



# Manningham

## Quarterly Report 2019/20

Quarter 4: April - June 2020

Key information on Manningham Council's performance and governance for the Quarter

### 1. Capital Works



**310**

Projects  
Total



**291**

Projects  
Completed



**19**

Projects  
Delayed /  
Incomplete



**291**

Projects  
On Schedule

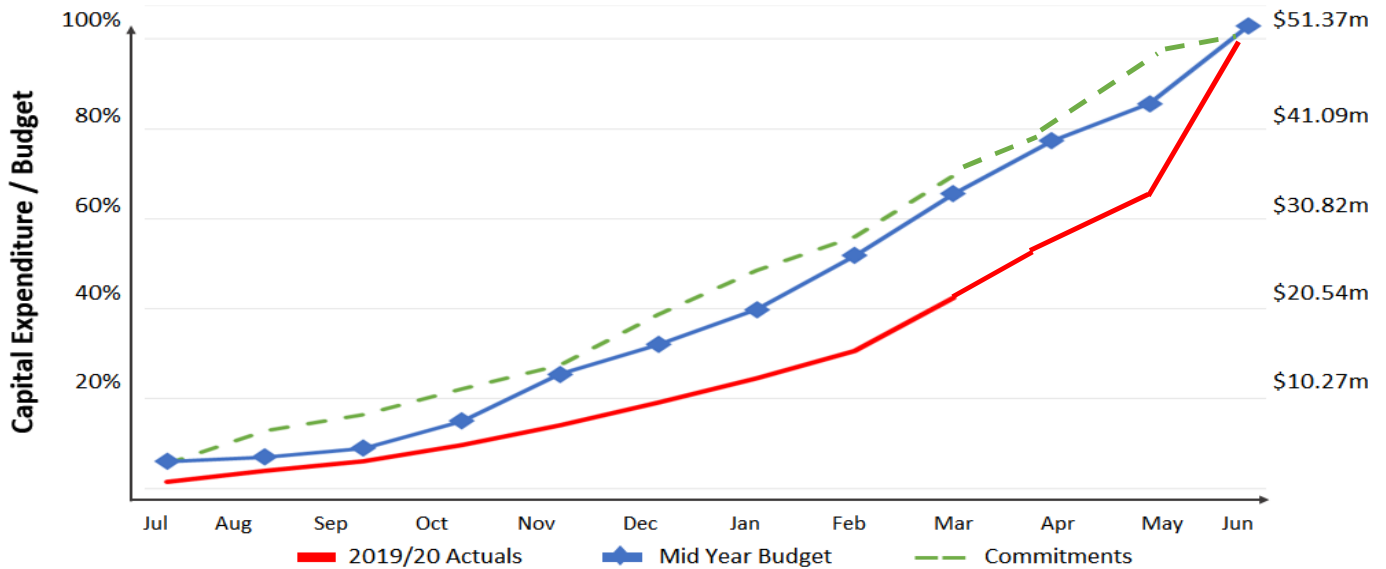
**\$50.34m** Adopted Budget

**\$1.10m** Extra Funds

**\$51.44m** Updated Forecast

**94.0%**

Program  
Completed



#### Spotlight

- A Performance indicator for the capital works program for 2019/20 was to expend 90% of the adopted budget of \$50.3 million. We are pleased to say that 98% of the budget was delivered totalling \$49.27 million in works completed.
- At mid-year the budget rose to \$51.4 million and by year end it had received additional income and grants totalling \$51.7m. In comparison to 2018/19, where the KPI result was only 79% and expenditure of \$28.2 million. The 2019/20 period shows an increase in expenditure of \$21.1million, this represents a 57% increase on last year's expenditure and a 19% improvement on the KPI.
- At the mid-year budget review, Council endorsed shifting \$7.6 million funding from "at risk" new projects to alternate more readily deliverable Asset Management Strategy (AMS) projects. An additional \$2.2million in "at risk" projects transfers occurred after the mid-year. In total \$9.8 million has been transferred, and significantly contributed to the increased rate of capital expenditure from mid-year.
- 291 of the 310 projects funded in 2019/20 were completed by June 30 at 94% of the program's projects delivered (achieving the CEO KPI of 90%). 19 projects have had part of their funding carried forward in to 20/21 totalled \$4.9 million, this has since been reduced by \$0.7million. The reasons for projects being carried forward were:
  - Major projects (including Petty's Reserve Pavilion) took longer than expected to get to market.
  - Club requests to delay delivery (Domeney Reserve) or change designs (Rieschiecks Reserve) impacted delivery.
  - COVID-19 creating uncertainty of delivery and potential restrictions.
- Considerable progress has been made on the design of projects scheduled for 20/21 and it is anticipated that this will allow for a quick start to the 20/21 financial year.



VALUE OF  
CAPITAL WORKS  
**\$49.27m**



CAPITAL INCOME  
& GRANTS

↓ **20.0%**



CAPITAL WORKS  
VARIANCE

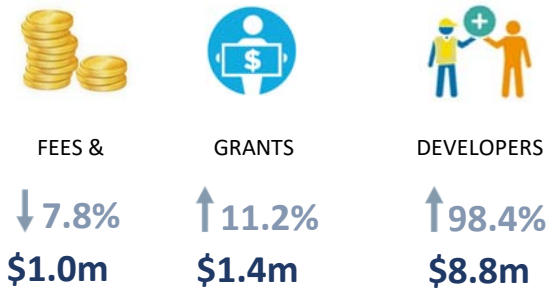
**\$2.17m**

# 2. Finance

Financial Year ending 30 June 2020			
	Revenue	Expenses	Surplus
Budgeted *	\$143.7m	\$126.9m	\$16.8m
Actual	\$153.2m	\$127.6m	\$25.6m

\* Mid Year Review Budget

## Revenue Variation

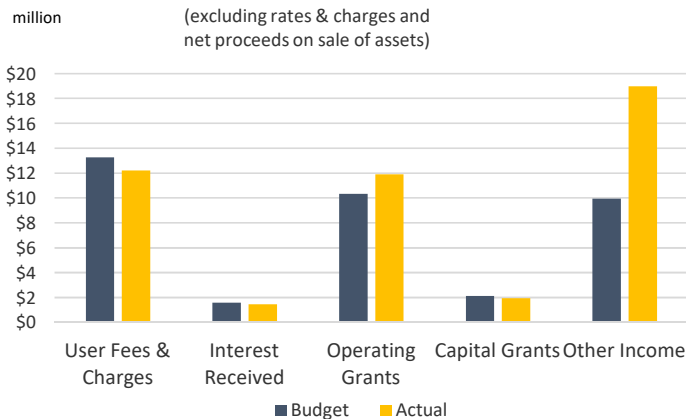


## Expense Variation

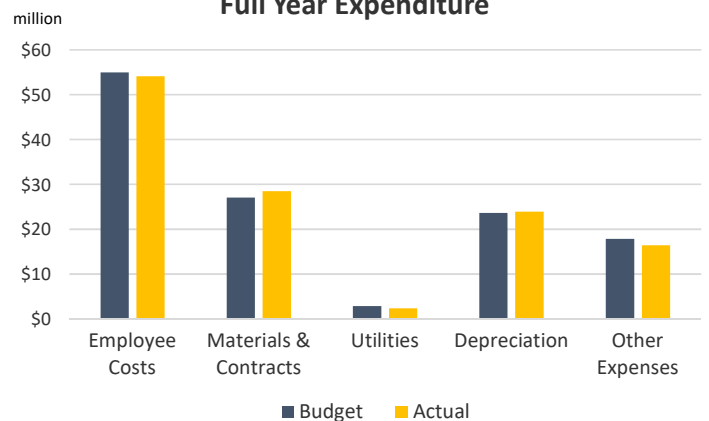


## Full Year Revenue

(excluding rates & charges and net proceeds on sale of assets)

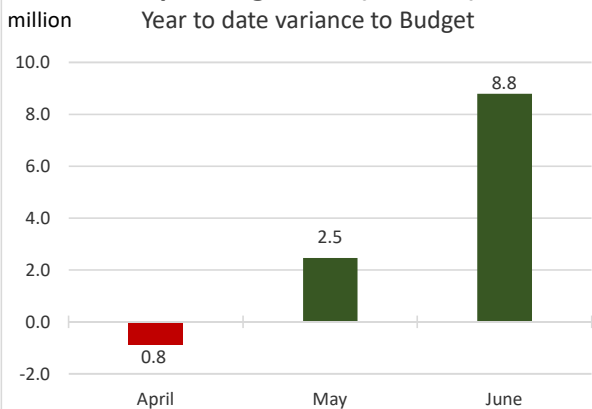


## Full Year Expenditure



## Operating Result (Quarter)

Year to date variance to Budget

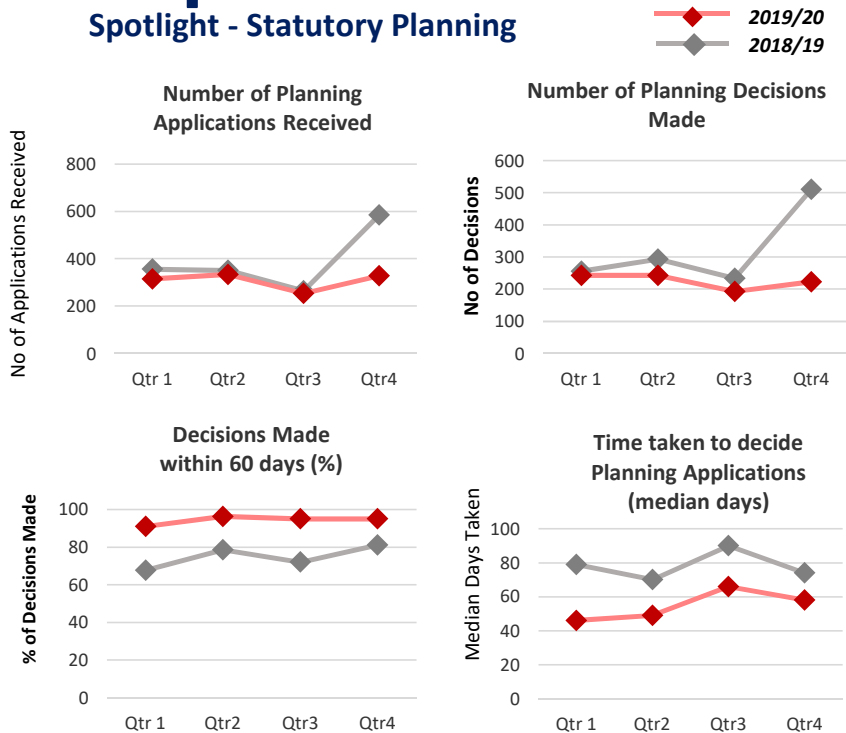


## Spotlight

- At the end of the financial year, Council was \$8.79 million favourable compared to the MYR full year budget.
- The higher than budgeted income related to contributed assets and the early receipt of 50% of the 2020/21 Financial Assistance Grant.
- Expenditure was lower than budgeted in employee costs.
- Despite Council incurring a \$2.5 million financial impact as a result of COVID-19, as well as providing approximately \$500k of COVID-19 relief measures for the local community, Council's financial results demonstrate our commitment to maintaining long-term financial sustainability while providing cost-effective services and delivering infrastructure projects to meet the needs of the community.

# 3. Corporate Performance

## Spotlight - Statutory Planning

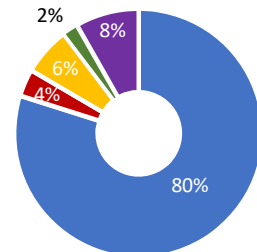


## Organisation Performance

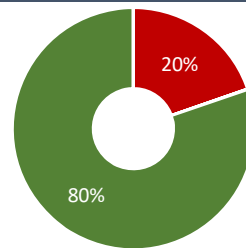
### Progress during the Quarter



### Action Performance



### KPI Performance Indicators (KPIs)



Council is within target to deliver 88% of actions and 80% of KPI's

### Statutory Planning

Performance of Statutory Planning continues to be monitored following a number of process improvements over the past few years. The number of decisions made and time taken to a decision shows steady positive progress across the year.

### Impact of Coronavirus (COVID-19) on Council Performance

The coronavirus outbreak emerged locally in the first week of March. To protect community safety, Council has continued to implement COVID-19 protocols and social distancing across our services and activities in line with the Department of Health and Human Services requirements. While it has been unavoidable in a small number of areas that Council's performance has been impacted because of the coronavirus pandemic and the rapidly changing local community needs, the following initiatives have minimised the impact to date:

- Council continues to redirect resources to support our critical services in areas of need including Aged care and Home Support, Maternal Child Health and public health and safety.
- Council has been working with the Victorian Government through the *Working for Victoria initiative* to help our community and contribute to the City's ability to respond to the coronavirus (COVID-19) pandemic. As Manningham has a high retail and local business sector, a loss or impact to 45% of local employment was anticipated across the City. As a result 41 fully funded temporary positions have been created to assist with a range of priority tasks including public area cleaning, community engagement and research, bushland maintenance, information technology support for Seniors and community resilience.
- Officers have continued to proactively seek and plan innovative and efficient ways to deliver services and activities to continue to meet community needs as it is safe and reasonable to do so.

### Council Plan 2017-2021

Our Council Plan has five themes: Healthy Community, Liveable Places and Spaces, Resilient Environment, Prosperous and Vibrant Economy and Well Governed Council. Goals for each theme were developed in consultation with the community and partners, Councillors and staff. We progress these goals through actions and Major Initiatives each year. Major Initiatives are significant pieces of work to deliver on the 2017-2021 Council Plan. For 2019/20 there are 13 Major Initiatives to progress the 2017-21 Council Plan goals. 11 of Major Initiatives are either on track of ahead of schedule. Two initiatives remain behind schedule: 'Grow the visitor economy, destinations and events' as local tourism has been significantly impacted by the coronavirus social distancing protocol and 'Local planning is responsive to need and planning laws' has one out of three components deferred being the Municipal Development Contributions Plan, which is now scheduled for completion in 2021, after the Community Infrastructure Plan. Progress on all the Major Initiatives is detailed in the following pages.

Full details of previous years progress can be found in our Manningham Annual Report at [www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)

# 4. Major Initiatives

**Progress Key**  
█ Actual  
█ Target

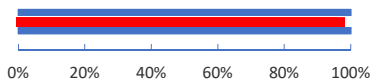
## HEALTHY COMMUNITY

### 1.1 A healthy, resilient and safe community

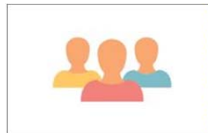
### 1.2 A connected and inclusive community



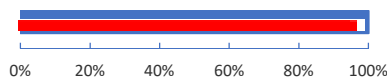
Healthy City Strategy  
2017-2021



Delivery of Action Plan continues with funds secured from through ACMS for new program for seniors called a Moving For Life and support of social inclusion and gender equity with Our Watch training delivered to over 100 Council staff.



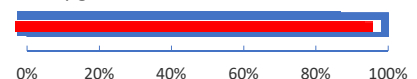
Promote a connected and inclusive community



More inclusive practice progressed with Council's approval to establish a dedicated Disability Advisory Committee and the accessibility upgrade of Council's Customer Service area. The Community Connectedness Working Group delivered two events with over 160 participants. An Intergenerational project saw more than 150 pictures received from childcare and early years centres.



Deliver female friendly facility upgrades in selected Pavilions



All scheduled female friendly facility upgrades are now complete, with new facilities at Bulleen Park, Koonung Park and Timber Ridge.

## LIVEABLE PLACES AND SPACES

### 2.1 Inviting places and spaces

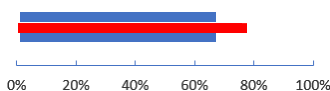
### 2.2 Enhanced parks, open space and streetscapes

### 2.3 Well connected, safe and accessible travel

### 2.4 Well utilised and maintained community infrastructure



Local planning is responsive to need and planning laws

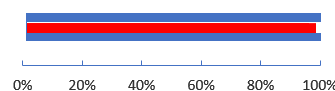


Complete 4 Panel Planning Scheme Review (2018) recommendations:

1. Doncaster Hill Strategy review (drafting following community consultation)
2. Translation of Local Planning Policy Framework (peer review completed and finalising a draft for new Council)
3. Municipal Developer Contributions Plan (deferred until 2021 This will allow for the Plan to be informed by the Community Infrastructure Needs Analysis and Plan which is currently in progress)
4. Bush Fire Planning (continues to be undertaken).



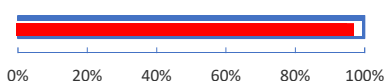
Parks Improvement Program



A draft Ruffey Lake Park Landscape Masterplan is scheduled for endorsement to consult in Q1 (2020/21). A draft alignment for the extension of the Main Yarra Trail to Warrandyte has been identified and initial consultation held with local residents. Delivery of Lawford Reserve Management Plan is nearing completion with construction on the public toilets. The contract has been awarded for the modular change rooms in the Pettys Reserve Pavilion. Finalising architectural plans for an in-situ build of the social rooms and the contract award for the synthetic pitches and floodlights.



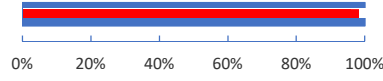
Roads Improvement Program



Road safety projects completed include King/Church Rd, Doncaster pedestrian refuge; Colman Road, Wonga Park and McLachlan St, Templestowe. Oban Rd, Donvale works are complete, preventing this section being blocked by floodwaters. Works on a stage of Jumping Creek Road is 80% complete, with detailed design and investigation work for drainage and pavement.



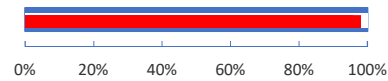
Integrated Transport



In implementing the Bus Action Plan, Council continues advocacy for a new bus service along Templestowe Road to connect to the Heidelberg Train station and LaTrobe Employment cluster.



North East Link Planning



In February, Council commenced legal proceedings following a lack of clarity around reference designs and the impact of North East Link on the City. After significant advocacy and discussion, Council has now reached an agreement with the Victorian Government and the North East Link Project that negates the legal action by allowing Council greater input into the process and designs in pursuit of minimising impact on the Manningham community and municipality.

# Major Initiatives cont.

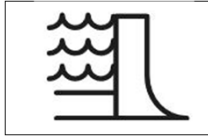
## Progress Key



## RESILIENT ENVIRONMENT

### 3.1 Protect and enhance our environment and biodiversity

### 3.2 Reduce our environmental impact and adapt to climate change



Council Drainage protects habitable floor levels and community safety



0% 20% 40% 60% 80% 100%

Draft strategy prepared with further work will be undertaken to finalise in the new financial year.



Environmental education and awareness



0% 20% 40% 60% 80% 100%

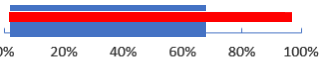
Environmental education and awareness planning continues via alternative means where possible due to Covid-19 impacts. Lead to Sustain event is scheduled for October. As it is unlikely to be delivered on site this year officers are working on alternative ways to deliver to the community safely.

## VIBRANT AND PROSPEROUS ECONOMY

### 4.1 Grow our local business, tourism and economy



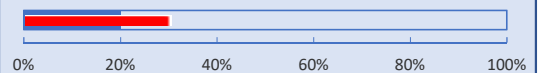
Grow the visitor economy, destinations and events



0% 20% 40% 60% 80% 100%

Council is working closely with Yarra Ranges Tourism to provide advice and support to Tourism businesses during COVID 19. It is expected that there will be a medium term negative effect on tourism due to the pandemic and further work on this initiative is likely to be delayed.

#### Key: Monitoring Progress



Target

Actual

\*Target is usually 25% cumulative across the project timeframe  
In the example above, the project is 20% complete with a target of 35%

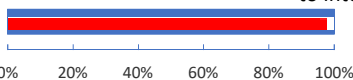
## WELL GOVERNED COUNCIL

### 5.1 A financially sustainable Council that manages resources effectively and efficiently

### 5.2 A Council that values citizens in all that we do



Making it easier for citizens to interact with us

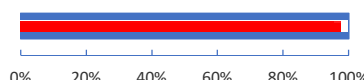


0% 20% 40% 60% 80% 100%

A new Complaints Policy will be implemented with the new Customer Relationship Management system to improve our customer's experience. A pulse survey sent to 2000 recent customers will drive continuous improvement initiatives to make it easier for our customers to interact with us.



Long Term Sustainability



0% 20% 40% 60% 80% 100%

The 10 year long term financial plan has been updated as part of the development of the 2020/21 Budget (and Strategic Resource Plan). The Plan incorporates key principles including maintain long term financial sustainability and strategies to address the rate cap and other financial challenges. The Plan will be adopted in July following a short time extension granted by the State Government to allow Councils to incorporate changes resulting from Covid-19.

# 5. Councillor Expenses

An allocation of \$12,770 for each Councillor and \$15,375 for the Mayor is budgeted each financial year to reimburse Councillors for expenses incurred while carrying out their official roles.

Significant demands are placed on Councillors in carrying out their civic and statutory roles attending community meetings and events, capacity building and advocacy meetings in pursuit of the best outcomes for the municipality. The Mayor has a slightly higher allowance as they are required to carry out additional civic and ceremonial duties.

The Councillor Allowance and Support Policy guides the reimbursement of Councillor expenses. This budget is all inclusive and covers conferences and training, travel, child minding and information and communications technology expenses. As part of Council's commitment to remaining accountable and transparent, these expenses will be presented to the community each quarter.

Categories include: Travel (including accommodation, cab charges), Car Mileage, Childcare, Information and Communication Technology, Conferences and Training (including professional development, workshops), General Office Expenses (including meeting incidentals), Formal

## Quarter 4, April - June 2020

Councillor	Travel	Car Mileage	Childcare	Information Communication Technology	Conferences & Training	General Office Expenses	Formal Attendances	Other	Total Qtr	Year to Date	Allowance (Financial Year)
Cr A Chen	\$132	\$105	\$0	\$0	\$0	\$0	\$35	\$0	\$272	\$2,109	\$12,770
Cr A Conlon	\$0	\$572	\$0	\$370	\$0	\$0	\$0	\$27	\$969	\$2,908	\$12,770
Cr S Galbally	\$269	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$269	\$2,023	\$12,770
Cr G Gough	\$0	\$535	\$0	\$1,395	\$0	\$0	\$0	\$148	\$2,079	\$3,595	\$12,770
Cr D Haynes	\$95	\$555	\$0	\$370	\$0	\$0	\$376	\$467	\$1,862	\$6,928	\$12,770
Cr M Kleinert	\$45	\$0	\$0	\$287	\$0	\$90	\$35	\$0	\$458	\$2,962	\$12,770
Cr P McLeish (Mayor)	\$0	\$0	\$0	\$102	\$0	\$0	\$0	\$0	\$102	\$1,879	\$14,505
Cr P Piccinini	\$0	\$278	\$0	\$178	\$0	\$0	\$91	\$0	\$547	\$2,598	\$13,640
Cr M Zafiroopoulos (Deputy Mayor)	\$428	\$119	\$0	\$364	\$218	\$0	\$0	\$367	\$1,495	\$3,746	\$12,770

### Notes for the Quarter

■ A pro rata adjustment to allowances of Cr McLeish and Cr Piccinini reflects the change in Mayor from Cr Piccinini to Cr McLeish on 7 November 2019.

## 6. CEO Expenses

The Chief Executive Officer incurs various expenditure while carrying out duties relating to the CEO role.

Expense categories related specifically to the CEO role are travel, conferences and training, miscellaneous. Gifts declared are also included in this report although not an expense to Council. The CEO is required to be transparent in the use of Council resources as per the Employee Code of Conduct.

### Quarter 4, April - June 2020

Chief Executive	Travel	Food & Beverage	Conferences & Training	Gifts declared	Miscellaneous	Total Expenses Qtr	Year to Date
Andrew Day	\$23					\$23	\$633

#### Notes:

All costs are GST exclusive

#### Expense categories

##### Travel

This category covers costs associated with assisting the CEO in meeting transport costs incurred whilst attending meetings, functions and conferences. This includes taxi services, uber services, car parking fees, airfares, accommodation costs etc.

##### Food and Beverage

This category covers costs associated with food or beverages that directly relate to the CEO role within a professional context.

##### Conferences and Training

This category covers registration fees associated with attendance by the CEO at conferences, functions, seminars and one-off or short-term training courses. Meetings such as these are normally held by local government related organisations, professional bodies and institutions, educational institutions and private sector providers on areas and events which support the role of the CEO or impact on the City in general.

##### Gifts Declared\*

This category relates to any gifts that exceed the token gift threshold (\$50.00) that the CEO is required to declare as per the Token Gift Policy. This category is not added to the total expenses as it is a declaration not a cost to Council.

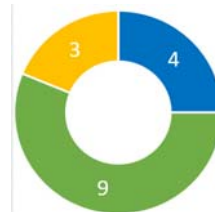
##### Miscellaneous

This category relates to any other costs associated with the CEO role not covered by the categories above.

# 7. CEO Key Performance Indicators

All deliverables are to be completed by 30 September 2020, unless otherwise stated

● Complete   
 ● On Track   
 ● Monitor   
 ● Off Track



S

Area	Priority Deliverables	Status
Strategic Leadership and Advocacy	1) A long term vision for Manningham (Community Vision 2040, Liveable City Strategy 2040 including Doncaster Hill)	●
	2) Progression of a long term Community Infrastructure Plan	●
	3) Implement an Advocacy Plan to support the long term vision	●
	4) Extent to which Manningham Council's vision for North East Link is effectively represented	●
Delivery of Council Plan	5) 90% of Council Plan initiatives delivered	●
Delivery of Capital Works Program	6) 90% completion of capital works program ( <i>see front page for details</i> )	●
Service Delivery	7) A service review program is developed to create a suite of services that is fit for purpose and delivers value to our community	●
	8) Progression of Council's property investment portfolio	●
	9) Annual Environmental report and delivery of a report on Council's fleet usage and opportunities	●
Drive Innovation	10) Support for Learning Innovation and Technology Committee to develop a futures paper.	●
	11) Continued progression of online services and major IT enhancements-MS Dynamics Customer Relationship Management system progressed	●
	12) Long term investment plan for IT/Transformation	●
Drive Accountability	13) Business planning, budgetary capital works and performance planning cycles are reviewed and in place	●
Values Driven Organisation	14) 'Public value' proposition is developed and integrated into decision making	●
	15) The Citizen Connect program is progressed to make it easier for our citizens to interact with us	●
	16) Newly formed internal Diversity Working Group is supported, with the development of an action plan and a focus on gender equity, age, CALD, LGBTIQ, and disability.	●