	Per application	Non-Taxable	\$ 629.40	\$ 638.80	\$ 9.40	1.5%	Statutory
Class 5 Amendment: An amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the estimated cost of any additional development to be permitted by the amendment is more than \$100,000 but not more than \$500,000.	Per application	Non-Taxable	\$ 1,288.50	\$ 1,307.60	\$ 19.10	1.5%	Statutory
Class 6 Amendment: An amendment to a class 2, class 3, class 4, class 5 or class 6 permit, if the estimated cost of any additional development to be permitted by the amendment is more than \$500,000.	Per application	Non-Taxable	\$ 1,392.10	\$ 1,412.80	\$ 20.70	1.5%	Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
VicSmart							
Class 7 Amendment: An amendment to a permit that is the subject of a VicSmart application, if the estimated cost of the additional development is \$10,000 or less.	Per application	Non-Taxable	\$ 199.90	\$ 202.90	\$ 3.00	1.5%	Statutory
Class 8 Amendment: An amendment to a permit that is the subject of a VicSmart application, if the estimated cost of the additional development is more than \$10,000.	Per application	Non-Taxable	\$ 429.50	\$ 435.90	\$ 6.40	1.5%	Statutory
Class 9 Amendment: An amendment to a class 9 permit (to subdivide or consolidate land).	Per application	Non-Taxable	\$ 199.90	\$ 202.90	\$ 3.00	1.5%	Statutory
Class 10 Amendment: An amendment to a class 10 permit.	Per application	Non-Taxable	\$ 199.90	\$ 202.90	\$ 3.00	1.5%	Statutory
Development (other than a single dwelling)							
Class 11 Amendment: An amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit, if the estimated cost of any additional development to be permitted by the amendment is \$100,000 or less.	Per application	Non-Taxable	\$ 1,147.80	\$ 1,164.80	\$ 17.00	1.5%	Statutory
Class 12 Amendment: An amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit, if the estimated cost of any additional development to be permitted by the amendment is more than \$100,000 but not more than \$1,000,000.	Per application	Non-Taxable	\$ 1,547.60	\$ 1,570.60	\$ 23.00	1.5%	Statutory
Class 13 Amendment: An amendment to a class 11, class 12, class 13, class 14, class 15 or class 16 permit, if the estimated cost of any additional development to be permitted by the amendment is more than \$1,000,000.	Per application	Non-Taxable	\$ 3,413.70	\$ 3,464.40	\$ 50.70	1.5%	Statutory
Subdivision							
Class 14 Amendment: An amendment to a class 17 permit (to subdivide an existing building).	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Class 15 Amendment: An amendment to a class 18 permit (to subdivide land into 2 lots).	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Class 16 Amendment: An amendment to a class 19 permit (to effect a realignment of a common boundary between lots or consolidate 2 or more lots other than a class 9 permit).	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Class 17 Amendment: An amendment to a class 20 permit (Subdivide land (other than a class 9, class 17, class 18 or class 19 permit).	Per application	Non-Taxable	1318.10 per 100 lots created	1337.70 per 100 lots created			Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Class 18 Amendment: An amendment to a class 21 permit (applications to create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or create or remove a right of way; or create, vary or remove an easement other than a right of way; or vary or remove a condition in the nature of an easement other than right of way in a Crown grant)	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
<i>Other</i>							
Class 19 Amendment: An amendment to a class 22 permit (a permit not otherwise provided for in the regulation).	Per application	Non-Taxable	\$ 1,318.10	\$ 1,337.70	\$ 19.60	1.5%	Statutory
Regulation 10: For combined permit applications Statutory Fee - Sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made	Per application	Non-Taxable	Variable Calculation - refer to Regulation	Variable Calculation - refer to Regulation	\$ -	0.0%	Statutory
Regulation 12: Amend an application for a permit or an application for an amendment to a permit Statutory Fee - a) Under section 57A(3)(a) of the Act the fee to amend an application for a permit after notice is given is 40% of the application fee for that class of permit set out in the Table at regulation 9; b) Under section 57A(3)(a) of the Act the fee to amend an application to amend a permit after notice is given is 40% of the application fee for that class of permit set out in the Table at regulation 11 and any additional fee under c) below; c) If an application to amend an application for a permit or amend an application to amend a permit has the effect of changing the class of that permit to a new class, having a higher application fee set out in the Table to regulation 9, the applicant must pay an additional fee being the difference the original class of application and the amended class of permit	Per application	Non-Taxable	Variable Calculation - refer to Regulation	Variable Calculation - refer to Regulation	\$ -	0.0%	Statutory
Regulation 13: For a combined application to amend permit Statutory Fee - Sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made	Per application	Non-Taxable	Variable Calculation - refer to Regulation	Variable Calculation - refer to Regulation	\$ -	0.0%	Statutory
Regulation 14: For a combined permit and planning scheme amendment Statutory Fee - Under section 96A(4)(a) of the Act. The sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications were made	Per application	Non-Taxable	Variable Calculation - refer to Regulation	Variable Calculation - refer to Regulation	\$ -	0.0%	Statutory
Regulation 15: For a certificate of compliance	Per application	Non-Taxable	\$ 325.80	TBA	\$ -	0.0%	Statutory
Regulation 16: For an agreement to a proposal to amend or end an agreement under section 173 of the Act	Per application	Non-Taxable	\$ 659.00	TBA	\$ -	0.0%	Statutory
Regulation 18: Where a planning scheme specifies that a matter must be done to the satisfaction of a responsible authority, Minister, public authority or municipal council	Per application	Non-Taxable	\$ 325.80	TBA	\$ -	0.0%	Statutory
Application Fees in accordance with the Subdivision (Fee) Regulations 2016							
Regulation 6: For certification of a plan of subdivision	Per application	Non-Taxable	\$ 174.80	\$ 177.40	\$ 2.60	1.5%	Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease %	Basis of Fee
			\$	\$	\$	%	
Regulation 7: Alteration of plan under section 10(2) of the Act	Per application	Non-Taxable	\$ 111.10	\$ 112.70	\$ 1.60	1.4%	Statutory
Regulation 8: Amendment of certified plan under section 11(1) of the Act	Per application	Non-Taxable	\$ 140.70	\$ 142.80	\$ 2.10	1.5%	Statutory
Regulation 9: Checking of engineering plans	Per application	Non-Taxable	Variable Calculation - refer to Regulation	Calculation - refer to Regulation	\$ -	0.0%	Statutory
Regulation 10: Engineering plan prepared by council	Per application	Non-Taxable	Variable Calculation - refer to Regulation	Calculation - refer to Regulation	\$ -	0.0%	Statutory
Regulation 11: Supervision of works	Per application	Non-Taxable	Variable Calculation - refer to Regulation	Calculation - refer to Regulation	\$ -	0.0%	Statutory
Public open space contribution Statutory Fee - Calculated in accordance with the schedule to Clause 53.01 of the Manningham Planning Scheme	Calculated in accordance with the	Non-Taxable	Variable Calculation - refer to Scheme	Calculation - refer to Scheme	\$ -	0.0%	Statutory
Subdivision Outstanding Works Bond Refundable (to enable issuing a statement of compliance prior to works being completed)	150% of the cost of outstanding	Taxable	Variable Calculation	Variable Calculation	\$ -	0.0%	Non-Statutory
Landscape Bond Refundable Charge per dwelling - condition of planning permit	Charge per dwelling - condition	Non-Taxable	\$ 1,812.00	\$ 1,840.00	\$ 28.00	1.5%	Non-Statutory
Application fee to remove or destroy or lop 2 or more trees	Per application	Non-Taxable	\$ 550.00	\$ 550.00	\$ -	0.0%	Statutory
Application fee to amend a permit to remove or destroy or lop 2 or more trees	Per application	Non-Taxable	\$ 550.00	\$ 558.00	\$ 8.00	1.5%	Statutory
Secondary Consent Application Fee VicSmart applications or a single dwelling with an additional development cost under \$10,000	VicSmart applications or a single	Taxable	\$ 205.00	\$ 205.00	\$ -	0.0%	Non-Statutory
Secondary Consent Application Fee Single dwelling with an additional development cost under \$100,000	Single dwelling with an additional	Taxable	\$ 543.00	\$ 551.00	\$ 8.00	1.5%	Non-Statutory
Secondary Consent Application Fee All other applications	All other applications	Taxable	\$ 885.00	\$ 898.00	\$ 13.00	1.5%	Non-Statutory
Extension of Time Application Fee All applications	All applications	Taxable	\$ 672.00	\$ 682.00	\$ 10.00	1.5%	Non-Statutory
Pre Application Advice Request	Per request	Taxable	\$ 410.00	\$ 416.00	\$ 6.00	1.5%	Non-Statutory
Statutory Planning Property Enquiries Written confirmation of planning permit requirements	Written confirmation of planning permit requirements	Taxable	\$ 200.00	\$ 203.00	\$ 3.00	1.5%	Non-Statutory
Digital copy of Planning Permit and Approved plans per application	per application	Taxable	\$ 206.00	\$ 210.00	\$ 4.00	1.9%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Economic & Community Wellbeing							
Public Halls							
Doncaster Playhouse Bond	per hire	Non-Taxable	\$ 515.00	\$ 523.00	\$ 8.00	1.6%	Non-Statutory
Doncaster Playhouse Hire Per performance (5 hours)	Per performance	Taxable	\$ 464.53	\$ 472.00	\$ 7.47	1.6%	Non-Statutory
Doncaster Playhouse Rehearsal per hour	Per hour	Taxable	\$ 92.70	\$ 95.00	\$ 2.30	2.5%	Non-Statutory
Doncaster Playhouse Bump in/Bump out	Per event	Taxable	\$ 92.70	\$ 95.00	\$ 2.30	2.5%	Non-Statutory
Manningham Art Studios Bond	per hire	Non-Taxable	\$ 106.61	\$ 109.00	\$ 2.40	2.2%	Non-Statutory
Manningham Art Studios Studio 1 Casual Commercial	Per hour	Taxable	\$ 121.54	\$ 124.00	\$ 2.46	2.0%	Non-Statutory
Manningham Art Studios Studio 1 Regular Commercial	Per hour	Taxable	\$ 107.64	\$ 110.00	\$ 2.36	2.2%	Non-Statutory
Manningham Art Studios Studio 1 Casual Community	Per hour	Taxable	\$ 84.98	\$ 86.30	\$ 1.33	1.6%	Non-Statutory
Manningham Art Studios Studio 1 Regular Community	Per hour	Taxable	\$ 77.77	\$ 79.00	\$ 1.24	1.6%	Non-Statutory
Manningham Art Studios Studio 2 Casual Commercial	Per hour	Taxable	\$ 45.32	\$ 46.00	\$ 0.68	1.5%	Non-Statutory
Manningham Art Studios Studio 2 Regular Commercial	Per hour	Taxable	\$ 27.30	\$ 27.80	\$ 0.50	1.9%	Non-Statutory
Manningham Art Studios Studio 2 Casual Community	Per hour	Taxable	\$ 23.18	\$ 23.60	\$ 0.43	1.8%	Non-Statutory
Manningham Art Studios Studio 2 Regular Community	Per hour	Taxable	\$ 13.91	\$ 14.20	\$ 0.30	2.1%	Non-Statutory
Manningham Art Studios Studio 3 Casual Commercial	Per hour	Taxable	\$ 27.30	\$ 27.80	\$ 0.50	1.9%	Non-Statutory
Manningham Art Studios Studio 3 Regular Commercial	Per hour	Taxable	\$ 20.60	\$ 21.00	\$ 0.40	1.9%	Non-Statutory
Manningham Art Studios Studio 3 Casual Community	Per hour	Taxable	\$ 13.91	\$ 14.20	\$ 0.30	2.1%	Non-Statutory
Manningham Art Studios Studio 3 Regular Community	Per hour	Taxable	\$ 10.30	\$ 10.50	\$ 0.20	1.9%	Non-Statutory
Manningham Art Studios Studio 4 Regular Commercial	Per hour	Taxable	\$ 27.30	\$ 28.00	\$ 0.70	2.6%	Non-Statutory
Manningham Art Studios Studio 4 Regular Community	Per hour	Taxable	\$ 13.91	\$ 22.00	\$ 8.10	58.2%	Non-Statutory
Manningham Art Studios Studio 5 Regular Commercial	Per hour	Taxable	\$ 20.60	\$ 21.00	\$ 0.40	1.9%	Non-Statutory
Manningham Art Studios Studio 5 Regular Community	Per hour	Taxable	\$ 10.30	\$ 15.00	\$ 4.70	45.6%	Non-Statutory
Manningham Art Studios Studio 6 Regular Commercial	Per hour	Taxable	\$ 52.53	\$ 53.00	\$ 0.47	0.9%	Non-Statutory
Manningham Art Studios Studio 6 Regular Community	Per hour	Taxable	\$ 27.30	\$ 28.00	\$ 0.70	2.6%	Non-Statutory
Manningham Art Gallery Gallery 1 - Community hire fee	minimum 4 weeks	Taxable	\$ 1,385.35	\$ 1,407.00	\$ 21.65	1.6%	Non-Statutory
Manningham Art Gallery Gallery 2 - Community hire fee	minimum 4 weeks	Taxable	\$ 1,385.35	\$ 1,407.00	\$ 21.65	1.6%	Non-Statutory
Manningham Art Gallery Gallery 1 - Commercial hire fee	minimum 4 weeks	Taxable	\$ 1,599.08	\$ 1,624.00	\$ 24.93	1.6%	Non-Statutory
Manningham Art Gallery Gallery 2 - Commercial hire fee	minimum 4 weeks	Taxable	\$ 1,599.08	\$ 1,624.00	\$ 24.93	1.6%	Non-Statutory
Manningham Art Gallery Both Galleries - Community hire fee	minimum 4 weeks	Taxable	\$ 2,132.10	\$ 2,165.00	\$ 32.90	1.5%	Non-Statutory
Manningham Art Gallery Both Galleries - Commercial hire fee	minimum 4 weeks	Taxable	\$ 2,451.92	\$ 2,489.00	\$ 37.09	1.5%	Non-Statutory
All Halls Insurance - Alcohol	Per hire	Taxable	\$ 59.74	\$ 60.70	\$ 0.96	1.6%	Non-Statutory
All Halls Insurance - No Alcohol	Per hire	Taxable	\$ 39.14	\$ 39.80	\$ 0.66	1.7%	Non-Statutory
All Halls Insurance - Regular Hire	Per hour	Taxable	\$ 24.72	\$ 25.00	\$ 0.28	1.1%	Non-Statutory
MC² (Bulleen, Warrandyte and Donvale Rooms) Community Hire	Per hour	Taxable	\$ 21.00	\$ 21.00	\$ -	0.0%	Non-Statutory
MC² (Bulleen, Warrandyte and Donvale Rooms) Commercial Hire	Per hour	Taxable	\$ 26.00	\$ 26.00	\$ -	0.0%	Non-Statutory
MC² (Warrandyte and Donvale Rooms) Community Hire	Per hour	Taxable	\$ 26.00	\$ 26.00	\$ -	0.0%	Non-Statutory
MC² (Warrandyte and Donvale Rooms) Commercial Hire	Per hour	Taxable	\$ 31.00	\$ 31.00	\$ -	0.0%	Non-Statutory
MC² (Doncaster, Templestowe Room) Community Hire	Per hour	Taxable	\$ 26.00	\$ 26.00	\$ -	0.0%	Non-Statutory
MC² (Doncaster, Templestowe Room) Commercial Hire	Per hour	Taxable	\$ 31.00	\$ 31.00	\$ -	0.0%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease %	Basis of Fee
			\$	\$			
MC² (Doncaster and Templestove Room) Community Hire	Per hour	Taxable	\$ 31.00	\$ 31.00	\$ -	0.0%	Non-Statutory
MC² (Doncaster and Templestove Room) Commercial Hire	Per hour	Taxable	\$ 42.00	\$ 42.00	\$ -	0.0%	Non-Statutory
MC² Insurance	Per hire	Taxable	\$ 25.00	\$ 25.00	\$ -	0.0%	Non-Statutory
Ajani Community Hall Bond Casual Hire	Per hire	Non-Taxable	\$ 500.00	\$ 500.00	\$ -	0.0%	Non-Statutory
Ajani Community Hall Bond Regular Hire	Per hire	Non-Taxable	\$ 300.00	\$ 300.00	\$ -	0.0%	Non-Statutory
Ajani Community Hall Casual Hire Commercial	Per hour	Taxable	\$ 145.00	\$ 148.00	\$ 3.00	2.1%	Non-Statutory
Ajani Community Hall Casual Hire Community/Private	Per hour	Taxable	\$ 81.00	\$ 82.00	\$ 1.00	1.2%	Non-Statutory
Ajani Community Hall Casual setup charge - max 2 hrs	Per hour	Taxable	\$ 45.00	\$ 46.00	\$ 1.00	2.2%	Non-Statutory
Ajani Community Hall Regular Hire Commercial	Per hour	Taxable	\$ 40.00	\$ 41.00	\$ 1.00	2.5%	Non-Statutory
Ajani Community Hall Regular Hire Community	Per hour	Taxable	\$ 31.00	\$ 32.00	\$ 1.00	3.2%	Non-Statutory
Ajani Community Hall Community casual 12hr Hire	Per 12 hour hire	Taxable	\$ 700.00	\$ 710.00	\$ 10.00	1.4%	Non-Statutory
Ajani Centre Bond Casual Hire	Per hire	Non-Taxable	\$ 500.00	\$ 500.00	\$ -	0.0%	Non-Statutory
Ajani Centre Bond Regular Hire	Per hire	Non-Taxable	\$ 300.00	\$ 300.00	\$ -	0.0%	Non-Statutory
Ajani Centre Community casual 12hr Hire	Per 12 hour hire	Taxable	\$ 1,020.00	\$ 1,035.00	\$ 15.00	1.5%	Non-Statutory
Ajani Centre Casual Hire Commercial	Per hour	Taxable	\$ 192.00	\$ 195.00	\$ 3.00	1.6%	Non-Statutory
Ajani Centre Casual Hire Community/Private	Per hour	Taxable	\$ 112.00	\$ 114.00	\$ 2.00	1.8%	Non-Statutory
Ajani Centre Casual setup charge - max 2 hrs	Per hour	Taxable	\$ 68.00	\$ 70.00	\$ 2.00	2.9%	Non-Statutory
Ajani Centre Regular Hire Commercial	Per hour	Taxable	\$ 49.00	\$ 50.00	\$ 1.00	2.0%	Non-Statutory
Ajani Centre Regular Hire Community	Per hour	Taxable	\$ 36.00	\$ 37.00	\$ 1.00	2.8%	Non-Statutory
Currawong Bush Park (Conference Centre) Conference Room Casual Hire Commercial	Per hour	Taxable	\$ 42.00	\$ 43.00	\$ 1.00	2.4%	Non-Statutory
Currawong Bush Park (Conference Centre) Conference Room Casual Hire Community/Private	Per hour	Taxable	\$ 31.00	\$ 32.00	\$ 1.00	3.2%	Non-Statutory
Currawong Bush Park (Conference Centre) Rooms 1 & 2 - casual hire commercial	Per hour	Taxable	\$ 31.00	\$ 32.00	\$ 1.00	3.2%	Non-Statutory
Currawong Bush Park (Conference Centre) Rooms 1 & 2 - casual hire community	Per hour	Taxable	\$ 21.00	\$ 22.00	\$ 1.00	4.8%	Non-Statutory
Currawong Bush Park (Conference Centre) Conference room with extra rooms - commercial	Per hour	Taxable	\$ 52.00	\$ 53.00	\$ 1.00	1.9%	Non-Statutory
Currawong Bush Park (Conference Centre) Conference room with extra rooms - community	Per hour	Taxable	\$ 42.00	\$ 43.00	\$ 1.00	2.4%	Non-Statutory
Currawong Bush Park (Environment Centre) Camping fee per person	Per night	Taxable	\$ 17.00	\$ 17.50	\$ 0.50	2.9%	Non-Statutory
Currawong Bush Park (Environment Centre) Casual Hire Commercial	Per hour	Taxable	\$ 42.00	\$ 43.00	\$ 1.00	2.4%	Non-Statutory
Currawong Bush Park (Environment Centre) Casual Hire Community/Private	Per hour	Taxable	\$ 26.00	\$ 27.00	\$ 1.00	3.8%	Non-Statutory
Koonung Room Casual Hire community	Per hour	Taxable	\$ 98.00	\$ 100.00	\$ 2.00	2.0%	Non-Statutory
East Doncaster Hall/Koonarra Hall/Wonga Park Hall/Heimat Centre (individual rooms)/Domeney Recreation Centre (Rooms 4 & 5)/Templestove Memorial Hall and Senior Citizens Centres Bond Casual Hire	Per hire	Non-Taxable	\$ 500.00	\$ 500.00	\$ -	0.0%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
East Doncaster Hall/Koonarra Hall/Wonga Park Hall/Heimat Centre (individual rooms)/Domeney Recreation Centre (Rooms 4 & 5)/Templestowe Memorial Hall and Senior Citizens Centres Bond Regular Hire	Per hire	Non-Taxable	\$ 300.00	\$ 300.00	\$ -	0.0%	Non-Statutory
East Doncaster Hall/Koonarra Hall/Wonga Park Hall/Heimat Centre (individual rooms)/Domeney Recreation Centre (Rooms 4 & 5)/Templestowe Memorial Hall and Senior Citizens Centres Casual Hire Commercial	Per hour	Taxable	\$ 101.00	\$ 103.00	\$ 2.00	2.0%	Non-Statutory
East Doncaster Hall/Koonarra Hall/Wonga Park Hall/Heimat Centre (individual rooms)/Domeney Recreation Centre (Rooms 4 & 5)/Templestowe Memorial Hall and Senior Citizens Centres Casual Hire Community/Private	Per hour	Taxable	\$ 64.00	\$ 65.00	\$ 1.00	1.6%	Non-Statutory
East Doncaster Hall/Koonarra Hall/Wonga Park Hall/Heimat Centre (individual rooms)/Domeney Recreation Centre (Rooms 4 & 5)/Templestowe Memorial Hall and Senior Citizens Centres Casual setup charge - max 2 hrs	Per hour	Taxable	\$ 43.00	\$ 44.00	\$ 1.00	2.3%	Non-Statutory
East Doncaster Hall/Koonarra Hall/Wonga Park Hall/Heimat Centre (individual rooms)/Domeney Recreation Centre (Rooms 4 & 5)/Templestowe Memorial Hall and Senior Citizens Centres Regular Hire Commercial	Per hour	Taxable	\$ 31.00	\$ 32.00	\$ 1.00	3.2%	Non-Statutory
East Doncaster Hall/Koonarra Hall/Wonga Park Hall/Heimat Centre (individual rooms)/Domeney Recreation Centre (Rooms 4 & 5)/Templestowe Memorial Hall and Senior Citizens Centres Regular Hire Community	Per hour	Taxable	\$ 27.00	\$ 28.00	\$ 1.00	3.7%	Non-Statutory
East Doncaster Hall/Koonarra Hall/Wonga Park Hall/Heimat Centre (individual rooms)/Domeney Recreation Centre (Rooms 4 & 5)/Templestowe Memorial Hall and Senior Citizens Centres Community casual 12hr Hire	Per 12 hour hire	Taxable	\$ 546.00	\$ 555.00	\$ 9.00	1.6%	Non-Statutory
(Individual Smaller Rooms) Senior Citizens Centres, Domeney Recreation Centre and Templestowe Memorial Supper Room Bond Casual/Regular Hire	Per hire	Non-Taxable	\$ 100.00	\$ 100.00	\$ -	0.0%	Non-Statutory
(Individual Smaller Rooms) Senior Citizens Centres, Domeney Recreation Centre and Templestowe Memorial Supper Room Casual Hire Commercial/Private	Per hour	Taxable	\$ 47.00	\$ 48.00	\$ 1.00	2.1%	Non-Statutory
(Individual Smaller Rooms) Senior Citizens Centres, Domeney Recreation Centre and Templestowe Memorial Supper Room Casual Hire Community	Per hour	Taxable	\$ 32.00	\$ 33.00	\$ 1.00	3.1%	Non-Statutory
(Individual Smaller Rooms) Senior Citizens Centres, Domeney Recreation Centre and Templestowe Memorial Supper Room Regular Hire Commercial	Per hour	Taxable	\$ 27.00	\$ 28.00	\$ 1.00	3.7%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
(Individual Smaller Rooms) Senior Citizens Centres, Domenev Recreation Centre and Templestowe Memorial Supper Room Regular Hire Community	Per hour	Taxable	\$ 22.00	\$ 23.00	\$ 1.00	4.5%	Non-Statutory
The Pines Learning Centre (Function Room) Bond Casual Hire	Per hire	Non-Taxable	\$ 500.00	\$ 500.00	\$ -	0.0%	Non-Statutory
The Pines Learning Centre (Function Room) Bond Regular Hire	Per hire	Non-Taxable	\$ 300.00	\$ 300.00	\$ -	0.0%	Non-Statutory
The Pines Learning Centre (Function Room) Casual Hire Commercial	Per hour	Taxable	\$ 192.00	\$ 195.00	\$ 3.00	1.6%	Non-Statutory
The Pines Learning Centre (Function Room) Casual Hire Community/Private	Per hour	Taxable	\$ 112.00	\$ 114.00	\$ 2.00	1.8%	Non-Statutory
The Pines Learning Centre (Function Room) Regular Hire Commercial	Per hour	Taxable	\$ 49.00	\$ 50.00	\$ 1.00	2.0%	Non-Statutory
The Pines Learning Centre (Function Room) Regular Hire Community	Per hour	Taxable	\$ 36.00	\$ 37.00	\$ 1.00	2.8%	Non-Statutory
(Smaller Rooms) Pines Learning Centre Bond Casual/Regular Hire	Per hire	Non-Taxable	\$ 100.00	\$ 100.00	\$ -	0.0%	Non-Statutory
(Smaller Rooms) Pines Learning Centre Casual Hire Commercial	Per hour	Taxable	\$ 54.00	\$ 55.00	\$ 1.00	1.9%	Non-Statutory
(Smaller Rooms) Pines Learning Centre Casual Hire Community/Private	Per hour	Taxable	\$ 48.00	\$ 49.00	\$ 1.00	2.1%	Non-Statutory
(Smaller Rooms) Pines Learning Centre Regular Hire Commercial	Per hour	Taxable	\$ 40.00	\$ 41.00	\$ 1.00	2.5%	Non-Statutory
(Smaller Rooms) Pines Learning Centre Regular Hire Community	Per hour	Taxable	\$ 29.00	\$ 30.00	\$ 1.00	3.4%	Non-Statutory
Bus Rental							
Bond	Per hire	Non-Taxable	\$ 500.00	\$ 500.00	\$ -	0.0%	Non-Statutory
Community only	Half day	Taxable	\$ 101.00	\$ 103.00	\$ 2.00	2.0%	Non-Statutory
Community only	Full day	Taxable	\$ 192.00	\$ 195.00	\$ 3.00	1.6%	Non-Statutory
Community only	Per weekend	Taxable	\$ 346.00	\$ 352.00	\$ 6.00	1.7%	Non-Statutory
Buildings and Room Hire - Weekdays							
Manningham Function Centre Council Chambers Mon - Fri per hour	Per hour	Taxable	\$ 104.00	\$ 106.00	\$ 2.00	1.9%	Non-Statutory
Manningham Function Centre Heide Room Mon - Fri per hour	Per hour	Taxable	\$ 89.00	\$ 90.00	\$ 1.00	1.1%	Non-Statutory
Manningham Function Centre Room 1 Mon - Fri 6.00am to 5.00pm per hour	Per hour	Taxable	\$ 182.00	\$ 185.00	\$ 3.00	1.6%	Non-Statutory
Manningham Function Centre Room 1 Casual Hire Community Mon - Thurs 6.00am to 11.00pm per hour Fri - 6.00am to 5.00pm per hour (Friday times updated)	Per hour	Taxable	\$ -	\$ 109.00	\$ 109.00		Non-Statutory
Manningham Function Centre Room 2 Mon - Fri 6.00am to 5.00pm per hour	Per hour	Taxable	\$ 160.00	\$ 163.00	\$ 3.00	1.9%	Non-Statutory
Manningham Function Centre Room 2 Casual Hire Community Mon - Thurs 6.00am to 11.00pm per hour Fri - 6.00am to 5.00pm per hour (Friday times updated)	Per hour	Taxable	\$ -	\$ 98.00	\$ 98.00		Non-Statutory
Manningham Function Centre Room 3 Mon - Fri 6.00am to 5.00pm per hour	Per hour	Taxable	\$ 130.00	\$ 132.00	\$ 2.00	1.5%	Non-Statutory
Manningham Function Centre Room 3 Casual Hire Community Mon - Thurs 6.00am to 11.00pm per hour Fri - 6.00am to 5.00pm per hour (Friday times updated)	Per hour	Taxable	\$ -	\$ 80.00	\$ 80.00		Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Manningham Function Centre Rooms 1 and 2 Mon - Thur 5.00pm to 12.00am per hour	Per hour	Taxable	\$ 277.00	\$ 282.00	\$ 5.00	1.8%	Non-Statutory
Manningham Function Centre Rooms 1 and 2 Casual Hire Community Mon - Thurs 6.00am to 11.00pm per hour Fri - 6.00am to 5.00pm per hour (Friday times updated)	Per hour	Taxable	\$ -	\$ 169.00	\$ 169.00		Non-Statutory
Manningham Function Centre Rooms 2 and 3 Casual Hire Commercial Mon - Thurs 6.00am to 11.00pm per hour Fri - 6.00am to 5.00pm per hour (Friday times updated)	Per hour	Taxable	\$ -	\$ 185.00	\$ 185.00		Non-Statutory
Manningham Function Centre Rooms 2 and 3 Casual Hire Community Mon - Thurs 6.00am to 11.00pm per hour Fri - 6.00am to 5.00pm per hour (Friday times updated)	Per hour	Taxable	\$ -	\$ 111.00	\$ 111.00		Non-Statutory
Manningham Function Centre Rooms 1, 2 and 3 Mon- Thur 5.00pm to 12.00am per hour	Per hour	Taxable	\$ 427.00	\$ 434.00	\$ 7.00	1.6%	Non-Statutory
Manningham Function Centre Rooms 1, 2 and 3 Casual Hire Community Mon - Thurs 6.00am to 11.00pm per hour Fri - 6.00am to 5.00pm per hour (Friday times updated)	Per hour	Taxable	\$ -	\$ 260.00	\$ 260.00		Non-Statutory
Manningham Function Centre Friday - 5pm - 12.00am	Per hour	Taxable	\$ 3,700.00	\$ 5,000.00	\$ 1,300.00	35.1%	Non-Statutory
Manningham Function Centre	Saturday rate	Taxable	\$ 4,635.00	\$ 5,000.00	\$ 365.00	7.9%	Non-Statutory
Manningham Function Centre	Saturday rate	Taxable	\$ 4,635.00	\$ 5,000.00	\$ 365.00	7.9%	Non-Statutory
Aged and Disability Support Services							
Food Services							
Meals on Wheels 3 course meals (delivered) - Packaged Clients FULL COST	Per meal	Taxable	\$ 37.00	\$ 37.60	\$ 0.60	1.6%	Non-Statutory
Meals on Wheels 3 course meals (Delivered direct by Food Services Manningham City Council)	Per meal	Non-Taxable	\$ -	\$ -	\$ -		Non-Statutory
Meals on Wheels	Per meal (Low rate)	Non-Taxable	\$ 11.00	\$ 11.20	\$ 0.20	1.8%	Non-Statutory
Meals on Wheels	Per meal (Low rate)	Non-Taxable	\$ 11.00	\$ 11.20	\$ 0.20	1.8%	Non-Statutory
Meals on Wheels	Per meal (Low rate)	Non-Taxable	\$ 11.00	\$ 11.20	\$ 0.20	1.8%	Non-Statutory
General Home Care	Per hour (Low rate)	Non-Taxable	\$ 8.30	\$ 8.50			Non-Statutory
General Home Care	Per hour (Low rate)	Non-Taxable	\$ 8.30	\$ 8.50	\$ 0.20	2.4%	Non-Statutory
General Home Care	Per hour (Low rate)	Non-Taxable	\$ 8.30	\$ 8.50	\$ 0.20	2.4%	Non-Statutory
General Home Care	Per hour (Low rate)	Non-Taxable	\$ 8.30	\$ 8.50	\$ 0.20	2.4%	Non-Statutory
Personal Care Service	Per hour (Low rate)	Non-Taxable	\$ 6.50	\$ 6.60	\$ 0.10	1.5%	Non-Statutory
Personal Care Service	Per hour (Low rate)	Non-Taxable	\$ 6.50	\$ 6.60	\$ 0.10	1.5%	Non-Statutory
Personal Care Service	Per hour (Low rate)	Non-Taxable	\$ 6.50	\$ 6.60	\$ 0.10	1.5%	Non-Statutory
Respite Care Service	Per hour (Low rate)	Non-Taxable	\$ 5.30	\$ 5.40	\$ 0.10	1.9%	Non-Statutory
Respite Care Service	Per hour (Low rate)	Non-Taxable	\$ 5.30	\$ 5.40	\$ 0.10	1.9%	Non-Statutory
Respite Care Service	Per hour (Low rate)	Non-Taxable	\$ 5.30	\$ 5.40	\$ 0.10	1.9%	Non-Statutory
Assisted Transport - One Return Trip	Per day	Non-Taxable	\$ 6.50	\$ 6.60	\$ 0.10	1.5%	Non-Statutory

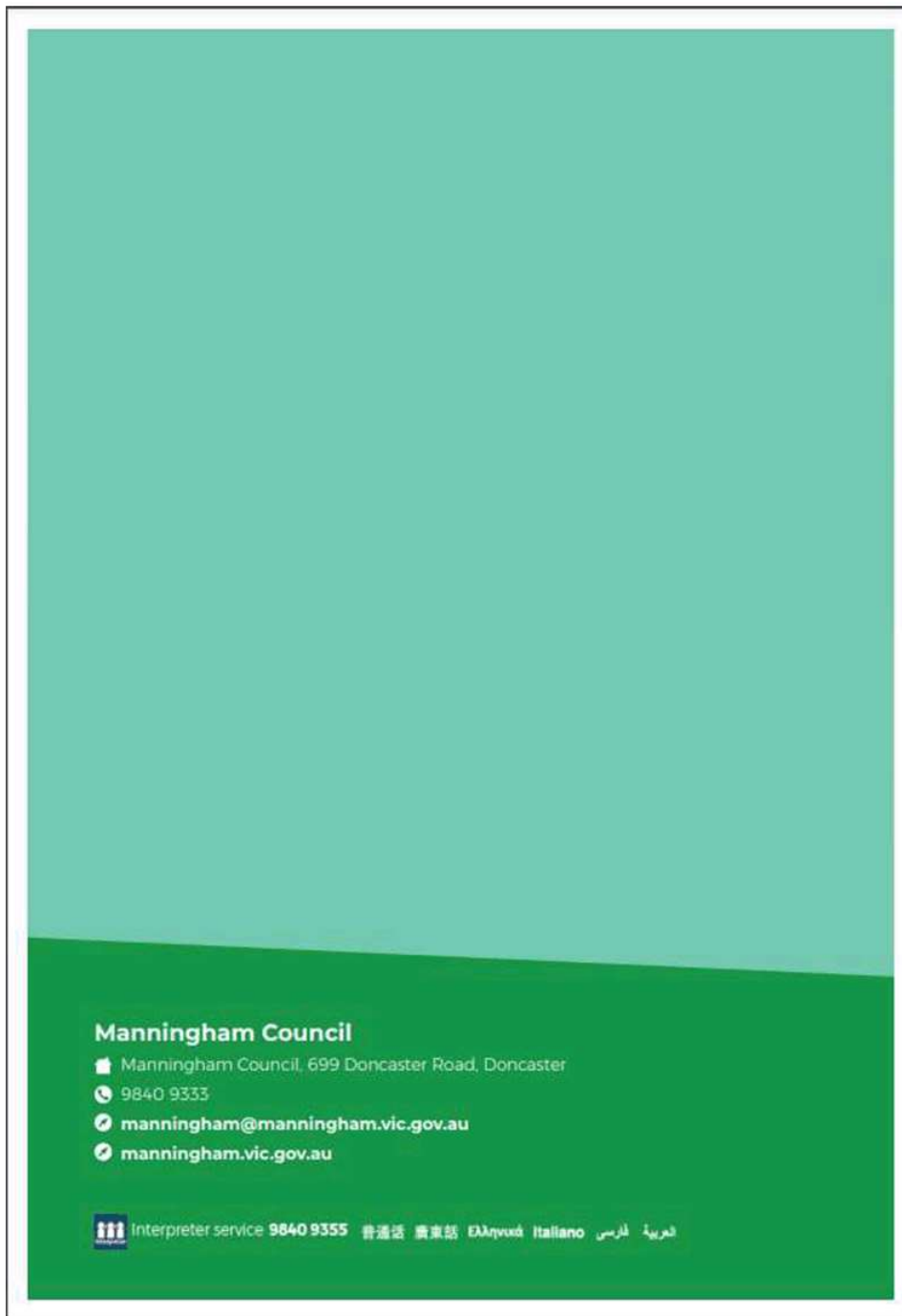
Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Planned Activity Groups - High							
Social Support Fee depends on nature of activity	Per activity	Non-Taxable	\$ 5.00	\$ 5.10	\$ 0.10	2.0%	Non-Statutory
Social Support Fee depends on nature of activity	Per activity	Non-Taxable	\$ 6.00	\$ 6.10	\$ 0.10	1.7%	Non-Statutory
Social Support Fee depends on nature of activity	Per activity	Non-Taxable	\$ 7.60	\$ 7.80	\$ 0.20	2.6%	Non-Statutory
Social Support Fee depends on nature of activity	Per Activity	Non-Taxable	\$ -	\$ 12.00	\$ 12.00		Non-Statutory
Social Support Fee depends on nature of activity	Per activity	Non-Taxable	\$ 17.00	\$ 17.30	\$ 0.30	1.8%	Non-Statutory
City Amenity							
Council Sports Fields							
Sport Fields - Winter Hire Grade 1 Seasonal Charge	Seasonal	Taxable	\$ 2,840.00	\$ 2,883.00	\$ 43.00	1.5%	Non-Statutory
Sport Fields - Winter Hire Grade 2 Seasonal Charge	Seasonal	Taxable	\$ 2,240.00	\$ 2,274.00	\$ 34.00	1.5%	Non-Statutory
Sport Fields - Winter Hire Grade 3 Seasonal Charge	Seasonal	Taxable	\$ 956.50	\$ 971.00	\$ 14.50	1.5%	Non-Statutory
Sport Fields - Winter Hire Grade 4 Seasonal Charge	Seasonal	Taxable	\$ 949.85	\$ 965.00	\$ 15.15	1.6%	Non-Statutory
Sport Fields - Winter Hire Level 1 Pavilion Seasonal Charge	Seasonal	Taxable	\$ 853.10	\$ 866.00	\$ 12.90	1.5%	Non-Statutory
Sport Fields - Winter Hire Level 1 Pavilion Seasonal sub let Levy	Seasonal	Taxable	\$ 4,299.50	\$ 4,364.00	\$ 64.50	1.5%	Non-Statutory
Sport Fields - Winter Hire Level 2 Pavilion Seasonal Charge	Seasonal	Taxable	\$ 528.90	\$ 537.00	\$ 8.10	1.5%	Non-Statutory
Sport Fields - Winter Hire Level 3 Pavilion Seasonal Charge	Seasonal	Taxable	\$ 355.90	\$ 362.00	\$ 6.10	1.7%	Non-Statutory
Sport Fields - Winter Hire Casual Ground Charge Commercial Use	Per request	Taxable	\$ 441.20	\$ 448.00	\$ 6.80	1.5%	Non-Statutory
Sport Fields - Winter Hire Casual Ground Charge Community Use	Per request	Taxable	\$ 220.70	\$ 225.00	\$ 4.30	1.9%	Non-Statutory
Sport Fields - Winter Hire Casual Ground Charge Finals with gate takings	Per request	Taxable	\$ 441.20	\$ 448.00	\$ 6.80	1.5%	Non-Statutory
Sport Fields - Winter Hire Casual Ground Charge Commercial use Turf wicket preparation	Per request	Taxable	\$ 220.70	\$ 225.00	\$ 4.30	1.9%	Non-Statutory
Sport Fields - Winter Hire Casual Ground Charge Community use Turf wicket preparation	Per request	Taxable	\$ 147.10	\$ 150.00	\$ 2.90	2.0%	Non-Statutory
Sport Fields - Winter Hire Casual Ground Charge Finals use Turf wicket preparation	Per request	Taxable	\$ 147.10	\$ 150.00	\$ 2.90	2.0%	Non-Statutory
Sport Fields - Winter Hire Casual Pavilion Charge Commercial Use	Per request	Taxable	\$ 367.80	\$ 374.00	\$ 6.20	1.7%	Non-Statutory
Sport Fields - Winter Hire Casual Pavilion Charge Community Use	Per request	Taxable	\$ 195.60	\$ 199.00	\$ 3.40	1.7%	Non-Statutory
Sport Fields - Winter Hire Casual Pavilion Charge School Use	Per request	Taxable	\$ 156.34	\$ 159.00	\$ 2.66	1.7%	Non-Statutory
Reischieks Reserve Athletic Track Senior Schools (Local) - (Includes pavilion cleaning charge)	Per request	Taxable	\$ 475.10	\$ 483.00	\$ 7.90	1.7%	Non-Statutory
Reischieks Reserve Athletic Track Junior Schools (Local) - (Includes pavilion cleaning charge)	Per request	Taxable	\$ 392.40	\$ 399.00	\$ 6.60	1.7%	Non-Statutory
Reischieks Reserve Athletic Track Others - (Includes pavilion cleaning charge)	Per request	Taxable	\$ 620.40	\$ 630.00	\$ 9.60	1.5%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Reischieks Reserve Athletic Track Carnivals - (Includes pavilion cleaning charge)	Per request	Taxable	\$ 786.10	\$ 798.00	\$ 11.90	1.5%	Non-Statutory
Reischieks Reserve Athletic Track Training per hour (Local)	Per hour	Taxable	\$ 65.55	\$ 67.00	\$ 1.45	2.2%	Non-Statutory
Reischieks Reserve Athletic Track Training per hour (Outside)	Per hour	Taxable	\$ 93.80	\$ 96.00	\$ 2.20	2.3%	Non-Statutory
Reischieks Reserve Pavilion Hire of Pavilion	Per request	Taxable	\$ 798.50	\$ 811.00	\$ 12.50	1.6%	Non-Statutory
Sports Fields - Summer Grade 1 Seasonal Charge	Seasonal	Taxable	\$ 2,840.00	\$ 2,883.00	\$ 43.00	1.5%	Non-Statutory
Sports Fields - Summer Grade 2 Seasonal Charge	Seasonal	Taxable	\$ 2,240.00	\$ 2,274.00	\$ 34.00	1.5%	Non-Statutory
Sports Fields - Summer Grade 3 Seasonal Charge	Seasonal	Taxable	\$ 956.50	\$ 971.00	\$ 14.50	1.5%	Non-Statutory
Sports Fields - Summer Grade 4 Seasonal Charge	Seasonal	Taxable	\$ 949.85	\$ 965.00	\$ 15.15	1.6%	Non-Statutory
Sports Fields - Summer Level 1 Pavilion Seasonal Charge	Seasonal	Taxable	\$ 853.10	\$ 866.00	\$ 12.90	1.5%	Non-Statutory
Sports Fields - Summer Level 1 Pavilion Seasonal sub let Levy	Seasonal	Taxable	\$ 4,299.50	\$ 4,364.00	\$ 64.50	1.5%	Non-Statutory
Sports Fields - Summer Level 2 Pavilion Seasonal Charge	Seasonal	Taxable	\$ 528.90	\$ 537.00	\$ 8.10	1.5%	Non-Statutory
Sports Fields - Summer Level 3 Pavilion Seasonal Charge	Seasonal	Taxable	\$ 355.90	\$ 362.00	\$ 6.10	1.7%	Non-Statutory
Sports Fields - Summer Casual Ground Charge Commercial Use	Per request	Taxable	\$ 441.21	\$ 448.00	\$ 6.79	1.5%	Non-Statutory
Sports Fields - Summer Casual Ground Charge Community Use	Per request	Taxable	\$ 220.66	\$ 224.00	\$ 3.34	1.5%	Non-Statutory
Sports Fields - Summer Casual Ground Charge Finals with gate takings	Per request	Taxable	\$ 441.21	\$ 448.00	\$ 6.79	1.5%	Non-Statutory
Sports Fields - Summer Casual Ground Charge Commercial use Turf wicket preparation	Per request	Taxable	\$ 220.66	\$ 224.00	\$ 3.34	1.5%	Non-Statutory
Sports Fields - Summer Casual Ground Charge Community use Turf wicket preparation	Per request	Taxable	\$ 147.07	\$ 150.00	\$ 2.93	2.0%	Non-Statutory
Sports Fields - Summer Casual Ground Charge Finals use Turf wicket preparation	Per request	Taxable	\$ 147.07	\$ 150.00	\$ 2.93	2.0%	Non-Statutory
Sports Fields - Summer Casual Pavilion Charge Commercial Use	Per request	Taxable	\$ 390.83	\$ 397.00	\$ 6.17	1.6%	Non-Statutory
Sports Fields - Summer Casual Pavilion Charge Community Use	Per request	Taxable	\$ 195.54	\$ 199.00	\$ 3.46	1.8%	Non-Statutory
Sports Fields - Summer Casual Pavilion Charge School Use	Per request	Taxable	\$ 156.33	\$ 159.00	\$ 2.67	1.7%	Non-Statutory
Sports Fields - Summer Donvale #1 Seasonal Turf wicket charge	Seasonal	Taxable	\$ 4,272.07	\$ 4,337.00	\$ 64.93	1.5%	Non-Statutory
Sports Fields - Summer Koonung Res Seasonal Turf wicket charge	Seasonal	Taxable	\$ 4,974.09	\$ 5,049.00	\$ 74.91	1.5%	Non-Statutory
Sports Fields - Summer Schramms #1 Seasonal Turf wicket charge	Seasonal	Taxable	\$ 5,366.00	\$ 5,447.00	\$ 81.00	1.5%	Non-Statutory
Sports Fields - Summer Zerbes Seasonal Turf wicket charge	Seasonal	Taxable	\$ 4,165.40	\$ 4,228.00	\$ 62.60	1.5%	Non-Statutory
Sports Fields - Summer Donvale #2 Seasonal Turf wicket charge	Seasonal	Taxable	\$ 3,297.80	\$ 3,348.00	\$ 50.20	1.5%	Non-Statutory
Sports Fields - Summer Schramms #2 Seasonal Turf wicket charge	Seasonal	Taxable	\$ 2,987.00	\$ 3,032.00	\$ 45.00	1.5%	Non-Statutory
Anderson Park Synthetic Pitch Casual Use Local Sporting Club per hour	Per request	Taxable	\$ 44.10	\$ 44.80	\$ 0.70	1.6%	Non-Statutory
Anderson Park Synthetic Pitch Casual Use Local School per hour	Per request	Taxable	\$ 44.10	\$ 44.80	\$ 0.70	1.6%	Non-Statutory
Anderson Park Synthetic Pitch Casual Commercial Use per hour	Per request	Taxable	\$ 191.10	\$ 194.00	\$ 2.90	1.5%	Non-Statutory
Miscellaneous Works Permit							
Reserve Crossing Deposit Minimum	Per request	Non-Taxable	\$ 37.30	\$ 37.90	\$ 0.60	1.6%	Non-Statutory
Reserve Crossing Deposit Maximum	Per request	Non-Taxable	\$ 37.30	\$ 37.90	\$ 0.60	1.6%	Non-Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Waste							
Residential Service							
Waste Service Charge 80 litre Garbage, 240 litre Recycle and 240 litre Garden Waste	Annual	Non-Taxable	\$ 263.50	\$ 299.00	\$ 35.50	13.5%	Non-Statutory
Upsize to 120 litre Garbage 120 litre Garbage	Annual	Non-Taxable	\$ 80.50	\$ 91.50	\$ 11.00	13.7%	Non-Statutory
Upsize to 360 litre Recycle 360 litre Recycle	Annual	Non-Taxable	\$ 38.50	\$ 43.50	\$ 5.00	13.0%	Non-Statutory
Additional Garbage 80 litre	Annual	Non-Taxable	\$ 175.00	\$ 198.50	\$ 23.50	13.4%	Non-Statutory
Additional Garbage 120 litre	Annual	Non-Taxable	\$ 205.50	\$ 233.00	\$ 27.50	13.4%	Non-Statutory
Additional Recycle 240 litre	Annual	Non-Taxable	\$ 75.00	\$ 85.00	\$ 10.00	13.3%	Non-Statutory
Additional Recycle 360 litre	Annual	Non-Taxable	\$ 113.50	\$ 129.00	\$ 15.50	13.7%	Non-Statutory
Additional Garden Waste 120 litre	Annual	Non-Taxable	\$ 99.00	\$ 112.50	\$ 13.50	13.6%	Non-Statutory
Additional Garden Waste 240 litre	Annual	Non-Taxable	\$ 124.00	\$ 140.50	\$ 16.50	13.3%	Non-Statutory
Domestic Change Bin Fee for change to waste service	Per request	Non-Taxable	\$ 58.00	\$ 66.00	\$ 8.00	13.8%	Non-Statutory
Special Accommodation							
WasteVS Waste Donvale RV	Annual	Non-Taxable	\$ 186.00	\$ 211.00	\$ 25.00	13.4%	Non-Statutory
WasteVI Waste Doncaster RV	Annual	Non-Taxable	\$ -	\$ -	\$ 0	0%	0
WasteSB Waste Brooklea	Annual	Non-Taxable	\$ 1,519.00	\$ 1,724.00	\$ 205.00	13.5%	Non-Statutory
WasteSA Waste Alexandra Gard	Annual	Non-Taxable	\$ 1,952.50	\$ 2,216.00	\$ 263.50	13.5%	Non-Statutory
WasteWA Waste Applewood	Annual	Non-Taxable	\$ 177.50	\$ 201.50	\$ 24.00	13.5%	Non-Statutory
WasteVR Waste Roseville RV	Annual	Non-Taxable	\$ 257.00	\$ 291.50	\$ 34.50	13.4%	Non-Statutory
WasteVP Waste Pinetree RV	Annual	Non-Taxable	\$ 200.00	\$ 227.00	\$ 27.00	13.5%	Non-Statutory
WasteVT Waste Templestowe RV	Annual	Non-Taxable	\$ 172.00	\$ 195.00	\$ 23.00	13.4%	Non-Statutory
WasteSG Waste Greenslopes	Annual	Non-Taxable	\$ 2,527.50	\$ 2,868.50	\$ 341.00	13.5%	Non-Statutory
WasteRM Waste Templestowe Manor	Annual	Non-Taxable	\$ 149.50	\$ 169.50	\$ 20.00	13.4%	Non-Statutory
Waste2MAL Waste 2 Malcolm Crescent Doncaster	Annual	Non-Taxable	\$ 263.50	\$ 299.00	\$ 35.50	13.5%	Non-Statutory
Waste28MIT Waste 28-30 Mitcham Road Donvale	Annual	Non-Taxable	\$ 263.50	\$ 299.00	\$ 35.50	13.5%	Non-Statutory
Waste1BELL Waste 1 Bellevue Avenue Doncaster East	Annual	Non-Taxable	\$ 263.50	\$ 299.00	\$ 35.50	13.5%	Non-Statutory
Waste8CLAY Waste 8 Clay Drive Doncaster	Annual	Non-Taxable	\$ 263.50	\$ 299.00	\$ 35.50	13.5%	Non-Statutory
Waste46BLK Waste 46 Blackburn Road	Annual	Non-Taxable	\$ 263.50	\$ 299.00	\$ 35.50	13.5%	Non-Statutory
Garden Waste Recycle Centre							
Chipping and mulching fees (Manningham Residents) Per Cubic Metre	Per cubic metre	Taxable	\$ 80.00	\$ 90.00	\$ 10.00	12.5%	Non-Statutory
Chipping and mulching fees (Non Manningham Residents / Others) Per Cubic Metre	Per cubic metre	Taxable	\$ 100.00	\$ 110.00	\$ 10.00	10.0%	Non-Statutory
Chipping and mulching fees for Front End Loader loading (Manningham Residents) Per load	Per load	Taxable	\$ 10.00	\$ 10.00	\$ -	0.0%	Non-Statutory
Chipping and mulching fees for Front End Loader loading (Non Manningham Residents / Others) Per load	Per load	Taxable	\$ 25.00	\$ 25.00	\$ -	0.0%	Non-Statutory


Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
MC2							
MC2-Café	Annual	Non-Taxable	\$ 1,186.50	\$ 1,346.50	\$ 160.00	13.5%	Non-Statutory
MC2-Interact Australia	Annual	Non-Taxable	\$ 65.50	\$ 74.50	\$ 9.00	13.7%	Non-Statutory
MC2-YMCA	Annual	Non-Taxable	\$ 88.00	\$ 100.00	\$ 12.00	13.6%	Non-Statutory
MC2-Doncare	Annual	Non-Taxable	\$ 629.00	\$ 714.00	\$ 85.00	13.5%	Non-Statutory
MC2-Chinese Community Services	Annual	Non-Taxable	\$ 218.00	\$ 247.50	\$ 29.50	13.5%	Non-Statutory
MC2-Doncaster Kindergarten	Annual	Non-Taxable	\$ 209.50	\$ 238.00	\$ 28.50	13.6%	Non-Statutory
MC2-Manningham Community Health	Annual	Non-Taxable	\$ 115.00	\$ 130.50	\$ 15.50	13.5%	Non-Statutory
MC2-Library	Annual	Non-Taxable	\$ 2,566.00	\$ 2,912.50	\$ 346.50	13.5%	Non-Statutory
Commercial Waste Services							
Commercial Waste Disposal 240 litre	Annual	Non-Taxable	\$ 514.50	\$ 584.00	\$ 69.50	13.5%	Non-Statutory
Additional Commercial Waste Disposal 240 litre	Annual	Non-Taxable	\$ 642.50	\$ 729.00	\$ 86.50	13.5%	Non-Statutory
Warrandyte Business Recycling	Annual	Non-Taxable	\$ 117.00	\$ 133.00	\$ 16.00	13.7%	Non-Statutory
Infrastructure & City Projects							
Buildings, Drainage, Roads, and Crossings							
Building over easement	Application	Non-Taxable	\$ 242.05	\$ 247.00	\$ 4.95	2.0%	Statutory
Easements, Build Over Easement Preparation Fee	Application	Non-Taxable	\$ 990.00	\$ 1,010.00	\$ 20.00	2.0%	Statutory
Land/Road closure	Application	Non-Taxable	\$ 115.00	\$ 117.00	\$ 2.00	1.7%	Statutory
Legal points of discharge Application and Consent	Application	Non-Taxable	\$ 145.00	\$ 148.00		0.0%	Statutory
OSD systems Amendments to approved plans	Application	Non-Taxable	\$ 300.00	Range between \$300 to \$825		0.0%	Non-Statutory
OSD systems Drainage Plan Fee	Application	Non-Taxable	\$ 300.00	Range between \$525 to \$1,200		0.0%	Non-Statutory
OSD systems Recurring inspection fee	Application	Non-Taxable	\$ 150.00	\$ 150.00	\$ -	0.0%	Non-Statutory
Subdivision development work Plan checking 0.75% of value	Application	Non-Taxable	POA	POA			Statutory
Subdivision development work Supervision 2.5% of value	Application	Non-Taxable	POA	POA			Statutory
Flood level Application for flood level information	Application	Non-Taxable	\$ -	TBA			Statutory
Work Zones Application to create a Work Zone in front of a development site	Application	Non-Taxable	\$ 435.00	\$ 442.00	\$ 7.00	1.6%	Non-Statutory
Flood Level Consent Report Report and Consent	Application	Non-Taxable	\$ 290.00	TBA		0.0%	Statutory

Description of Fees and Charges	Unit of Measure	GST Status	2020/21 Fee Inc GST	2021/22 Fee Inc GST	Fee Increase / Decrease	Fee Increase / Decrease	Basis of Fee
			\$	\$	\$	%	
Miscellaneous Works Permit							
Works Within Road Reserves - Other than minor works Over 50kph speed limit - conducted on any part of the roadway, shoulder or pathway	Application	Non-Taxable	\$ 638.00	TBA		0.0%	Statutory
Works Within Road Reserves -Other than minor works Over 50kph speed limit -not conducted on any part of the roadway, shoulder or pathway	Application	Non-Taxable	\$ 348.00	TBA		0.0%	Statutory
Works Within Road Reserves - Other than minor works Not more than 50kph speed limit - conducted on any part of the roadway, shoulder or pathway	Application	Non-Taxable	\$ 348.00	TBA		0.0%	Statutory
Works Within Road Reserves - other than minor works Not more than 50kph speed limit - conducted on any part of the roadway, shoulder or pathway	Application	Non-Taxable	\$ 348.00	TBA		0.0%	Statutory
Works Within Road Reserves - Minor works Conducted on any part of the roadway, shoulder or pathway	Application	Non-Taxable	\$ 137.00	TBA		0.0%	Statutory
Works Within Road Reserves - Minor works Not conducted on any part of the roadway, shoulder or pathway	Application	Non-Taxable	\$ 88.00	TBA		0.0%	Statutory
Traffic Management Plan Plan checking	Application	Non-Taxable	\$ -	\$ 100.00	\$ 100.00		Non-Statutory
Asset Protection Permit Developments where the value of the work is less than or equal to \$1M (Single Dwellings, Commercial, Multi Unit Developments etc)	Application	Non-Taxable	\$ 395.00	\$ 401.00	\$ 6.00	1.5%	Non-Statutory
Asset Protection Permit Developments where the value of the work is greater than \$1M (Single Dwellings, Commercial, Multi Unit Developments etc)	Application	Non-Taxable	Range between \$600 to \$20,000	Range between \$600 to \$20,000			Non-Statutory
Hoarding Permit including an occupancy charge of \$6 per m2 per week capped at \$400 per week. Where occupation is less than 7 days a minimum charge of \$200 will apply.	Application	Non-Taxable	\$ 415.00	\$ 422.00	\$ 7.00	1.7%	Non-Statutory
Vehicle crossing permit Inspection of vehicle crossing	Application	Non-Taxable	\$ 293.55	\$ 298.00	\$ 4.45	1.5%	Non-Statutory
Vehicle crossing permit (reinspection) Reinspection (per return visit) of vehicle crossing	Application	Non-Taxable	\$ 169.95	\$ 173.00	\$ 3.05	1.8%	Non-Statutory
Works and Drainage Permit Minor works within road reserve or Easement by contractors, etc.	Application	Non-Taxable	\$ 293.55	\$ 348.00	\$ 54.45	18.5%	Statutory

A graphic with a teal-to-green gradient background. The top portion is a lighter teal, and the bottom portion is a darker green. In the bottom green section, contact information for Manningham Council is listed in white text. The text includes the council name, address, phone number, email, and website. At the bottom, there is a small icon of three people and text indicating an interpreter service with phone number 9840 9355 and translations in Chinese, Greek, Italian, and Arabic.

Manningham Council

- 📍 Manningham Council, 699 Doncaster Road, Doncaster
- ☎ 9840 9333
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 Interpreter service 9840 9355 普通话 廣東話 Ελληνικά Italiano العربية الفارسية

Revenue and Rating Plan 2021/22 – 2024/25

Manningham City Council



Interpreter service

9840 9355

普通话 | 廣東話 | Ελληνικά

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1. Purpose

The *Local Government Act 2020* requires each council to prepare a Revenue and Rating Plan covering a minimum period of four years following each Council election. The Revenue and Rating Plan establishes the revenue raising framework within which Council proposes to work.

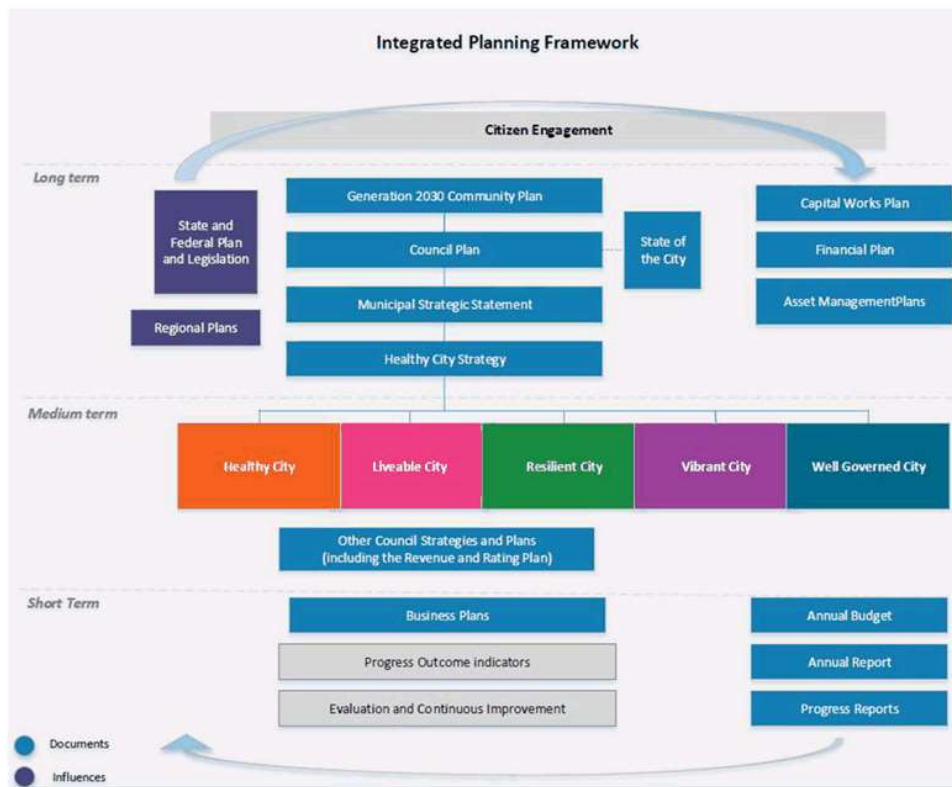
This Revenue and Rating Plan covers the four year period 2021/22 to 2024/25.

The purpose of the Revenue and Rating Plan is to determine the most appropriate and affordable revenue and rating approach for Manningham Council, which in conjunction with other income sources will adequately finance the objectives in the four year Council Plan.

This plan is an integral part of Council's Integrated Planning Framework, which is created to help Council achieve its vision.

The strategies outlined in this plan align with the objectives contained in the Council Plan and feed into our budgeting and long-term financial planning documents as well as other strategic planning documents under our Council's integrated planning framework.

Figure 1: Integrated Planning Framework



This plan will explain how Council calculates the revenue needed to fund its activities and how it will apportion the funding burden between ratepayers and other Council facilities and services users.

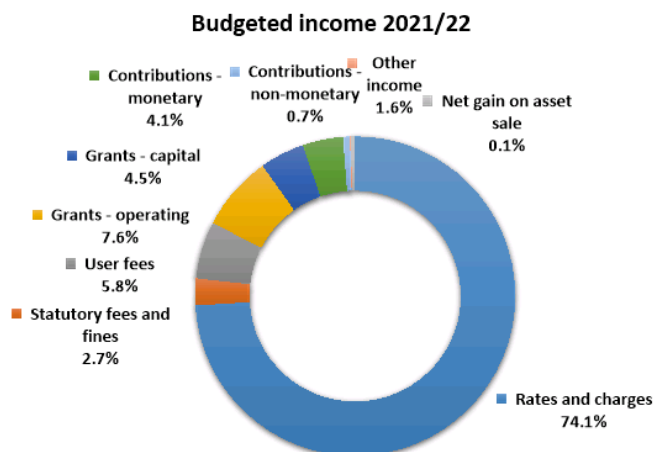
In particular, this plan will set out the decisions that Council has made concerning the rating options available to it under the *Local Government Act 2020* to ensure the fair and equitable distribution of rates across property owners. It will also set out principles that are used in decision making for other revenue sources such as fees and charges.

It is also important to note that this plan does not set revenue targets for Council; it outlines the strategic framework and decisions that inform how Council will go about calculating and collecting its revenue.

2. Introduction

Council provides many services and facilities to our local community and, in doing so, must collect revenue to cover the cost of providing these services and facilities. Local government has limited capacity to raise revenue. Changing community and government expectations has led to an expanded range of responsibilities. Changing demographics, including increased development and population growth, results in additional infrastructure needs and service level pressures. Local government assets are aging and require investment in renewal to maintain our service levels.

Figure 2: Budgeted Income 2021/22



Council’s revenue sources include:

- Rates and waste service charges
- Grants from other levels of government
- Statutory fees and fines
- User Fees
- Cash and non-cash contributions from other parties (i.e. developers, community groups)
- Other income including interest from investments.

Rates are the most significant revenue source for Council and make up approximately 64% of our annual income. When combined, rates and waste service charges represent 74% of our annual income.

The introduction of rate capping under the Victorian Government's Fair Go Rates System (FGRS) has brought a renewed focus to Council's long-term financial sustainability. The FGRS continues to restrict Council's ability to raise revenue above the rate cap, unless an application is made to the Essential Services Commission for a variation. The rate cap set by the Minister for Local Government for 2021/22 is 1.5% which is in line with forecast CPI.

Maintaining service delivery levels and investing in community assets remain critical priorities for Council. This Plan seeks to reduce Council's reliance on rate income and provides options to reduce that reliance further.

Council provides a wide range of services to the community, often for a fee or charge. The nature of these fees and charges generally depends on whether they relate to statutory or discretionary services. Some of these, such as statutory planning fees, are set by State Government statute and are commonly known as regulatory fees. In these cases, councils usually have no control over service pricing. However, in relation to other services, Council has the ability to set a fee or charge and will determine that fee based on the principles outlined in this Revenue and Rating Plan.

Council revenue can also be adversely affected by changes to funding from other levels of government. Some grants are tied to the delivery of council services, whilst many are tied directly to the delivery of new community assets, such as roads or recreation pavilions. Council needs to be clear about what grants it intends to apply for, and the obligations that these grants create in the delivery of services or infrastructure.

3. Community Engagement

This Revenue and Rating Plan outlines Council's decision-making process on how revenues are calculated and collected.

During 2020/21 Council undertook Deliberative Community Engagement processes to assist in developing several key Council documents, including the Vision, Council Plan, Financial Plan and Asset Plan.

Community Survey

A Community Survey was undertaken in late 2020 and told us that our community places high importance on having a well-governed Council that spends its money wisely in the areas that matter most to the community.

Our community also expressed their need for Council to be financially sustainable and spend within its budget, and to ensure we provide value for money for ratepayers. This means spending money on essential services and infrastructure projects that deliver the most benefit to the community. We must also consider other priorities or initiatives that are valued by our community, and balance several priority areas while ensuring that Council remains financially sustainable.

Community Panel

A Community Panel was formed representing a cross-section of the Manningham community. Over 40 community members actively engaged in the Community Panel over four sessions in March 2021.

The Community Panel provided important feedback and input for Council on several revenue and funding strategies that helped shape the Revenue and Rating Plan. Some of the key feedback provided by the Community Panel is included in the table below.

Table 1: Some key feedback from the Community Panel

FUNDING STRATEGY	FEEDBACK
Government grants	Seek grants and advocate to other levels of government for funding
User Fees and Charges	Full user pays for commercial, but not for community use (Council to provide a subsidy or part-subsidy for community/not-for-profit or where benefit for the whole community can be demonstrated)
Commercial or not-for profit co-contributions / Partnerships for funding community infrastructure	Council to consider this where alignment can be demonstrated with community values
Charge rental income for tenants	Full charge for commercial tenants, subsidised for other tenants
Loan Borrowings	Council to consider loan borrowings as a source of funding if specific criteria are met (e.g. low interest rates, positive financial return, for major community infrastructure)
Asset Sales	Council to prioritise renewal of assets, rather than selling assets to fund major projects

Online community consultation via “Your Say Manningham” – April 2021

During April 2021 Council ran a two week online consultation process on the Your Say Manningham webpage inviting our community to tell us their ideas for our 2021/22 Annual Budget and Revenue & Rating Plan. During this period Council received a number of ideas from our community for Council to consider.

Online community consultation via “Your Say Manningham” – May and June 2021

During May and June 2021 Council placed the proposed Revenue & Rating Plan document on the “Your Say Manningham” website and printed hard copies which were available at the Civic Centre and libraries, seeking feedback from the community on the proposed document.

4. Rates and Charges

Of Australia’s total taxes, the Commonwealth Government collects approximately 80.3% (including GST), and the State collects approximately 16.2%. Local government collects 3.5% of the total taxes collected by all levels of government, in the form of property taxes (rates).

Rates are property taxes that allow a Council to raise revenue used to fund essential public services and cater to their municipal population.

Rates are distributed between ratepayers based on the relative value of properties within the municipality. Properties are revalued every year by the Victorian Valuer-General to maintain a fair distribution of the rates burden between property owners. Property taxes do not take into account individual debt levels or income received by property owners. One of the fundamental principles of a property tax is that those with a higher valued property relative to others within a municipality generally contribute a larger amount in rates.

Council has established a rating structure comprised of two key elements. These are:

- **General Rates**

Based on property values (using the Capital Improved Valuation Methodology), which are indicative of capacity to pay and form the central basis of rating under the *Local Government Act 1989*; and

- **Service Charges**

A 'user pays' component for council services, to reflect the benefits provided by Council to ratepayers who benefit from a service.

Rating Process

Once Council has identified the total amount it needs to collect in rates revenue (as determined by its prescribed annual budget process), rates and charges can be calculated.

Council establishes its rate in the dollar by dividing the balance of required budget revenue by the total value of all rateable properties in the municipality. The rate in the dollar is then multiplied by the value of individual properties (using the Capital Improved Valuation methodology) to establish the amount to be paid by each property owner. This amount is known as the General Rates.

General Rates are added to any municipal charge and any service charges and service rates set by the Council, to determine the total rates and charges payable on a property.

Example: Calculating General Rates

The total value of rateable properties within a municipality is \$10,000,000,000 and Council needs to collect \$40,000,000 in rates. The rate in the dollar is calculated at \$0.004 ($\$40,000,000 / \$10,000,000,000$). The rates payable on a property valued at \$320,000 would be \$1,280 ($\$320,000 \times \0.004).

Rate Cap and Valuation Movement

On average, general rates will increase each year by the Victorian Government's rate cap. The Minister for Local Government sets the rate cap in December for the upcoming rating year. Under the Victorian Government's rate cap, Manningham and all Victorian councils must keep the average rate increase across all properties to no more than the rate cap. The rate cap applies to the overall rate revenue collected by Council, not each individual property.

For each individual property, the change in the annual rates will depend upon the movement in the property value of that individual property relative to the average valuation movement across the municipality. The annual revaluation can significantly re-align how rates are distributed between ratepayers but of itself does not provide Council with any additional rate revenue overall.

Example: Valuation movement and rate cap

In a year where the average increase in property values was 10% across the municipality and the rate cap is 1.5%, if:

- The value of an individual property also increased by 10%, the rates for that property would increase by exactly 1.5% in line with the rate cap; or
- The value of an individual property increased by less than 10% or decreased, the rates for that property would increase by less than the rate cap of 1.5% or decrease; or
- The value of an individual property increased by more than 10%, the rates for that property would increase by more than the 1.5% rate cap.

Rates and charges (Waste Service Charges) are an important source of revenue, accounting for over 74% of operating revenue received by Council. The collection of rates is an important factor in funding Council services.

Therefore, planning for future rate increases is an essential component of the long-term financial planning process; it plays a significant role in funding both additional service delivery and the increasing costs related to providing Council services. Rate income also assists in funding Council's annual Capital Works Program. A critical budget principle is that a minimum of 33% of rate income is to fund the annual capital works program.

Council is aware of the balance between rate revenue (as an important income source) and community sensitivity to rate increases. With the introduction of the State Government's Fair Go Rates System, all rate increases are capped to a rate declared by the Minister for Local Government, which is announced in December for the following financial year.

Council currently has a service charge to fully recover the cost of Council's waste services. The waste service charge is not capped under the Fair Go Rates System; however, it is set each year to cover the cost to Council of providing waste services.

4.1. Rating Legislation

The legislative framework set out in the *Local Government Act 1989* determines council's ability to develop a rating system. The framework provides significant flexibility for Council to tailor a system that suits its needs.

Section 155 of the *Local Government Act 1989* provides that a Council may declare the following rates and charges on rateable land:

- General rates under Section 158
- Municipal charges under Section 159
- Service rates and charges under Section 162
- Special rates and charges under Section 163

Manningham Council's strategy in relation to municipal charges, service rates and charges and special rates and charges are outlined in this Plan.

In raising Council rates, Council is required to primarily use the valuation of the rateable property to levy rates.

Section 157 (1) of the *Local Government Act 1989* provides Council with three choices regarding which valuation base to utilise: Site Valuation, Capital Improved Valuation (CIV) and Net Annual Value (NAV).

The advantages and disadvantages of the respective valuation basis are discussed further in this document. Whilst this document outlines Council's strategy regarding rates revenue, rates data will be contained in Council's Annual Budget as required by the *Local Government Act 2020*.

Section 94(2) of the *Local Government Act 2020* states that Council must adopt a budget by 30 June each year (or at another time fixed by the Minister) to include:

- a) the total amount that the Council intends to raise by rates and charges;
- b) a statement as to whether the rates will be raised by the application of a uniform rate or a differential rate;
- c) a description of any fixed component of the rates, if applicable;
- d) if the Council proposes to declare a uniform rate; the matters specified in section 160 of the *Local Government Act 1989*;
- e) if the Council proposes to declare a differential rate for any land; the matters specified in section 161(2) of the *Local Government Act 1989*;

Section 94(3) of the *Local Government Act 2020* also states that Council must ensure that, if applicable, the budget also contains a statement:

- a) that Council intends to apply for a special order to increase the Council's average rate cap for the financial year or any other financial year; or
- b) that Council has made an application to the ESC for a special order and is waiting for the outcome of the application; or
- c) that a special order has been made in respect of the Council and specifies the average rate cap that applies for the financial year or any other financial year.

This plan outlines the principles and strategic framework that Council will utilise in calculating and distributing the rating burden to property owners; however, the quantum of rate revenue and rating amounts will be determined within the annual Manningham City Council budget.

Rate Capping

Rate capping came into effect in the 2016/17 financial year. The introduction of a rate cap has removed Victorian Councils' autonomous ability to determine the annual level of the rate increase. The Minister for Local Government now determines Council's annual rate increase.

Individual Councils may apply to the Essential Services Commission for a variation to increase rates beyond the rate cap if they can demonstrate they need to raise additional revenue to continue to deliver the services and infrastructure for their municipality needs.

Local Government Rating System Review

In 2019 the Victorian State Government conducted a Local Government Rating System Review. The Local Government Rating System Review Panel presented their final report and a list of recommendations to the Victorian Government in March 2020. The Victorian Government subsequently published a response to the recommendations of the Panel's report. At the time of publication, these recommended changes have not yet been implemented and no timelines for the changes have been announced.

4.2. Rating Principles

The legislation specifies a number of major objectives of the rating system:

- The equitable imposition of rates and charges.
- A reasonable degree of stability in the level of the rates effort.
- Contribute to the equitable and efficient carrying out of its functions.
- Apply principles of financial management, simplicity and transparency.

Section 101(1) of the *Local Government Act 2020* states that financial policies and strategic plans, including the Revenue and Rating Plan, must seek to provide stability and predictability in the financial impact on the municipal community.

Taxation Principles

In considering what rating approaches are equitable, Council needs to have regard to the principles of taxation. The principles summarised below are the most significant in local government rating decisions:

- Wealth Tax
- Equity
- Efficiency
- Simplicity
- Sustainability
- Benefit
- Capacity to Pay
- Diversity.

Wealth Tax

The "wealth tax" principle implies that the rates paid are dependent upon the value of a ratepayer's real property and have no correlation to the individual ratepayer's consumption of services or the perceived benefits derived by individual ratepayers from the expenditures funded from rates.

Equity

Horizontal equity

Ratepayers in similar situations should pay similar amounts of rates (ensured mainly by accurate property valuations, undertaken in a consistent manner, their classification into homogenous property classes and the right of appeal against valuation).

Vertical equity

Those who are better off should pay more rates than those worse off (the rationale applies for the use of progressive and proportional income taxation. It implies a "relativity" dimension to the fairness of the tax burden).

Efficiency

Economic efficiency is measured by the extent to which people's production and consumption decisions are affected by rates.

Simplicity

How easily a rates system can be understood by ratepayers and the practicality and ease of administration.

Sustainability

Does the rating system generate sustainable, reliable revenues for Council and is it durable and flexible in changing conditions?

Benefit

The extent to which there is a nexus between consumption/benefit and the rate burden.

Capacity to Pay

The capacity of ratepayers or groups of ratepayers to pay rates.

Diversity

The capacity of ratepayers within a group to pay rates.

The rating challenge for Council, therefore, is to determine the appropriate balancing of competing considerations.

Rates and Charges Revenue Principles:

Property rates will:

- be reviewed annually;
- not change dramatically from one year to next; and
- be sufficient to fund current expenditure commitments and deliverables outlined in the Council Plan, Financial Plan and Asset Plan.

Differential rating (where applicable) should be applied as equitably as is practical and will comply with the *Ministerial Guidelines for Differential Rating 2013*.

4.3. Determining Which Valuation Base to Use

Under the *Local Government Act 1989*, Council has three options as to the valuation base it elects to use:

Capital Improved Value (CIV)	Value of land and improvements upon the land.
Site Value (SV)	Value of land only
Net Annual Value (NAV)	Rental valuation based on CIV

For residential and farm properties, NAV is calculated at 5% of the Capital Improved Value. For commercial and industrial properties, NAV is calculated as the greater of the estimated annual rental value, or 5 per cent of the CIV.

Capital Improved Value (CIV)

Capital Improved Value is the valuation base most commonly used by local government, with over 90% of Victorian councils applying this methodology. Based on the value of both land and all improvements on the land, it is generally easily understood by ratepayers as it equates to the properties market value.

Section 161 of the *Local Government Act 1989* provides that a Council may raise any general rates by the application of a differential rate if:

- a) It uses the capital improved value system of valuing land; and
- b) It considers that a differential rate will contribute to the equitable and efficient carrying out of its functions.

Where a council does not utilise CIV, it may only apply limited differential rates in relation to farm land, urban farm land or residential use land.

Advantages of using Capital Improved Value (CIV):

- CIV includes all property improvements and hence is often supported because it more closely reflects "capacity to pay". The CIV rating method takes into account the full development value of the property, and hence better meets the equity criteria than Site Value and NAV.
- With the increased frequency of valuations (previously two year intervals, now annual intervals) the market values are more predictable and has reduced the level of objections resulting from valuations.
- The concept of the market value of property is more easily understood with CIV rather than NAV or SV.
- Most councils in Victoria have now adopted CIV which makes it easier to compare relative movements in rates and valuations across councils.

Disadvantages of using CIV:

- The main disadvantage with CIV is the fact that rates are based on the total property value which may not necessarily reflect the income level of the property owner as with pensioners and low-income earners.

Site value (SV)

There are currently no Victorian councils that use this valuation base. With valuations based simply on the valuation of land and with only minimal ability to apply differential rates, Site Value implementation would cause a shift in rate burden from the industrial/commercial sectors onto the residential sector. It would hinder council's objective of a fair and equitable rating system.

There would be further rating movements away from modern townhouse style developments on relatively small land parcels to older established homes on quarter-acre residential blocks. In many ways, it is difficult to see an equity argument being served by the implementation of Site Value (SV).

Advantages of Site Value

- There is a perception that under site value, a uniform rate would promote development of land, particularly commercial and industrial developments. There is, however, little evidence to prove that this is the case.
- Scope for possible concessions for urban farm-land and residential use land.

Disadvantages of using Site Value

- Under SV, there will be a significant shift from the industrial/commercial sector onto the residential sector of council. The percentage increases in many cases would be in the extreme range.
- SV is a major burden on property owners that have large areas of land. These ratepayers will pay more in rates even though some of these owners may have much smaller/older dwellings than those with smaller land areas with well-developed dwellings. A typical example is flats, units, or townhouses that will all pay low rates compared to traditional housing styles.
- The use of SV can place pressure on council to give concessions to categories of landowners on whom the rating burden is seen to fall disproportionately (e.g. farm land and residential use properties). Large landowners, such as farmers, for example, are disadvantaged by the use of site value.
- SV will reduce Council's rating flexibility and options to deal with any rating inequities due to removing the ability to levy differential rates.
- The community may have greater difficulty in understanding the SV valuation on their rate notices.

Net annual value (NAV)

NAV, in concept, represents the annual rental value of a property. However, in practice, NAV is loosely linked to the capital improved value for residential and farm properties. Valuers derive the NAV directly as 5% of CIV.

In contrast to the treatment of residential and farm properties, NAV for commercial and industrial properties are assessed with regard to actual market rental. This differing treatment of commercial versus residential and farm properties has led to some suggestions that all properties should be valued on a rental basis.

Overall, the use of NAV is not largely supported. For residential and farm ratepayers, actual rental values pose some problems. The artificial rental estimate used may not represent actual market value, and means the base is the same as CIV but is harder to understand.

Valuation base

In choosing a valuation base, councils must decide on whether they wish to adopt a differential rating system (different rates in the dollar for different property categories) or a uniform rating system (same rate in the dollar). If a council was to choose the former, under the Local Government Act 1989 it must adopt either of the CIV or NAV methods of rating.

Manningham City Council uses Capital Improved Value (CIV) for rating valuation purposes.

Capital Improved Value (CIV) applies to all properties within the municipality to take into account the fully developed value of the property. This basis of valuation takes into account the total market value of the land plus buildings and other improvements.

Property Valuations

The *Valuation of Land Act 1960* is the principle legislation in determining property valuations. Under the Act, the Victorian Valuer-General conducts property valuations on an annual basis.

The value of land is always derived by the principal of valuing land for its highest and best use at the relevant time of valuation.

Council needs to be mindful of the impacts of revaluations on individual properties to ensure that rises and falls in council rates remain affordable and that rating 'shocks' are mitigated to some degree.

Supplementary Valuations

Supplementary valuations are carried out for a variety of reasons including rezoning, subdivisions, amalgamations, renovations, new constructions, extensions, occupancy changes and corrections.

The Victorian Valuer-General is tasked with undertaking supplementary valuations and advises council regularly of valuation and Australian Valuation Property Classification Code (AVPCC) changes.

Supplementary valuations bring the value of the affected property into line with the general valuation of other properties within the municipality. Objections to supplementary valuations can be lodged in accordance with Part 3 of the *Valuation of Land Act 1960*. Any objections must be lodged with Council within two months of the issue of the supplementary rate notice.

Objections to property valuations

Part 3 of the *Valuation of Land Act 1960* provides that a property owner may lodge an objection against the valuation of a property or the Australian Valuation Property Classification Code (AVPCC) within two months of the issue of the original or amended (supplementary) Rates and Valuation Notice (Rates Notice), or within four months if the notice was not originally issued to the occupier of the land.

A property owner must lodge their objection to the valuation or the AVPCC in writing on a prescribed form to Manningham City Council.

4.4. Rating Differentials

Determining a Rating System

A general rate is applied to all rateable properties and can be set as a uniform rate or a number of differential rates.

Uniform Rate

A uniform rate is a single rate in the dollar that is applied to the value (CIV) of all rateable properties. Council has adopted a uniform rate for many years, with an exception in 2012/13 when a differential rate was introduced for Electronic Gaming Machine lands (EGM). The EGM differential rate was discontinued in the 2013/14 Budget.

Advantages of a Uniform Rate include:

- Equitable distribution of rate burden
- Efficient to administer
- Transparent and easy to understand

Disadvantages of a Uniform Rate include:

- May not be perceived as equitable as it does not take into account the level of access or benefit that a ratepayer derives from Council services

Differential Rates

A Council may determine to raise general rates by the application of a differential rate in the dollar to different classes of property if it considers that the differential rate will contribute to the equitable and efficient carrying out of its functions.

If a Council declares a differential rate for any land the Council must specify:

- The objectives of the differential rate.
- The characteristics of the land which are the criteria for declaring the differential rate.
- The rate and amount of rates payable in relation to each type or class of land.

The highest differential rate is capped at four times the lowest differential rate.

Advantages of Differential Rates include:

- Can give Council flexibility to distribute the rate burden between groups of ratepayers, linking it with capacity to pay.
- Allows Council to reflect the unique circumstances of some land classes where the application of a uniform rate may create an inequitable outcome (e.g. farming enterprises).
- Allows Council discretion in the imposition of rates to 'facilitate and encourage appropriate development of its municipal district in the best interest of the community'.

Disadvantages of Differential Rates include:

- A lower differential rate for one group results in a higher rates burden for all others.
- The impossibility of measuring relative levels of access and consumption across the full range of council services to determine the appropriate or equitable level of differential rate.
- Differential rates can be confusing to ratepayers, as they may have difficulty understanding the system. Some rating categories may feel they are unfavourably treated because they are paying a higher level of rates than other ratepayer groups.
- Complexity to administer.

Ministerial Guidelines issued in 2012 provide guidance on differential rates. Properties considered appropriate for differential rates are:

- | | |
|---------------|-----------------------------------|
| • General | • Industrial |
| • Residential | • Vacant |
| • Farm | • Derelict |
| • Commercial | • Cultural and recreational lands |

The types and classes of land categories not considered appropriate for differential rates are:

- | | |
|------------------------------------|--|
| • Electronic gaming machine venues | • Liquor licensed venues/outlets |
| • Fast-food premises | • Businesses defined by hours of trade |

Council must consider the implementation of differential rates for farm lands and retirement villages, but are not obliged to implement differential rates for these classes of land.

Cultural and Recreational Land – charges in lieu of rates

Council currently charges two properties (Veneto Club and Yarra Valley Country Club) in lieu of rates, under Section 4(4) of the *Cultural and Recreational Lands Act*. Council is required to consider a discount for these properties under the *Cultural and Recreational Lands Act*, based on considered benefits to the community and Council's services.

Council plans to continue its long-standing practice to raise general rates through a uniform (or single) rate in the dollar for all property types and is not proposing to introduce differential rates.

The general rate levied on a property represents a contribution toward the cost of providing universally accessible services and infrastructure - it does not and cannot reflect the level of services accessed or benefits derived by a ratepayer or group of ratepayers. Council considers that granting a rate reduction to one ratepayer group is not equitable because it shifts the rate burden onto other ratepayers.

4.5. Municipal Charge

Another principle rating option available to Councils is the application of a municipal charge. Under Section 159 of the *Local Government Act 1989*, Council may declare a municipal charge to cover some of the administrative costs of the Council. The legislation is not definitive on what comprises administrative costs, and does not require Council to specify what is covered by the charge.

The application of a municipal charge represents a choice to raise a portion of the rates by a flat fee for all properties, rather than sole use of the CIV valuation method.

Under the *Local Government Act 1989*, Council's total revenue from a municipal charge in a financial year must not exceed 20 per cent of the combined sum total of the Council's total revenue from the municipal charge and the revenue from general rates (total rates).

Advantages of a Municipal Charge include:

- A municipal charge applies equally to all properties and is based upon the recovery of the fixed cost of providing administrative services irrespective of valuation. Each ratepayer contributes equally toward identified administrative costs.

Disadvantages of a Municipal Charge include:

- The argument against a municipal charge is that this charge is regressive in nature and would result in lower-valued properties paying higher overall rates and charges as a percentage of their property value than they do at present.

Council does not currently levy a Municipal Charge and is not planning to implement a Municipal Charge.

4.6. Special Charge Schemes

The *Local Government Act 1989* recognises that councils need help to provide improved infrastructure for their local communities. Legislation allows councils to pass on the cost of capital infrastructure to the owner of a property that generally receives a unique benefit from the construction works. The technical explanation of a Special Charge comes from legislation (under the *Local Government Act 1989*) that allows councils to recover the cost of works from property owners who will gain special benefit from that work.

The purposes for which special rates and special charges may be used include road construction, kerb and channelling, footpath provision, drainage, and other capital improvement projects.

The special rate or special charges may be declared on the basis of any criteria specified by the council in the rate (Section 163 (2)). In accordance with Section 163 (3), council must specify:

- a) the wards, groups, uses or areas for which the special rate or charge is declared; and
- b) the land in relation to which the special rate or special charge is declared;
- c) the manner in which the special rate or special charge will be assessed and levied; and
- d) details of the period for which the special rate or special charge remains in force.

The special rates and charges provisions are flexible and can be used to achieve a wide range of community objectives. The fundamental principle of special rates and charges is that "special benefit" applies to those being levied. For example, they could be used to fund co-operative fire prevention schemes. This would ensure that there were no 'free-riders' reaping the benefits but not contributing to fire prevention.

Landscaping and environmental improvement programs that benefit small or localised areas could also be funded using special rates or charges.

Council does not currently levy a Special Rate or Special Charge and is not planning to implement a Special Rate or Special Charge.

4.7. Service Rates and Charges

Section 162 of the *Local Government Act 1989* provides Council with the opportunity to raise service rates and charges for any of the following services:

- a) the provision of a water supply;
- b) the collection and disposal of refuse;
- c) the provision of sewage services;
- d) any other prescribed service.

Manningham Council currently declares a cost-recovery based Waste Service Charge for the collection and disposal of refuse. Council retains the objective of setting the service charge for waste at a level that fully recovers the cost of Council's waste services.

Advantages of a Service Charge include:

- It is readily understood by residents as a fee for a direct service that they receive.
- It provides equity in the rating system in that all residents who receive exactly the same service level all pay an equivalent amount.
- Ratepayers' can vary their charge through choosing a range of waste bin options.

Disadvantages of a Service Charge include:

- The argument against a service charge is that this charge is regressive in nature and would result in lower valued properties paying higher overall rates and charges. The equity objective in levying rates against property values is lost in a service charge as it is levied uniformly across all assessments.

Council's standard kerbside waste and recycling service is based on an 80 litre garbage bin, 240 litre recycling and 240 litre garden waste bin. Ratepayers may vary the combination of bins and bin sizes that they receive as well as order additional bins (options vary the cost of the service).

Council plans to retain the existing waste service charge structure, which is based on full cost recovery of the Council's waste services.

The mix of having annually determined waste service charges which fully recover the cost of waste services combined with valuation driven rates provides a balanced and equitable outcome.

4.8. Rebates, Waivers and Concessions

Council may grant a rebate or concession in relation to a rate or charge to assist in the proper development of the municipal district, preserve buildings or places of historical or environmental interest, and restore or maintain buildings and places of historical, environmental, architectural or scientific importance.

State Government Pension Rebate

Holders of a State Government pension card may be eligible for a State Government funded Pension Rebate (of \$241 in 2020/21) and a further \$50.00 rebate (in 2020/21) toward the cost of the Fire Services Property Levy. To be eligible, a ratepayer must:

- Hold a current Pensioner Concession Card from Centrelink or Veterans' Affairs or a Gold Card from the Department of Veterans' Affairs specifying War Widow (WW) or Totally and Permanently Incapacitated (TPI).
- Be responsible for payment of the rates and charges.
- Be their residential property.

The State Government fully funds these concessions.

Low Income Rebate

Council currently grants a rebate to holders of a "Low Income" Health Care Card. The rebate is \$100.00 (in 2021/22) and provides additional relief to ratepayers eligible for this rebate.

Council fully funds this concession.

Rate concession for Council owned facilities

A rate concession, equivalent to the general rates, is provided to Council owned highball and recreation facilities operated by community-based organisations under lease from Council.

General Valuation Rebate

Council currently offers a concession to those ratepayers who may suffer financial hardship due to rate increases resulting from the general valuation of properties (now every year).

The concession is limited to a rebate on rates of 50% of the increase in rates, where the increase is due to changes in the CIV (valuation) above 30% of the previous year CIV (valuation) as a consequence of a general revaluation and, if granted, is only applicable to that financial year.

Council plans to continue to apply a:

- a) **Rebate for Low Income Health Care Card holders**
- b) **Rate concession for Council owned recreation facilities that are operated by community based organisations.**
- c) **General valuation rebate to ratepayers who may suffer financial hardship as a result of the General Revaluation of properties.**
- d) **No other rebates or waivers are planned.**

4.9. Collection and Administration of Rates and Charges

The purpose of this section is to outline the rate payment options, processes, and the support provided to ratepayers facing financial hardship.

Payment options

Under section 167(1) of the *Local Government Act 1989*, Council must allow a person or ratepayer to pay a rate or charge in four instalments. The Minister sets the dates of these instalments.

Payments are due on the prescribed dates below:

- 1st Instalment: 30 September
- 2nd Instalment: 30 November
- 3rd Instalment: 28 February
- 4th Instalment: 31 May

Manningham Council also offers ratepayers the option to pay in ten instalments (via direct debit).

A Council may also allow a person to pay a rate or charge in a single lump-sum payment. Manningham Council does not provide this option and has not for over 15 years. Council also does not provide an incentive for early payment.

Council offers a wide range of payment options including:

- Direct debit - savings or cheque account
- Payment via our website
- BPAY - phone or internet
- Australia Post Billpay - in person, internet, telephone
- Payment in person at the Council Civic Centre - credit/debit card, cash or cheque.

Financial Hardship

Council acknowledges that some ratepayers will experience financial difficulty from time to time and, for some reason, may not meet able to meet payment due dates. Council has identified that it is necessary to provide assistance and relief at times and has processes in place under the *Rate Debtor Management Policy*.

Council has a range of financial hardship provisions to assist ratepayers who are experiencing financial hardship.

The objectives of these provisions are to ensure:

- appropriate assistance is granted to ratepayers enduring genuine financial hardship
- all applications for rate and levy relief are treated respectfully and confidentially

- ratepayers experiencing genuine financial hardship are treated with compassion and are made aware of their legal entitlements and initiatives provided by Manningham City Council and its service providers
- a flexible approach to the timing of debt payments, the writing off or not charging of interest.

The financial hardship provisions include:

- a Rate Payment Agreement that acknowledges the ratepayer's financial position
- a waiver of interest and legal costs
- a deferment of rates and charges to a mutually agreed date
- a partial rate rebate where a rate charge increases by over 30% as a consequence of a general revaluation.

Interest on arrears and overdue rates

Interest is charged on all overdue rates in accordance with Section 172 of the *Local Government Act 1989*. The interest rate applied is fixed under Section 2 of the *Penalty Interest Rates Act 1983*, which is determined by the Minister and published by notice in the Government Gazette. Interest will be calculated from the due date of the instalment missed on the amount not paid.

State Government Fire Services Property Levy

In 2013/14, the Victorian Government introduced the Fire Services Property Levy (FSPL). Councils collect this charge on behalf of the Victorian State Government. It is included in the Rates Notice as an additional charge. This levy is not included in the rate cap, and increases in the levy are at the State Government's discretion. Council plays no role in setting the FSPL, and all FSPL receipts are remitted to the Victorian State Government every quarter.

The levy is made up of a variable component (based on the capital improved value of the property) and a fixed component. The fixed component will vary for residential properties and non-residential properties. The variable rates will also vary for residential properties and non-residential properties.

The State Government Fire Services Property Levy (FSPL) is shown as separate charges on the Valuation and Rates notice.

5. Other Revenue Items

5.1. User Fees and Charges

User fees and charges are those that Council will charge for the delivery of services and use of community infrastructure.

Examples of user fees and charges include:

- Childcare fees
- Leisure Centre, Gym, and Pool visitation and membership fees
- Animal Registration fees
- Aged and Health Care service fees
- Leases and facility hire fees.

The provision of infrastructure and services form a crucial part of Council's role in supporting the local community. In providing these, Council must consider a range of 'Best Value' principles, including service cost and quality standards, value-for-money, and community expectations and values. Council must also balance the affordability and accessibility of infrastructure and services with its financial capacity and in the interests of long-term financial sustainability.

Councils must also comply with the government's Competitive Neutrality Policy for significant business activities they provide and adjust their service prices to neutralise any competitive advantages when competing with the private sector.

In providing services to the community, Council must determine the extent of cost recovery for particular services consistent with the level of both individual and collective benefit that the services provide and in line with the community's expectations.

Services are provided on the basis of one of the following pricing methods:

- a) Market Price
- b) Full Cost Recovery Price
- c) Subsidised Price

Market Pricing

Market pricing is where the council sets prices based on the benchmarked competitive prices of alternate suppliers. In general, market price represents full cost recovery plus an allowance for profit. Market prices will be used when other providers exist in the given market, and the council needs to meet its obligations under the government's Competitive Neutrality Policy.

It should be noted that if a market price is lower than the council's total cost price, then the market price would represent council subsidising that service. If this situation exists and other suppliers exist at the same price, this may mean that council is not the most efficient supplier in the marketplace. In this situation, council will consider whether there is a community service obligation and whether the council should provide this service.

Full Cost Recovery

Full cost recovery price aims to recover all direct and indirect costs incurred by council. This pricing should be used in particular where a service provided by council benefits individual customers specifically, rather than the community as a whole. In principle, fees and charges should be set at a level that recovers the full cost of providing the services unless there is an overriding policy or imperative in favour of subsidisation.

Subsidised Pricing

Subsidised pricing is where council subsidises a service by not passing the full cost of that service onto the customer. Subsidies may range from total subsidies (i.e. council provides the service free of charge) to partial subsidies, where council provides the service to the user with a discount. Council can fund the subsidy from rate revenue or other sources such as Commonwealth and state funding programs. Full council subsidy pricing and partial cost pricing should always be based on knowledge of the full cost of providing a service.

As part of the annual budget process, Council sets the proposed fees and charges for the upcoming financial year, taking into account a number of considerations, including:

- The cost of service delivery (both direct and indirect costs to be taken into account when setting prices);
- Affordability (capacity to pay);
- The level of Council subsidy (if any) based on community benefit; and
- Competitive neutrality with commercial providers (benchmarking).

Council develops a table of fees and charges as part of its annual budget each year.

5.2. Statutory Fees and Charges

Statutory fees, fines, and charges are those that council collects under legislation or other government directives. The rates used for statutory fees, fines and charges are normally advised by the state government department responsible for the corresponding services or legislation, and generally, councils will have limited discretion in applying these fees. The fee, fine or charge set by the State Government does not always reflect the cost of service to Council. On top of this, statutory fees do not always increase in line with inflation (CPI).

Examples of statutory fees, fines and charges include:

- Planning and subdivision fees
- Building and Inspection fees
- Infringements and fines
- Land Information Certificate fees.

Penalty and fee units are used in Victoria's Acts and Regulations to describe the amount of a fine or a fee.

Penalty units

Penalty units are used to define the amount payable for fines for many offences. For example, the fine for selling a tobacco product to a person aged under 18 is four penalty units.

One penalty unit is \$181.74, from 1 July 2021 to 30 June 2022.

The rate for penalty units is indexed each financial year to be raised in line with inflation. Any change to the value of a penalty unit will happen on 1 July each year.

Fee units

Fee units are used to calculate the cost of a certificate, registration or licence that is set out in an Act or Regulation. For example, the cost of depositing a Will with the Supreme Court registrar of probates is 1.6 fee units.

The value of one fee unit is \$15.03 for 2021/22. This value may increase at the beginning of a financial year, at the same time as penalty units.

The cost of fees and penalties is calculated by multiplying the number of units by the fee or unit's current value. The exact cost may be rounded up or down.

5.3. Grants

Grant revenue represents income usually received from other levels of government. Some grants are singular and attached to the delivery of specific projects, whilst others can be recurrent and may or may not be linked to the delivery of projects.

Council will pro-actively advocate to other government levels for grant funding support to deliver important infrastructure and service outcomes for the community. Council may use its own funds to leverage higher grant funding and maximise external funding opportunities.

Council considers its project proposal pipeline, advocacy priorities, upcoming grant program opportunities, and co-funding options to determine what grants to apply for. Council will only apply for and accept external funding if it is consistent with the Community Vision and Council Plan priorities.

Grants from other government levels (Victorian and Australian) as a share of local government revenue have declined over time, despite local governments' roles expanding.

Government Grants and Cost Shifting

Cost-shifting by higher levels of government - one of the most common forms of cost-shifting involves a direct delegation of responsibilities from a higher level of government to the local government sector. Local Government provides many services on behalf of the Victorian and Australian Government.

Other levels of government typically set the fees a Council can charge to those who benefit from these services and usually do not reflect the costs of providing the service. The net result is that Council is obliged to use its general revenue to provide services on behalf of other levels of government.

In other cases, a higher level of government may stop providing a service that they are responsible for, leaving the Council to either provide the service from its own resources or leave a service gap.

Higher levels of government may also shift costs onto Council through new or increased compliance requirements (that is, 'raising the bar'), for which Council is not adequately compensated. Examples of this form of cost-shifting include requirements to comply with enhanced childcare and animal management regulations.

Another example of cost-shifting occurs when a government agency imposes a new or increased fee or charge on Council in order to recover its own operating expenses, with no offsetting benefit (in terms of increased services) to Council.

5.4. Contributions

Contributions represent funds received by Council, usually from non-government sources, and are usually linked to projects.

Contributions can be made to Council in either cash payments (monetary contributions) or asset hand-overs (non-monetary contributions).

Examples of contributions include:

- Monies collected from developers under developer contribution plans and open space contributions
- Contributions from user groups towards the upgrade of facilities
- Assets handed over to Council from developers at the completion of a subdivision, such as roads, drainage, and streetlights (non-monetary contributions).

Contributions should always be linked to a planning or funding agreement. Council will not undertake any work on a contribution-funded project until a signed agreement outlining the contribution details is in place.

Contributions linked to developments can be received well before any council expenditure occurs. In this situation, the funds will be identified and held separately by Council in a 'Reserve' to be used for specific purposes only.

Council receives monetary contributions from developers for two primary purposes:

- To improve open space and recreation (public open space contributions); and
- To improve and develop the infrastructure and amenity of the municipality (development contributions plan).

Council currently has a development contributions plan for the Doncaster Hill precinct, which is finishing in the short to medium term. Council is considering introducing a Manningham-wide development contributions plan (DCP), which would provide a source of funding from developers to improve and develop the area's infrastructure and amenity.

5.5. Interest on investments

Council receives interest on funds managed as part of its investment portfolio, where funds are held in advance of expenditure, or for special purposes. The investment portfolio is managed per Council's investment policy, which seeks to maximise the return on investment whilst minimising risk.

5.6. Borrowings

Whilst not a source of income, loan borrowings can be an important cash management tool in appropriate circumstances. Loan borrowings can be a major source of funding for significant infrastructure projects that will provide benefits for future generations. This is known as 'inter-generational equity' - where future debt repayments are matched with future benefits derived from the infrastructure developed.

Loans can only be approved by council resolution.

Council has a Loan Borrowing Strategy and Principles, which provides for loan borrowings based on the following principles:

1. Financial performance indicator ratios relating to debt must be within the Local Government Performance Reporting Framework expected band and within the Victorian Auditor General low risk rating.
2. Loan duration not to exceed the lesser of 10 years or life of asset
3. Loans only for otherwise fully funded Capital projects
4. Priority for projects with above loan repayment returns
5. Loan duration to match cash flows in the funded Capital Works Program
6. Where an interest only loan is entered into then an amount equivalent to the annual principal repayment will be provided into a cash backed reserve.
7. Council will not take loans for investment in arbitrage schemes
8. Council will secure its loan funds through competitive tendering

9. No borrowings for operating expenses
10. Loan redemption payments and debt serving costs are to be included in Council's annual budget and 10 year Financial Strategy
11. Drawdown and repayment timing to minimise costs.

Borrowings will increase operating expenses through interest repayments. Borrowings could be considered within the context of Council's long term planning, asset planning, budget and long-term financial planning processes.

Borrowings could also be considered where the long-term financial return to Council is positive. Business cases would be required for any proposed undertaking and should fully consider the impacts if borrowings are proposed.

Borrowings must only be applied for where it can be proven that repayments can be met in the Long Term Financial Plan and must not be used to fund operational expenditure.



13 CHIEF EXECUTIVE OFFICER

13.1 Draft Council Plan 2021 - 2025 and 2040 Community Vision

File Number:	IN21/345
Responsible Director:	Chief Executive Officer
Attachments:	1 Draft Council Plan 2021-2025 (<i>this attachment was not available at the time of compiling and will circulated separately prior to the Council meeting.</i>)

EXECUTIVE SUMMARY

Manningham Council develops a Community Vision and Council Plan, Financial Plan and Asset Plan in accordance with the new Local Government Act 2020, in its role to act for the benefit and wellbeing of the local community.

Our 2040 Community Vision describes the local community's aspirations for the future of Manningham. The development of our 2040 Community Vision commenced as a review of the current Community Plan Generation 2030 in 2019. Informed by broad community feedback the 2040 Community Vision was developed by the deliberative Community Panel. The Vision was supported by Council in April 2021 at the conclusion of the Panel and will now be considered in all Council strategies and planning.

The Council Plan 2021-2025 details Council's priorities and actions over their four year term to deliver public values outcomes for Manningham. To develop a Council Plan that meets our community's needs, Manningham Council has involved over 2500 community members, considered data and evidence, legislation and future trends as well as available resources.

Our community will be provided with a final opportunity to have their say when the draft Council Plan 2021-2025 is placed on public display in July.

1. RECOMMENDATION:

That Council

- A. Endorse the draft Council Plan 2021-2025 for public display.
- B. Note the 2040 Community Vision will be provided for information during the public display period, and will later be shared with the community through a suite of videos.

2. BACKGROUND

2.1 Development of the Strategic Plans

- 2.1.1 The new Local Government Act 2020 guides the development of Council's major strategic documents including a Community Vision and Council Plan in accordance with its deliberative engagement practices.

2.1.2 The 2040 Community Vision is long term and aspirational. The 2021-2025 Council Plan outlines priorities, resources and outcomes that Council is working towards over its four year term.

2.2 Community Consultation

2.2.1 Manningham Council's Community Engagement Policy has guided our extensive consultation over the past 12 months. Named *Plan Manningham 21+*, the community consultation has informed the 2040 Community Vision, 10 Year Financial Plan, Asset Plan, 4 Year Council Plan, and Municipal Public Health and Wellbeing Plan. Activities have included a resident and business community survey, targeted conversations with key groups, four community engagement sessions with a deliberative Community Panel and a number of Councillor Workshops and staff consultation sessions.

2.2.2 For the first time, following the new Local Government Act, Council implemented a deliberative engagement process starting with the convening of a Community Panel. Over four sessions between 17- 28 March 2021, a representative core panel of 40 community members weighed up previous community feedback, Council information, data and evidence and developed a Community Vision and twelve recommendations to inform Council's major strategic documents. These were informally handed over to Council at the conclusion of the final session and formally received at a Special Council Meeting in April 2021.

2.3 Community Panel recommendations

2.3.1 All 12 Community Panel recommendations were supported at the May 2021 Council Meeting. Four of these recommendations had minor amendments to strengthen their impact or alignment to Council's role.

2.3.2 In accordance with Council's promise to the Community Panel, the recommendations have been given weight to, and incorporated to the greatest extent possible in our strategic plans, including the Council Plan 2021-2025 and the Long Term Financial Plan.

2.3.3 A full report of the recommendations and how they have been addressed in these strategic plans will be included with adoption of the Council Plan.

3. DISCUSSION / ISSUE

3.1 Community Vision

3.1.1 A Community Vision must describe the municipal community's aspirations for the future of the municipality.

3.1.2 In accordance with the *Local Government Act 2020*, Council must develop or review a Community Vision for a period of at least 10 financial years by 31 October after a general election in accordance with its deliberative engagement practices. The Community Vision comes into effect from 1 July 2021.

- 3.1.3 In 2019, Council commenced a review of the existing Community Vision Statement in the Generation 2030 Community Plan (2012) with the *Imagine 2040* community consultation. The community feedback from these activities informed both the new 2040 Community Vision and 2040 Urban Design Framework (Liveable City Strategy).
- 3.1.4 The Community Vision review was put on hold in late 2019 to meet the requirements of the new *Local Government Act 2020*. Subsequently the Community Panel developed both the Community Vision and Council Plan, allowing strong synergy and both to be informed by the earlier *Imagine 2040* community feedback.
- 3.1.5 The **2040 Community Vision** supported at the April Council Meeting now guides our strategic planning: *Manningham is a peaceful, inclusive and safe community. We celebrate life with its diverse culture, wildlife and natural environment. We are resilient and value sustainable and healthy living, a sense of belonging, and respect for one another.*
- 3.1.6 Officers are now working on preparing a suite of videos to share the 2040 Community Vision and the voices heard during the community engagement activities from *Imagine 2040, Plan 21+* and deliberative engagement process.

3.2 Council Plan

- 3.2.1 In accordance with the *Local Government Act 2020*, Council must prepare and adopt a Council Plan for a period of at least the next 4 financial years by 31 October after a general election in accordance with its deliberative engagement practices. The Council Plan comes into effect from 1 July 2021.
- 3.2.2 The Council Plan has also been developed considering existing strategies and plans, legislation and evidence. Progress on the Council Plan will be reported through Council's key communication channels, the Manningham Quarterly Report and the Manningham Annual Report.
- 3.2.3 In support of the 2040 Community Vision, the draft Council Plan 2021-2025 focuses on investing in our future, improving our core services, with emphasis on community wellbeing, particularly for younger and older people, our local environment and biodiversity and local businesses.
- 3.2.4 The Council Plan sets out five themes and eleven goals pursuing outcomes for the local community, environment, places and spaces and economy, supported through strong governance, engagement and communication.
- 3.2.5 Council commits to a focus on accountability and transparency, and working with local, state and federal partners to deliver valued services and facilities effectively and efficiently for the Manningham community.
- 3.2.6 In response to the Community Panel recommendations, the draft Council Plan identifies Major Initiatives, Initiatives and action areas to be addressed over the next four years.

- 3.2.7 Major Initiatives and Initiatives are included in the draft 2021/22 Annual Budget, which was on public display from 26 May – 7 June 2021. As no amendments were requested, Major Initiatives and Initiatives will be replicated in the Council Plan as in the adopted Annual Budget.

4. COUNCIL PLAN / STRATEGY

- 4.1 The 2040 Community Vision and Council Plan 2021-2025 will guide Council activity.

5. IMPLEMENTATION

5.1 Finance / Resource Implications

- 5.1.1 The Council Plan has been developed in alignment with the Budget and Long Term Financial Plan to ensure our commitments are resourced for successful delivery.

5.2 Communication and Engagement

- 5.2.1 A full engagement report and alignment to the recommendations will be included with the Council Plan for the public display period.
- 5.2.2 In addition to the extensive community engagement to date, the draft Council Plan 2021-25 will be available on Council's website and a hard copy will be available at the Civic Centre and Council's libraries.
- 5.2.3 Council encourages community input and comment on the Council Plan 2021-25 and the Long Term Financial Plan via the 'Your Say Manningham' website.
- 5.2.4 As the Community Vision, prepared by the Community Panel, has been supported by Council, it will be displayed for information.
- 5.2.5 The public display period will run from Thursday 1 July 2021 to Wednesday 14 July 2021.

5.3 Timelines

- 5.3.1 The Council Plan needs to be adopted by 31 October 2021. It is effective from the 1 July 2021. Key dates leading to the adoption of the Council Plan include:

29 June 2021	Council Meeting to approve 'in principle' the proposed draft Council Plan 2021-2025
1 July 2021	Public display period opens
14 July 2021	Public display period closes
3 August 2021	SBS consider public comments and Council Plan (as amended)
24 August 2021	Council meeting to adopt the Council Plan.

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.

13.2 Instruments of Delegation to the Chief Executive Officer and Members of Council Staff

File Number:	IN21/356
Responsible Director:	Chief Executive Officer
Attachments:	1 Instrument of Delegation to the Chief Executive Officer - 29 June 2021 ↓
	2 Instrument of Delegation to Members of Council Staff - 29 June 2021 ↓

EXECUTIVE SUMMARY

The Local Government Act 2020 (the Act) empowers a Council to delegate any of its powers, duties or functions under the Act or any other Act with some exemptions. It is widely accepted that delegations are necessary to facilitate the efficient and effective functioning of councils as they enable day to day decisions to be made in relation to routine administrative and operational matters.

In accordance with section 11(7) of the Act, a Council must review, within a period of 12 months after a general election, all delegations which have been made under section 11 and which are still in force. There are two delegations in force that require review pursuant to this section, the Instruments of Delegation from Council to the CEO and from Council to members of Council staff.

Council subscribes to a service through Maddocks Lawyers who provide advice regarding the powers, duties and functions that may be delegated by Council. Periodic updates are received to reflect legislative amendments and template instruments are provided which are tailored to meet our needs.

Having reviewed the latest advice from Maddocks Lawyers, minor changes are proposed to the Instrument of Delegation from Council to members of Council staff and no changes are proposed to the Instrument of Delegation from Council to the CEO. The Instruments are presented to Council for consideration.

1. RECOMMENDATION

That Council:

Part A – Delegation to Chief Executive Officer (Attachment 1)

In the exercise of the power conferred by s11(1)(b) of the *Local Government Act 2020* (the Act), Manningham City Council (Council) resolves that:

- 1. There be delegated to the person holding the position, or acting in or performing the duties, of the Chief Executive Officer the powers, duties and functions set out in the *attached Instrument of Delegation to the Chief Executive Officer*, subject to the conditions and limitations specified in that Instrument.**
- 2. The Instrument comes into force immediately the common seal of Council is affixed to the Instrument.**

3. **On the coming into force of the Instrument all previous delegations to the Chief Executive Officer are revoked.**
4. **The duties and functions set out in the Instrument must be performed, and the powers set out in the Instrument must be executed, in accordance with any guidelines or policies of the Council that it may from time to time adopt.**

Part B – Delegation to Members of Council Staff (Attachment 2)

In the exercise of the powers conferred by the legislation referred to in the attached Instrument of Delegation, Manningham City Council resolves that:

1. **There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *Instrument of Delegation to members of Council staff*, the powers, duties and functions set out in that Instrument, subject to the conditions and limitations specified in that Instrument.**
2. **The Instrument comes into force immediately the common seal of Council is affixed to the Instrument.**
3. **On the coming into force of the Instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.**
4. **The duties and functions set out in the Instrument must be performed, and the powers set out in the Instrument must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**

2. BACKGROUND

- 2.1 It is widely accepted that delegations are necessary to facilitate effective functioning of councils as they enable day to day decisions to be made in relation to routine administrative and operational matters.
- 2.2 Section 11(1) of the *Local Government Act 2020* (the Act) provides that a Council may by instrument of delegation delegate to the Chief Executive Officer or members of a delegated committee any power, duty or function of a Council under the Act or any other Act other apart from those matters specified in sub section (2).
- 2.3 The powers, duties and functions specified in sub section (2) and which may not be delegated include, but are not limited to, matters such as:
 - 2.3.1 the power of delegation;
 - 2.3.2 the power to elect a Mayor or Deputy Mayor;
 - 2.3.3 powers in relation to the employment, dismissal or removal of the Chief Executive Officer;

- 2.3.4 the power to approve or amend the Council Plan, policies required to be adopted under the Act and the Governance Rules;
 - 2.3.5 power to approve the budget or revised budget; and
 - 2.3.6 the power to borrow money.
- 2.4 This report presents a revised Instrument of Delegation from Council to Members of Council staff. No changes are proposed to the Instrument of Delegation from Council to the Chief Executive Officer.

3. DISCUSSION / ISSUE

Instrument of Delegation to the Chief Executive Officer (Attachment 1)

- 3.1 The Instrument of Delegation to the Chief Executive Officer (CEO) was last reviewed and endorsed by Council on 25 August 2020. The review was prompted by the commencement of section 11 of the *Local Government Act 2020*.
- 3.2 The Instrument of Delegation to the CEO is broad and enabling and effectively gives power to the CEO to exercise most powers of the Council with some conditions and limitations as outlined in the Act. Council has also included additional conditions and limitations regarding the sale of Council property and the use of the common seal.
- 3.3 There have been no amendments to the Act since August 2020 that require amendment to this Instrument. Officers are therefore not recommending any changes be made.

Instrument of Delegation to Council Staff (Attachment 2)

- 3.4 The Instrument of Delegation from Council to Members of Council staff was last reviewed in August 2020.
- 3.5 There have been minor legislative amendments that require this Instrument to be updated. The proposed amendments are outlined below:
- 3.5.1 Sections 36A, 36B, 38G(1), 38G(2) and 40F of the *Food Act 1984* have been inserted. Pursuant to the *Food Amendment Act 2020*, these provisions will commence on 1 July 2021 unless proclaimed earlier.
 - 3.5.2 Section 181H of the *Local Government Act 1989 (LGA 1989)* has been removed. With the repeal of s 181H(2) of the LGA 1989, the CEO may now sub-delegate the power to enter into an environmental upgrade agreement and declare and levy an environmental upgrade charge to a member of Council staff pursuant to s 181H of the LGA1989 and s 47 of the *Local Government Act 2020*.
 - 3.5.3 Section 42A of the Road Management Act 2004 has been updated. Reference to Vicroads has been removed and replaced with Head, Transport Victoria.

- 3.6 In undertaking this review affected departments have been consulted prior to referral to Council to ensure the accuracy and appropriateness of the delegations.
- 3.7 Council subscribes to services through its lawyers which provides advice regarding legislative amendments and template instruments which are tailored to meet our needs. The proposed instruments have been prepared based on this advice.
- 3.8 Councillors were briefed on the proposed changes at a briefing session held on 8 June 2021.
- 3.9 It is submitted that the Instruments will facilitate the efficient operation of Council's functions, whilst continuing to meet community expectations regarding timely service delivery.

4. COUNCIL PLAN / STRATEGY

- 4.1 Theme – Well Governed Council
Goal 5.2 – A Council that Values Citizens in all that we do
- 4.2 Delegations support Council's delivery of services and activities efficiently and effectively. They also support timely decision making to meet the needs of the community.

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.

Manningham City Council

Instrument of Delegation

to

The Chief Executive Officer

Instrument of Delegation

In exercise of the power conferred by s 11(1) of the *Local Government Act 2020 (the Act)* and all other powers enabling it, Manningham City Council (**Council**) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that

- 1. this Instrument of Delegation is authorised by a Resolution of Council passed on 29 June 2021;
- 2. the delegation
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2 is subject to any conditions and limitations set out in the Schedule;
 - 2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.4 remains in force until Council resolves to vary or revoke it.

THE COMMON SEAL of)
 MANNINGHAM CITY COUNCIL)
 was hereunto affixed in the presence of:)

.....
Mayor/Councillor

.....
Chief Executive Officer

Dated

SCHEDULE

1. The power to
 - 1.1 determine any issue;
 - 1.2 take any action; or
 - 1.3 do any act or thingarising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.
2. Without limiting the above, this includes the power to:
 - 2.1 negotiate the sale of Council properties;
 - 2.2 affix the common seal to:
 - 2.2.1 documents that are of a routine administrative nature incidental to a decision made by Council or a duly authorised Council delegate;
 - 2.2.2 applications for funding grants;
 - 2.2.3 documents which are consequential to conditions applicable to a planning permit; and
 - 2.2.4 documents which are consequential to a decision of a tribunal or similar body;
 - 2.3 negotiate the sale of easements and laneways or of land identified under the Planning Scheme to be acquired by public authorities, upon the recommendation of the City Valuer as a Qualified Valuer and after all statutory requirements have been met; and
 - 2.4 negotiate the purchase of land following an in principle decision by Council to purchase the property and in accordance with any conditions approved by Council including the price range.

Conditions and Limitations

- A. The delegate must not determine the issue, take the action or do the act or thing:
 1. if the issue, action, act or thing is an issue, action, act or thing which involves:
 - 1.1 awarding a contract or making an expenditure exceeding the value of \$5,000,000 not contained in a budget approved by Council;
 - 1.2 appointing an Acting Chief Executive Officer for a period exceeding 28 days;
 - 1.3 appointing an Acting Chief Executive Officer without consulting the Mayor;
 - 1.4 electing a Mayor or Deputy Mayor;
 - 1.5 granting a reasonable request for leave under section 35 of the Act;

- 1.6 making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer;
- 1.7 approving or amending the Council Plan;
- 1.8 adopting or amending any policy that Council is required to adopt under the Act;
- 1.9 adopting or amending the Governance Rules;
- 1.10 appointing the chair or members to a delegated committee;
- 1.11 making, amending or revoking a local law;
- 1.12 approving the Budget or Revised Budget;
- 1.13 approving the borrowing of money;
- 1.14 appointing Councillor or community delegates or representatives to external organisations;
- 1.15 approving resort and recreation payments and "cash-in-lieu" of car parking payments which are inconsistent with Council policy;
- 1.16 approving liquor licensing or gaming licence applications contrary to Council policy;
- 1.17 adopting a Council Policy other than a policy relevant to the day to day administration of Council;
- 1.18 subject to section 181H(1)(b) of the Local Government Act 1989, declaring general rates, municipal charges, service rates and charges and specified rates and charges;
2. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
3. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
4. determine an issue, take action or do an act or thing which would or would be likely to involve a decision which is inconsistent with a:
 - 4.1 policy; or
 - 4.2 strategy
adopted by Council.
5. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of s 11(2)(a)-(n) (inclusive) of the Act or otherwise; or
6. the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

- B. The delegate may only negotiate the sale of a Council property below the reserve previously set by Council where such reserve was not reached at public auction, subject to:
- the sale price being no more than 10 per cent below the reserve set by Council;
 - the delegate consulting the Mayor; and
 - the delegate acting upon the recommendation of a Qualified Valuer.

S6. Instrument of Delegation – Members of Staff

Manningham City Council

Instrument of Delegation

to

Members of Council Staff

Instrument of Delegation

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. record that references in the Schedule are as follows:

AOSP	Administrative Officer Statutory Planning
CAE	Coordinator Assets & Environment
CAMCW	Coordinator Asset Management & Capital Works
CCC	Coordinator City Compliance
CCP	Coordinator City Planning
CCPR	Coordinator Civil Projects
CEH	Coordinator Environmental Health
CP	Coordinator Statutory Planning
CRI	Coordinator Roads & Infrastructure
CSOSP	Customer Service Officer Statutory Planning
CTD	Coordinator Traffic & Development
CTDS	Coordinator Drainage & Technical Services
DCPC	Director City Planning & Community
DCS	Director City Services
EHO	Environmental Health Officer
GO	Governance Officer
GMAC	Group Manager Approvals & Compliance
GMGR	Group Manager Governance and Risk
GMICP	Group Manager Infrastructure & City Projects
MCA	Manager City Amenity
MCP	Manager City Projects
MIP	Manager Integrated Planning
MIS	Manager Infrastructure Services
MSP1	Manager Statutory Planning
OCSP	Office Coordinator Statutory Planning
PES	Project Engineering Specialist
PIO	Planning Investigations Officer
PP	Principal Planner
SGO	Senior Governance Advisor
SO	Subdivision Officer
SPAA	Statutory Planning Appeals Advisor
SPCO	Senior Planning Compliance Officer
SSP	Senior Strategic Planner
TLAM	Team Leader Asset Maintenance
TLEH	Team Leader Environmental Health
TLLL	Team Leader Local Laws
TLPC	Team Leader Planning Compliance
TP	Town Planner

- 3. declares that:
 - 3.1 this Instrument of Delegation is authorised by **a resolution** of Council passed on 29 June 2021; and
 - 3.2 the delegation:
 - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 3.2.2 remains in force until varied or revoked;
 - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
 - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 3.3 the delegate must not determine the issue, take the action or do the act or thing:
 - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
 - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - (a) policy; or
 - (b) strategy
 adopted by Council; or
 - 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
 - 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

THE COMMON SEAL of MANNINGHAM)
 CITY COUNCIL was hereunto affixed pursuant to)
 an Order of the Council made on 29 June 2021)
 in the presence of:)

.....
 Mayor

.....
 Chief Executive Officer

SCHEDULE

S6. Instrument of Delegation – Members of Staff

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DOMESTIC ANIMALS ACT 1994			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s 41A(1)	Power to declare a dog to be a menacing dog	TLL, CCC, GMAC, DCPC	Council may delegate this power to a Council authorised officer

ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 53M(3)	Power to require further information	EHO, TLEH, CEH, GMAC, DCPC	
s 53M(4)	Duty to advise applicant that application is not to be dealt with	EHO, TLEH, CEH, GMAC, DCPC	
s 53M(5)	Duty to approve plans, issue permit or refuse permit	EHO, TLEH, CEH, GMAC, DCPC	Refusal must be ratified by Council or it is of no effect
s 53M(6)	Power to refuse to issue septic tank permit	EHO, TLEH, CEH, GMAC, DCPC	Refusal must be ratified by Council or it is of no effect
s 53M(7)	Duty to refuse to issue a permit in circumstances in (a)-(c)	EHO, TLEH, CEH, GMAC, DCPC	Refusal must be ratified by Council or it is of no effect

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	EHO, TLEH, CEH, GMAC, DCPC	If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	EHO, TLEH, CEH, GMAC, DCPC	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	CEH, GMAC, DCPC	If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	EHO, TLEH, CEH, GMAC, DCPC	If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under s 19 if satisfied that an order has been complied with	EHO, TLEH, CEH, GMAC, DCPC	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with	EHO, TLEH, CEH, GMAC, DCPC	If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	EHO, TLEH, CEH, GMAC, DCPC	Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	EHO, TLEH, CEH, GMAC, DCPC	

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	EHO, TLEH, CEH, GMAC, DCPC	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
---	Power to register, renew or transfer registration	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority Refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 36B	Duty to pay the charge for use of online portal	TLEH, CEH, GMAC, DCPC	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority

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FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 38D(3)	Power to request copies of any audit reports	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority; not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 38G(2)	Power to require the proprietor of the food premises to comply with any requirement of the Act	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 39A	Power to register, renew or transfer food premises despite minor defects	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the <i>Public Health and Wellbeing Act 2008</i>	EHO, TLEH, CEH, GMAC, DCPC	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 40F	Power to cancel registration of food premises	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	EHO, TLEH, CEH, GMAC, DCPC	Where Council is the registration authority

HERITAGE ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 116	Power to sub-delegate Executive Director's functions, duties or powers	DCPC, GMAC	Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 185L(4)	Power to declare and levy a cladding rectification charge	CEO ¹	

¹ The only member of staff who can be a delegate in Column 3 is the CEO.

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	SSP, CCP, MIP, DCPC	if authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	SSP, CCP, MIP, DCPC	
s 4H	Duty to make amendment to Victorian Planning Provisions available	SSP, CCP, MIP, DCPC	
s 4I	Duty to keep Victorian Planning Provisions and other documents available	SSP, CCP, MIP, DCPC	
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	MIP, DCPC	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	MIP, DCPC	
s 8A(5)	Function of receiving notice of the Minister's decision	MIP, DCPC	
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	MIP, DCPC	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	SSP, CCP, MIP, DCPC	
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	SSP, CCP, MIP, DCPC	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 12A(1)	Duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s 19 of the <i>Planning and Environment (Planning Schemes) Act 1996</i>)	SSP, CCP, MIP, DCPC	
s 12B(1)	Duty to review planning scheme	SSP, CCP, MIP, DCPC	
s 12B(2)	Duty to review planning scheme at direction of Minister	SSP, CCP, MIP, DCPC	
s 12B(5)	Duty to report findings of review of planning scheme to Minister without delay	SSP, CCP, MIP, DCPC	
s 14	duties of a Responsible Authority as set out in s 14(a) to (d)	SSP, CCP, MIP, DCPC	
s 17(1)	Duty of giving copy amendment to the planning scheme	SSP, CCP, MIP, DCPC	
s 17(2)	Duty of giving copy s 173 agreement	SSP, CP, CCP, MSP1, MIP, GMAC, DCPC	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	SSP, CCP, MSP1, MIP, GMAC, DCPC	
s 18	Duty to make amendment etc. available	SSP, CCP, MIP, DCPC	
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	MIP, DCPC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	MIP, DCPC	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	SSP, CCP, MIP, DCPC	
s 21(2)	Duty to make submissions available	SSP, CCP, MIP, DCPC	
s 21A(4)	Duty to publish notice	SSP, CCP, MIP, DCPC	
s 22	Duty to consider all submissions	SSP, CCP, MIP, DCPC	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	SSP, CCP, MIP, DCPC	
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	SSP, CCP, MIP, DCPC	
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	SSP, CCP, MIP, DCPC	
s 26(1)	Power to make report available for inspection	SSP, CCP, MIP, DCPC	
s 26(2)	Duty to keep report of panel available for inspection	SSP, CCP, MIP, DCPC	
s 27(2)	Power to apply for exemption if panel's report not received	SSP, CCP, MIP, DCPC	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 28	Duty to notify the Minister if abandoning an amendment	DCPC	Note: the power to make a decision to abandon an amendment cannot be delegated
s 30(4)(a)	Duty to say if amendment has lapsed	SSP, CCP, MIP, DCPC	
s 30(4)(b)	Duty to provide information in writing upon request	SSP, CCP, MIP, DCPC	
s 32(2)	Duty to give more notice if required	SSP, CCP, MIP, DCPC	
s 33(1)	Duty to give more notice of changes to an amendment	SSP, CCP, MIP, DCPC	
s 36(2)	Duty to give notice of approval of amendment	SSP, CCP, MIP, DCPC	
s 38(5)	Duty to give notice of revocation of an amendment	SSP, CCP, MIP, DCPC	
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	SSP, CCP, MIP, DCPC	
s 40(1)	Function of lodging copy of approved amendment	SSP, CCP, MIP, DCPC	
s 41	Duty to make approved amendment available	SSP, CCP, MIP, DCPC	
s 42	Duty to make copy of planning scheme available	SSP, CCP, MIP, DCPC	
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	MIP, DCPC	Where Council is a responsible public entity and is a planning authority Note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of councils

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46AW	Function of being consulted by the Minister	MIP, DCPC	Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy	MIP, DCPC	Where Council is a responsible public entity
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	MIP, DCPC	Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	MIP, DCPC	Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	MIP, DCPC	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	MIP, DCPC	
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	MIP, DCPC	
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	MIP, DCPC	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	MIP, DCPC	
s 46GP	Function of receiving a notice under s 46GO	MIP, DCPC	Where Council is the collecting agency
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	MIP, DCPC	
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	MIP, DCPC	
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	MIP, DCPC	
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	MIP, DCPC	
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	MIP, DCPC	
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	MIP, DCPC	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	MIP, DCPC	
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	MIP, DCPC	
s 46GU	Duty not to adopt an amendment under s 29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	MIP, DCPC	
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made	MIP, DCPC	Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant	MIP, DCPC	Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	MIP, DCPC	Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	MIP, DCPC	Where Council is the collecting agency

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	MIP, MSP1, GMAC, DCPC	
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	MIP, MSP1, GMAC, DCPC	Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	MIP, MSP1, GMAC, DCPC	Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	MIP, MSP1, GMAC, DCPC	Where Council is the collecting agency
s 46GY(1)	Duty to keep proper and separate accounts and records	MIP, MSP1, GMAC, DCPC	Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	MIP, MSP1, GMAC, DCPC	Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	MIP, MSP1, GMAC, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZ(2)(a)	Function of receiving the monetary component	MIP, MSP1, GMAC, DCPC	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan as responsible for those works, services or facilities	MIP, MSP1, GMAC, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component	MIP, MSP1, GMAC, DCPC	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	MIP, MSP1, GMAC, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	MIP, MSP1, GMAC, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	MIP, MSP1, GMAC, DCPC	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	MIP, MSP1, GMAC, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	MIP, MSP1, GMAC, DCPC	If any inner public purpose land is vested in Council under the <i>Subdivision Act 1988</i> or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land	MIP, DCPC	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZA(1)	Duty to keep proper and separate accounts and records	MIP, DCPC	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	MIP, DCPC	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	MIP, DCPC	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	MIP, DCPC	If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	MIP, DCPC	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	MIP, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	MIP, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	MIP, DCPC	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	MIP, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	MIP, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	MIP, DCPC	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Duty, if land is sold under s 46GZF(2)(b), to follow the steps in s 46GZF(3)(a) and (b)	MIP, DCPC	Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	s 46GZF(3)(a) function of receiving proceeds of sale	MIP, DCPC	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	MIP, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	MIP, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	MIP, DCPC	Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	MIP, DCPC	Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	MIP, DCPC	Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	MIP, DCPC	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	PP, CP, CCP, MSP1, MIP, GMAC, DCPC	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	CCP, MSP1, MIP, GMAC, DCPC	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	CCP, MSP1, MIP, GMAC, DCPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	CCP, MSP1, MIP, GMAC, DCPC	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	CCP, MSP1, MIP, GMAC, DCPC	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	CCP, MSP1, MIP, GMAC, DCPC	
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	CCP, MSP1, MIP, GMAC, DCPC	
s 46Q(1)	Duty to keep proper accounts of levies paid	CCP, MSP1, MIP, GMAC, DCPC	
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency	CCP, MSP1, MIP, GMAC, DCPC	
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc	CCP, MSP1, MIP, GMAC, DCPC	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	CCP, MSP1, MIP, GMAC, DCPC	Only applies when levy is paid to Council as a 'development agency'

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)	MIP, DCPC	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	MIP, DCPC	Must be done in accordance with Part 3
s 46Q(4)(e)	Duty to expend that amount on other works etc.	MIP, DCPC	With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B	MIP, DCPC	
s 46QD	Duty to prepare report and give a report to the Minister	CP, CCP, MSP1, MIP, GMAC, DCPC	Where Council is a collecting agency or development agency
s 47	Power to decide that an application for a planning permit does not comply with that Act	CP, PP, SPAA, MSP1, GMAC, DCPC	
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	AOSP, OCSP, CSOSP, SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	
s 49(2)	Duty to make register available for inspection	AOSP, OCSP, CSOSP, SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 50(4)	Duty to amend application	SO, TP, SPAA, CP, PP, MSP1, GMAC, DCPC	
s 50(5)	Power to refuse to amend application	CP, MSP1, GMAC, DCPC	
s 50(6)	Duty to make note of amendment to application in register	AOSP, OCSP, CSOSP, SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	
s 50A(1)	Power to make amendment to application	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 50A(4)	Duty to note amendment to application in register	AOSP, OCSP, CSOSP, SO, TP, PP, CP, MSP1, GMAC, DCPC	
s 51	Duty to make copy of application available for inspection	AOSP, OCSP, CSOSP, SO, TP, PP, CP, MSP1, GMAC, DCPC	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 52(3)	Power to give any further notice of an application where appropriate	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 54(1)	Power to require the applicant to provide more information	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 54(1B)	Duty to specify the lapse date for an application	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	MSP1, GMAC, DCPC	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	AOSP, OCSP, CSOSP, SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 57(5)	Duty to make available for inspection copy of all objections	AOSP, OCSP, CSOSP, SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 57A(5)	Power to refuse to amend application	CP, MSP1, GMAC, DCPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 57A(6)	Duty to note amendments to application in register	AOSP, OCSP, CSOSP, SO, TP, PP, CP, MSP1, GMAC, DCPC	
s 57B(1)	Duty to determine whether and to whom notice should be given	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 57C(1)	Duty to give copy of amended application to referral authority	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 58	Duty to consider every application for a permit	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 58A	Power to request advice from the Planning Application Committee	MSP1, GMAC, DCPC	
s 60	Duty to consider certain matters	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 60(1A)	Duty to consider certain matters	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	SO, PP, SPAA, CP, MSP1, GMAC, DCPC	<p>The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i></p> <p>Permit applications that meet one or more of the following criteria must be referred to Council for determination:</p> <ul style="list-style-type: none"> • Any land demarcated Activity Centre Zone (ACZ) pursuant to the provisions of the Manningham Planning Scheme where more than 25 dwellings are proposed OR the cost of works is greater than \$15 million; • Any land outside the demarcated Activity Centre Zone (ACZ) pursuant to the provisions of the Manningham Planning Scheme where more than 20 dwellings are proposed OR the cost of works is greater than \$10 million; • Applications of significant community interest. <p>Notwithstanding the above, an officer recommendation for the refusal of a permit application irrespective of the zoning, number of dwellings, cost of works or significant community interest is exempt from the requirement to be referred to Council for determination.</p> <p>The SO may only exercise these powers in respect of an approval of a subdivision where the subdivision application is following an approved development permit.</p>

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	PP, SPAA, CP, MSP1, GMAC, DCPC	
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	PP, SPAA, CP, MSP1, GMAC, DCPC	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	PP, SPAA, CP, MSP1, GMAC, DCPC	
s 62(1)	Duty to include certain conditions in deciding to grant a permit	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 62(2)	Power to include other conditions	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(3)	Duty not to issue a permit until after the specified period	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	This provision applies also to a decision to grant an amendment to a permit – see s 75A
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	AOSP, OCSP, CSOSP, SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65	AOSP, OCSP, CSOSP, SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	AOSP, OCSP, CSOSP, SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 69(1A)	Function of receiving application for extension of time to complete development	AOSP, OCSP, CSOSP, SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 69(2)	Power to extend time	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 70	Duty to make copy permit available for inspection	AOSP, OCSP, CSOSP, SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 71(1)	Power to correct certain mistakes	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 71(2)	Duty to note corrections in register	AOSP, OCSP, CSOSP, SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 73	Power to decide to grant amendment subject to conditions	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 74	Duty to issue amended permit to applicant if no objectors	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	AOSP, OCSP, CSOSP, SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76	AOSP, OCSP, CSOSP, SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit	MSP1, GMAC, DCPC	
s 83	Function of being respondent to an appeal	SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	
s 83B	Duty to give or publish notice of application for review	SO, TP, SPAA, CP, PP, MSP1, GMAC, DCPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	PP, SPAA, CP, MSP1, GMAC, DCPC	<p>Permit applications that meet one or more of the following criteria must be referred to Council for determination:</p> <ul style="list-style-type: none"> • Any land demarcated Activity Centre Zone (ACZ) pursuant to the provisions of the Manningham Planning Scheme where more than 25 dwellings are proposed OR the cost of works is greater than \$15 million; • Any land outside the demarcated Activity Centre Zone (ACZ) pursuant to the provisions of the Manningham Planning Scheme where more than 20 dwellings are proposed OR the cost of works is greater than \$10 million; • Applications of significant community interest. <p>Notwithstanding the above, an officer recommendation for the refusal of a permit application irrespective of the zoning, number of dwellings, cost of works or significant community interest is exempt from the requirement to be referred to Council for determination.</p>
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	PP, SPAA, CP, MSP1, GMAC, DCPC	

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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	PP, SPAA, CP, MSP1, GMAC, DCPC	
s 84(6)	Duty to issue permit on receipt of advice within 3 working days	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 84AB	Power to agree to confining a review by the Tribunal	SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	
s 86	Duty to issue a permit at order of Tribunal within 3 working days	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	SPAA, CP, SPCO, TLPC, CCC, MSP1, GMAC, DCPC	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	PIO, TLPC, SPCO, SPAA, TP, PP, CP, CCC, MSP1, GMAC, DCPC,	
s 91(2)	Duty to comply with the directions of VCAT	PIO, TLPC, SPCO, SPAA, TP, PP, CP, CCC, MSP1, GMAC, DCPC	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	SO, SPAA, TP, CP, PP, MSP1, GMAC, DCPC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	SO, TP, SPAA, PP, CP, MSP1, GMAC, DCPC	
s 93(2)	Duty to give notice of VCAT order to stop development	SPAA, PIO, TLPC, PP, CP, CCC, SPCO, MSP1, GMAC, DCPC,	
s 95(3)	Function of referring certain applications to the Minister	MSP1, GMAC, DCPC	
s 95(4)	Duty to comply with an order or direction	MSP1, GMAC, DCPC	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	CP, MSP1, GMAC, DCPC	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	MSP1, MIP, GMAC, DCPC	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	MSP1, MIP, GMAC, DCPC	
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	MSP1, MIP, GMAC, DCPC	
s 96F	Duty to consider the panel's report under s 96E	MSP1, MIP, GMAC, DCPC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i>)	MSP1, MIP, GMAC, DCPC	<p>Permit applications that meet one or more of the following criteria must be referred to Council for determination:</p> <ul style="list-style-type: none"> Any land demarcated Activity Centre Zone (ACZ) pursuant to the provisions of the Manningham Planning Scheme where more than 25 dwellings are proposed OR the cost of works is greater than \$15 million; Any land outside the demarcated Activity Centre Zone (ACZ) pursuant to the provisions of the Manningham Planning Scheme where more than 20 dwellings are proposed OR the cost of works is greater than \$10 million; Applications of significant community interest. <p>Notwithstanding the above, an officer recommendation for the refusal of a permit application irrespective of the zoning, number of dwellings, cost of works or significant community interest is exempt from the requirement to be referred to Council for determination.</p>
s 96H(3)	Power to give notice in compliance with Minister's direction	MSP1, MIP, GMAC, DCPC	
s 96J	Power to issue permit as directed by the Minister	MIP, MSP1, GMAC, DCPC	
s 96K	Duty to comply with direction of the Minister to give notice of refusal	MSP1, MIP, GMAC, DCPC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	MSP1, MIP, GMAC, DCPC	
s 97C	Power to request Minister to decide the application	MSP1, GMAC, DCPC	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	MSP1, GMAC, DCPC	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	MSP1, GMAC, DCPC	
s 97G(6)	Duty to make a copy of permits issued under s 97F available for inspection	MSP1, GMAC, DCPC	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	MSP1, GMAC, DCPC	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	MSP1, GMAC, DCPC	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	MSP1, GMAC, DCPC	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	MSP1, GMAC, DCPC	
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	MSP1, GMAC, DCPC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	PIO, TLPC, SPCO, TP, PP, CP, CCC, SPAA, MSP1, GMAC, DCPC,	
s 97Q(4)	Duty to comply with directions of VCAT	PIO, TLPC, SPCO, CCC, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	AOSP, OCSP, CSOSP, SO, SPAA, TP, PP, CP, MSP1, GMAC, DCPC	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	DCPC, GMAC	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	DCPC, GMAC	
s 101	Function of receiving claim for expenses in conjunction with claim	DCPC, GMAC	
s 103	Power to reject a claim for compensation in certain circumstances	DCPC, GMAC	
s 107(1)	Function of receiving claim for compensation	DCPC, GMAC	
s 107(3)	Power to agree to extend time for making claim	DCPC, GMAC	
s 114(1)	Power to apply to the VCAT for an enforcement order	SPAA, SPCO, TLPC, CCC, MSP1, GMAC, DCPC,	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	SPAA, PIO, TLPC, SPCO, CCC, MSP1, GMAC, DCPC	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	SPCO, TLPC, CCC, MSP1, GMAC, DCPC	
s 123(1)	Power to carry out work required by enforcement order and recover costs	SPCO, TLPC, CCC, MSP1, GMAC, DCPC	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	SPCO, TLPC, CCC, MSP1, GMAC, DCPC	Except Crown Land
s 129	Function of recovering penalties	SPCO, TLPC, CCC, MSP1, GMAC, DCPC	
s 130(5)	Power to allow person served with an infringement notice further time	SPAA, PIO, SPCO, TLPC, CCC, MSP1, GMAC, DCPC	
s 149A(1)	Power to refer a matter to the VCAT for determination	SPAA, CP, MSP1, GMAC, DCPC	
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement	SPAA, CP, MSP1, GMAC, DCPC	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	MSP1, MIP, GMAC, DCPC	Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports	SPCO, TLPC, CCC, MIP, MSP1, GMAC, DCPC	
s 171(2)(g)	Power to grant and reserve easements	MIP, MSP1, GMAC, DCPC	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	GMICP, DCS	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	GMICP, DCS	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	GMICP, DCS	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	CP, CCP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	CDTS can only exercise this power following consultation with MIS

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	CP, CCP, MIP, MSP1, GMAC, DCPC	Where Council is the relevant responsible authority
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires something to be to the satisfaction of Council or Responsible Authority	PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	CDTS can only exercise this power following consultation with MIS
---	Power to give consent on behalf of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires that something may not be done without the consent of Council or Responsible Authority	PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	CDTS can only exercise this power following consultation with MIS
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	
s 178	Power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	MIP, MSP1, GMAC, DCPC, MIS, GMICP, DCS	
s 178A(1)	Function of receiving application to amend or end an agreement	SPAA, PP, CP, CCP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	SPAA, PP, CCP, CP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	SPAA, PP, CCP, CP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 178A(5)	Power to propose to amend or end an agreement	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS, CDTS, MIS, GMICP, DCS	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	TP, PP, SPAA, CP, CCP, MSP1, GMAC, DCPC, MIS, GMICP, DCS	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	TP, PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC, MIS, GMICP, DCS	
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	TP, PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC, MIS, GMICP, DCS	
s 178C(4)	Function of determining how to give notice under s 178C(2)	TP, PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC, MIS, GMICP, DCS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	TP, PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC, MIS, GMICP, DCS	
s 178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(c)	Power to refuse to amend or end the agreement	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	After considering objections, submissions and matters in s 178B

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	After considering objections, submissions and matters in s 178B
s 178E(3)(c)	Power to amend or end the agreement in a manner that is substantively different from the proposal	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	After considering objections, submissions and matters in s 178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	MSP1, MIP, GMAC, DCPC, MIS, GMICP, DCS	
s 179(2)	Duty to make available for inspection copy agreement	AOSP, OCSP, SCOSP, TP, PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	CP, CCP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	CP, CCP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	CP, CCP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 182	Power to enforce an agreement	CP, CCP, PIO, SPCO, TLPC, CCC, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	SO, TP, PP, SPAA, CP, CCP, CCC, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	CP, SPAA, CCP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS, PP, SPAA	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	CP, SPAA, CCP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	SPAA, PP, CCP, CP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	AOSP, OCSP, CSOSP, SPAA, SO, TP, PP, CCP, CP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 184G(2)	Duty to comply with a direction of the Tribunal	TP, SO, SPAA, PP, CCP, CP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 184G(3)	Duty to give notice as directed by the Tribunal	TP, SO, PP, SPAA, PP, CCP, CP, MIP, MSP1, GMAC, DCPC, CDTS, MIS, GMICP, DCS	
s 198(1)	Function to receive application for planning certificate	AOSP, OCSP, CSOSP, SPAA, SO, TP, PP, CCP, CP, MIP, MSP1, GMAC, DCPC	
s 199(1)	Duty to give planning certificate to applicant	AOSP, OCSP, CSOSP, TP, SO, PP, SPAA, CCP, SPCO, MIP, CP, MSP1, GMAC, DCPC	
s 201(1)	Function of receiving application for declaration of underlying zoning	CP, CCP, MIP, MSP1, GMAC, DCPC	
s 201(3)	Duty to make declaration	MIP, MSP1, GMAC, DCPC	
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	SPAA, PP, CP, CCP, MIP, MSP1, GMAC, DCPC, CTD, CDTS, MIS, GMICP, DCS	
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	SPAA, PP, CP, CCP, MIP, MSP1, GMAC, DCPC, CTD, CDTS, MIS, DCS	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	SPAA, PP, CP, CCP, MIP, MSP1, GMAC, DCPC, CTD, CDTS, MIS, DCS	
-	Power to give written authorisation in accordance with a provision of a planning scheme	SPAA, PP, CP, CCP, MIP, MSP1, GMAC, DCPC, CDTS, CTD, MIS, GMICP, DCS	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	CP, CCP, MIP, MSP1, GMAC, DCPC	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	CP, CCP, MIP, MSP1, GMAC, DCPC	

RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 91ZU(1)	Power to give a renter a notice to vacate rented premises	MPS, DCS	Where Council is a public statutory authority engaged in the provision of housing
s 91ZZC(1)	Power to give a renter a notice to vacate rented premises	MPS, DCS	Where Council is a public statutory authority authorised to acquire land compulsorily for its purposes
s 91ZZE(1)	Power to give a renter a notice to vacate rented premises	MPS, DCS	Where Council is a public statutory authority engaged in the provision of housing
s 91ZZE(3)	Power to publish Council's criteria for eligibility for the provision of housing	MPS, DCS	Where Council is a public statutory authority engaged in the provision of housing
s 142D	Function of receiving notice regarding an unregistered rooming house	EHO, TLEH, CEH, GMAC, DCPC	
s 142G(1)	Duty to enter required information in Rooming House Register for each rooming house in municipal district	EHO, TLEH, CEH, GMAC, DCPC	
s 142G(2)	Power to enter certain information in the Rooming House Register	EHO, TLEH, CEH, GMAC, DCPC	

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RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 142I(2)	Power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	EHO, TLEH, CEH, GMAC, DCPC	
s 206AZA(2)	Function of receiving written notification	EHO, TLEH, CEH, GMAC, DCPC	
s 207ZE(2)	Function of receiving written notification	EHO, TLEH, CEH, GMAC, DCPC	
s 311A(2)	Function of receiving written notification	EHO, TLEH, CEH, GMAC, DCPC	
s 317ZDA(2)	Function of receiving written notification	EHO, TLEH, CEH, GMAC, DCPC	
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	EHO, TLEH, CEH, GMAC, DCPC	
s 522(1)	Power to give a compliance notice to a person	EHO, TLEH, CEH, GMAC, DCPC	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	EHO, TLEH, CEH, GMAC, DCPC	

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RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 525(4)	Duty to issue identity card to authorised officers	GO, SGA, GMGR	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	EHO, TLEH, CEH, GMAC, DCPC	
s 526A(3)	Function of receiving report of inspection	EHO, TLEH, CEH, GMAC, DCPC	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	CEH, GMAC, DCPC	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	SGA, GMGR, CTD, CAMCW, MIS, GMICP, DCS	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	SGA, GMGR, CTD, CAMCW, MIS, GMICP, DCS	
s 11(9)(b)	Duty to advise Registrar	SGA, GMGR, CTD, CAMCW, MIS, GMICP, DCS	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	SGA, GMGR, CTD, CAMCW, MIS, GMICP, DCS	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	SGA, GMGR, CTD, CAMCW, MIS, GMICP, DCS	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	SGA, GMGR, CTD, CAMCW, MIS, GMICP, DCS	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 12(4)	Power to publish, and provide copy, notice of proposed discontinuance	SGA, GMGR, CTD, CAMCW, MIS, GMICP, DCS	Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice	SGA, GMGR, CTD, CAMCW, MIS, GMICP, DCS	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission	SGA, GMGR, CTD, CAMCW, MIS, GMICP, DCS	Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	SGA, GMGR, MIS, GMICP, DCS	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(10)	Duty to notify of decision made	SGA, GMGR, MIS, GMICP, DCS	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	MIS, GMICP, DCS	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	MIS, GMICP, DCS	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	DCS	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	MIS, GMICP, DCS	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	MIS, GMICP, DCS	
s 15(2)	Duty to include details of arrangement in public roads register	MIS, GMICP, DCS	
s 16(7)	Power to enter into an arrangement under s 15	DCS	
s 16(8)	Duty to enter details of determination in public roads register	CRI, CTD, CAMCW, MIS, GMICP, DCS	
s 17(2)	Duty to register public road in public roads register	CRI, CTD, CAMCW, MIS, GMICP, DCS	Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	MIS, GMICP, DCS	Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	CRI, CTD, CAMCW, MIS, GMICP, DCS	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	MIS, GMICP, DCS	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	CRI, CTD, CAMCW, MIS, GMICP, DCS	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	MIS, GMICP, DCS	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	CRI, CTD, CAMCW, MIS, GMICP, DCS	Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	CRI, CTD, CAMCW, MIS, GMICP, DCS	
s 19(4)	Duty to specify details of discontinuance in public roads register	CRI, CTD, CAMCW, MIS, GMICP, DCS	
s 19(5)	Duty to ensure public roads register is available for public inspection	CRI, CTD, CAMCW, MIS, GMICP, DCS	
s 21	Function of replying to request for information or advice	CRI, CTD, CAMCW, MIS, GMICP, DCS	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	MIS, GMICP, DCS	

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	MC, MIS, GMICP, DCS	
s 22(5)	Duty to give effect to a direction under s 22	MIS, GMICP, DCS	
s 40(1)	Duty to inspect, maintain and repair a public road.	CRI, MIS, GMICP, DCS	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	CRI, MIS, GMICP, DCS	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	CRI, CTD, MIS, GMICP, DCS	
s 42(1)	Power to declare a public road as a controlled access road	MIS, GMICP, DCS	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	MIS, GMICP, DCS	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	MIS, GMICP, DCS	Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	GMICP, DCS	Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	Not Delegated	Where Council is the responsible road authority, infrastructure manager or works manager

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	CTD, MIS, GMICP, DCS	
s 49	Power to develop and publish a road management plan	CAMCW, MIS, GMICP, DCS	
s 51	Power to determine standards by incorporating the standards in a road management plan	PES, CAMCW, MIS, GMICP, DCS	
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	CAMCW, MIS, GMICP, DCS	
s 54(2)	Duty to give notice of proposal to make a road management plan	CAMCW, MIS, GMICP, DCS	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	CAMCW, MIS, GMICP, DCS	
s 54(6)	Power to amend road management plan	CAMCW, MIS, GMICP, DCS	
s 54(7)	Duty to incorporate the amendments into the road management plan	CAMCW, MIS, GMICP, DCS	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	CAMCW, MIS, GMICP, DCS	
s 63(1)	Power to consent to conduct of works on road	TLAM, CRI, MIS, GMICP, DCS	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	TLAM, CRI, MIS, GMICP, DCS	Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7	GMICP, DCS	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	GMICP, DCS	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	LLO, TLLL, CCC, GMAC	Where Council is the coordinating road authority
s 67(3)	Power to request information	LLO, TLLL, CCC, GMAC, DCPC	Where Council is the coordinating road authority
s 68(2)	Power to request information	LLO, TLLL, CCC, GMAC, DCPC	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	CEO	
s 72	Duty to issue an identity card to each authorised officer	SGA, GMGR	
s 85	Function of receiving report from authorised officer	MIS, GMICP, DCS	
s 86	Duty to keep register re s 85 matters	CRI, CAMCW, MIS, GMICP, DCS	
s 87(1)	Function of receiving complaints	MIS, GMICP, DCS	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 87(2)	Duty to investigate complaint and provide report	MIS, GMICP, DCS	
s 112(2)	Power to recover damages in court	MIS, GMICP, DCS	
s 116	Power to cause or carry out inspection	CRI, CAMCW, MIS, GMICP, DCS	
s 119(2)	Function of consulting with the Head, Transport for Victoria	MIS, GMICP, DCS	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	MIS, GMICP, DCS	
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	MIS, GMICP, DCS	
s 121(1)	Power to enter into an agreement in respect of works	MIS, GMICP, DCS	
s 122(1)	Power to charge and recover fees	MIS, GMICP, DCS	
s 123(1)	Power to charge for any service	MIS, GMICP, DCS	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	MIS, GMICP, DCS	

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ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 2 cl 3(1)	Duty to make policy about controlled access roads	MIS, GMICP, DCS	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	MIS, GMICP, DCS	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	MIS, GMICP, DCS	
sch 2 cl 5	Duty to publish notice of declaration	MIS, GMICP, DCS	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	MIS, GMICP, DCS	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	MIS, GMICP, DCS	Where Council is the infrastructure manager or works manager
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	MIS, GMICP, DCS	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	MIS, GMICP, DCS	Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	MIS, GMICP, DCS	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	MIS, GMICP, DCS	Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	MIS, GMICP, DCS	Where Council is the infrastructure manager

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 7 cl 16(1)	Power to consent to proposed works	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult	MIS, GMICP, DCS	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 18(1)	Power to enter into an agreement	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 19(1)	Power to give notice requiring rectification of works	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	MIS, GMICP, DCS	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	MIS, GMICP, DCS	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 7A cl 2	Power to cause street lights to be installed on roads	MIS, GMICP, DCS	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7A cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	MIS, GMICP, DCS	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	MIS, GMICP, DCS	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with cls 3(2) and 4	MIS, GMICP, DCS	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r 6	Function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC	Where Council is not the planning authority and the amendment affects land within its municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r 21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s 54 of the Act	PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC	
r 25(a)	Duty to make copy of matter considered under s 60(1A)(g) available for inspection free of charge	PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC	Where Council is the responsible authority
r 25(b))	Function of receiving a copy of any document considered under s 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC	Where Council is not the responsible authority but the relevant land is within Council's municipal district
r 42	Function of receiving notice under s 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	PP, SPAA, CP, CCP, MIP, MSP1, GMAC, DCPC	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.

PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	MIP, MSP1, GMAC, DCPC	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	MIP, MSP1, GMAC, DCPC	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r19 or 20	MIP, MSP1, GMAC, DCPC	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 7	Power to enter into a written agreement with a caravan park owner	EHO, TLEH, CEH, GMAC, DCPC	
r 10	Function of receiving application for registration	EHO, TLEH, CEH, GMAC, DCPC	
r 11	Function of receiving application for renewal of registration	EHO, TLEH, CEH, GMAC, DCPC	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	EHO, TLEH, CEH, GMAC, DCPC	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	EHO, TLEH, CEH, GMAC, DCPC	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	EHO, TLEH, CEH, GMAC, DCPC	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	EHO, TLEH, CEH, GMAC, DCPC	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	EHO, TLEH, CEH, GMAC, DCPC	
r 12(4) & (5)	Duty to issue certificate of registration	EHO, TLEH, CEH, GMAC, DCPC	
r 14(1)	Function of receiving notice of transfer of ownership	EHO, TLEH, CEH, GMAC, DCPC	

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 14(3)	Power to determine where notice of transfer is displayed	EHO, TLEH, CEH, GMAC, DCPC	
r 15(1)	Duty to transfer registration to new caravan park owner	EHO, TLEH, CEH, GMAC, DCPC	
r 15(2)	Duty to issue a certificate of transfer of registration	EHO, TLEH, CEH, GMAC, DCPC	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	EHO, TLEH, CEH, GMAC, DCPC	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	CEH, GMAC, DCPC	
r 17	Duty to keep register of caravan parks	CEH, GMAC, DCPC	
r 18(4)	Power to determine where the emergency contact person's details are displayed	EHO, TLEH, CEH, GMAC, DCPC	
r 18(6)	Power to determine where certain information is displayed	EHO, TLEH, CEH, GMAC, DCPC	
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	EHO, TLEH, CEH, GMAC, DCPC	
r 22(2)	Duty to consult with relevant emergency services agencies	EHO, TLEH, CEH, GMAC, DCPC	
r 23	Power to determine places in which caravan park owner	EHO, TLEH, CEH,	

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	must display a copy of emergency procedures	GMAC, DCPC	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	EHO, TLEH, CEH, GMAC, DCPC	
r 25(3)	Duty to consult with relevant floodplain management authority	EHO, TLEH, CEH, GMAC, DCPC	
r 26	Duty to have regard to any report of the relevant fire authority	EHO, TLEH, CEH, GMAC, DCPC	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	EHO, TLEH, CEH, GMAC, DCPC	
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	EHO, TLEH, CEH, GMAC, DCPC	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	EHO, TLEH, CEH, GMAC, DCPC	
r 41(4)	Function of receiving installation certificate	EHO, TLEH, CEH, GMAC, DCPC	
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	CEH, GMAC, DCPC	
Sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	EHO, TLEH, CEH, GMAC, DCPC	

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 8(1)	Duty to conduct reviews of road management plan	CAMCW, MIS, GMICP, DCS	
r 9(2)	Duty to produce written report of review of road management plan and make report available	CAMCW, MIS, GMICP, DCS	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	CAMCW, MIS, GMICP, DCS	Where Council is the coordinating road authority
r 10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	CAMCW, MIS, GMICP, DCS	
r 13(1)	Duty to publish notice of amendments to road management plan	CAMCW, MIS, GMICP, DCS	Where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	CAMCW, MIS, GMICP, DCS	
r 16(3)	Power to issue permit	TLAM, CAE, CRI, CTD, MIS, GMICP, DCS	Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	TLAM, CAE, CRI, CTD, MIS, GMICP, DCS	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	MIS, GMICP, DCS	Where Council is the coordinating road authority

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ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	CAE, CRI, CTD, MIS, GMICP, DCS	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	CAE, CRI, MIS, GMICP, DCS	Where Council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	CAE, CRI, MIS, GMICP, DCS	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	CAMCW, CAE, CRI, CTD, MIS, GMICP, DCS	

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	MIS, GMICP, DCS	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	MIS, GMICP, DCS	Where Council is the coordinating road authority

13.3 Appointment of Authorised Officer - Planning and Environment Act 1987

File Number: IN21/333
Responsible Director: Chief Executive Officer
Attachments: 1 S11A Instrument of Appointment and Authorisation - Anthony Drahtidis [↓](#)

EXECUTIVE SUMMARY

In accordance with the Planning and Environment Act 1987(the Act), Council is required to authorise officers for the purpose of enforcing the provisions of the Act. It is proposed to appoint the Council officer detailed below as Authorised Officer pursuant to Section 147(4) of the Act.

The Local Government Act 1989 also empowers Council to appoint a person, other than a Councillor, to be an authorised officer for the purposes of the administration and enforcement of any Act, regulations or local laws which relate to the functions and powers of the Council.

A person who is appointed to a position has the powers of that position under the legislation which they have been appointed. Authorisations are necessary to facilitate the efficient and effective function of councils as they enable authorised officers to carry out compliance or enforcement under legislation related to their functions and powers of the Council.

Authorised officers will continue to be appointed under s224 of the Local Government Act 1989, as there are no provisions for appointing authorised officers under the Local Government Act 2020.

1. RECOMMENDATION

In the exercise of the powers conferred by section 224 of the *Local Government Act 1989* and the other legislation referred to in the attached instrument of appointment and authorisation, Council resolves that:

- A. Anthony Drahtidis be appointed as an authorised officer;**
- B. the instrument will come into force immediately upon execution and will remain in force until Council determines to vary or revoke the Instrument or the officer ceases their employment with Council; and**
- C. the Instrument be signed and sealed.**

2. BACKGROUND

- 2.1 The *Planning and Environment Act 1987* (the Act) regulates enforcement of the Act and is reliant on authorised officers acting on behalf of the Responsible Authority which is Council.

- 2.2 The Act, unlike the *Local Government Act 1989*, does not permit appointments to be made by the Chief Executive Officer and therefore in order for the officer to legally undertake the duties of their position under the Act, it is necessary for Council to make appointments by formal resolution.
- 2.3 The Instrument of Appointment and Authorisation has been prepared based on advice from Maddocks Lawyers and empowers the relevant officer to exercise those powers granted in the Instrument.
- 2.4 The appointment will come into force immediately upon its execution under the Seal of Council and will remain in force until varied or revoked by Council or the officer ceases employment with Council.
- 2.5 In addition to the appointment under the Act, Council pursuant to Section 224 of the *Local Government Act 1989*, may appoint any person other than a Councillor to be an authorised officer for the purposes of the administration and enforcement of most other Acts, Regulations or Local Laws which relate to the functions and powers of Council. This broader Instrument of Appointment and Authorisation has already been carried out, in respect to the designated officers, under the delegated authority of the Chief Executive Officer as the first part of a dual appointment process.
- 2.6 The appointment will be recorded in the Authorised Officers Register that is required to be kept by Council and is available for public inspection.

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.

**Instrument of Appointment and Authorisation
(Planning and Environment Act 1987)**

In this instrument "officer" means -

Anthony Drahtidis

By this instrument of appointment and authorisation Manningham City Council -

- 1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
- 2. under section 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument comes into force immediately upon its execution and remains in force until varied or revoked.

This instrument is authorised by a resolution of the Manningham City Council on 29 June 2021.

The Common Seal of)
Manningham City Council)
was hereunto affixed)
in the presence of:)

Mayor

Chief Executive Officer

Date:

13.4 Informal Meetings of Councillors

File Number:	IN21/340
Responsible Director:	Chief Executive Officer
Attachments:	<ol style="list-style-type: none">1 Taroona Meeting 21 May 2021 AM ↓2 Taroona Meeting 21 May 2021 PM ↓3 Manningham Disability Advisory Committee 25 May 2021 ↓4 Healthy City Advisory Committee 25 May 2021 ↓5 Councillor Only Time 1 June 2021 ↓6 SBS 1 June 2021 ↓7 Procurement Policy Discussion 4 June 2021 ↓8 SBS 8 June 2021 ↓9 Councillor Only Time 8 June 2021 ↓10 Waldau Ward Meeting 9 June 2021 ↓11 Tullamore Ward Meeting 9 June 2021 ↓12 Budget Submissions Hearing ↓13 Procurement Policy Review 11 June 2021 ↓14 SBS Meeting 15 June 2021 ↓15 Councillor Only Time 15 June 2021 ↓16 Consultation Meeting 16 June 2021 ↓

EXECUTIVE SUMMARY

Chapter 6, sub rule 1 of the Governance Rules adopted by Council on 25 August 2020, requires a record of each meeting that constitutes an Informal Meeting of Councillors to be reported to Council and those records are to be incorporated into the minutes of the Council Meeting.

RECOMMENDATION

That Council note the Informal Meetings of Councillors for the following meetings and that the records be incorporated into the minutes of this Council meeting:

- Taroona Meeting 21 May 2021 AM
- Taroona Meeting 21 May 2021 PM
- Manningham Disability Advisory Committee 25 May 2021
- Healthy City Advisory Committee 25 May 2021
- Councillor Only Time 1 June 2021
- Strategic Briefing Session 1 June 2021
- Procurement Policy Discussion 4 June 2021
- Strategic Briefing Session 8 June 2021
- Councillor Only Time 8 June 2021
- Waldau Ward Meeting 9 June 2021
- Tullamore Ward Meeting 9 June 2021
- Procurement Policy Review 11 June 2021
- Budget Submissions Hearing 15 June 2021
- Strategic Briefing Session 15 June 2021
- Councillor Only Time 15 June 2021
- Consultation Meeting 16 June 2021

1. BACKGROUND

- 1.1 In accordance with section 60 of the Local Government Act 2020, Council adopted its Governance Rules (Rules) on 25 August 2020 with the Rules coming into effect from 1 September 2020.
- 1.2 Chapter 6, sub rule 1 of the 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 scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
 - is attended by at least one member of Council staff; and
 - is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

2. DISCUSSION / ISSUE

- 2.1 Summaries of the following informal meetings are attached to this report:
 - Taroom Meeting 21 May 2021 AM
 - Taroom Meeting 21 May 2021 PM
 - Manningham Disability Advisory Committee 25 May 2021
 - Healthy City Advisory Committee 25 May 2021
 - Councillor Only Time 1 June 2021
 - Strategic Briefing Session 1 June 2021
 - Procurement Policy Discussion 4 June 2021
 - Strategic Briefing Session 8 June 2021
 - Councillor Only Time 8 June 2021
 - Waldau Ward Meeting 9 June 2021
 - Tullamore Ward Meeting 9 June 2021
 - Procurement Policy Review 11 June 2021
 - Budget Submissions Hearing 15 June 2021
 - Strategic Briefing Session 15 June 2021
 - Councillor Only Time 15 June 2021
 - Consultation Meeting 16 June 2021

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			
Meeting Name:	Taroona Avenue site inspection		
Date:	Friday, 21 May 2021	Time Opened:	8am
		Time Closed:	9.15am
Location:	On-site along Taroona avenue		
Councillors Present:	Andrew Conlon		
Officers Present:	James Paterson, Grant Jack		
Apologies:	Nil		
Items discussed:	1. Alignment of shared path along Taroona Avenue and potential impact on trees		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Taroona Avenue site inspection		
Date:	Friday, 21 May 2021	Time Opened:	5pm
		Time Closed:	6pm
Location:	On-site along Taroona avenue		
Councillors Present:	Carli Lange		
Officers Present:	James Paterson		
Apologies:	Nil		
Items discussed:	1. Alignment of shared path along Taroona Avenue and potential impact on trees		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Manningham Disability Advisory Committee		
Date:	Tuesday, 25 May 2021	Time Opened:	3pm
		Time Closed:	5pm
Location:	Studio 6 at MC2.		
Councillors Present:	Cr Michelle Kleinert		
Officers Present:	Katrine Gabb, Bronwyn Morphet		
Apologies:	Nil		
Items considered:	The meeting commenced with an Acknowledgement of Country		
	1. Actions and outcomes of last meeting		
	2. Meeting topics for 2021		
	3. Communications		
	4. Other Business – Liveable housing design silver level; utilisation of NDIS packages in our region		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Healthy City Advisory Committee		
Date:	Tuesday, 25 May 2021	Time Opened:	3pm pm
		Time Closed:	5pm pm
Location:	Council Chambers		
Councillors Present:	Cr Andrew Conlon		
Officers Present:	Barb Ryan, Janae Hendrey, Bronwyn Morphett, Justin Hanrahan		
Apologies:			
Items considered:	The meeting commenced with an Acknowledgement of Country		
	1. Round table introductions		
	2. Confirmation of previous minutes and actions arising		
	3. Presentation		
	4. Workshop Activity		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Councillor Only Time		
Date:	Tuesday, 1 June 2021	Time Opened:	06: 00 pm
		Time Closed:	07: 00 pm
Location:	Zoom		
Councillors Present:	Mayor Cr Conlon Deputy Mayor Cr Chen Cr Diamante Cr Gough Cr Kleinert Cr Lange Cr Lightbody Cr L Mayne Cr S Mayne		
Officers Present:	Andrew Day Kerryn Patterson Jude Whelan		
Apologies:			
Items considered:	1. North East Link – Bulleen Industrial Park Support 2. Advocacy Agenda		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 1 June 2021	Time Opened:	7:00 pm
		Time Closed:	9:33 pm
Location:	Zoom		
Councillors Present:	Cr Andrew Conlon (Mayor), Cr Anna Chen (Deputy Mayor), Cr Deirdre Diamante, Cr Geoff Gough, Cr Michelle Kleinert, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne, Cr Stephen Mayne		
Officers Present:	<p>Andrew Day, Chief Executive Officer Angelo Kourambas, Director City Planning & Community Phillip Lee, Director Shared Services Rachelle Quattrocchi, Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerryn Paterson, Group Manager People and Communications</p> <p>Other Officers in Attendance Justin Hanrahan, Manager Economic and Community Wellbeing Ben Harnwell, Coordinator Business and Events Georgina Snaddon, Senior Corporate Planning and Performance Advisor Carrie Bruce, Senior Governance Advisor</p>		
Apologies:	Nil		
Items discussed:	<ol style="list-style-type: none"> 1. Manningham Volunteer Resource Service 2. 2021/2022 Community Grants Program Allocations 3. Draft Council Plan – Initial Review 4. COVID Update 		
CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Procurement Policy Discussions		
Date:	Friday, 4 June 2021	Time Opened:	4:00 pm
		Time Closed:	4:30 pm
Location:	Microsoft Teams		
Councillors Present:	Andrew Conlon		
Officers Present:	Philip Lee, Jon Gorst, Molley Qi		
Apologies:	Nil		
Items discussed:	Discussion of the proposed changes to the Procurement Policy		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 8 June 2021	Time Opened:	7:00 pm
		Time Closed:	10:02 pm
Location:	Zoom		
Councillors Present:	Cr Andrew Conlon (Mayor), Cr Anna Chen (Deputy Mayor), Cr Deirdre Diamante, Cr Geoff Gough, Cr Michelle Kleinert, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne, Cr Stephen Mayne		
Officers Present:	Andrew Day, Chief Executive Officer Angelo Kourambas, Director City Planning & Community Phillip Lee, Director Shared Services Rachelle Quattrocchi, Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerryn Paterson, Group Manager People and Communications		
	Other Officers in Attendance Carrie Bruce, Senior Governance Adviser Graham Brewer, Manager Property Services Georgina Snaddon, Senior Corporate Planning and Performance Advisor Jon Gorst, Chief Financial Officer Yuki Cheah, Coordinator Management Accountant Grant Jack, Group Manager Infrastructure and City Projects Wayne Eddy, Coordinator Asset Management & Capital Works		
Apologies:	Nil		
Items discussed:	<ol style="list-style-type: none"> 1. Instruments of Delegation to the Chief Executive Officer and Members of Council Staff 2. 2021 General Valuation Return 3. Draft Council Plan 2021 - 2025 and 2040 Community Vision 4. Proposed 10 Year Financial Plan 2021/22 to 2030/31 5. 2021/22 Budget, Adoption and Declaration of Rates and Charges, and Revenue & Rating Plan 2021/22 to 2024/25 6. Recreational Lands - Charges in Lieu of Rates 2021-22 7. Hepburn Park Land Acquisition 		
CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Councillor Only Time		
Date:	Tuesday, 8 June 2021	Time Opened:	06: 00 pm
		Time Closed:	07: 00 pm
Location:	Koonung Room		
Councillors Present:	Mayor Cr Conlon, Deputy Mayor Cr Chen, Cr Diamante, Cr Gough, Cr Kleinert, Cr Lange, Cr Lightbody, Cr L Mayne, Cr S Mayne		
Officers Present:	CEO- Andrew Day Liz Johnstone- ERG Executive Officer		
Apologies:	Nil		
Items discussed:	<ol style="list-style-type: none"> 1. ERG strategic plan and advocacy priorities 2. Doncare 3. VCAT 4. Employee matters 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Statutory Planning Waldau Ward Councillor Meeting		
Date:	Wednesday, 9 June 2021	Time Opened:	12:00 pm
		Time Closed:	12:30 pm
Location:	Zoom		
Councillors Present:	Cr Anna Chen		
Officers Present:	Fiona Troise		
Apologies:	Niall Sheehy		
Items discussed:	<ol style="list-style-type: none"> 1. New Planning Applications for Waldau Ward 2. VCAT and upcoming hearings and VCAT representation 3. Planning Applications Watch List for Waldau Ward:- <ul style="list-style-type: none"> - PLN21/0069 – 18 The Grange TEMPLESTOWE - PLN21/0074 -6 May Street DONCASTER EAST - PLA21/0004 - 12 Chippendale Court TEMPLESTOWE - PLA20/0170 - 1/15 Andersons Creek Road DONCASTER EAST - PLN21/0204 - 2 Major Street DONCASTER EAST 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Statutory Planning Tullamore Ward Councillor Meeting		
Date:	Wednesday, 9 June 2021	Time Opened:	2:00 pm
		Time Closed:	2:30 pm
Location:	Zoom		
Councillors Present:	Cr Deirdre Diamante		
Officers Present:	Fiona Troise		
Apologies:	Niall Sheehy		
Items discussed:	1. New Planning Applications for Tullamore Ward 2. Planning Applications Watch List for Tullamore Ward:- <ul style="list-style-type: none"> • PLN20/0549 – 394 Manningham Road DONCASTER • PLA21/0007 – 49 Rathmullen Quadrant DONCASTER • PLN21/0181 - 21 Members Drive DONCASTER • PLN20/0485 - 388-390 Manningham Road 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Budget Submissions Hearing		
Date:	Tuesday, 15 June 2021	Time Opened:	6:45 pm
		Time Closed:	7:05 pm
Location:	Zoom		
Councillors Present:	Cr Andrew Conlon (Mayor), Cr Anna Chen (Deputy Mayor), Cr Deirdre Diamante , Cr Geoff Gough, Cr Michelle Kleinert, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne, Cr Stephen Mayne		
Officers Present:	Andrew Day, Chief Executive Officer Angelo Kourambas, Director City Planning & Community Phillip Lee, Director Shared Services Rachelle Quattrocchi, Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerryn Paterson, Group Manager People and Communications Other Officers in Attendance Carrie Bruce, Senior Governance Advisor Kim Tran, Governance Officer Jon Gorst, Chief Financial Officer Yuki Cheah, Coordinator Management Accounting		
Apologies:	Nil		
Items discussed:	Hearing of submissions on the 2021/2022 Budget		
CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Procurement Policy Review		
Date:	Friday, 11 June 2021	Time Opened:	1:30 pm
		Time Closed:	2:00 pm
Location:	Microsoft Teams		
Councillors Present:	Deidre Diamante		
Officers Present:	Philip Lee, Molley Qi		
Apologies:	Nil		
Items discussed:	Discussion of proposed changes to Procurement Policy		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 15 June 2021	Time Opened:	7:00 pm
		Time Closed:	11:22 pm
Location:	Zoom		
Councillors Present:	Cr Andrew Conlon (Mayor), Cr Anna Chen (Deputy Mayor), Cr Deirdre Diamante , Cr Geoff Gough, Cr Michelle Kleinert, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne, Cr Stephen Mayne		
Officers Present:	Andrew Day, Chief Executive Officer Angelo Kourambas, Director City Planning & Community Phillip Lee, Director Shared Services Rachele Quattrocchi, Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerryn Paterson, Group Manager People and Communications Other Officers in Attendance Kim Tran, Governance Officer Frank Vassilacos, Manager Integrated Planning Stacey Robinson, Senior Landscape Architect Arran Provis, Senior Strategic Arborist Michael Tregonning, Coordinator Parks Graham Brewer, Manager Property Services Jon Gorst, Chief Financial Officer Yuki Cheah, Coordinator Management Accountant Grant Jack, Group Manager Infrastructure and City Projects Molley Qi, Manager Procurement and Contracts		
Apologies:	Nil		
Items discussed:	1. Ruffey Lake Park Landscape Master Plan 2. Tree Amenity Value Policy 3. MC2 Cladding Update (Confidential) 4. 2021 Christmas Events 5. Procurement Policy Review under the <i>Local Government Act 2020</i> 6. 2021/22 Budget 7. MWRRG & Participating Eastern Councils Contract Award for Organics Processing Services		
CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Councillor Only Time		
Date:	Tuesday, 15 June 2021	Time Opened:	06: 00 pm
		Time Closed:	06: 30 pm
Location:	Zoom		
Councillors Present:	Mayor Cr Conlon, Deputy Mayor Cr Chen, Cr Diamante, Cr Gough, Cr Kleinert, Cr Lange, Cr Lightbody, Cr L Mayne, Cr S Mayne		
Officers Present:	CEO, Andrew Day		
Apologies:	Nil		
Items considered:	<ol style="list-style-type: none"> 1. ALGA Canberra Conference 2. End of year review 3. Upcoming SBS agenda 		
CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS

Meeting Name:	Consultation Meeting		
Date:	Wednesday, 16 June 2021	Time Opened:	5:00 pm
		Time Closed:	6:20 pm
Location:	Zoom		
Councillors Present:	Councillor Andrew Conlon (Mayor) – Currawong Ward Councillor Anna Chen (Deputy Mayor) – Waldau Ward Councillor Carli Lange – Yarra Ward Councillor Michelle Kleinert – Westerfolds Ward Councillor Tomas Lightbody – Manna Ward		
Officers Present:	Fiona Troise, Manager Statutory Planning James Paterson, Manager Infrastructure Services Daniel Yu, Coordinator Statutory Planning Lauren Shelton, Principal Planner Jacob Vittorio, Planning Arborist Lynlee Tozer, Environmental Referrals Officer		
Apologies:	Cr Geoff Gough Cr Stephen Mayne		
Items discussed:	Planning Application PL17/027847 – 12-28 Taroona Avenue, Warrandyte		

CONFLICT OF INTEREST DISCLOSURES

Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

13.5 Documents for Sealing

File Number: IN21/358
Responsible Director: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

The following document is submitted for signing and sealing by Council.

1. RECOMMENDATION

That the following document be signed and sealed:

**Deed of Renewal of Lease
Council and Minister for Energy, Environment & Climate Change and Parks
Victoria
Part 7 Templestowe Road, Bulleen (Banksia Park)**

2. BACKGROUND

The Council's common seal must only be used on the authority of the Council or the Chief Executive Officer under delegation from the Council. An authorising Council resolution is required in relation to the document listed in the recommendation section of this report.

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.

14 URGENT BUSINESS**15 COUNCILLORS' QUESTION TIME****16 CONFIDENTIAL REPORTS****16.1 MC² Cladding Update**

This report contains confidential information within the meaning of the Local Government Act 2020 (the Act). The relevant ground applying is S3(1)a of the Act concerning Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.