



MANNINGHAM

COUNCIL MEETING

MINUTES

Date:	Tuesday, 25 October 2022
Time:	7:00pm
Location:	Council Chamber, Civic Centre 699 Doncaster Road, Doncaster

INDEX

1	OPENING PRAYER AND STATEMENTS OF ACKNOWLEDGEMENT	2
2	APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE	2
3	PRIOR NOTIFICATION OF CONFLICT OF INTEREST	2
4	CONFIRMATION OF MINUTES	3
5	PRESENTATIONS.....	3
5.1	Yarra Strategic Plan	3
5.2	Staff Service Awards	4
5.3	Councillor Service Awards.....	4
6	PETITIONS	5
6.1	Macedon Square Traders.....	5
6.2	Women's Friendship Group Inc.	5
7	PUBLIC QUESTION TIME	5
7.1	M Downie, Donvale.	5
7.2	H Jurcevic OAM, Templestowe Heights	6
8	ADMISSION OF URGENT BUSINESS	7
9	PLANNING PERMIT APPLICATIONS	7
10	CITY PLANNING & COMMUNITY	8
10.1	Manningham Reconciliation Action Plan 2023-25.....	8
10.2	Kevin Heinze Grow Community Gardens 39-41 Wetherby Road, Doncaster - Seeking Council approval of Development Plan	39
11	CITY SERVICES.....	85
11.1	Asset Management Annual Report.....	85
12	EXPERIENCE AND CAPABILITY.....	116
12.1	Annual Report 2021/22.....	116
12.2	Manningham Quarterly Report, Quarter 4 (April - June), 2022	409
13	CHIEF EXECUTIVE OFFICER	433
13.1	Council Meeting Schedule for 2023.....	433
13.2	Informal Meetings of Councillors	435
13.3	Documents for Sealing	446
14	URGENT BUSINESS.....	447
15	COUNCILLOR REPORTS AND QUESTION TIME.....	447
15.1	Councillor Reports.....	447
16	CONFIDENTIAL REPORTS	449
16.1	CEO Performance and Remuneration Review 2021/22.....	449
16.2	Strategic Property Portfolio - Property Investment Project	449
16.3	Potential Property Acquisition.....	449

**MANNINGHAM CITY COUNCIL
MINUTES OF THE COUNCIL MEETING
HELD ON 25 OCTOBER 2022 AT 7:00PM
IN COUNCIL CHAMBER, CIVIC CENTRE
699 DONCASTER ROAD, DONCASTER**

The meeting commenced at 7.00pm.

PRESENT: Councillor Michelle Kleinert (Mayor)
Councillor Deirdre Diamante (Deputy Mayor)
Councillor Anna Chen
Councillor Andrew Conlon
Councillor Geoff Gough
Councillor Carli Lange
Councillor Tomas Lightbody
Councillor Laura Mayne
Councillor Stephen Mayne

OFFICERS PRESENT: Chief Executive Officer, Mr Andrew Day
Acting Director City Services, Ms Helen Napier
Director Experience and Capability, Ms Kerryn Paterson
Acting Director City Planning and Community,
Ms Lee Robson
Chief Legal and Governance Officer, Mr Andrew McMaster
Chief Financial Officer, Mr Jon Gorst

**1 OPENING PRAYER AND STATEMENTS OF
ACKNOWLEDGEMENT**

The Mayor read the Opening Prayer & Statements of Acknowledgement.

2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

There were no apologies or requests for leave of absence.

3 PRIOR NOTIFICATION OF CONFLICT OF INTEREST

The Chairperson asked if there were any written disclosures of a conflict of interest submitted prior to the meeting and invited Councillors to disclose any conflict of interest in any item listed on the Council Agenda.

There were no disclosures made.

4 CONFIRMATION OF MINUTES

COUNCIL RESOLUTION

MOVED: CR CARLI LANGE
SECONDED: CR TOMAS LIGHTBODY

That the Minutes of the Council Meeting held on 27 September 2022 be confirmed.

CARRIED UNANIMOUSLY

5 PRESENTATIONS

5.1 Yarra Strategic Plan

The Mayor acknowledged her recent attendance at the Yarra Strategic Plan celebration event at Federation Square with the CEO, two Directors and a Council officer.

The Yarra Strategic Plan, which is also known as Burndap Birrarung burndap umarkoo, applies to the entire length of the Yarra River (242km) extending from Mount Baw Baw to the mouth of Port Phillip Bay.

The Plan is the first of its kind that connects planning law with land use and waterway management and sets out collaborative governance between Traditional Owners and government agencies responsible for managing the river.

Endorsed by the Wurundjeri Woi-Wurrung and Bunurong Corporations, five Ministers, eight Local Governments, including Manningham Council, and six committees of management along the river, all parties have committed to collaborate in decision-making, align investment and use statutory planning mechanisms to ensure the protection of the Yarra River and its parklands.

Each year, all responsible government authorities, including Manningham, will need to report on how its actions and functions within the Yarra River corridor align with the principles of the Plan. The Birrarung Council, established by the Victorian Government in 2018, will compile an annual report that will be provided to the Minister for Water and tabled in Parliament.

This year Manningham listed a range of projects that occurred in the Yarra River Corridor, including wonguim wilam, the extension of the Main Yarra Trail and the various pedestrian and cycling projects associated with the North East Link project.

5.2 Staff Service Awards

The Mayor acknowledged the following Council officers who had recently celebrated significant milestones in their years of service at Manningham.

20 years of service:

- Samantha Bradley, Environment team
- Neil Christie, Applications team
- Christine Crampton, Aged & Disability Services team
- Niki Georgaklis, City Compliance team
- Peter Redmile, Parks team

25 years of service:

- Liz Armstrong, Aged & Disability Services team
- Suzanne Farrell, Aged & Disability Services team
- Venise Francise, Aged & Disability Services team
- Christabel James, Aged & Disability Services team

40 years of service:

- Hugh Spratling, Parks team

The Mayor thanked all staff for their contribution, dedication and hard work during their time at Council and congratulated them on their outstanding efforts; which was greeted by a round of applause from all of the Councillors and the gallery members.

5.3 Councillor Service Awards

The Chief Executive Officer was pleased to advise that the Mayor, Councillor Michelle Kleinert and Councillor Geoff Gough recently received awards from the Municipal Association of Victoria recognising their longstanding service to Local Government and in particular to Manningham City Council.

At the MAV Annual dinner held on 13 October 2022, Cr Gough received an award to acknowledge 25 years of service. Cr Gough joined Council in 1997 and has served as Mayor four times in 2002/03, 2007/08, 2010/11 and 2011/12. Cr Gough is the Councillor for the Bolin Ward and shows his commitment for prioritising community support, transparency in decisions and sound financial management and accountability to our community.

Cr Kleinert was also acknowledged at this event receiving an award to acknowledge 10 years of service to local government. Cr Kleinert joined Manningham as a Councillor in 2012 and has served two years as Mayor in 2016/17 and 2021/22. Councillor Kleinert is the Councillor for our Westerfolds Ward and works tirelessly to promote community spirit and connectedness, while also championing youth mental health outreach in Manningham and the importance of having female representatives in local government.

On behalf of the Manningham Council and the community the Chief Executive Officer congratulated Councillor Gough and Councillor Kleinert for their dedication and service; which was greeted by a round of applause from Councillors and the gallery members.

6 PETITIONS

6.1 Macedon Square Traders

COUNCIL RESOLUTION

MOVED: CR STEPHEN MAYNE
SECONDED: CR ANNA CHEN

That the Petition with 34 signatories objecting to Council's plan to narrow the roads in Macedon Square and install open space be received and referred through to the appropriate officer for consideration.

CARRIED UNANIMOUSLY

6.2 Women's Friendship Group Inc.

COUNCIL RESOLUTION

MOVED: CR ANDREW CONLON
SECONDED: CR CARLI LANGE

That the Petition with 183 signatories requesting Council to waive all fees and charges for the Women's Friendship Group's use of the Manningham community bus to transport its members reducing isolation and loneliness be received and referred through to appropriate officer for consideration.

CARRIED UNANIMOUSLY

7 PUBLIC QUESTION TIME

7.1 M Downie, Donvale.

- Q.1 When will Council start working with the Andrews and Albanese government and its members rather than against them?

Andrew Day, Chief Executive Officer thanked Mrs Downie for her question and responded that Council is committed to work in the best interests of our community with whoever forms government at state and federal levels.

In recent years Council has enjoyed a robust but productive working relationship with both levels of government resulting in the delivery of significant infrastructure projects in Manningham.

Manningham will continue to work closely with whoever forms government in the best interests of the community, raising issues as they become apparent.

- Q.2 Why wasn't more attention given to the type of cladding during design? Who is paying for the replacement?

Andrew Day, Chief Executive Officer thanked Mrs Downie for her question and responded that unfortunately like hundreds of buildings across the state Mc2 has been caught up in the flammable cladding issue. The overall risk profile is not at a high enough level where it will be covered by the compensation managed by Cladding Safety Victoria. When constructed 10 years ago the flammable cladding issue was not clearly identified and despite looking at all recourses there is no option to recover costs without exposing Council to the potential of further expense. Council is now in a position where they have endorsed funding this financial year and next financial year to be able to remove and replace the cladding.

7.2 H Jurcevic OAM, Templestowe Heights

- Q1. Why did the Council only issue a grant for 12 months for transporting the Women's Friendship Group senior women for their meetings but historically transported the Greek and Italian seniors to their meetings for a number of years?

Ms Lee Robson, Acting Director City Planning and Community thanked Ms Jurcevic for her question and responded that while the Women's Friendship Group's (WFG) grant for transport was for a period of 1 year from 2014/2015, the group now receives a Community Partnership grant of \$8000 per year for the next four years. It was noted in the application for funding by the WFG that transport was one of the purposes for which this grant could be used.

It has been acknowledged in previous questions to Council that the arrangements for transporting seniors from the Italian and Greek Seniors were historical, relating to an agreement regarding the relocation of facilities. Members of the Greek and Italian clubs that used the transport service paid a fee that was equal to what other users of the transport service pay.

Ms Robson noted that in 2020 all transport services ceased due to Covid. In 2022 Council commenced a Supported Transport Trial to provide transport for individuals to access places of interest for shopping and social purposes. The historical arrangements for the Italian and Greek seniors ceased and all seniors clubs were offered a transport service. This was part of the Community Transport Trial that has been in place for this year.

Throughout the trial members of seven of the nine seniors groups regularly used the service to attend weekly club activities

The WFG were informed but were one of the two groups who declined the offer, and preferred to request Council's supported transport when they were unable to access their regular transport service for individual members.

Q2: How is Council addressing the issue of isolation and loneliness with seniors who struggle to warm their homes, pay their bills and put nutritional food on the table, experiencing financial hardship in paying \$20.10 per month, out of a pension, to come to do charitable work?

Ms Lee Robson, Acting Director City Planning and Community again thanked Ms Jurcevic for her question and responded that all users that access these services, including Supported Transport, pay a small fee for all services that they use. At the time of the initial assessment or onboarding process, Council does identify those clients who are experiencing financial hardship.

The team then has capacity to negotiate an agreed reduced fee for service for a period of time with the client which allows them to continue to participate in social activities to reduce isolation and receive services that assist them to remain living better in their own home.

In Manningham there are a number of services and organisations that are able to assist with people who are experiencing financial hardship. These include, Doncare, Carenet MC, LinC Manningham, Living and Learning @Ajani and the Salvation Army.

Ms Robson also noted that the Women's Friendship Group has had an ongoing arrangement with Access Health and Community Volunteer transport service, providing services three times per month for members to attend the monthly luncheon, exercise group and craft group activities.

Women's Friendship group has requested Council assistance for transport, (at short notice) from Council's Supported Transport Service on four occasions when Access Health had issues with their fleet and were unable to provide transport. Council was able to provide a service at short notice on three of the four occasions for 3 or 4 members of the group.

With regards to the fee of \$6.70 per service, it was requested by Ms Jurcevic that the invoices for transport services were sent directly to her for payment. Given that Council provides an annual payment of \$8000 to the WFG, we trust that these funds will be used to benefit the members where there is greatest need.

8 ADMISSION OF URGENT BUSINESS

There were no items of urgent business.

9 PLANNING PERMIT APPLICATIONS

There were no planning permit applications.

10 CITY PLANNING & COMMUNITY

10.1 Manningham Reconciliation Action Plan 2023-25

File Number:	IN22/644
Responsible Director:	Acting Director City Planning and Community
Attachments:	1 Draft Manningham RAP (attachment 1) ↓ 2 Community Responses to draft Manningham RAP (attachment 2) ↓

EXECUTIVE SUMMARY

The purpose of this report is to inform Council about the finalisation of the Manningham Reconciliation Action Plan 2023-25 (RAP).

Following the June 2022 Council meeting, the draft Manningham RAP (attachment 1) was made available for community engagement. This engagement has now closed, with no changes required to the RAP. A summary of submissions is shown at Attachment 2.

As the RAP is now finalised, it will be submitted to Reconciliation Australia, who will ratify the final content and the RAP will then come to Council in early 2023 for final endorsement.

COUNCIL RESOLUTION

MOVED: CR DEIRDRE DIAMANTE
SECONDED: CR LAURA MAYNE

That Council:

- A. Notes the community engagement on draft Manningham Reconciliation Action Plan (RAP) is complete, with no material changes to the draft required following this process.**
- B. Provides authorisation for the Manningham RAP to be submitted to Reconciliation Australia for endorsement.**

CARRIED UNANIMOUSLY

2. BACKGROUND

- 2.1 In August 2020, Council engaged with Reconciliation Australia on the draft Manningham RAP. It was then further developed in consultation with Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation, and in collaboration with Manningham's Reconciliation Action Plan Working Group. The Working Group comprises community representatives, including Wurundjeri Woi-wurrung and other First Nations people and Council officers.
- 2.2 The draft Manningham RAP 2023-25 was endorsed by Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation in March 2022.

- 2.3 At the meeting of Council on 28 June 2022, Council:
- A. Noted the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation had endorsed the draft Manningham RAP.
 - B. Approved the draft Manningham RAP for public exhibition.
 - C. Nominated Cr Diamante as the Councillor Representative to join the Manningham RAP Working Group.
- 2.4 The draft Manningham RAP was exhibited publicly for a four-week period. The community engagement process involved:
- Drop-in sessions at four Manningham Neighbourhood Houses
 - Online survey on Your Say Manningham website
 - Consultation with Council's Advisory Committees
 - Receipt of customer requests for information
- 2.5 At the conclusion of the community engagement process, the initial findings of the community consultation were tabled for discussion at the August RAP Working Group meeting.

3. DISCUSSION / ISSUE

- 3.1 Thirty-four individual residents participated in the drop-in sessions or online survey. The draft Manningham RAP was also tabled at the following Advisory Committee meetings; Health and Wellbeing, Gender Equality and LGBTIQ+, Disability, Multicultural Communities and Heritage Advisory Committee.
- 3.2 The responses broadly fell into the following categories:
- The need for public education;
 - Questioning the role of local government in reconciliation;
 - Connecting people, respect and equality; and a
 - Call for more partnerships
- 3.3 Most of the feedback related to delivery of actions (attachment 2). These items will be presented in a report to the RAP Working Group and combined with previously identified measurable targets which will be considered as part of the action delivery.
- 3.4 Officers shared the draft Manningham RAP with the Local Aboriginal Network and will continue to be guided by the RAP Working Group as to further community engagement including a targeted meeting with the Local Aboriginal Community and Community Controlled Organisations.
- 3.5 No material changes to the draft Manningham RAP have arisen out of the engagement process.
- 3.6 The draft Manningham RAP is now complete. The RAP will now be sent to Reconciliation Australia for endorsement of both the final content and design.

4. COUNCIL PLAN / STRATEGY

- 4.1 The **Council Plan** supports the establishment of the Manningham RAP.
- Theme: Healthy Community
Goal 2: Connected and inclusive community
Action 2.1.4: Recognise and promote Aboriginal cultural heritage and Connection to Country.

- 4.2 The RAP development and its implementation delivers on the **Health and Wellbeing Strategy** Action Area 'Healthy Community - Increased connection and engagement in community life' by respecting, supporting, and celebrating First Nations people, culture and heritage.

5. IMPACTS AND IMPLICATIONS

- 5.1 The actions listed within the draft Manningham RAP have implications for Council's reconciliation journey. The RAP actions have been identified through a process of consultation and negotiation, and each Council business unit is aware of their obligations as it relates to reconciliation.
- 5.2 Under the Victorian Human Rights Charter, Victorian councils are required to protect the distinct cultural rights of Aboriginal and Torres Strait Islander people in Victoria. Section 19(2) of the Charter states:
- Aboriginal people hold distinct cultural rights and must not be denied the right to enjoy their identity and culture;
 - maintain and use their language;
 - maintain their kinship ties; and
 - maintain their distinctive spiritual, material and economic relationship with the land and waters and other resources with which they have a connection under traditional laws and customs.
- 5.3 The Local Government Act 2020 refers directly to Traditional Owners of land in the municipal district of the Council as members of the municipal community. As mentioned in paragraph 1.10 above, the Victorian Aboriginal and Local Government Strategy provides a practical guide towards self-determination.

6. IMPLEMENTATION

- 6.1 Finance / Resource Implications
- 6.1.1 Year 1 actions focus on strengthening relationships and organisational practice and will include ongoing cultural consultations and Welcome to Country. The cost of cultural consultations and ceremonial attendances will be considered as part of ongoing operational budgets.
- 6.1.2 Year 1 and 2 actions and financial implications will be considered during the 2023-24 budget planning process.
- 6.1.3 With a focus on First Nations relations and to further support and enable a successful implementation of the RAP, additional resourcing will be required.
- 6.2 Communication and Engagement
- 6.2.1 The draft Manningham RAP has involved regular engagement with a range of internal and external stakeholders, including the RAP Working Group and cultural consultations with Wurundjeri Woi-wurrung Corporation continues.
- 6.2.2 A communication and engagement plan has been developed in consultation with the Wurundjeri Woi-wurrung Corporation to successfully engage with local First Nations people and organisations.

6.2.3 Council will continue to work with Reconciliation Australia to ensure content and design meet the requirements of a RAP.

6.3 Timelines

6.3.1 Following Council's approval, the Manningham RAP will be submitted to Reconciliation Australia for endorsement.

6.3.2 The final Manningham RAP 2023-25 will be presented to Council for adoption in early 2023.

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.



Innovate Reconciliation Action Plan 2023/25

April 2023 – April 2025



Contents

STATEMENT OF ACKNOWLEDGEMENT	1
ENDORSEMENT FROM RECONCILIATION AUSTRALIA	1
MAYOR'S MESSAGE	1
MESSAGE FROM WURUNDJERI WOI-WURRUNG CORPORATION.....	1
OUR VISION FOR RECONCILIATION.....	2
OUR BUSINESS/ OUR CITY	3
OUR RECONCILIATION ACTION PLAN.....	4
Reconciliation Action Plan Development	4
THE JOURNEY SO FAR.....	7
OUR COMMITMENT	9
POLICY CONTEXT	10
OUR ACTIONS.....	13
Relationship.....	13
Respect	15
Opportunities	17
Governance	19

1 Statement of Acknowledgement

Manningham Council acknowledges the Wurundjeri Woi-wurrung people as the Traditional Owners of the land and waterways that is now known as Manningham.

Council pays Respect to Elders both past, present and emerging, and values the ongoing contribution to enrich and appreciate the cultural heritage of Manningham.

Council acknowledges and respects Australia's First Peoples as Traditional Owners of lands and waterways across Country and encourages reconciliation between all.

2 Endorsement from Reconciliation Australia

Placeholder – Message from RA

3 Mayor's Message

Placeholder - Message from the Mayor

4 Message from Wurundjeri Woi-wurrung Corporation

As the Traditional Owners of the areas, the Wurundjeri Woi Wurrung people, we acknowledge that Manningham Council have consulted with us widely in producing this document and they have shown respect and understanding in regard to working with Traditional Owners and other First Nations peoples.

Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation are proud to be associated with like-minded people at Manningham Council who understand that we must accept and acknowledge the wrongs of the past, so we can all move forward together in the spirit of reconciliation.

Local governments are in a unique position, and they also have a responsibility to care for the Country and people within their municipality in order to form a real community that is inclusive and respectful for all, but particularly to those who are First People of the Country.

We are pleased to have involvement in Manningham Councils development of their Reconciliation Action Plan 2023-25.

Sincerely, Wurundjeri's consultation team Elders.

5 Our Vision for Reconciliation

Manningham's vision is for an inclusive and connected community, which proudly acknowledges the Wurundjeri Woi-wurrung people as the Traditional Owners of the land and waterways and is respectful of the Victorian First Nations communities¹. It is an informed community that celebrates and values the rich cultural heritages of First Nations peoples, their diversity, strengths and roles as knowledge holders, and their ongoing contributions to making Manningham what it is today.

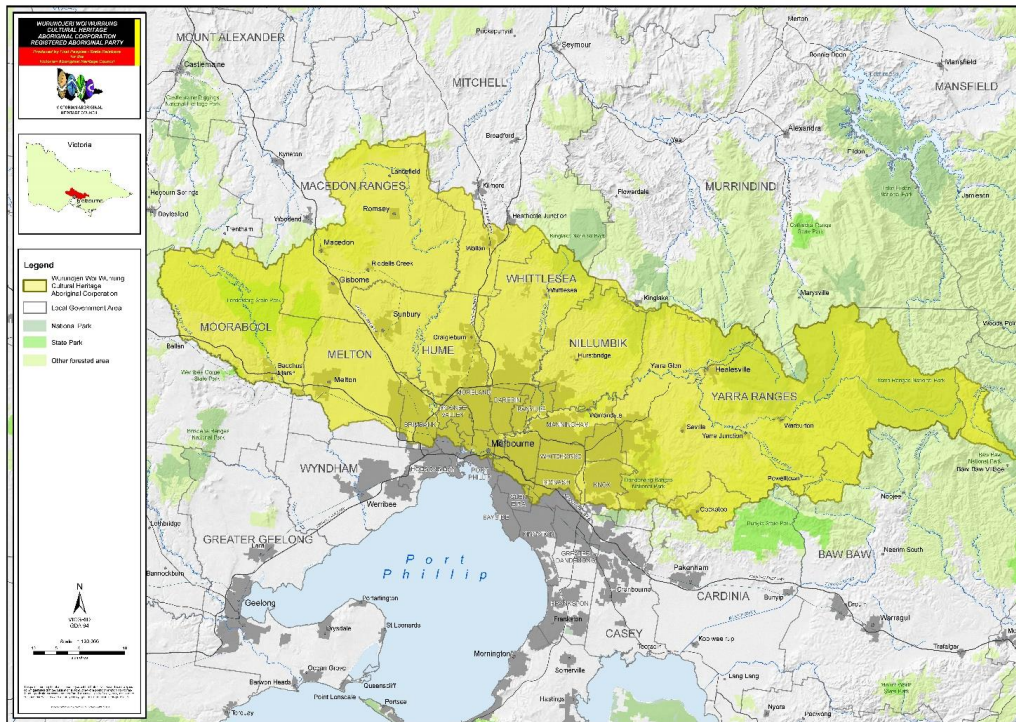
We will achieve our vision by embedding the aspirations and commitments contained within the Reconciliation Action Plan (RAP) throughout our core business and with all activities, programs, and services in collaboration with the Manningham community. Namely, by

- developing meaningful relationships and strengthening our connections between First Nations and the broader community;
- fostering respect and understanding;
- valuing and protecting cultural heritage; and,
- supporting self-determination in which Wurundjeri Woi-wurrung and First Nations cultures are visible, widely recognised and apparent across all public spaces and through civic engagement.

We will learn from the past, we will celebrate continuing cultures, and together we will build our shared future for reconciliation.

¹ First Nations is used rather than 'Aboriginal and Torres Strait Islander' and 'Indigenous' unless referring to the title of past policies. This was identified as preferred terminology by the Reconciliation Action Plan Working Group in July 2021. Wurundjeri Woi-wurrung is used when referring to the Traditional Owners of Manningham. It is noted that there are many cultural differences between and within First Nations communities and while terms are often used interchangeably, the most appropriate terminology will be the way in which the community and or individuals wish to describe themselves. These preferences change with time.

6 Our Business/ Our City



Source: [Victorian Aboriginal Heritage Council](https://www.vahc.org.au/)

Situated entirely within Wurundjeri Woi-wurrung homelands, Manningham Council is the Local Government authority of the Manningham municipality, and provides more than 100 services to residents, ratepayers, businesses and community groups across the City. Manningham is a diverse community with an estimated resident population of 125,827 (2021 Census).

Manningham Council currently employs 638 people in a full-time, part-time or casual capacity, across two offices in Doncaster and Doncaster East, Victoria, none of whom identify as belonging to First Nations.

Manningham is in Melbourne's eastern suburbs and stretches from Bulleen, about 12km from Melbourne's Central Business District (CBD) to Wonga Park, about 32km from the CBD, linking to the Yarra Valley – bringing a unique combination of both cosmopolitan city and country lifestyles together, over a total land area of 114 square kilometres, including substantial green open space.

The municipality is mostly defined by natural boundaries: the Yarra to the north and west, Koonung Creek to the south, including the suburbs of Bulleen, Doncaster, Doncaster East, Donvale, Nunawading (in part), Park Orchards, Ringwood North (in part), Templestowe, Templestowe Lower, Warrandyte, Warrandyte South and Wonga Park (in part).

6.1.1 First Nations communities

Manningham's First Nations community is diverse, with varied cultures, heritages, and histories. Based on the 2021 Census data, Manningham hosts a population of approximately 297 people who identify as Aboriginal and Torres Strait Islander peoples, representing 0.2% of the resident population. The median age of the First Nations population of Manningham is 24 years. Census data does not take into consideration those who may reside outside Manningham but have continuing cultural or community connections to the municipality.

7 Our Reconciliation Action Plan

Manningham Council recognises that local government has a key role to play in the achievement of reconciliation. This includes playing a leadership role in creating meaningful relationships; recognising and supporting Aboriginal and Torres Strait Islander self-determination and cultural rights²; building understanding of our shared history; celebrating, recognising and respecting Aboriginal and Torres Strait Islander cultural heritages; and providing our local community with an opportunity to take an active part in the process of reconciliation. Manningham Council also has a role in providing accessible services as well as an employer, procurer.

7.1.1 Reconciliation Action Plan Development

The development of the Reconciliation Action Plan has involved a collaborative process. In 2019 Manningham Council formed a Reconciliation Action Plan Working Group to guide the development and implementation of the Reconciliation Action Plan and established regular Cultural Consultations with Elders and staff of the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation (the Wurundjeri Woi-wurrung Corporation).

As the Registered Aboriginal Party for Manningham, the Wurundjeri Woi-wurrung Corporation plays a key role in decision making for and protection of cultural heritage and as such are recognised as the 'primary guardians, keepers and knowledge holders of Aboriginal Cultural heritage'.³ In particular the contribution and guidance from the Cultural Consultations team, Aunty Gail Smith, Aunty Julieanne Axford and Aunty Doreen Garvey-Wandin administrative staff is gratefully acknowledged.

The Reconciliation Action Plan Working Group membership comprised of First Nations community members, representatives from a range of agencies and Manningham Council officers. The Reconciliation Action Plan Working Group is chaired by Manningham Council's Director City Planning and Community and includes:

Dale Wandin, Wurundjeri Woi-wurrung - Community Member

Uncle John Baxter, Latji Latji/Narungga - Community Member

Karen Milward, Yorta Yorta - Community Member

Jenny Mitchell, Whitehorse Manningham Libraries

Alice Young, Gunai Kurnai /Yorta Yorta - Department of Education

Alicia Wheatley – Wiradjuri - Department of Family Fairness and Housing

The contribution of former members is also acknowledged; Jim Poulter (Reconciliation Manningham) Autumn Pierce (Women's Health East) and Kate Jeffery (Inner East Primary Care Partnership)

² The Charter of Human Rights and Responsibilities Act 2006

³ Aboriginal Heritage Act 2006 and the Aboriginal Heritage Regulations 2018

Each member of the Reconciliation Action Plan Working Group has brought with them their extensive experience, knowledge and skills to support Council's reconciliation efforts. While the accountability for actions rests with Council officers, the majority of actions require engagement and collaboration with external agencies for their successful delivery.

A number of lessons were learnt, and improvement opportunities were identified through the review of the 2015- 17 RAP. This included:

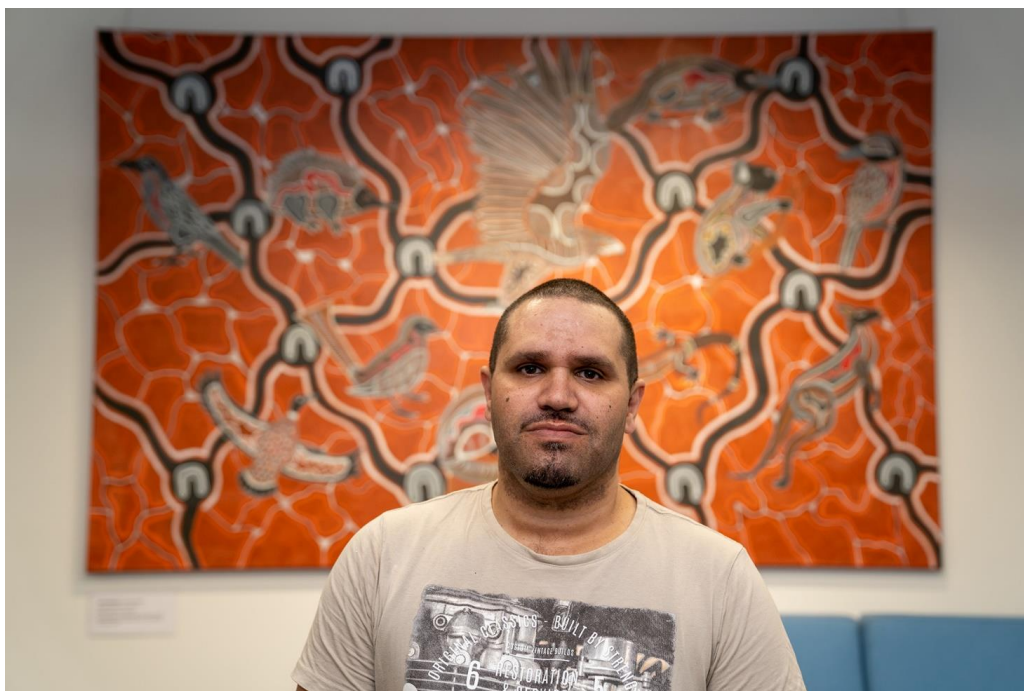
1. The establishment of a new Reconciliation Action Plan Working Group with greater representation from the Executive Management Team
2. Ensure the actions are realistic and achievable
3. Strengthen corporate ownership, commitment, accountability, and resources to reconciliation
4. Embed the Reconciliation Action Plan within Council's corporate reporting framework
5. Invest in relationship building and partnerships

Council has strengthened relationships with the Wurundjeri Woi-wurrung Corporation, Aboriginal and Torres Strait Islander community groups and residents. In addition, the establishment of the Reconciliation Action Plan Working Group and the inclusion of two members of the Executive Management Team demonstrates the increased ownership and commitment across Council.

The Reconciliation Action Plan is being championed by the Director City Planning and Community, as well as members of the Diversity and Inclusion Working Group which will bring greater prominence to Council's Reconciliation efforts. Importantly, Manningham Council recognised the principal role our partnerships play in driving reconciliation outcomes and endeavours to work constructively with key stakeholders going forward.

7.1.2 Case Study - Annual Art Exhibition and programing

Manningham Art Gallery's National Reconciliation Week exhibition has been a key part of its annual program for over a decade and has hosted a number of significant and emerging contemporary First Nations artists in that time. In recent years, exhibiting artists including Adam Ridgeway and Hayley Millar-Baker, the Manningham-based Young family (Richard, Judith, Robert and Lyn-AI) and emerging artists Maddi Moser and Troy Firebrace have extended the reach of the exhibition with a variety of successful engagement programs including artist talks, art workshops with local school students, the development of an education kit and a film screening and panel discussion that was praised by many in attendance. Ash Firebrace's 2021 exhibition, included the commissioning of a new artwork permanently displayed in Manningham's Civic Building foyer and paved the way for further creative collaborations. In 2022 and 2023, consecutive exhibitions *Serving Country* and upcoming *Unfinished Business* exhibitions by photographer Belinda Mason, further enshrine the gallery as a space for exploring cultural attitudes, ideas and representation through the arts. These programs have depended upon the deep commitment and positive engagement of these artists, along with members of the RAP working group and community, as well as the gallery and partners like Whitehorse Manningham Libraries and Aboriginal Victoria providing open and safe spaces to present culturally relevant art and discuss complex and sometimes difficult social issues. Council continues its commitment to delivering a diverse program and provide the opportunity for First Nations community members to share stories, arts and culture with Manningham and the broader community.



Ash Firebrace and his piece *Coming Together*.

8 The Journey so far

Manningham recognises the role of key partners, organisations and individuals and their contributions to Manningham Council's Reconciliation Journey.

- 1997 A *Statement of Commitment to Indigenous People* was developed with the Eastern Region Councils and adopted by Manningham Council. It was an affirmation of respect and recognition for the Wurundjeri Woi-wurrung people as the Traditional Custodians of Manningham.
- 1999 The first *Indigenous People's Policy* was developed, which provided a basic set of principles for Manningham Council to activate the journey of reconciliation, including the protocol of flying the Aboriginal flag on key dates, and the introduction of a Statement of Acknowledgement, to be read prior to key Council meetings.
- 2006 The second *Indigenous Peoples Policy* was developed which introduced a commitment to delivering a program of community activities during National Reconciliation Week, based on local partnerships.
- 2008 A more formalised *Indigenous Policy and Action Plan (2009 – 2012)* was developed, which saw the introduction of clear and measurable actions to support reconciliation. This guided the development of strong partnerships with Wurundjeri Woi-wurrung Elders and local community in developing an extensive suite of programs and projects during National Reconciliation Week (NRW). This year also saw the Aboriginal Flag being permanently flown at the Manningham Council Municipal Offices.
- 2011 Manningham Council was awarded the National Local Government Award for Reconciliation, which recognised Council's program as outstanding in terms of its' community and Aboriginal and Torres Strait Islander partnerships, and diverse array of cultural, heritage, arts and education experiences for our community.
- 2012 Council developed our first nationally endorsed Manningham Reconciliation Action Plan (2012 – 2014), an extensive and diverse set of actions that put Manningham at the forefront of Reconciliation programming within the Eastern metropolitan region. Most of these actions were achieved, with a number of actions that continue to roll over into the new Reconciliation Action Plan.
- 2013 Manningham Council received Federal funding for the "Wurundjeri Stories" Interpretive Signage trail project at Pound Bend, supporting Manningham Council's vision to signpost and culturally develop known Aboriginal Heritage Sites of Significance in Manningham in partnership with the Wurundjeri Tribe Council. The trail has been developed to provide a framework for schools to access local cultural heritage and progress their reconciliation objectives within a local setting. Resources have been developed to support school access to this program.

- 2015 Review of the *Manningham Reconciliation Action Plan (2012-2014)* sees the introduction of the *Manningham Reconciliation Action Plan (2015 – 2017)* using the Reconciliation Australia framework, which is designed to address reconciliation through three core pillars being Relationships, Respect and Opportunities.
- 2019 Review of the *Reconciliation Action Plan (2015-2017)* found that while a number of actions were undertaken, the completion of the actions diminished over time following a major restructure of the organisation. Manningham Council has identified the need to strengthen the approach to reconciliation outcomes and has established the Reconciliation Action Plan Working Group to guide and support this work.
- 2021 The *Acknowledgment of Country* was revised and included in all external council meetings and events. The Vision for Reconciliation is included in Council Plan, providing organisational commitment. Reconciliation Action Plan Working Group contribution to the placemaking framework resulting in changes to Manningham signage to include “Wurundjeri Woi-wurrung Country”.
- 2022 Manningham Council worked closely with Wurundjeri Woi-wurung Elders in the naming of wonguim wilam, Warrandyte. This work was nominated by Geographic Names Victoria to receive the inaugural award for Excellence in Place naming. The award recognised the process Council took to engage the community and respect for Traditional Owner language.

The activities of the Reconciliation Action Plan Working Group were a significant contributing factor into Manningham Council's accreditation as a ‘Welcoming City’

9 Our Commitment

Manningham acknowledges the Wurundjeri Woi-wurrung people as the Traditional Custodians of the land and waterways in our city and recognises and respects their unique rights, obligations to and deep connection to Country. Manningham Council recognises the unique status of Aboriginal and Torres Strait Islander peoples as Australia's First peoples, and the world's oldest living cultures.

Manningham Council recognises the profound impact of colonisation and the dislocation from traditional lands on First Nations, as well as the injustices influenced by government policies and practices, including the forced removal of children from their families, a trauma still being felt today. Manningham acknowledges the strength and resilience of First Nations communities.

Manningham Council respects the rights of all First Nations peoples to exercise cultural rights and we acknowledge our role in supporting self-determination and empowering the community to share their stories. Manningham Council understands the importance of working with Wurundjeri Woi-wurrung Corporation and local communities and organisations and is committed to building meaningful relationships.

Manningham Council recognises that the land we now call Manningham is a cultural landscape, nurtured by the Wurundjeri Woi-wurrung people, with many sites of significance being the combination of the tangible elements (e.g., artefacts, scarred trees, middens) and intangible elements of cultural practices (e.g., stories and traditional land management). There is a rich connection to Wurundjeri Woi-wurrung culture and heritage embedded within Manningham's history with a number of areas of great importance including the Birrarung (Yarra River), Bolin Bolin Billabong and surrounding billabongs, and Pound Bend, a central living and gathering place for the Wurundjeri Woi-wurrung people from time immemorial.

Council understands the important role we play in supporting the Wurundjeri Woi-wurrung people's rights to preserve archaeological sites and landscapes of cultural importance, located within Manningham and surrounds.

Manningham Council acknowledges and values the contributions made to our community by First Nations peoples. Manningham Council commits to fostering respect for and understanding of First Nations cultures, histories, knowledge and rights throughout our organisation and the municipality. This includes learning from our past, valuing cultural heritages and celebrating continuing cultures.

10 Policy Context

The Reconciliation Action Plan supports Manningham Council to deliver on its vision for a peaceful, safe and inclusive 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.

Manningham Council’s mission is “A financially sustainable Council that listens, consults, and acts with integrity, value and transparency.” Our strategic direction flows from our mission, vision, values, and five strategic themes:

1. Healthy community
2. Liveable places and spaces
3. Resilient environment
4. Vibrant and prosperous economy
5. Well governed council.

The following strategies and policies also have objectives that support the delivery of the Manningham Reconciliation Action Plan (2023 – 2025):

<p>LOCAL Local Government Act 2020 The updated Local Government Act refers directly to <i>Traditional Owners of land in the municipal district of the Council</i> as members of the <i>municipal community</i>.</p> <p>Manningham Council Key Strategic Documents: Manningham Council Generation 2030 Community Plan A 20-year community plan for Manningham, based on community aspirations, that drives Council policies and prioritisation of resources.</p>	<p>Manningham Council Plan 2021/25 Council’s major strategic document that outlines the goals of Council and guides the delivery of services over a four-year period.</p> <p>Manningham Health and Wellbeing Strategy 21/25 The Health & Wellbeing Strategy sits alongside the Council Plan to improve health and wellbeing, across themes of inclusive and harmonious; healthy and well; safe and resilient; and connected and vibrant.</p>	<p>Other relevant Council Strategies include:</p> <ul style="list-style-type: none"> • Active for Life Recreation Strategy • Ageing Well in Manningham Strategy • Dementia Friendly Action Plan • Early Years Plan • Economic Development Strategy • Engagement Policy • Environment Strategy • Liveable City Strategy • Manningham Planning Scheme, including the Municipal Strategic Statement and Cultural Heritage Policy • Open Space Strategy • 2010-2025 Affordable Housing Plan
---	--	---

<p>STATE Local Government Act 2020 (see above)</p> <p>Victorian Equal Opportunity Act 2010 (2) Protects the rights of all people to equal opportunities. Prohibits discrimination on the basis of age, disability, employment activity, gender identity, physical features, pregnancy, race, faith, sex, sexual orientation and other attributes.</p> <p>Charter of Human Rights and Responsibilities Act 2006 Defines the fundamental rights of all people in Victoria under law. The Charter particularly acknowledges the special importance of human rights for Aboriginal Victorians including the rights to:</p> <ul style="list-style-type: none"> • enjoy their identity and culture • maintain and use their language • maintain their kinship ties • maintain their distinctive spiritual, material and economic relationship with the land and waters and other resources with which they have a connection under traditional laws and customs <p>Public authorities have a legal obligation to properly consider Aboriginal cultural rights when they deliver services, engage with the public, make decisions, and develop new projects or policies</p>	<p>Advancing the Treaty Process with Aboriginal Victorians Act 2018 Australia’s first ever treaty law, which provides a road map to treaty or treaties in Victoria. The Act requires the future Aboriginal Representative Body and the State to establish foundations to support future treaty negotiations. This includes a treaty authority, treaty negotiation framework and a fund to support Aboriginal self-determination.</p> <p>Yarra River Protection (Wilip-gin Birrarung murron) Act 2017 'Wilip-gin Birrarung murron' means 'keep the Birrarung alive' in the Woi-wurrung language. The Act is bi-cultural in its intent. The first overarching legislation which outlines the protection of the Yarra River and adjacent corridor, recognising its significance as a single living and integrated natural entity, and the Traditional Owners' intrinsic custodianship of it. The Act established the Birrarung Council, guided the development of a long-term Community Vision, the development of the Yarra Strategic Plan and requires the development of a decision-making framework (DMF) against which individual projects and proposals may be assessed or evaluated.</p>	<p>Victorian Aboriginal Heritage Act 2006 and Aboriginal Heritage Regulations 2018 The Act ensures protection of Aboriginal cultural heritage in Victoria. The Regulations enforce the Act through a set of standards, defining 'high impact activity' and 'areas of cultural sensitivity', and requiring the development of cultural heritage management plans.</p> <p>Victorian Aboriginal Affairs Framework 2018-2023 The overarching whole-of-government framework for Victoria, representing bipartisan commitment to long-term generational change. Through foundations of self-determination, the VAAF provides oversight to a range of existing strategies in the areas of:</p> <ul style="list-style-type: none"> • Children, family & home • Learning & skills • Opportunity & prosperity • Health & wellbeing • Justice & safety • Culture & country <p>This includes policies such as <i>Korin Korin Balit-Djak: Aboriginal health, wellbeing and safety strategic plan 2017-2027</i>; <i>Balit Murrup: Aboriginal social and emotional wellbeing framework 2017-2027</i>; and <i>Marrung, Aboriginal Education Plan 2016-2026</i>.</p>
---	--	---

<p>Public Health and Wellbeing Act 2008 Designed to protect the health of Victoria’s population, promote conditions in which people can be healthy, and reduce inequalities in the state of public health and wellbeing.</p> <p>Environment Protection and Biodiversity Conservation Act 1999 The Environmental Protection and Biodiversity Conservation (EPBC) Act is a key piece of legislation on matters of national environmental significance. However, a review of the Act commenced in October 2019, with an Interim Report suggesting that the Act is currently ineffective. Terms of reference for the review include consideration of <i>Indigenous peoples’ knowledge and role in the management of the environment and heritage.</i></p>	<p>Victorian Aboriginal and Local Government Strategy 2021- 2026. This is a practical guide towards self-determination, designed to support local councils to include Aboriginal Victorians at the centre of their decision making, and foster mutual respect, trust, and goodwill.</p> <p>Water Act 1989 The Water Act (Vic) legislates the use of water resources, including use, conservation and management. It allows for the rights of Traditional Owners to access, take and use water in specified areas where an agreement is in place.</p>	<p>Victorian Local Aboriginal Networks Five Year Plan 2016-2020 Local Aboriginal Networks (LANs) provide a local level, community led voice for Aboriginal people, and a forum for connection. The Five-Year Plan is designed to ensure the success and sustainability of LANs. <i>Note: the LAN program is currently under review</i></p> <p>Water for Victoria Launched in 2016, Water for Victoria is a strategy to ensure the state’s water system is efficient and affordable into the future. It recognises the value of water for Traditional Owners and Aboriginal Victorians, and highlights consideration of Aboriginal values and traditional ecological knowledge.</p>
<p>FEDERAL Racial Discrimination Act 1975 Enshrines equity in law, by legislating that all people should be treated equally regardless of race, colour, descent or national or ethnic background.</p> <p>Closing the Gap First introduced in 2008, Closing the Gap addresses the gaps in health, life expectancy and other outcomes between Indigenous and non-Indigenous Australians, aiming to do so within a generation. The policy has recently been reviewed and resulting in the release of the first Commonwealth implementation plan in August 2021. The plan is designed to change commitments to meaningful actions and includes four priority Reforms and 17 socioeconomic targets. The Reforms are:</p> <ul style="list-style-type: none"> - Formal Partnerships and Shared Decision Making - Building the Community-Controlled Sector - Transforming Government Organisations - Shared Access to Data and Information at a Regional Level 		<p>INTERNATIONAL United Nations Declaration on the Rights of Indigenous People Adopted in 2007, the Declaration expands on universal human rights by applying them specifically to Indigenous peoples, through a framework of minimum standards for their survival, dignity and wellbeing.</p>

11 Our Actions

11.1.1 Relationships

Manningham Council is committed to developing and nurturing meaningful relationships built on respect between First Nations, Council and the wider community. Strengthening relationships and engagement will enable First Nations perspectives to be heard and increase responsiveness to community needs and aspirations.

Action	Deliverable	Timeline	Responsibility ⁴
1. Establish and maintain mutually beneficial relationships with Traditional Owners and Aboriginal and Torres Strait Islander stakeholders and organisations.	1.1 Meet with local First Nations stakeholders and organisations to develop guiding principles for future engagement.	June 2023	<i>Director Community Connections</i>
	1.2 Develop and implement an engagement plan to work with First Nations stakeholders and organisations	December 2023	<i>Manager Economic and Community Wellbeing</i>
	1.3 Develop a First Nations community profile for Manningham	December 2023	<i>Manager Economic and Community Wellbeing</i>
2. Build relationships through celebrating National Reconciliation Week (NRW).	2.1 Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	May, June 2023, May, June 2024	<i>Manager Economic and Community Wellbeing supported by Diversity and Inclusion Working Group</i>
	2.2 RAP Working Group members to participate in an external NRW event.	May, June 2023, May, June 2024	<i>Manager Economic and Community Wellbeing</i>

⁴ Please note deliverables sit with Unit Directors and Managers

			supported by Diversity and Inclusion Working Group
	2.3 Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	May, June 2023, May, June, 2024	<i>Manager Economic and Community Wellbeing</i> supported by Diversity and Inclusion Working Group
	2.4 Organise at least one NRW event each year that showcase First Nations Art and programing in partnership with key organisations.	May, June 2023, May, June, 2024	<i>Manager Economic and Community Wellbeing</i>
	2.5 Register all our NRW events on Reconciliation Australia's NRW website .	May, June 2023, May, June, 2024	<i>Manager Economic and Community Wellbeing</i> with support of <i>Manager Engaged Communities</i>
3. Promote reconciliation through our sphere of influence.	3.1 Implement strategies to engage our staff in reconciliation	May, June 2023 May, June 2024	<i>Manager Economic and Community Wellbeing</i> with support of <i>Manager Engaged Communities</i>
	3.2 Communicate our commitment to reconciliation publicly and encouraging community participation in council events etc.	June 2023, June 2024	<i>Manager Economic and Community Wellbeing</i> with support of <i>Manager Engaged Communities</i>
	3.4 Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes	October 2023, October 2024	<i>Manager Economic and Community Wellbeing</i>
	3.5 Collaborate with RAP endorsed and other like-minded organisations to develop ways to advance reconciliation.	December 2023, December 2024	<i>Manager Economic and Community Wellbeing</i>
4. Promote positive race relations through anti-	4.1 Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	December 2023	<i>Manager People Experience</i>
	4.2 Develop, implement, and communicate an anti-discrimination policy for our organisation.	June 2024	<i>Manager People Experience</i>

discrimination strategies.	4.3 Engage with First Nations staff and/or advisors to consult on our anti-discrimination policy.	December 2023	<i>Manager People Experience</i>
	4.4 Educate senior leaders on the effects of racism and the nature of institutional racism	June 2024	<i>Manager People Experience</i>

11.1.2 Respect

Manningham Council has a key role in fostering respect for and understanding of First Nations cultures, histories, knowledge and rights throughout our organisation and the municipality. This includes learning from our past, valuing and protecting First Nations cultural heritages and celebrating continuing cultures.

Action	Deliverable		Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	5.1 Conduct a review of cultural learning needs within our organisation.	June 2023	<i>Manager Economic and Community Wellbeing and Group Manager Engaged Communities</i>
	5.2 Consult local Traditional Owners and First Nations advisors on the development and implementation of a cultural learning strategy.	June 2023	<i>Manager Economic and Community Wellbeing and Group Manager Engaged Communities</i>
	5.3 Develop, implement and communicate a cultural learning strategy for our staff which considers how learning can be provided (online, face to face, workshops and cultural immersion)	December 2023	<i>Manager Economic and Community Wellbeing and Group Manager Engaged Communities</i>
	5.4 Provide opportunities for RAP Working Group members, HR managers, Councillors, CEO and Executive Management Team and other relevant staff to participate in formal and structured cultural learning.	September 2023	<i>Manager Economic and Community Wellbeing in partnership with Manager People Experience and Group Manager Governance and Risk</i>
	5.5 Explore opportunities for cultural immersion for Councillors in term of their appointment.	September 2023	<i>Chief Legal and Governance Officer</i>

6	Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	6.1 Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	July 2023	Manager Economic and Community Wellbeing with support of Manager Engaged Communities Wurundjeri Woi-wurrung Corporation
		6.2 Review existing Acknowledgement of Country to ensure it is current and relevant and in line with best practice.	December 2024	Manager Economic and Community Wellbeing with support of Manager Engaged Communities Wurundjeri Woi-wurrung Corporation
		6.3 Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	July 2023	Manager Economic and Community Wellbeing with support of Manager Engaged Communities Wurundjeri Woi-wurrung Corporation
		6.4 Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	December 2023, December 2024	Manager Economic and Community Wellbeing
		6.5 Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings.	December 2023 December 2024	Chief Legal and Governance Officer
7	Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	7.1 RAP Working Group to participate in an external NAIDOC Week event.	July 2023, July 2024	Director Connected Communities
		7.2 Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week.	July 2023	Director Connected Communities and Manager People Experience
		7.3 Promote and encourage participation in external NAIDOC events to all staff.	July 2023, July 2024	Director Connected Communities and Manager People Experience

8 Increase public understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights throughout the municipality	8.1 Environmental Education programs delivered by Council to include Wurundjeri Woi-wurrung educational aspects (including traditional land management, bush tucker and cultural activities).	October 2023, October 2024	<i>Manger City Amenity</i>
	8.2 Create a welcoming environment in <i>Council's offices</i> and other facilities for First Nations peoples by displaying culturally appropriate material.	December 2023 December 2024	<i>Director City Planning and Manager Economic and Community Wellbeing</i>
	8.3 Build awareness and support for First Nations cultures and histories in our Early Years centres and youth programs and through the promotion of culturally safe and inclusive settings for families and children.	October 2023 October 2024	<i>Director Connected Communities</i>
	8.4 Reviewing and update Council's signage and naming policies and processes to align with state policy and consider Wurundjeri Woi-wurrung aspirations.	December 2023 December 2024	<i>Manager Integrated Planning</i>
9 Explore opportunities to recognise and promote Aboriginal cultural heritage and Connection to Country.	9.1 Engage Wurundjeri Woi-wurrung Corporation early at appropriate stages of conception and design of key places and spaces (e.g. civic facilities, regional park lands, public art projects, interpretative signage).	via bimonthly meetings with the WWC	<i>Manager Integrated Planning and Manager Economic and Community Wellbeing</i>
	9.2 Continue to collaborate in key initiatives in land and water	via bimonthly meetings with the WWC	<i>Manager Integrated Planning and Director City Planning</i>
	9.3 Explore opportunities for cultural practice, spiritual healing and celebration of communities 'people and stories' and heritage	December 2023, December 2024	<i>Manager Economic and Community Wellbeing</i>

11.1.3 Opportunities

Increase and enhance opportunities for First Nations peoples through employment and supporting economic participation of First Nations owned Businesses



Action	Deliverable	Timeline	Responsibility
10 Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	10.1 Build understanding of current First Nations staffing to inform future employment and professional development opportunities.	December 2023 December 2024	<i>Manager People Experience</i>
	10.2 Engage with First Nations staff to consult on our recruitment, retention and professional development strategy.	October 2023	<i>Manager People Experience</i>
	10.3 Develop and implement a First Nations recruitment, retention and professional development strategy.	March 2024	<i>Manager People Experience</i>
	10.4 Advertise job vacancies to effectively reach First Nations stakeholders.	December 2023 December 2024	<i>Manager People Experience</i>
	10.5 Review HR and recruitment procedures and policies to remove barriers to First Nations participation in our workplace.	March 2024	<i>Manager People Experience</i>
	10.6 Increase the percentage of First Nations staff employed in our workforce.	December 2024	<i>Manager People Experience</i>
11 Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	11.1 Develop and implement a social procurement strategy.	December 2023	<i>Manager Procurement All Service Unit Managers</i>
	11.2 Investigate Supply Nation membership.	December 2023	<i>Manager Procurement</i>
	11.3 Develop and communicate opportunities for procurement of goods and services from First Nations businesses to staff.	March 2024	<i>Manager Procurement</i>
	11.4 Review and update procurement practices to remove barriers to procuring goods and services from First Nations businesses.	December 2023	<i>Manager Procurement</i>
	11.5 Develop commercial relationships with First Nations businesses.	December 2023 December 2024	<i>Manager Procurement</i>

11.1.4 Governance

Action	Deliverable		Responsibility
12 Establish and maintain an effective RAP Working group (RWG) to drive governance of the RAP.	12.1 Maintain First Nations representation on the RWG.	July 2023 July 2024	Director Connected Communities
	12.2 Establish and apply a Terms of Reference for the RWG.	July 2023	Director Connected Communities
	12.3 Meet at least four times per year to drive and monitor RAP implementation.	Quarterly meetings	Director Connected Communities
13 Provide appropriate support for effective implementation of RAP commitments.	13.1 Define resource needs for RAP implementation.	September 2023 September 2024	Director Connected Communities
	13.2 Pursue opportunities to embed RAP vision and aspirations in corporate or strategic documents, including the Council Plan.	December 2023 December 2024	Manager People Experience
	13.3 Pursue opportunities to embed RAP vision and aspirations in Council policies.	December 2023 December 2024	Chief Legal and Governance Officer
	13.4 Engage our senior leaders and other staff in the delivery of RAP commitments.	September 2023 September 2024	Director Connected Communities
	13.5 Define and maintain appropriate systems to track, measure and report on RAP commitments.	July 2023	Chief Legal and Governance Officer
	13.6 Appoint and maintain an internal RAP Champion from senior management.	July 2023	Director Connected Communities
14 Build accountability and transparency through reporting RAP	14.1 Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	September 2023 September 2024	Manager Economic and Community Wellbeing
	14.2 Report RAP progress to all staff and senior leaders quarterly.	Quarterly	Manager Economic and Community Wellbeing
	14.3 Publicly report our RAP achievements, challenges and learnings, annually.	November 2023 November 2024	Manager Engaged Communities



achievements, challenges, and learnings both internally and externally.	14.4 Investigate participating in Reconciliation Australia’s biennial Workplace RAP Barometer.	December 2023 December 2024	<i>Manager Economic and Community Wellbeing</i>
15 Continue our reconciliation journey by developing our next RAP.	15.1 Register via Reconciliation Australia’s website to begin developing our next RAP.	December 2024	<i>Manager Economic and Community Wellbeing</i>

For more information, please contact Catherine Simcox, Coordinator Social Planning and Community Strengthening, 9840 9297
 Catherine.Simcox@manningham.vic.gov.au



Manningham Council

9840 9333

manningham.vic.gov.au

manningham@manningham.vic.gov.au



Attachment 2: Community engagement on draft Reconciliation Action Plan (RAP)

The draft Manningham RAP was exhibited publicly for a four-week period during July 2022. The community engagement process involved:

- Drop-in sessions at the Neighbourhood Houses
- Have your say survey on the Council Website
- Consultation with Council's Advisory Committees
- Receipt of customer requests for information

Thirty-four individual residents participated in the drop-in sessions or online survey (refer **table 1,2 and 3**). Not all questions were answered by all participants and some responses involved group discussions (at drop-in sessions). The draft RAP was also tabled at the following Advisory Committee meetings; Health and Wellbeing, Gender Equality and LGBTQIA+, Multicultural Communities and Heritage Advisory Committee (refer **table 4**). To allow responses to remain anonymous the idea/premises have been identified for each response. The Council Officer recommendation has been included in **Table 3 and 4**.

Table 1 Knowledge of First Nations histories and cultures in Australia

Very poor	11.5%
Poor	11.5%
Average	19.2%
Good	34.6%
Very good	23.1%
TOTAL	26 responses

Table 2 Likely to participate in reconciliation activities and events

Not likely	65.4%
Somewhat likely	7.7%
Very likely	26.9%
TOTAL	26 responses

Table 3 Community responses to themes within the draft RAP

ID	Theme: Building strong relationships between First Nations peoples and other Australians	Theme: Respect for First Nations peoples, cultures, lands, waters, histories & rights	Theme: Opportunities for First Nations peoples, organisations and communities	Has the Manningham draft RAP missed anything?	Council Officer response
1	Provide employment opportunities for First Nations peoples. Connect people.	Use of Wurundjeri Woi wurrung language in name public areas.	Employment opportunities for First Nations peoples.	Increase visibility of First Nations peoples in Manningham.	Items to be considered in establishment of year one actions.
2	Partner with First Nations organisations. Advocate to support issues of importance to the Wurundjeri Woi wurrung peoples.	Use of Wurundjeri Woi wurrung language in name public areas. Employment and traineeship opportunities for First Nations peoples.	Purchase opportunities using First Nations suppliers.	Council to offer First Nations Advisory Committee and/or Network.	Reconciliation Action Plan work group is now an Advisory Committee (June 2022). Items to be considered in establishment of year one actions.
3	Connect people. Share experiences – environmental projects. Provide information to learn local history.	Sharing experiences – environmental projects. Learning of local history.	Talk with First Nations peoples to gain answers.		Items to be considered in establishment of year one actions. Meetings to be held with local First Nations organisations.
4	Provide information to learn local history. Promote good health and healthy choices.	Provide information to learn local history – signage.	Government (all levels) need to be willing to change.		Items to be considered in establishment of year one actions. Adoption of the RAP supports Manningham Councils commitment to reconciliation
5	Provide information to learn local history.	Provide information to learn local history – signage.	Talk with First Nations peoples to gain answers. Flag pole with Aboriginal flag.		Items to be considered in establishment of year one actions.
6	Provide information to learn local history. Not interested in going to events, want to learn during my everyday activities.		Talk with First Nations peoples to gain answers.		Items to be considered in establishment of year one actions.
7	Connect people.	Provide information to learn local history. Identify Manningham sites of significance.	Approach taken to Acknowledge of Country.	Opportunity to connect people.	Items to be considered in establishment of year one actions.

8	Connect people. Acknowledgment of Country.	Approach taken to Acknowledge of Country.	Identify Manningham sites of significance.		Items to be considered in establishment of year one actions.
9	Engagement as portrayed by First Nations peoples. Sharing culture as portrayed by First Nations peoples.	Provide information to learn local history. Identify Manningham sites of significance.	Events supported by Council.	Harness good will amongst the non-indigenous community to engender reconciliation.	Items to be considered in establishment of year one actions. Cultural awareness training offered to Councillors and Council staff
10	Reconciliation should not be a priority for a Council.	Doesn't support Council funds being spent of reconciliation.	Doesn't support Council funds being spent of reconciliation.	Doesn't support Council funds being spent of reconciliation.	Establishment of RAP is a Council Plan item.
11	Reconciliation should not be a priority for a Council.	Doesn't support Council funds being spent of reconciliation.	Doesn't support Council funds being spent of reconciliation.	Doesn't support Council funds being spent of reconciliation.	Establishment of RAP is a Council Plan item.
12	Identify as an Aboriginal or Torres Strait Islander definition.	Respect is for all people. Forgiveness towards each other.	Equal opportunities for all.	Doesn't support Council funds being spent of reconciliation.	Establishment of RAP is a Council Plan item.
13	First Nations peoples demographics.	Reconciliation should not be a priority for a Council.	Equal opportunities for all.	Reconciliation should not be a priority for a Council.	Establishment of RAP is a Council Plan item.
14	Provide information to learn local history.	Reconciliation should not be a priority for a Council.	Reconciliation should not be a priority for a Council.	Reconciliation should not be a priority for a Council.	Establishment of RAP is a Council Plan item.
15	Reconciliation should not be a priority for a Council.	Reconciliation should not be a priority for a Council.	Reconciliation should not be a priority for a Council.		Establishment of RAP is a Council Plan item.
16	Reconciliation should not be a priority for a Council.	Doesn't support Council funds being spent of reconciliation.	Doesn't support Council funds being spent of reconciliation.		Establishment of RAP is a Council Plan item.
17	Doesn't support Council funds being spent of reconciliation.	Celebrate Naidoc only.	Provide employment opportunities for First Nations peoples.	Doesn't support Council funds being spent of reconciliation.	Establishment of RAP is a Council Plan item.
18	Council to provide leadership on issues of importance to First Nations people.	Approach taken to Acknowledge of Country. Provide information to learn local history. Identify Manningham sites of significance.	Provide employment opportunities for First Nations peoples.		Items to be considered in establishment of year one actions.

19	Connect people. Council to provide leadership on issues of importance to First Nations peoples.	Pride in all cultures and histories.			Items to be considered in establishment of year one actions. Council has a range of Advisory Committees seeking the diverse voices.
20	Reconciliation should not be a priority for a Council.	Reconciliation should not be a priority for a Council.	Equal opportunities for all.	Reconciliation should not be a priority for a Council.	Establishment of RAP is a Council Plan item.
21	Equal opportunity for all.	Employment and training for First Nations women.		Promote good health and healthy choices.	Items to be considered in establishment of year one actions.
22	Reconciliation should not be a priority for a Council.	Reconciliation should not be a priority for a Council.	Reconciliation should not be a priority for a Council.	Not a local government issue.	Establishment of RAP is a Council Plan item.
23	Equal opportunities for all.	Equal opportunities for all.	Equal opportunities for all.	Reconciliation should not be a priority for a Council.	Establishment of RAP is a Council Plan item.
24	Connect people. Share experiences – stories. Provide information to learn local history.	Share experiences – stories. Provide information to learn local history.	Consult with First Nations in establishment of Council policy.		Items to be considered in establishment of year one actions.
25	Consult with First Nations on land/ environmental projects of Council.	Provide information to learn local history – signage. Provide art-work in public spaces. Consult with First Nations on land/ environmental projects of Council.	Consult with First Nations in establishment of Council policy, land and environment projects.		Items to be considered in establishment of year one actions.
26	Reconciliation should not be a priority for a Council.	Reconciliation should not be a priority for a Council.	Reconciliation should not be a priority for a Council.	Doesn't support Council funds being spent of reconciliation.	Establishment of RAP is a Council Plan item.

Table 4 Advisory Committee responses to themes within the draft RAP

Advisory Name	Attendance	Date 2022	Feedback	Council Officer Response
Health and Wellbeing	10 people	13 July	<ul style="list-style-type: none"> Consult with First Nations on land/ environmental projects of Council. Provide art-work in public spaces. Provide information to learn local history. Work with First Nations organisations located outside of the municipality. Support distribution of the flag. 	Items to be considered in establishment of year one actions.
Gender Equality and LGBTIQ+	11 people	14 July		
Multicultural Communities	12 people	28 July		
Heritage	8 people	31 August		

10.2 Kevin Heinze Grow Community Gardens 39-41 Wetherby Road, Doncaster - Seeking Council approval of Development Plan

File Number: IN22/651
Responsible Director: Acting Director City Planning and Community
Attachments: 1 Kevin Heinze Grow Development Plan July 2022 [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to seek Council approval of the Kevin Heinze Grow (KHG) Development Plan (2022).

Kevin Heinze Grow Community Garden is located on the site at 39-41 Wetherby Road, Doncaster and is affected by a number of planning scheme controls, including Schedule 1 to the Development Plan Overlay – Large Potential Redevelopment Sites (DPO1).

When KHG first approached Council in 2021 to discuss the proposal for the construction of an all-abilities adult toilet and change facility on the site, they were advised that a Development Plan must be prepared for the site prior to the issue of any further planning permits.

Kevin Heinze Grow has submitted a Development Plan to Council for consideration and approval. Relevant and affected stakeholders were notified of the Development Plan and invited to comment. Two submissions have been received during the exhibition period and have been considered as part of the finalisation of the Development Plan. Consent to prepare and lodge the Development Plan has been provided by AusNet as owner of the site.

COUNCIL RESOLUTION

MOVED: CR LAURA MAYNE
SECONDED: CR ANNA CHEN

That Council:

- A. note the preparation of the Kevin Heinze Grow Development Plan (July 2022) at Attachment 1.**
- B. in accordance with Schedule 1 to the Development Plan Overlay (DPO1), approve the Kevin Heinze Grow Development Plan (July 2022) generally in accordance with Attachment 1 and subject to the following changes:**
 - Remove any reference to the proposed illumination of the pylon sign on Wetherby Road;**
 - Reduce the size of the sign to a maximum 2.5m in height;**
 - Ensure that any proposed signage complies with planning scheme requirements;**
 - Restrict the hours of operation of the food truck and dining area to between 9am to 3pm and condition that the facility will not contain a stove, oven or exhaust fan; and**

- Show where the dining space will be located on the site plan at Appendix C of the Development Plan.
- C. subject to the approval of the Kevin Heinze Grow Development Plan (2022), notify the following affected or interested parties of Council's decision:
- Kevin Heinze Grow, as the proponent for the Development Plan;
 - AusNet, as the owner of the subject site;
 - The submitters to the Development Plan; and
 - All other occupants of the subject site.

CARRIED UNANIMOUSLY

1. BACKGROUND

- 1.1 The subject site is situated on the western side of Wetherby Road, Doncaster approximately 370 metres south of its intersection with Doncaster Road. The subject site is approx. 35,000 square metres in area. Refer to Figure 1.

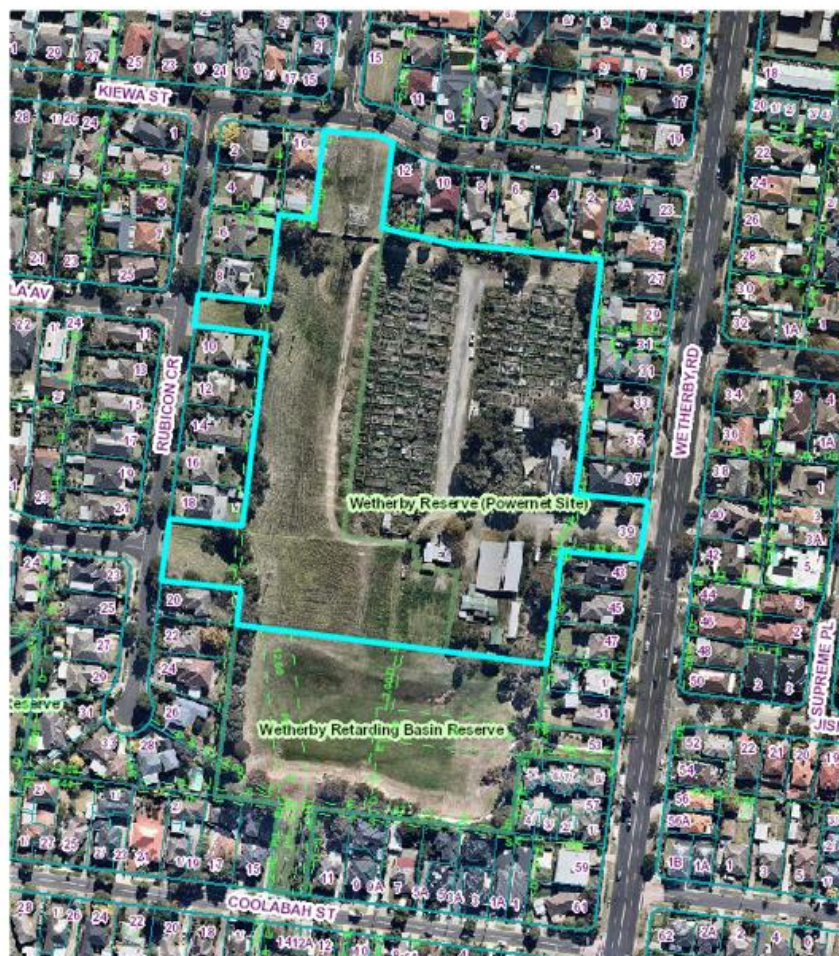


Figure 1: Aerial showing location and extent of 39-41 Wetherby Road, Doncaster

- 1.2 The site is owned by AusNet and is currently leased to Manningham Council who sub-leases the site to Kevin Heinze Grow (KHG).

- 1.3 In addition to the KHG buildings, the site is also leased to:
- the Manningham Men's Shed;
 - the Pied Pipers buildings and;
 - the Manningham (Doncaster) Community Gardens.

Planning Framework

- 1.4 The subject site is affected by Schedule 3 to the General Residential Zone – schedule 3 “Post 1975 Residential Areas” (GRZ3) pursuant to the Manningham Planning Scheme.
- 1.5 The use of the land for the Kevin Heinze Grow community garden would ordinarily trigger the need for a planning permit. KHG has an established existing use right to continue operating from the site having been in uninterrupted operation for well over the requisite 15 years referred to under clause 63 of the Manningham Planning Scheme.
- 1.6 The subject site is also affected by the Development Plan Overlay – Schedule 1 ‘Large Potential Redevelopment Sites’ (DPO1). DPO1 has applied to this site for at least over 20 years.
- 1.7 As identified in Clause 43.04, the purpose of the DPO is as follows:
- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
 - *To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop the land.*
 - *To exempt an application from notice and review if a development plan has been prepared to the satisfaction of the responsible authority.*
- 1.8 DPO's have been applied to a number of large sites across Manningham to ensure that these large sites are developed in a coordinated rather than an adhoc manner.
- 1.9 A planning permit must not be granted to construct a building or carry out works until a development plan has been prepared to the satisfaction of the Responsible Authority (Council).
- 1.10 Once a Development Plan has been approved by Council, Kevin Heinz Grow will be required to submit a planning permit application for the proposed use or works. The application is exempt from third party appeal rights if it is generally in accordance with the Development Plan.

2. DISCUSSION / ISSUE

The Development Plan

- 2.1 The proposed Kevin Heinz Grow Development Plan (2022) outlines the land use, built form and landscaping features that will guide the short to medium term occupation of the land by KHG. It has been informed by the views of AusNet, Manningham Council, the Manningham Planning Scheme and the vision of KHG.
- 2.2 The Development Plan aims to capture KHG's vision, mission and guiding principles in order to provide enhanced therapeutic horticulture programs for the betterment of the local and broader community.

- 2.3 The Development Plan (Attachment 1) consists of a series of plans and documents, as follows:
- Certificates of Title;
 - Development Plan map which details the range of existing buildings; spaces and their uses along with future project locations;
 - Site plan for the location of an all-abilities accessible adult toilet and change facility;
 - Food trailer area showing setbacks from nearest boundaries;
 - Plans for the toilet and change facility including floor layout, elevations;
 - Signage and landscaping; and
 - Land owner consent.
- 2.4 Typically, a Development Plan is prepared at the time that the DPO control is applied to a site and is usually implemented in situations where a significant strategic planning framework has been prepared. This did not occur for the subject DPO area, most likely due to the historical nature of the control.
- 2.5 When KHG first approached Council in 2021 to discuss the proposal for the construction of an all-abilities adult toilet and change facility on the site, they were advised that a Development Plan must be prepared for the site prior to the issue of any further planning permits. This is to encourage a more coordinated approach to planning for the site, opposed to the ad-hoc development of a large site.
- 2.6 The following section of the report outlines the key components of the uses and works proposed in the Development Plan, including an officer response in relation to the proposal.
- 2.7 The proposed Development Plan map (Attachment 1) details the following new uses or works:

Adult all-abilities toilet and change facility

- 2.8 The proposed accessible adult all-abilities toilet and change facility will be constructed to a maximum height of 3 metres, width of 3 metres and length of 4.6 metres equating to a floor area of 13.8 square metres.
- 2.9 It is proposed to be set back 4 metres from the northern boundary of the property at 43 Wetherby Road and approximately 1.5 metres from an internal fence separating the entrance car parking area from the nursery and 1.3 metres from the entrance road.
- 2.10 The facility comprises of a toilet, change table, shower, ceiling hoist and vanity with underfloor hot water service.
- 2.11 A verandah provides a transitional space at the entry to the facility.
- 2.12 The facility will be connected to sewer, constructed of compressed metal sheeting and be situated adjacent to the north-west corner of the property at 43 Wetherby Road, Doncaster.

Point of sale upgrades to Nursery

- 2.13 The proposed point-of-sale upgrades involve two components - a retail sales area/space to deliver a hospitality program and a dining/plant display space.

- 2.14 The retail sales and hospitality program area will be conducted in a moveable catering van/food trailer. It will contain food preparation, cleaning, storage and point-of-sale area for the nursery and retail function along with minor display options for the retail sale of plants.
- 2.15 The food trailer will be placed on a concrete slab and set back 3 metres from the western property boundary of 43 Wetherby Road. It is not intended to be moved from the slab on which it sits except for cleaning purposes.
- 2.16 The food truck will be used as a customer service training facility for people with a disability and will not contain a stove, oven or exhaust fan. The food van will contain a coffee machine and jaffle sandwich maker to service patrons of the nursery and it will be used to service customers of the nursery rather than a full scale commercial food van operation.
- 2.17 The dining/plant display space is proposed to be situated adjacent to and west of the catering van and contained in a small structure, with a floor area of 36m² and a building height of no more than 4 metres. It is proposed to be constructed of lightweight materials including a mixture of metal and timber cladding. The small structure would contain space for dining to support the hospitality function and the display of a small selection of plants for sale.

Signage

- 2.18 The proposed pylon entrance identification sign is to be located inside the title boundaries of the subject site and be no more than 4 metres in height and positioned at the Wetherby Road front entrance.
- 2.19 The sign will be externally illuminated; present the KHG logo and corporate colours and basic information about KHG; and replace the existing KHG signage at the Wetherby Road frontage.
- 2.20 Secondary non illuminated identification signage and a donor's plaque is also proposed on the front elevation of the Accessible Adult Toilet and Change Facility.
- 2.21 Existing signage related to the other occupants of the site will remain in place.

Landscaping

- 2.22 An iconic entrance is proposed to the Wetherby Road frontage resulting in a layered landscape outcome of flowers and shrubs to provide a sense of address for Kevin Heinze Grow and reinforce the organisational vision, mission and principles of operation. The landscaping is proposed to be approx. 5m wide with a length of 8.5/9.5m and consist of low shrubs.

Officer response to proposed Development Plan:

- 2.23 Officers are generally supportive of the uses and works being proposed as part of the Kevin Heinze Grow Development Plan (2022), also noting AusNet's support as the owner of the subject site.
- 2.24 The proposed point of sale upgrades to the nursery are to be located more centrally on the site, away from residential interfaces. The proposed retail sales and dining area are considered appropriate in the context of the sustainable operation of the community garden.

- 2.25 It is considered that the location and scale of the proposed all-abilities toilet and its set back from sensitive interfaces is also acceptable and will not have adverse impact on the amenity of the adjoining properties.
- 2.26 The proposed externally illuminated identification signage on the Wetherby Road frontage and associated landscaping to replace the existing Kevin Heinze Grow signage, is also considered to be appropriate.
- 2.27 Detailed design of the proposed works will be assessed as part of the planning permit application process.

Submissions

2.28 Two submissions have been received from:

- the Manningham (Doncaster) Community Gardens which also occupies the site; and
- the owner of the residential property at 43 Wetherby Road, Doncaster.

Submission 1

2.29 The submission from the Manningham (Doncaster) Community Gardens seeks clarification on a number of matters, as follows:

- Seeking confirmation that the proposed development will be within the current boundary of the nursery occupied presently by KHG.
- Noting that there is currently a stand-alone water meter feeding the Doncaster Community Gardens for irrigation purposes only and is located close to the proposed adult toilet facility. Seeking confirmation that any water/sewerage feed to the new development does not go through this meter and that the existing meter will not be affected.

Officer response to submission 1:

- 2.30 In response to the submission received, Council officers sought clarification from KHG who confirmed that all proposed development will be within the boundary of the Nursery except for the toilet which is just outside the boundary, as shown on the Development Plan map. The location of the all-abilities toilet is considered to be appropriately sited.
- 2.31 KHG also advised that there will be no additional charge to the Community Gardens for water and that the Men's Shed, KHG and the Community Garden each have a water meter that will not be impacted by the proposed development

Submission 2

2.32 The submission from the owner of the abutting residential property at 43 Wetherby Road objects to the proposed Development Plan on the following grounds:

- Objects to the 4m size of the pylon identification sign at the Wetherby Road frontage. The objection states that the size of the sign is excessive as the existing sign is only 2 m in height and is adequate.

- Objects to external illumination of the pylon identification sign on Wetherby Road.
- Objects to the food truck and dining space being located within 3m of the residential property at 43 Wetherby Road. Concern that the food truck and dining area will result in excessive noise, odours etc from cooking and patrons accessing the facility.
- The site plan at Appendix C to the Development Plan does not show where the dining space will be located.

Officer response to submission 2:

- 2.33 Council officers facilitated a discussion between KHG and the submitter to assist in clarifying issues around the size and illumination of the sign, as well as the use of the food truck and dining area.
- 2.34 KHG has agreed to remove the illumination of the sign and to also reduce the height of the sign.
- 2.35 KHG has also clarified that the food truck will only be used as a customer service training facility for people with a disability and that the food van will not contain a stove, oven or exhaust fan.
- 2.36 The food truck will only contain a coffee machine and jaffle sandwich maker to service patrons of the nursery and it will be used to service customers of the nurseury rather than a full scale commercial food van operation.
- 2.37 Based on these discussions, the submitter has made a subsequent amendment to their submission advising that:
- If the pylon size is no longer proposed to be illuminated, they have no objection to a new sign being erected, however, they still object to the 4m size of the proposed pylon sign.
 - They state that the existing sign is only 2m in height and is sufficient for identification purposes.
 - If it can be confirmed that the food truck and dining area will only be used as a customer service training facility for people with a disability and will not contain a stove, oven or exhaust fan, then the submitter no longer objects to the proposed food truck and dining area.
- 2.38 In considering the objection to the height of the proposed sign, officers are supportive of conditioning a reduction to the proposed maximum height of 2.5m.
- 2.39 It is important to acknowledge that the site is located within a General Residential Zone 3 (GRZ3) which is considered to be a high amenity area for signage purposes.
- 2.40 The local policy contained at Clause 22.07 Outdoor Advertising Signs Policy is also of relevance. An objective of this policy is to ensure that signs complement the amenity and streetscape/landscape character of the surrounding area, particularly in sensitive and prominent landscape areas, residential areas and along main roads.

- 2.41 In relation to land adjacent to main roads, the policy also states that Council will encourage:
- *The use of signs that have regard to the size, scale and bulk of built form in the surrounding area and adjacent residential areas*
 - *Signs that have no or only minimal impact upon residential amenity*
- 2.42 The size of the proposed sign therefore needs to be assessed in the residential context within which it sits. The site is not located within a commercial strip. Despite the fact that the proposed illumination of the sign is proposed to be removed, the height of the sign is still considered to be excessive given the context of the surrounding residential area.
- 2.43 In considering the above submission, it is considered appropriate to include conditions on the approval of the Development Plan as follows:
- Remove any proposed illumination of the pylon sign (as agreed to by KHG).
 - Reduce the size of the sign to maximum 2.5m in height.
 - Ensure that any proposed signage complies with planning scheme requirements.
 - Restrict the hours of operation of the food truck and dining area to between 9am to 3pm and condition that the facility will not contain a stove, oven or exhaust fan (as agreed to by KHG).
 - Amend the site plan at Appendix C to the Development Plan to show where the dining space will be located adjacent to the food truck.
- 2.44 Based on the above consideration and assessment, it is recommended that the KHG Development Plan be approved by Council as exhibited subject to the conditions outlined in section 2.43 above.
- 2.45 Subject to the Council approval of the Development Plan, a planning permit application will need to be submitted for any new proposed uses or works on the site. The application, however, will be exempt from third party appeal rights if the permit application is generally in accordance with the Development Plan.

3. COUNCIL PLAN / STRATEGY

- 3.1 The proposed upgrades to the KHG community facility aligns directly with the following goals in the Manningham Council Plan 2021-2025.
- Goal 1.2 Connected and inclusive communities.
 - Goal 2.4 Well maintained and utilised community infrastructure.

4. IMPACTS AND IMPLICATIONS

- 4.1 The proposed Development Plan will ensure that the future development of the KHG community gardens will provide enhanced therapeutic horticulture programs for the betterment of the local and broader community. It is considered that any negative amenity impacts associated with the Development Plan have been mitigated.

5. IMPLEMENTATIONCommunication and Engagement

- 5.1 Council has written to all adjacent residents to the site inviting them to make a submission to the Development Plan. Two submissions have been received.

Timelines

- 5.2 If Council adopts the Development Plan, the next step is for KHG to apply for a planning and building permit to undertake the proposed works.

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.



Development Plan

Kevin Heinze Grow 39-41 Wetherby Road,

Doncaster

Date: 14 July 2022

Contents

1.0	Introduction	2
2.0	Vision, Mission and Principles of Operation	2
3.0	Background	3
4.0	The Subject Site and Surrounds	4
4.1	Subject Site	4
4.2	Site Interfaces	10
4.3	Current Ownership and Leasing Arrangements	12
5.0	Relevant Planning Controls	13
5.1	Zoning	13
5.2	Overlays	13
6.0	Development Plan	15
6.1	Objectives of this Development Plan	15
6.2	Land Use	16
6.3	Built Form	16
6.4	Landscape	17

1.0 Introduction

This Development Plan has been prepared by Kevin Heinze Grow (KHG), in accordance with the requirements of Schedule 1 to the Development Plan Overlay (DPO1) under the Manningham Planning Scheme.

The Development Plan has been prepared in consultation with the Manningham City Council, as the primary lessee of the land, and AusNet as owner of the land.

Consent to prepare and lodge this Development Plan has been provided by AusNet which is separately attached to this submission.

There are also two other sub-lessees of the subject land – the Manningham Men’s Shed and Pied Pipers Volunteers Association.

2.0 Vision, Mission and Principles of Operation

This Development Plan seeks to consolidate the organisational vision, mission and principles of Kevin Heinze Grow who are committed to delivering exceptional services to vulnerable people in line with their mission and vision for the future. To achieve the vision, mission and principles of operation, this Development Plan seeks to facilitate opportunities for future development and improvements to the land at 39-41 Wetherby Road, Doncaster.

Vision

Health and wellbeing through connection to nature and community.

Mission

To be a leader in delivering exploratory learning and positive personal development through the use of therapeutic horticulture principles and our natural environment.

Principles of Operation

1. We recognise the inherent value of our natural environment, and seek to provide services in settings more conducive to calm and creativity
2. We value the uniqueness inherent in humanity, and seek to provide person-centred, equitable and inclusive services for people in need
3. We seek to be responsive and flexible to the needs of our community, and understand and value that this means every day is different
4. We value the journey, and seek to provide meaningful experiences and fulfilment for all participants, volunteers and staff through the process of doing
5. We seek to provide a supportive teaching and learning environment for all participants, volunteers and staff, where we deliberately engage in reflective practice
6. We value the contributions of different disciplines and experiences to our work, and seek to attract and retain a diverse group of values-aligned staff and volunteers

3.0 Background to Kevin Heinze Grow

The late Kevin Heinze was a well-known and much-loved celebrity gardener who innately recognised the value of plants and gardening for human health and wellbeing.

Working with the Kiwanis Club of Doncaster and Templestowe, Kevin established the Kevin Heinze Garden Centre in 1979 as a place where people with disabilities could come together to learn about the value of gardening.

The Doncaster/Templestowe City Council (now Manningham City Council) agreed to support the initiative by securing a sub-lease of the site in Wetherby Road where the Centre still exists today.

In its early days, the Kevin Heinze Garden Centre relied heavily on a dedicated team of volunteers. Progressive improvements to the land over the last 40 years include:

- community gardens,
- an outdoor retail nursery, and hothouses,
- maintenance and storage sheds;
- administration offices and car parking areas; and
- provision of therapeutic horticulture programs.

These have seen the volunteer-led organisation become a more professional not-for-profit organization which is now also a National Disability Insurance Scheme (NDIS) service provider.

In 2020, KHG delivered over 750 hours of individual service each week to over 70 individual participants with a team of more than 40 passionate, dedicated and well-trained staff.

This has led to the need for improvements to existing facilities to ensure the ongoing viability of KHG's operations with opportunities for program diversification, collaboration, planting for wildlife and food production.



Figure 1 – Kevin Heinze undertaking a demonstration with a group of children

4.0 The Subject Site and Surrounds

4.1 Subject Site

The subject site is situated on the western side of Wetherby Road approximately 370 metres south of its intersection with Doncaster Road, Doncaster. The subject site is approx. 35,000 square metres in area.

The subject land is formally known as Lot 2 on Plan of Subdivision 410083 and is not affected by any easements. The title to the land is attached at Appendix A.

The site is also not limited by any restrictions including covenants or Section 173 Agreements.

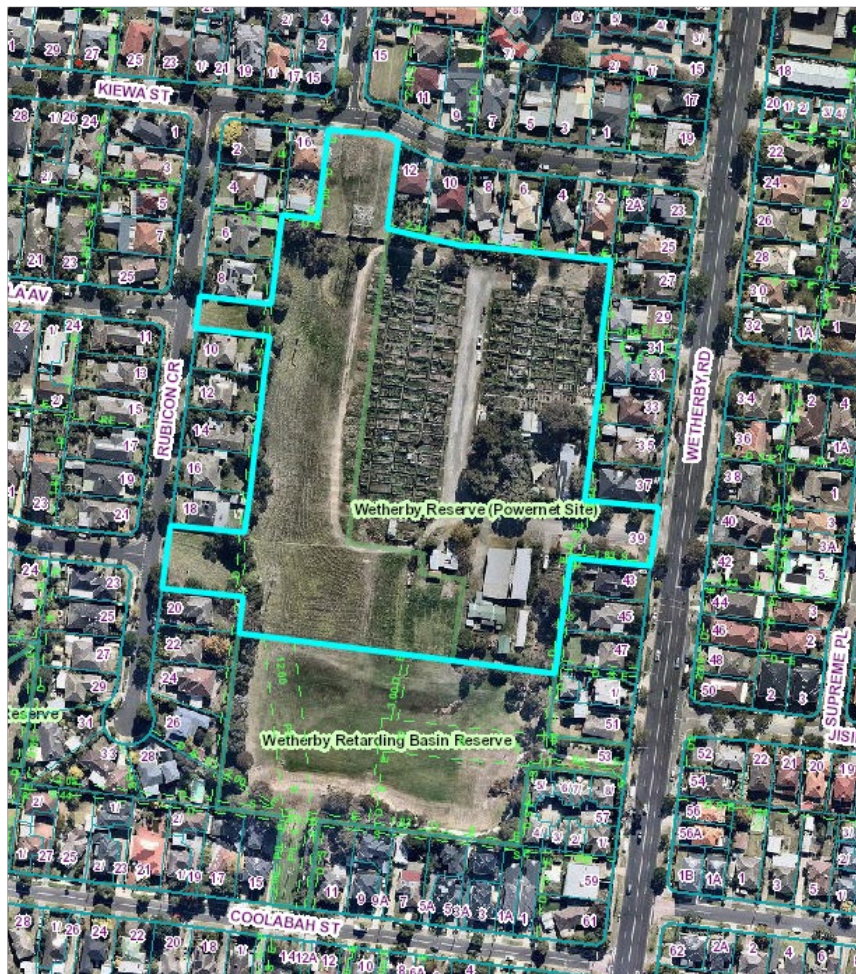


Figure 2 – Aerial photograph of the subject outlined with blue dotted line

The subject site is owned by AusNet – see area outlined in blue above. The site itself is largely rectangular except for three secondary access points including one point of access from Kiewa Street to the north and two points of access from Rubicon Crescent to the west.

Primary vehicle and pedestrian access is from Wetherby Road to the east where all activity will

continue to connect with the surrounding road and footpath network.

The subject site is comprised of a series of buildings, open areas of the site for various specified purposes and car parking spaces as illustrated on the Development Plan below and attached at Appendix B:



Figure 3 – KHG Development Plan

The topography of the land progressively and gently falls away from Wetherby Road towards the middle of the site where a gully or depression is evident. The land then gently rises again towards Rubicon Crescent and Kiewa Street. The depression conveys overland stormwater drainage flows towards adjoining land to the south where a large drainage basin exists.

Native and exotic vegetation is generally limited to the perimeter of the site and around KHG buildings.

Aside from KHG buildings, the Manningham Men’s Shed is situated to the west of the outdoor nursery space (shown in Figure 3 as Building 18) whilst the Pied Pipers buildings are west of the

Men’s Shed (shown in Figure 3 as Building 17). All buildings across the site range in height between 2.8 and 4.2 metres with the Men’s Shed at 6 metres in height.



Figure 4 – Photograph of site taken from south-west corner of Men’s Shed land looking north-west towards the depression and community gardens.



Figure 5 – Peace Garden (Area 6 in Figure 3)



Figure 6 – Outdoor nursery (Area 1 in Figure 3)



Figure 7 – Pied Pipers Club (shown in Figure 3 as Building 17)



Figure 8 – Manningham Men's Shed (shown in Figure 3 as Building 18)



Figure 9 – KHG Office Building (shown in Figure 3 as Building 7)

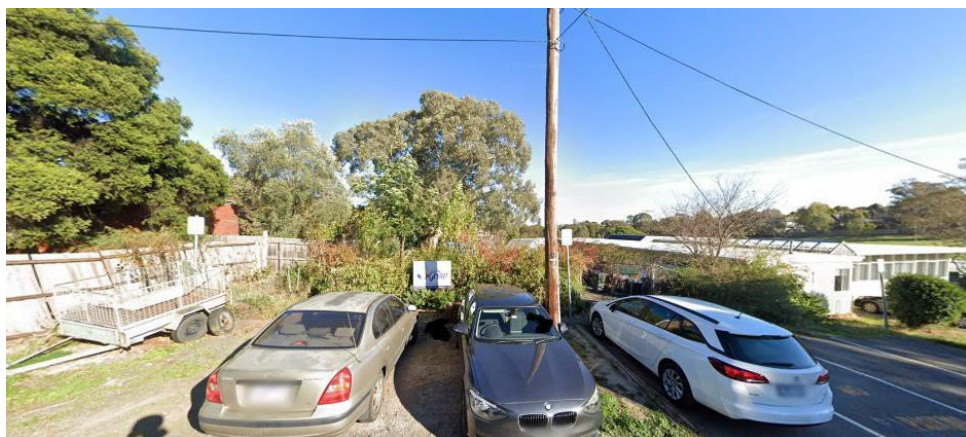


Figure 10 – Nursery (shown in Figure 3 as Area 1). Note – Foreground area where two cars are parked on gravel is the location for the Accessible Adult Toilet and Change Facility. Behind all car spaces is the location for the Nursery point-of-sale upgrades



Figure 11 – Nursery and Blue Shed (shown in Figure 3 as Area 1 and 2)



Figure 12 – Public Car Parking Area and Entrance (shown in Figure 3 as Area 16)



Figure 13 – ‘Grow On’ Space and Portashed in foreground with hothouses 1 and 2 and Peace Garden hothouse in background (shown in Figure 3 as Areas/Buildings 12, 9, 4, 5 and 6 respectively)



Figure 14 – KHG operations taken from north-west corner of the ‘Grow On’ Space oriented in a south-easterly direction



Figure 15 – KHG car parking on left hand side of photograph (11 spaces), Men’s Shed car parking on right hand side in foreground (4 spaces) and KHG parking on right hand side in background (3 spaces)

4.2 Site Interfaces

East

The subject site is bordered by conventional-sized suburban residential lots to the east with the majority of lots accommodating a single storey dwelling (exceptions exist at 29, 31 and 37 Wetherby Road) oriented towards Wetherby Road. Dwellings are set within mature front and rear gardens with some dwellings exemplified by exposed rear yards. Some rear yards are also marked by small outbuildings or double storey dwellings interfacing with the common boundary.

North

The subject site is bordered by six conventional-sized suburban residential lots to the north each composed of a brick, single storey dwelling and set within mature front gardens oriented towards Kiewa Street. Rear gardens interfacing with the subject site are largely devoid of trees or screen planting except for 12 Kiewa Street. All lots generally enjoy the view of trees following the northern perimeter of the subject site.

West

The subject site is bordered by eight conventional-sized suburban residential lots to the west each composed of a brick, single storey dwelling and set within mature front and rear gardens oriented towards Rubicon Crescent. Dwellings sit substantially higher than the subject site thereby enjoying expansive views towards KHG operations. Some rear yards enjoy mature trees and outbuildings are sometimes present.

South

Adjoining land to the south comprises the drainage detention basin which captures stormwater runoff from surrounding dwellings, roads and other hard surfaces. Electricity lines also traverse this adjoining site connecting the higher-order transmission network to the north with domestic power supply needs in Coolabah Street and beyond.



Figure 16 – Northern Interface looking east



Figure 17 – Northern Interface looking west



Figure 18 – Major electricity transmission lines traversing northern access point at Kiewa Street



Figure 19 – Western interface looking south



Figure 20 – Western interface looking north



Figure 21 – Drainage detention basin on north side of the bank (additional drainage basin on south side of bank with access from Coolabah Street)

4.3 Current Ownership and Leasing Arrangements

Owner: Described on title as GPU Powernet Pty Ltd but today commonly known as AusNet Services Pty Ltd.

Lessee: Manningham City Council

Sub-Lessee: Kevin Heinze Grow (KHG)

Consent to prepare and lodge this Development Plan has been given by the owner of the land as confirmed at Appendix E.

5.0 Relevant Planning Controls

5.1 Zoning

The subject site is located in the General Residential Zone – Schedule 3 ‘Post 1975 Residential Areas’ (GRZ3) pursuant to the Manningham Planning Scheme.



Figure 22 - Zoning Map (Source: DELWP Planning Maps Online)

The purpose of the GRZ3 is as follows:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To encourage development that respects the neighbourhood character of the area.
- To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.
- To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

Ordinarily, the use of the land for Kevin Heinze Grow would trigger the need for a planning permit however KHG has an established existing use right to continue operating from the site having been in uninterrupted operation for well over the requisite 15 years referred to under clause 63 of the Manningham Planning Scheme.

Typically, most proposed buildings and works associated with the operations of KHG trigger a planning permit including for the accessible adult toilet and change facility.

5.2 Overlays

The subject site is affected by the Development Plan Overlay – Schedule 1 ‘Large Potential Redevelopment Sites’ (DPO1). The purpose of the DPO is as follows:

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop the land.
- To exempt an application from notice and review if a development plan has been prepared to the satisfaction of the responsible authority.



Figure 23 - Overlay Map (Source: DELWP Planning Maps Online)

Schedule 1 to the Development Plan Overlay (DPO1) does not include any objectives tailored to the subject site however the following requirements exist to guide the preparation of a development plan as follows:

- Integration of the existing and proposed road network, and pedestrian and bicycle linkages.
- The location of existing and proposed open space, including open space linkages.
- The location of any existing or proposed community facilities.
- How potential amenity impacts at the interface with abutting or adjoining residential properties will be minimised.
- As appropriate, how the streetscape along land within the Transport Zone will be enhanced.
- The overall pattern of development for the site.

A planning permit must not be granted to construct a building or construct or carry out works until a development plan has been prepared to the satisfaction of the Responsible Authority.

KHG has prepared this Development Plan to position its future needs from a town planning perspective. A Development Plan would have been prepared before commencing operations at the site back in 1979 however new format planning schemes were not introduced in Victoria until 1998 and in Manningham in June 2000 and it has only become apparent now that KHG is considering refurbishment of their facilities that, in order to obtain a planning permit for these refurbishments, KHG must first prepare this Development Plan for the site.

6.0 Development Plan

The Development Plan outlines the land use, built form and landscaping features that will guide the future occupation of the land by Kevin Heinze Grow. It has been informed by the views of AusNet, Manningham City Council, the Manningham Planning Scheme and the vision of KHG.

The Plan aims to capture KHG's vision, mission and guiding principles in order to provide enhanced therapeutic horticulture programs in a nature-based setting for the betterment of the local and broader community.

The Development Plan consists of a series of plans as follows:

- Certificates of Title (Appendix A)
- KHG Development Plan which details the range of existing buildings, spaces and their uses along with future project locations (Appendix B).
- Site plan for location of all abilities accessible adult toilet and food trailer area showing setbacks from nearest boundaries (Appendix C).
- Plans for the toilet and change facility including floor layout, elevations (Appendix D)
- Land owner consent (Appendix E)

6.1 Objectives of this Development Plan

The following land use, built form and landscape objectives relate to this Development Plan:

Land Use

- To protect and enhance the amenity of the site and surrounding area.
- To consolidate and build upon the established use of the land within the purview of KHG's existing use rights pursuant to the Manningham Planning Scheme.
- To ensure the intensification of the use does not have any unreasonable off-site amenity impacts.
- To ensure that any future expansion or change to the use of the land is consistent with existing lease arrangements between the lessee and landowner.

Built Form

- To ensure future development is respectful of the neighbourhood character of the area.
- To ensure future development protects and enhances the amenity of the site and surrounding area.
- To ensure that any future buildings and works are consistent with existing lease arrangements between the lessee and landowner.

Landscaping

- To provide additional landscaping and tree planting opportunities across KHG land including at the Iconic Wetherby Road Entrance.
- To encourage the protection and maintenance of established vegetation and trees on KHG land.

Requirement: under Clause 52.17 (Native Vegetation) in the Manningham Planning Scheme, a permit is required to remove, destroy or lop native vegetation

6.2 Land Use

The land is used for a number of purposes which cannot be clearly categorized within a Planning Scheme definition.

Therapeutic horticulture programs are complemented by vocational education programs and a 'specialist program' featuring a range of sessions on cooking, literacy, numeracy, social skills, music, yoga and art. These activities could broadly be considered under the definition of 'education centre' in the Manningham Planning Scheme.

The established retail nursery is open to the public from Monday to Saturday selling a range of ground covers, annuals, climbers, edibles, fruit, grasses, herbs, indoor plants, natives, ornamentals, rare plants, shrubs and vegetables. This activity would be considered under the definition of 'plant nursery' in the Manningham Planning Scheme.

The programs and nursery operations are as divergent as they are interrelated uses of the land. To this end, the land use is not considered a defined use under the Manningham Planning Scheme, but instead, an innominate use. In any case, the land benefits from existing use rights and the use of the land is not proposed to change.

6.3 Built Form (Refer Appendix B and C)

The land comprises a range of existing temporary or demountable buildings which can be readily removed from the site in the event the lease is revoked. The location and photographs of existing buildings are shown in Appendix B and C and Figures 4 to 15.

Accessible Adult Toilet and Change Facility

The proposed accessible adult toilet and change facility will be constructed to a maximum height of 3 metres, width of 3 metres and length of 4.6 metres equating to a floor area of 13.8 square metres. The facility is comprised of a toilet, change table, shower, ceiling hoist and vanity with underfloor hot water service. A verandah provides a transitional space at the entry to the facility. The facility will be connected to sewer, constructed of compressed metal sheeting and be situated adjacent to the north-west corner of 43 Wetherby Road. It is proposed to be setback 4 metres from the northern boundary of the dwelling at 43 Wetherby Road and approximately 1.5 metres from an internal fence separating the entrance car parking area from the nursery and 1.3 metres from the entrance road (see Appendix C and D).

Point-of-sale Upgrades to Nursery

The proposed point-of-sale upgrades involve two elements - a retail sales area/space to deliver a hospitality program and a dining/plant display space. The retail sales and hospitality program area will be conducted in a catering van/food trailer similar to that shown in Figure 24. It will contain food preparation, cleaning, storage and point-of-sale area for the nursery and retail function along with minor display options for the retail sale of plants. Further details of the hospitality program can be accessed at <https://kevinheinzegrow.org.au/programs/hospitality-program/>. The food trailer will be placed on a concrete slab setback 3 metres from the western property boundary of 43 Wetherby Road and is not intended to be moved from the slab on which it sits except for cleaning purposes.

The dining/plant display space would be situated adjacent to the catering van to the west of the catering van and contained in a small structure with a floor area of 36 square metres and building

height of no more than 4 metres. It would be constructed of lightweight materials including a mixture of metal and timber cladding similar to that shown in Figure 25. The small structure would contain space for dining to support the hospitality function and the display of a small selection of plants for sale.

17



Figure 24 – Example of catering van profile



Figure 25 – Example of relocatable hut profile. This is KHG's Peppertree Place café at the Coburg Campus

Signage

The proposed pylon sign is expected to be no more than 4 metres in height and positioned at the Wetherby Road entrance. An example of a similar signage profile is shown in Figure 26. The sign will:

- a) Be inside the title boundaries to the subject land;
- b) Be externally illuminated;
- c) Present the KHG logo and corporate colours and basic information about KHG; and
- d) Replace the existing KHG signage at the Wetherby Road frontage.

Secondary non illuminated identification signage and a donor's plaque is also proposed on the front elevation of the Accessible Adult Toilet and Change Facility. Existing signage related to the Men's Shed and Pied Pipers will remain in place.



Figure 26 – Example of signage profile with maximum height of 4 metres

6.4 Landscape

An iconic entrance is proposed to the Wetherby Road frontage resulting in a layered landscape outcome of flowers and shrubs to provide a sense of address for Kevin Heinze Grow and reinforce the organisational vision, mission and principles of operation. The landscaping is proposed to be approx. 5m wide with a length of 8.5/9.5m and consist of low shrubs.



Figure 27 – Concept of a landscaped treatment proposed for Iconic Wetherby Road Entrance (shown as Area B within Figure 3)

APPENDIX A

Certificate of Title



Copyright State of Victoria. No part of this publication may be reproduced except as permitted by the Copyright Act 1968 (Cth), to comply with a statutory requirement or pursuant to a written agreement. The information is only valid at the time and in the form obtained from the LANDATA REGD TM System. None of the State of Victoria, its agents or contractors, accepts responsibility for any subsequent publication or reproduction of the information.

The Victorian Government acknowledges the Traditional Owners of Victoria and pays respects to their ongoing connection to their Country, History and Culture. The Victorian Government extends this respect to their Elders, past, present and emerging.

**REGISTER SEARCH STATEMENT (Title Search) Transfer of
Land Act 1958**

Page 1 of 1

VOLUME 10474 FOLIO 441

Security no : 124093174598R
Produced 19/10/2021 11:32 AM

LAND DESCRIPTION

Lot 2 on Plan of Subdivision 410083H.
PARENT TITLES :
Volume 08489 Folio 986 Volume 08562 Folio 779
Created by instrument PS410083H 27/10/1999

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
GPU POWERNET PTY LTD of 25 FLINDERS LANE MELBOURNE 3000
PS410083H 27/10/1999

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS410083H FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

DOCUMENT END



Imaged Document Cover Sheet

The document following this cover sheet is an imaged document supplied by LANDATA®, Victorian Land Registry Services.



Document Type	Plan
Document Identification	PS410083H
Number of Pages (excluding this cover sheet)	6
Document Assembled	19/10/2021 11:37

Copyright and disclaimer notice:

© State of Victoria. This publication is copyright. No part may be reproduced by any process except in accordance with the provisions of the Copyright Act 1968 (Cth) and for the purposes of Section 32 of the Sale of Land Act 1962 or pursuant to a written agreement. The information is only valid at the time and in the form obtained from the LANDATA® System. None of the State of Victoria, LANDATA®, Victorian Land Registry Services Pty. Ltd. ABN 86 627 986 396 as trustee for the Victorian Land Registry Services Trust ABN 83 206 746 897 accept responsibility for any subsequent release, publication or reproduction of the information.

The document is invalid if this cover sheet is removed or altered.

Delivered by LANDATA®, timestamp 19/10/2021 11:37 Page 1 of 6

PLAN OF SUBDIVISION		STAGE No. <hr/>	LTO USE ONLY EDITION 1	PLAN NUMBER PS 410083 H
LOCATION OF LAND PARISH: BULLEEN TOWNSHIP: _____ SECTION: _____ CROWN ALLOTMENT: _____ CROWN PORTION: 5 (Part) LTO BASE RECORD: CHART 32 (2264) TITLE REFERENCES: Vol.8562 Fol.779, Vol.8489 Fol.986 LP51909 Lot 9 LAST PLAN REFERENCE/S: LP57744 Lot 7 (Part) LP61531 POSTAL ADDRESS: (At time of subdivision) Wetherby Road Doncaster AMG Co-ordinates (of approx centre of land in plan) E 336 200 ZONE: 55 N 5815 600		COUNCIL CERTIFICATION AND ENDORSEMENT COUNCIL NAME: Manningham City Council REF: 3655 1. This plan is certified under Section 6 of the Subdivision Act 1988. 2. This plan is certified under Section 11(7) of the Subdivision Act 1988. Date of original certification under Section 6: _____ / _____ / _____ 3. This is a statement of compliance issued under Section 21 of the Subdivision Act 1988. OPEN SPACE (i) A requirement for public open space under Section 18 of the Subdivision Act 1988 has/has not been made. (ii) The requirement has been satisfied. (iii) The requirement is to be satisfied in Stage _____. Council Delegate Council Seal Date 27 / 4 / 99 Re-certified under Section 11(7) of the Subdivision Act 1988. Council Delegate Council Seal Date / /		
VESTING OF ROADS AND/OR RESERVES				
IDENTIFIER		COUNCIL/BODY/PERSON		
NIL		NIL		
NOTATIONS				
STAGING This is is not a staged subdivision. Planning permit No. _____				
DEPTH LIMITATION Does not apply.				
SURVEY THIS PLAN IS/IS NOT BASED ON SURVEY THIS SURVEY HAS BEEN CONNECTED TO PERMANENT MARKS No(s) _____ IN PROCLAIMED SURVEY AREA No. _____				
EASEMENT INFORMATION			LTO USE ONLY	
LEGEND A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)			STATEMENT OF COMPLIANCE/ EXEMPTION STATEMENT	
			RECEIVED <input checked="" type="checkbox"/>	
			DATE 15 / 10 / 99	
			LTO USE ONLY PLAN REGISTERED TIME 11:55 am DATE 27 / 10 / 99  Assistant Registrar of Titles	
			SHEET 1 OF 6 SHEETS	
 BEVERIDGE WILLIAMS & CO. PTY.LTD. ACN 006 197 235 SURVEYORS . ENGINEERS . PLANNERS ENVIRONMENTAL CONSULTANTS 1075 HIGH STREET ARMADALE (03)9229799 48 LYDIARD ST. SOUTH BALLARAT (053)313877 57 BARR STREET LEDGATHA (050)822830 31 MURRAY STREET WORTHAMGI (050)721505		LICENSED SURVEYOR (PRINT) JOHN FRANCIS WILLIAMS SIGNATURE DATE 3 / 12 / 98 REF 8051 VERSION 3		
		DATE 27 / 4 / 99		
		COUNCIL DELEGATE SIGNATURE ORIGINAL SHEET SIZE A3		

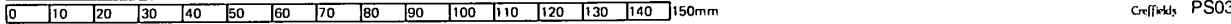
Crefid5 PS01

PLAN OF SUBDIVISION	STAGE No. <hr style="width: 50px; margin: 0 auto;"/>	PLAN NUMBER PS 410083 H
---------------------	---	-----------------------------------

EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)	ORIGIN	LAND BENEFITED / IN FAVOUR OF
E-1	DRAINAGE	SEE DIAG.	C/E J999865	CITY OF DONCASTER & TEMPLESTOWE.
E-2	SEWERAGE	SEE DIAG.	C/E D889623	M M B W
E-2	SEWERAGE	SEE DIAG.	THIS PLAN	YARRA VALLEY WATER LIMITED
E-3	SEWERAGE	SEE DIAG.	C/E D889623	M M B W
E-3	SEWERAGE	SEE DIAG.	THIS PLAN	YARRA VALLEY WATER LIMITED
E-3	DRAINAGE & SEWERAGE	SEE DIAG.	LP 57744, LP 61485 & LP 61531	LOTS ON LP57744, LP61485 & LP61531
E-4	DRAINAGE & SEWERAGE	SEE DIAG.	LP 57744, LP 61485 & LP 61531	LOTS ON LP57744, LP61485 & LP61531
E-4	SEWERAGE	SEE DIAG.	C/E D889623	M M B W
E-4	SEWERAGE	SEE DIAG.	THIS PLAN	YARRA VALLEY WATER LIMITED
E-5	SEWERAGE	SEE DIAG.	C/E D889623	M M B W
E-5	DRAINAGE & SEWERAGE	SEE DIAG.	LP 61485 & LP 61531	LOTS ON LP61485 & LP61531
E-5	SEWERAGE	SEE DIAG.	THIS PLAN	YARRA VALLEY WATER LIMITED.
E-6	SEWERAGE	SEE DIAG.	C/E D889623	M M B W
E-6	DRAINAGE & SEWERAGE	SEE DIAG.	LP57744, LP 61485 & LP 61531	LOTS ON LP57744, LP 61485 & LP 61531
E-6	SEWERAGE	SEE DIAG.	THIS PLAN	YARRA VALLEY WATER LIMITED.
E-7	SEWERAGE	1-83	C/E D889623	M M B W
E-7	DRAINAGE & SEWERAGE	SEE DIAG.	LP57744 & LP61485	LOTS ON LP57744 & LP61485
E-7	SEWERAGE	SEE DIAG.	THIS PLAN	YARRA VALLEY WATER LIMITED.
E-8, E-23	DRAINAGE	SEE DIAG.	C/E L390935	CITY OF DONCASTER & TEMPLESTOWE
E-23	POWER LINE	SEE DIAG.	THIS PLAN-SECTION 44 ELECTRICITY INDUSTRY ACT 1993.	UNITED ENERGY LIMITED
E-9	DRAINAGE & SEWERAGE	SEE DIAG.	LP57744, LP61485 & LP 61531	LOTS ON LP57744, LP61485 & LP61531
E-9	SEWERAGE	SEE DIAG.	THIS PLAN	YARRA VALLEY WATER LIMITED.
E-10	DRAINAGE & SEWERAGE	SEE DIAG.	LP57744, LP61485 & LP 61531	LOTS ON LP57744, LP61485 & LP 61531
E-11	DRAINAGE & SEWERAGE	SEE DIAG.	LP 61531	LOTS ON LP61531
E-11	DRAINAGE & SEWERAGE	SEE DIAG.	LP57744 & LP61485	LOTS ON LP57744 & LP61485
E-12	DRAINAGE & SEWERAGE	SEE DIAG.	LP61485 & LP61531	LOTS ON LP 61485 & LP61531
E-13	DRAINAGE & SEWERAGE	SEE DIAG.	LP 61531	LOTS ON LP 61531
E-13	SEWERAGE	SEE DIAG.	THIS PLAN	YARRA VALLEY WATER LIMITED.
E-14	DRAINAGE & SEWERAGE	SEE DIAG.	LP 61531	LOTS ON LP61531
E-14	POWER LINE	SEE DIAG.	THIS PLAN-SECTION 44 ELECTRICITY INDUSTRY ACT 1993.	UNITED ENERGY LIMITED
E-15	DRAINAGE & SEWERAGE	SEE DIAG.	LP 51909	LOTS ON LP51909
E-15	POWER LINE	SEE DIAG.	THIS PLAN-SECTION 44 ELECTRICITY INDUSTRY ACT 1993	UNITED ENERGY LIMITED
E-16	POWERLINE	12	THIS PLAN-SECTION 44 ELECTRICITY INDUSTRY ACT 1993	UNITED ENERGY LIMITED
E-17	DRAINAGE & SEWERAGE	1-83	TRANSFER A408789	C/T VOL.8167 FOL.296

	BEVERIDGE WILLIAMS & CO. PTY.LTD. ACN 008 197 235 SURVEYORS, ENGINEERS, PLANNERS ENVIRONMENTAL CONSULTANTS 1075 HIGH STREET ARMADELE (03)98229799 48 LYDIARD ST. SOUTH BALLARAT (053)313877 57 BAIR STREET LEONGATHA (056)822630 31 MURRAY STREET WONTHAGGI (056)721505
--	---

ORIGINAL SCALE SHEET SIZE A3	LICENSED SURVEYOR (PRINT) <u>John Francis Williams</u> SIGNATURE DATE <u>3 / 12 / 98</u> REF 8051 VERSION 3	SHEET 2 OF 6 SHEETS DATE <u>27 / 4 / 99</u> COUNCIL DELEGATE SIGNATURE
---------------------------------	---	--



Delivered by LANDATA®, timestamp 19/10/2021 11:37 Page 3 of 6

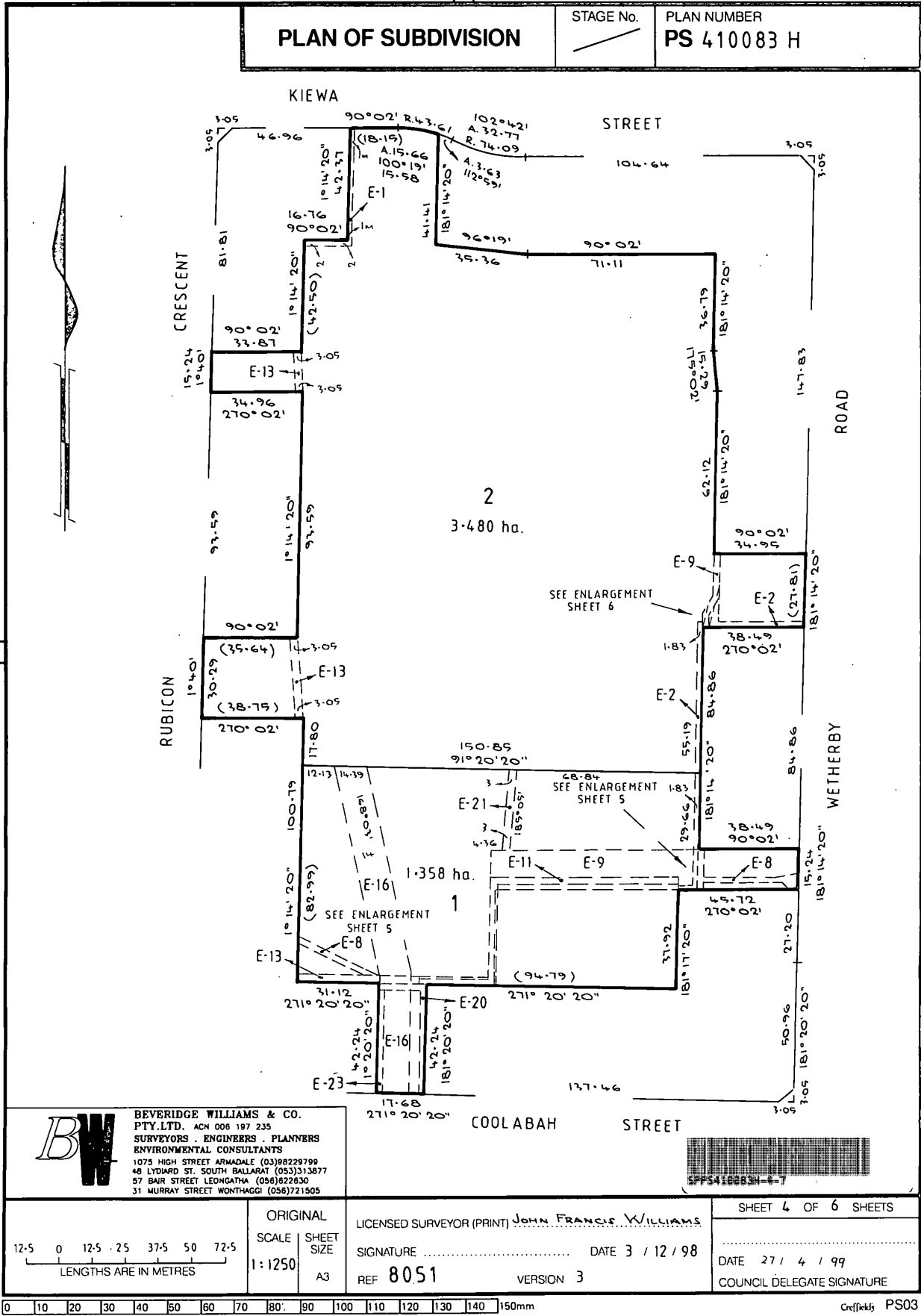
PLAN OF SUBDIVISION	STAGE No. /	PLAN NUMBER PS 410083 H
----------------------------	----------------	-----------------------------------

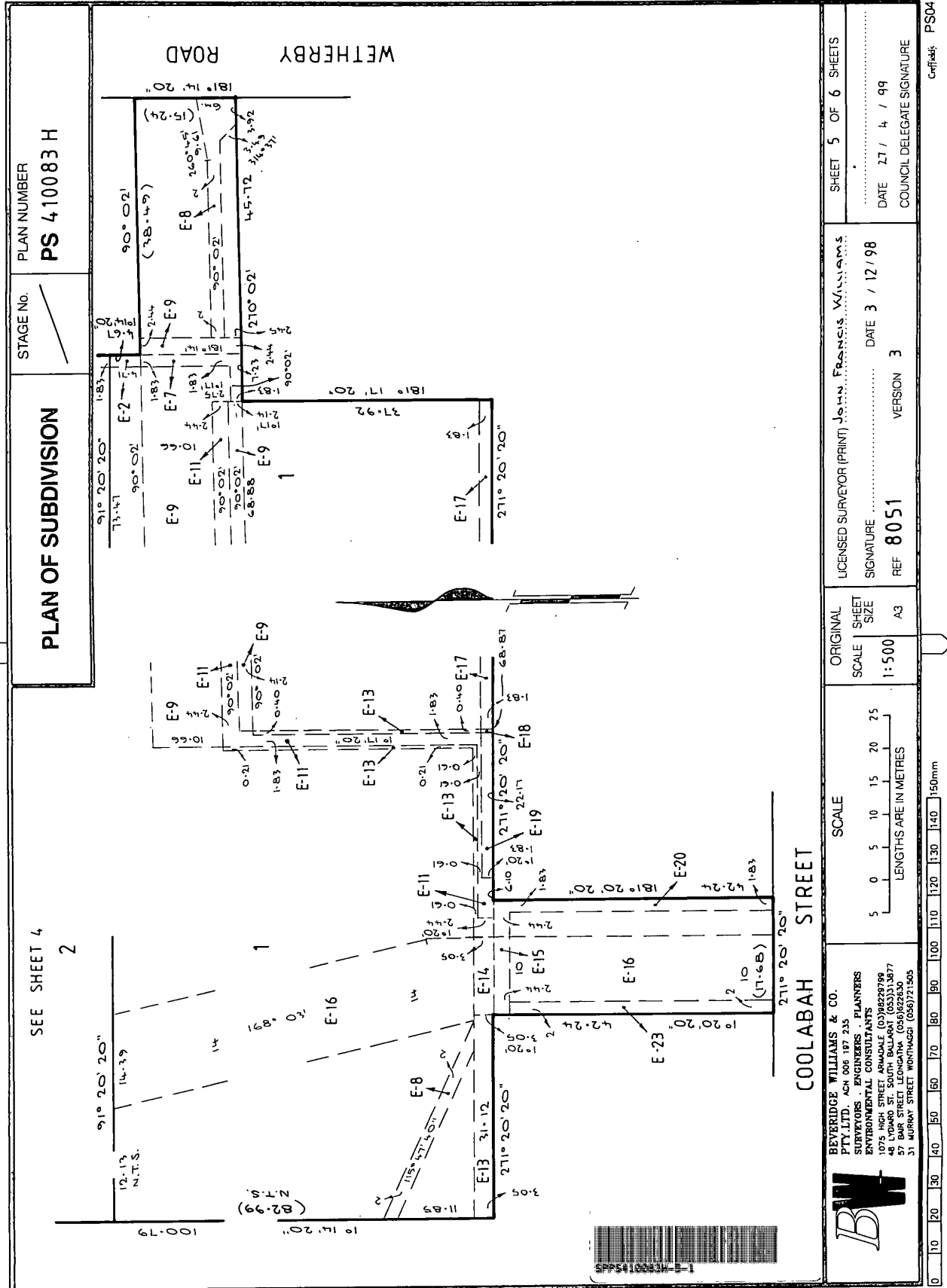
EASEMENT REFERENCE	PURPOSE	WIDTH (METRES)	ORIGIN	LAND BENEFITED / IN FAVOUR OF
E-18	DRAINAGE & SEWERAGE	SEE DIAG.	TRANSFER A408789	C/T VOL. 8167 FOL. 296
E-18	DRAINAGE & SEWERAGE	SEE DIAG.	LP 61531	LOTS ON LP61531
E-19	DRAINAGE & SEWERAGE	SEE DIAG.	LP57744 & LP61485	LOTS ON LP57744 & LP61485
E-19	DRAINAGE & SEWERAGE	SEE DIAG.	LP 61531	LOTS ON LP61531
E-19	DRAINAGE & SEWERAGE	1.83	TRANSFER A408789	C/T VOL. 8167 FOL. 296
E-20	DRAINAGE & SEWERAGE	SEE DIAG.	LP 51909	LOTS ON LPS1909
E-20	SEWERAGE	SEE DIAG.	THIS PLAN	YARRA VALLEY WATER LIMITED.
E-21	DRAINAGE	3	THIS PLAN	MANNINGHAM CITY COUNCIL

<p>BEVERIDGE WILLIAMS & CO. PTY. LTD. ACN 008 197 235 SURVEYORS . ENGINEERS . PLANNERS ENVIRONMENTAL CONSULTANTS 1075 HIGH STREET ARMADALE (03)98229799 48 LYDIARD ST. SOUTH BALLARAT (053)313877 57 BAIR STREET LEONGATHA (056)822630 31 MURRAY STREET WORTHAGGI (056)721505</p>		SHEET 3 OF 6 SHEETS
	<p>ORIGINAL SCALE SHEET SIZE A3</p>	LICENSED SURVEYOR (PRINT) <u>JOHN FRANCIS WILLIAMS</u>
<p>LENGTHS ARE IN METRES</p>	DATE <u>27 / 4 / 99</u> COUNCIL DELEGATE SIGNATURE	

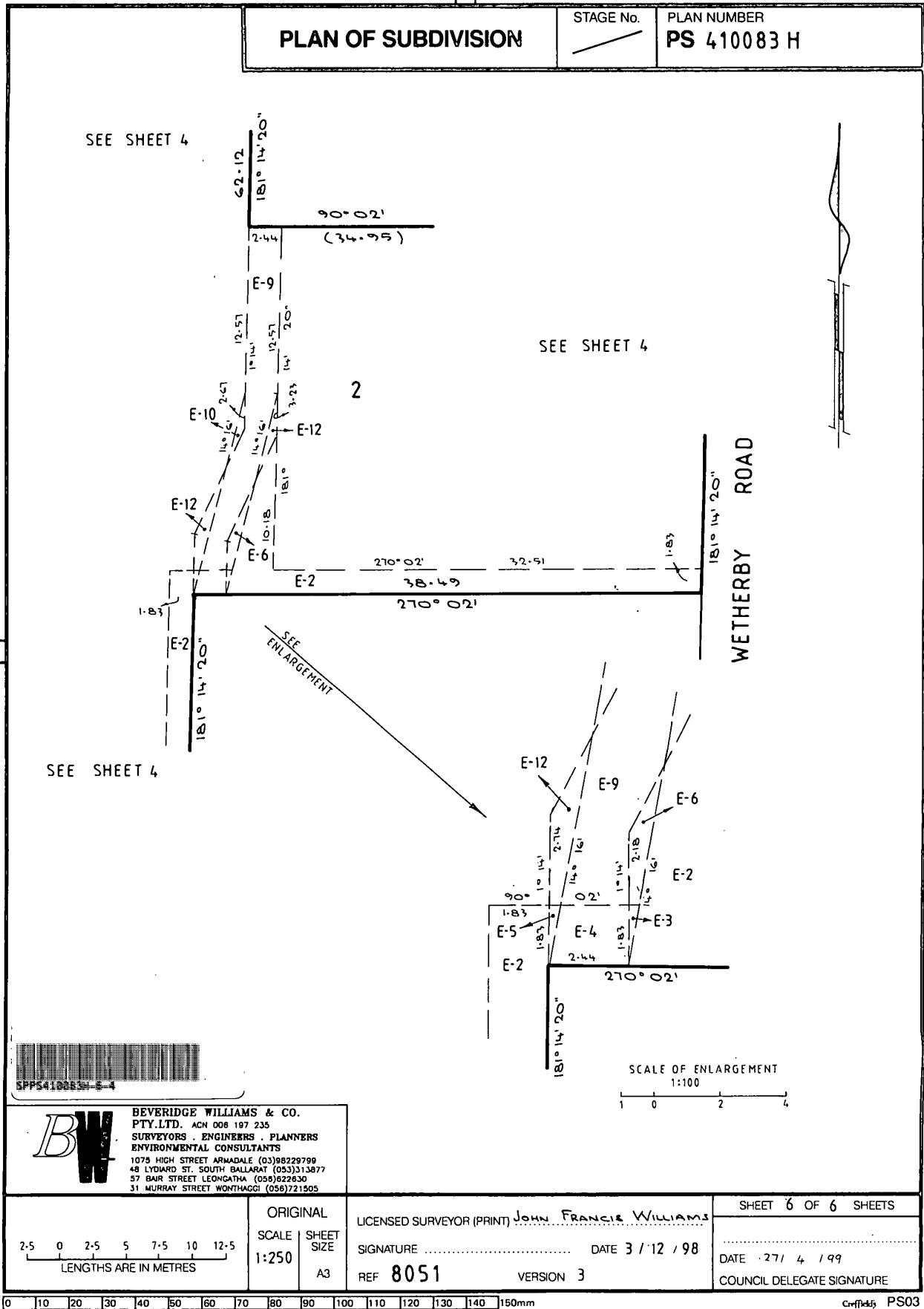
0 10 20 30 40 50 60 70 80 90 100 110 120 130 140 150mm Creffix4 PS03

Delivered by LANDATA®, timestamp 19/10/2021 11:37 Page 4 of 6





Delivered by LANDATA®, timestamp 19/10/2021 11:37 Page 6 of 6



APPENDIX B

Development Plan

Kevin Heinze Grow Development Plan*

Existing Uses/Buildings (building height)

1. Nursery
2. Blue shed (4m)
3. Nursery hothouse (4.2m)
4. Hothouse 1 (3.5m)
5. Hothouse 2 (3.5m)
6. Peace Garden hothouse (4m)
7. Office building (4.2m)
8. Therapy hub (4m)
9. Portashed (4m)
10. Gazebo (4m)
11. Oblong room (3.8m)
12. Grow on space
13. Maintenance shed (3.5m) 14a. Shed 1 (2.8m)
- 14b. Shed 2 (2.8m)
- 14c. Shed 3 (2.8m)
- 14d. Shed 4 (2.8m)
15. Parking: KHG - 14 spaces, KHG Customers - 3 Spaces, Men s Shed - 4 spaces

Non KHG Existing Uses/Buildings (building height)

16. Public Car Parking - 12 spaces
17. Pied Pipers (4m)
18. Men's Shed (6m)
19. Community gardens (run by MCC)

Future Projects

- A. Fully-accessible toilet
- B. Iconic entrance Weatherby Road and associated landscaping
- C. Entrance and point of sale upgrades to nursery and associated landscaping

*To be read in conjunction with the KHG Masterplan



- Existing Uses/Buildings
- Future Projects
- Iconic Entrance Planting



APPENDIX C

Site Plan



APPENDIX D

Plans for Accessible Adult Toilet and Change Facility

FRONT

Accessible Adult Changing Facility

Donors plaque

LEVEL ACCESS POINT

DRIVEWAY

FACTORY-BUILT ENCLOSURE MAX HEIGHT 3000

ARTWORK PANELS ON BALUSTRADE

SIDE

ARTWORK PANELS ON BALUSTRADE

DRIVEWAY

NATURAL GROUND

FACTORY-BUILT ENCLOSURE WITH 100 THICK INSULATED PANEL WALLS. POWDER-COAT STEEL WALL LININGS BOTH SIDES

RAINWATER TANK

SECTION

100 INSULATED XFLAM ROOF PANELS WITH INTEGRAL ZINCALUME STEEL TRAY ROOF SHEETS

ROOF

CEILING HOIST

FACTORY-BUILT ENCLOSURE WITH 100 THICK INSULATED PANEL WALLS. POWDER-COAT STEEL WALL LININGS BOTH SIDES

FRP MINI-MESH VERANDAH ON FACTORY-BUILT STEEL FRAME

22 MM RED-TONGUE PARTICLE BOARD FLOORING WITH SHEET VINYL COVERING

DRIVEWAY

NATURAL GROUND

400 DIA x 400 DEEP CONC PADS - FOUND IN NATURAL GROUND/CLAV OF Fp= 100k_p

100 x 100 CONC STUMPS SET SO INTO CON PAD

METER BEAM 10x45 FIT KDHW 2 x

PLAN

EXISTING PALING FENCE

EXISTING FENCE

WATER METER POSITION

FACTORY-BUILT ENCLOSURE 4625

HWS UNDER FLOOR

CHANGING TABLE

RAINWATER TANK

SEAMLESS SHEET VINYL FLOORING COVERED UP WALLS

SHOWER

WALL BASIN

WC

GRAB RAILS

CEILING HOIST

AUTO-SLIDING CAVITY DOOR

VERANDAH FRP MINI-MESH MOULDED GRATING

EXTEND BITUMEN PAVING TO VERANDAH. MAXIMUM GRADIENT 1:2 ZERO-THRESHOLDS AT VERANDAH & DOOR

GAUV PIPE/BALUSTRADE

3000

BARRIER

DRIVEWAY

ELEVATION LEGEND

◆

PRELIMINARY

No	Date	Revision
1		STRIKED DETAILS ADDED

Client: KEVIN HEINZE GROW
 Project name: ACCESSIBLE ADULT CHANGE FACILITY
 Project address: 93 WETHERBY ROAD DONCASTER
 Drawn by: RB
 Checked by: JH
 Project No: 10114
 Drawing No: A03
 Rev No: 1

Architecture & Access
 Creating environments, transforming lives.
 Level 5, 369 Royall Parade, Parkville VIC 3052 Australia
 Tel: +61 3 9347 5822
 Email: info@architectandaccess.com.au

APPENDIX E

Formal landowner consent to the preparation and lodgement of this
Development Plan



15 February 2022

Kevin Heinze Grow

Via email

Dear

Re: Development Plan – 39-41 Wetherby Road, Doncaster

AusNet Transmission Group Pty Ltd as the landowner of the property at 39-41 Wetherby Road, Doncaster provides consent to the preparation and lodgement of a Development Plan by Kevin Heinze Grow for the installation of an accessible toilet, point-of-sale upgrades to the nursery, proposed signage and entrance landscaping as reflected in the 'future projects' section of the enclosed plan.

If you have any queries, please don't hesitate to contact me or _____ or _____

Sincerely,

Property Officer - Leasing
AusNet Services

Locked Bag 14051
Melbourne City Mail Centre
Victoria 8001 Australia
T: 1300 360 795
www.ausnetservices.com.au

11 CITY SERVICES

11.1 Asset Management Annual Report

File Number: IN22/623
Responsible Director: Director City Services
Attachments: 1 Asset Management Annual Report (2021-2022) [↓](#)

EXECUTIVE SUMMARY

The purpose of this report is to provide public disclosure of Manningham Council's asset management-related activities from July 2021 to 30 June 2022.

The Asset Management Annual report is part of a suite of short-term and long-term Planning documents. The Annual Report details our performance against the strategic themes outlined in our Council Plan 2017-2021, our 2020-21 Annual Budget initiatives, and the 2022-32 Asset Plan and includes information about the current conditions of each infrastructure asset class under the control of Manningham Council.

COUNCIL RESOLUTION

MOVED: CR ANNA CHEN
SECONDED: CR CARLI LANGE

That Council:

- A. Endorses the Asset Management Annual Report, with the information to be included within the Manningham Annual Report 2021/22; and**
- B. Notes that a copy of the Manningham Annual Report with the Asset Management information will be publicly available on the Manningham Council website.**

PROCEDURAL MOTION

MOVED: CR STEPHEN MAYNE
SECONDED: CR DEIRDRE DIAMANTE

That Councillor Gough be permitted an extension of time to speak in accordance with clause 34.6 of the Governance Rules.

CARRIED UNANIMOUSLY

THE SUBSTANTIVE MOTION WAS PUT AND CARRIED UNANIMOUSLY

2. BACKGROUND

- 2.1 Manningham Council is responsible for delivering a wide range of services to support our community. Services that rely on multiple assets created, upgraded, renewed, and maintained. To ensure we realise the total value of our assets, we need to plan for, manage, and utilise our assets effectively. Effective management of these assets requires collecting appropriate information, including value, cost to maintain and operate, condition, performance, risk, and utilisation.
- 2.2 We then use this information to make decisions about our assets. These asset management decisions include how and when to invest in new assets and decisions about maintenance, replacement, upgrades, and disposals.
- 2.3 The Local Government Act 2020 requires that Local Government Organisations develop, adopt and keep in force an Asset Plan in accordance with its deliberative engagement practices.
- 2.4 In early 2021, in preparation for the Manningham Council Plan, we facilitated a deliberative engagement process through a Community Reference Panel to inform the development of the Council Plan and Asset Plan.
- 2.5 In June 2022, the Asset Plan was adopted by Council following the community consultation.
- 2.6 To achieve the Council Plan objectives and Community Vision statement in a financially sustainable manner, we created an Asset Management Annual Report. It is intended to be a document that informs the community on how infrastructure assets are managed and provides the condition of these assets ranging from our buildings, roads, and footpaths.
- 2.7 This report is an action arising from Manningham Council's Asset Plan and will be reviewed annually.

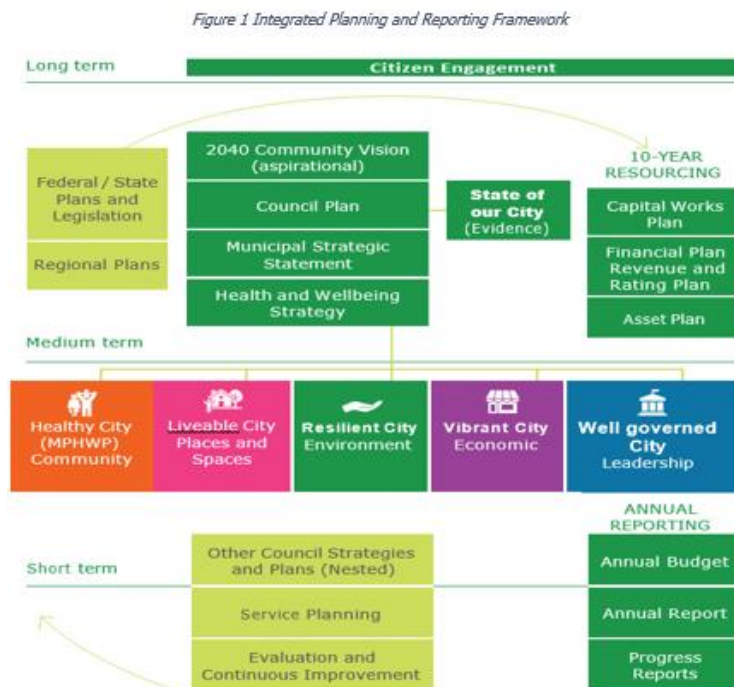
The annual report explores:

- the value of our existing assets
- the current state of the asset based on the most recent condition data

3. DISCUSSION / ISSUE

- 3.1 The Asset Management Annual Report provides information for our community about the condition of our infrastructure assets, the value of our assets and the current renewal budget.
- 3.2 Manningham Council has an Integrated Planning Framework that aligns operational, corporate, and strategic plans to deliver core services and achieve sustainable improvements for the city and its people. This Framework provides the basis for us to advise the community, forming a sound base for decisions on prioritising, investing, and managing city assets. (Shown in figure 1 below).

- 3.3 The Asset Management Annual report is in addition to the suite of short-term and long-term Planning documents, which include:
 - 3.3.1 Asset Plan
 - 3.3.2 Annual budget
 - 3.3.3 Annual Report
 - 3.3.4 Progress Report
- 3.4 The information from the Asset Management Annual Report is to be included within the overall Manningham Annual Report with a report to Council for endorsement in October.



4. IMPACTS AND IMPLICATIONS

- 4.1 The incorporation of community engagement with relevant asset-centric information and intelligence through this report should result in better community decision-making outcomes.
- 4.2 Asset Management Annual Report will help build short and long-term capital works plans for strategic asset management planning.

5. IMPLEMENTATION

- 5.1 Finance / Resource Implications
 - 5.1.1 The Asset Management Annual Report will help inform the development Council’s asset renewal strategy and may result in additional expenditure or resource allocations.

5.2 Communication and Engagement

5.2.1 The status of Asset Management-related activities is reported to the Asset Management Steering Committee, which meets every second month.

5.3 Timelines

5.3.1 The draft Asset Management Annual Report will be presented at the Council meeting on 25 October 2022.

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.

2021/22

Asset Management Annual Report



Acknowledgement of Country

Manningham Council acknowledges the Wurundjeri Woiwurrung people as the Traditional Owners of the land and waterways now known as Manningham.

Council pays respect to Elders past, present and emerging and values the ongoing contribution to enrich and appreciate the cultural heritage of Manningham.

Council acknowledges and respects Australia's First Peoples as Traditional Owners of lands and waterways across the Country and encourages reconciliation between all.

Welcome

This report provides public disclosure of Manningham Council's asset management-related activities from July 2021 to 30 June 2022.

Our Annual Report details our performance against the strategic themes outlined in our Council Plan 2017-2021, our 2020-21 Annual Budget initiatives, and the 2022-32 Asset Plan.

ASSET MANAGEMENT ANNUAL REPORT 2021/22

Contents

Welcome.....	3
Manningham Profile	5
Our People	6
Our History	6
Executive Summary	7
Asset Management Planning and Reporting Framework	8
Development of Asset Plan.....	10
Development of Asset Management Annual Report.....	11
Asset Management System	11
Asset Valuation.....	11
Budget.....	13
Condition of Manningham Council's Assets	14
Roads	14
Kerb and Channel	16
Footpaths.....	17
Carparks	19
Drainage.....	19
Bridges	21
Our Changing Community	22
Community Facilities Gap Analysis	23
Community Infrastructure Plan	23
Major Priorities Based on Gap Analysis (Community Facilities)	24
Community Priorities.....	25
Role of Asset Management in the Development of CIP	25
Asset Data Management Improvement Program	25
Manningham Council Documents	26

Manningham Profile

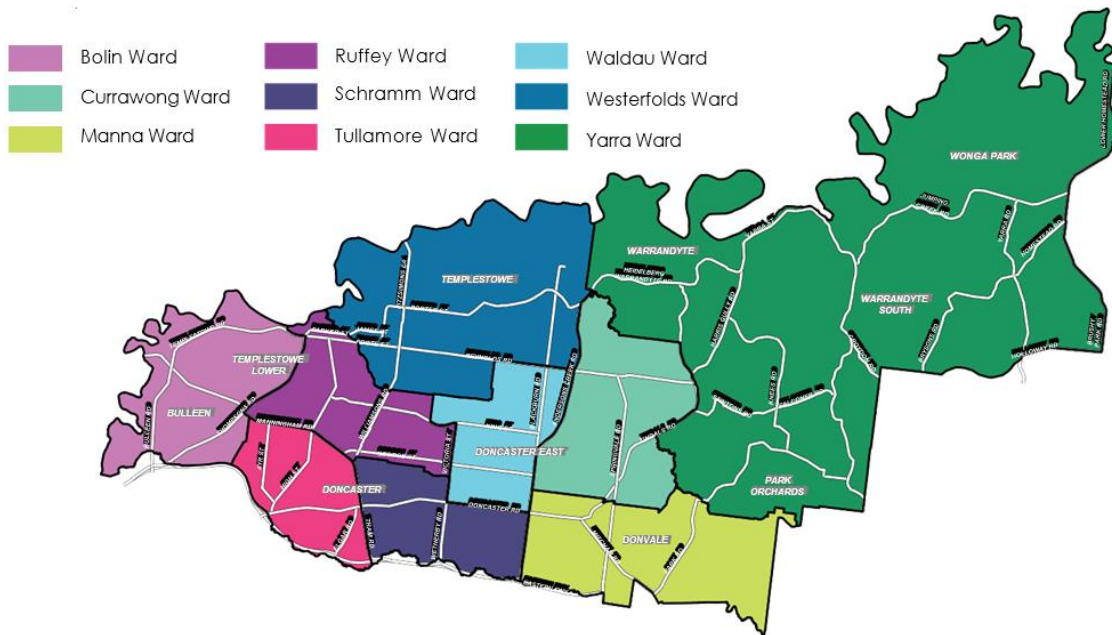
The Manningham area is in Melbourne's north-eastern suburbs, commencing with its western boundary in Bulleen, 10km from the Melbourne CBD and extending to Wonga Park at its eastern extremity, 32km from the CBD.

The Manningham area is bounded by the Yarra River and Nillumbik Shire in the north, the Yarra Ranges Council area in the east, Koonung Creek, the City of Maroondah, the City of Whitehorse and the City of Boroondara in the south, and the City of Banyule and the Yarra River in the north-west.

Covering 114km², Manningham has large areas of open space, including more than 300 parks and reserves and a mix of shopping and dining precincts. With vibrant residential neighbourhoods and many housing options, Manningham also includes attractions such as local galleries, nurseries and community centres.

A large section of the eastern half of Manningham is designated as a Green Wedge to protect Melbourne's significant natural and rural environment.

We also have a diverse and multicultural community that brings a wealth of languages, music, food and cultural traditions to our region.



Our People

We are a diverse community of over 134,608 people (population forecast for 2022). Our population spans various ages, household types, incomes, and cultural backgrounds, as shown by the demographic information below:

- From 2016 to 2021, Manningham's population increased by 8,440 people (7.3%). This represents an average annual population change of 1.41% over the period.
- The population estimate as of 30 June 2021 is 125,827 (*ABS Estimated Resident Population 2021*).
- In 2021, 50.7% of people spoke English only, and 7.8% spoke another language, and English was not well or not at all.
- In 2021, 69.9% of all dwellings were separate houses, 20.3% were medium-density dwellings, and 9.6% were high-density dwellings.
- By 2036, we expect our population to reach 149,274.

Our History

The history of Manningham dates back millennia to the Wurundjeri people, whose way of life is closely linked to the natural environment.

In the late 1830s, the first European settlers began growing wheat, vegetables, and grapes before eventually planting orchards.

The discovery of gold in Warrandyte was a real turning point, and by 1851, fortune hunters were trying their luck, panning the streams and digging the rich soil around Harris Gully.

Local Government in the area dates back to the election of the Templestowe District Roads Board in 1856. On 28 February 1967, the Shire of Doncaster and Templestowe proclaimed a City. The 50th anniversary of the proclamation was marked in 2017.

The City of Manningham was formed in 1994 due to local government amalgamations.

Executive Summary

Manningham Council is responsible for delivering a wide range of services to support our community. Services that rely on multiple assets must be created, upgraded, renewed and maintained regularly and on time if we are to continue delivering quality service provision.

To ensure we realise the total value of our assets, we need to plan for, manage, and utilise our assets effectively. Effective management of these assets requires collecting appropriate information, including value, cost to maintain and operate, condition, performance, risk, and utilisation.

We then use this information to make decisions about our assets. These asset management decisions include how and when to invest in new assets and decisions about maintenance, replacement, upgrades, and disposals.

To achieve the Council Plan objectives and Community Vision statement in a financially sustainable manner, we created an Asset Management Annual Report. It is intended to be a document that informs the community on how infrastructure assets are managed and provides the condition of these assets ranging from our buildings, roads, and footpaths.

This report explores:

- the value of our existing assets
- the current state of the asset based on the most recent condition data

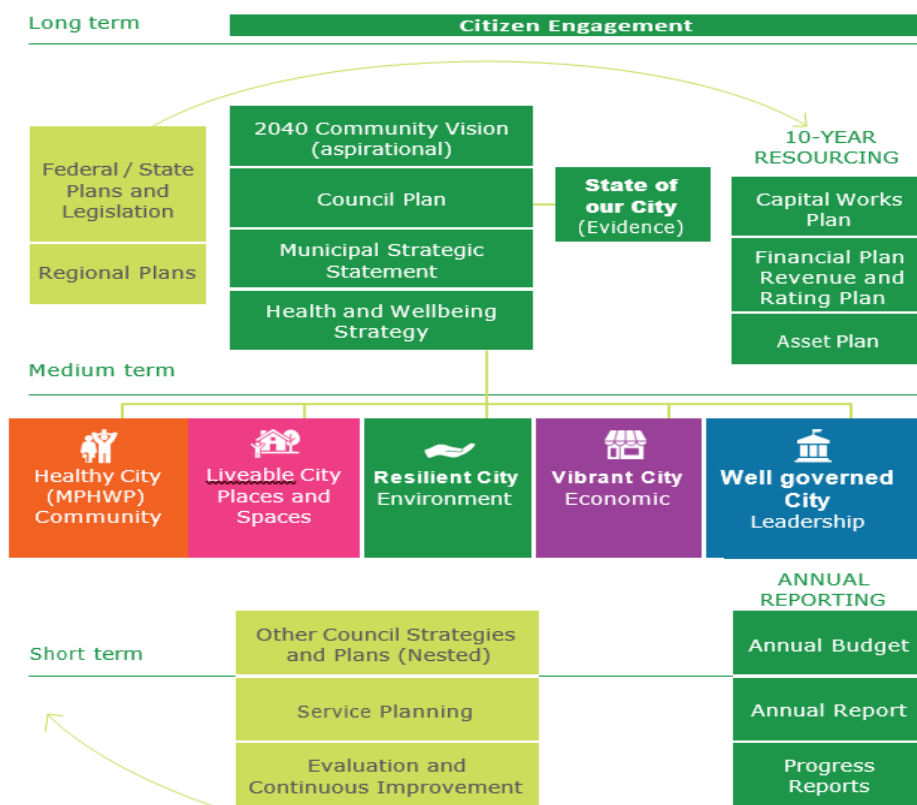
The Asset Management Annual Report is in addition to the suite of short-term and long-term Planning documents, which include:

- Asset Plan
- Annual Budget
- Annual Report
- Progress Report

Asset Management Planning and Reporting Framework

Manningham Council has an Integrated Planning Framework that aligns operational, corporate and strategic plans to deliver core services and achieve sustainable improvements for the city and its people. This Framework provides the basis for us to advise the community, forming a sound base for decisions on prioritising, investing, and managing city assets.

Figure 1 Integrated Planning and Reporting Framework

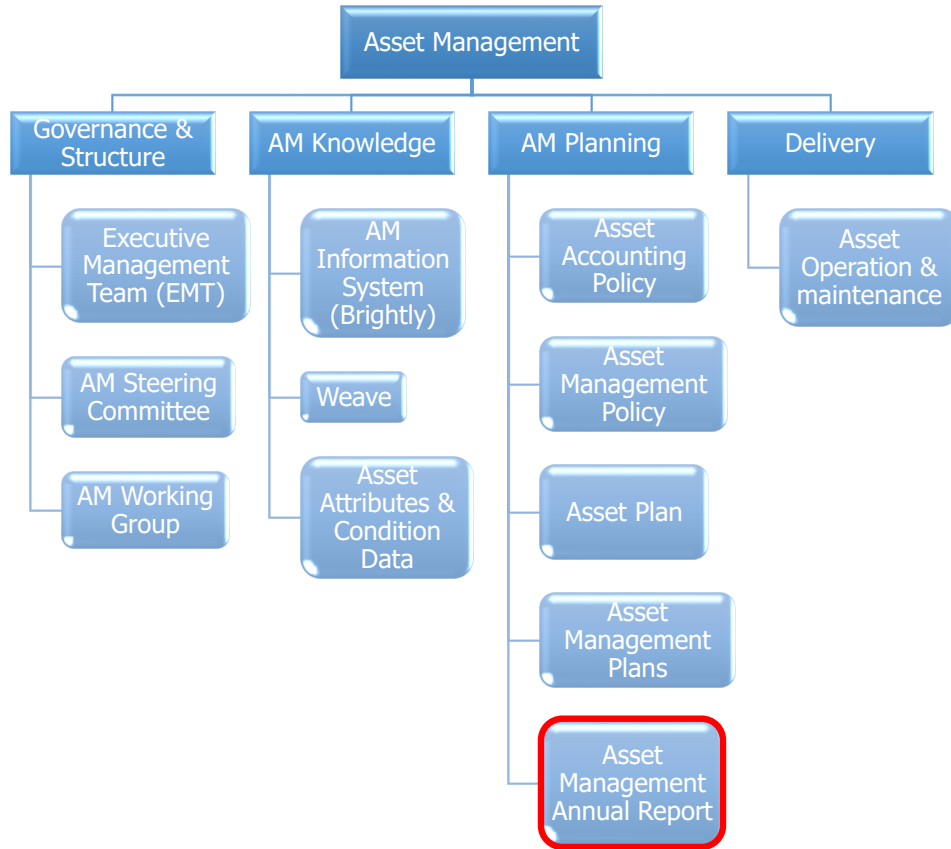


The link with service planning is vital because the idea that assets exist to serve and deliver public value underpins our Asset Management Framework.

The Asset Management Annual Report is also part of our Asset Management Framework, along with the Asset Accounting and Asset Management policies and Building, Road, Drainage and Parks asset management plans.

ASSET MANAGEMENT ANNUAL REPORT 2021/22

Figure 2 Asset Management Framework



Development of Asset Plan

In February 2021,

We held an open registration of interest, inviting community members to register their interest in joining our deliberative community panel. The extensive communications campaign also amplified opportunities for a diverse cross-section of community members to get involved.

FUNDING STRATEGY	FEEDBACK
Government grants	Seek grants and advocate other levels of government for funding.
User fees	Full user pays for commercial, but not for community use (Manningham Council to provide a subsidy or part subsidy for community/not-for-profit or where the benefit for the whole community can be demonstrated).
Commercial or not-for-profit co-contributions / partnerships for funding community infrastructure	Manningham Council to consider this where alignment can be demonstrated with community values.
Loan borrowings	Manningham 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	Manningham Council prioritises renewing assets rather than selling assets to fund major projects.

In June 2021,

Additional ongoing funding of \$600,000 per annum was allocated to our footpath and drainage programs as a part of our commitment to the community.

\$55 million was included in the budget to boost community infrastructure spending over the next ten years.

In June 2022,

Manningham Council developed and adopted an Asset Plan following the community consultation.

Development of Asset Management Annual Report

To achieve the Council Plan objectives and Manningham Council's Financial Mission Statement to be a financially sustainable organisation, we created an Asset Management Annual Report. The Asset Management Annual Report is intended to be a document that informs the community on how infrastructure assets are managed and provides the condition of these assets ranging from our buildings, roads and footpaths.

Asset Management System

Information on Manningham Council's assets is held within the asset management system (Brightly: formerly known as Assetic). Information is recorded to maintain the accuracy of Manningham Council's asset management system from the following sources:

- asset inspections
- customer service request responses
- maintenance works on assets
- new assets installations
- assets modification or removal

Asset Valuation

All assets are rated at the appropriate life for the materials and assessed in terms of their quantity, applying the 'Fair Value' principle. Asset values are based on the asset data held in Brightly (formerly known as Assetic), Manningham Council's Asset Information Management System.

Last year,

Within the 20/2021 financial year, we were responsible for over \$1.48 billion of building and infrastructure assets. The depreciated value of these assets is \$848 million, equating to an average asset consumption ratio of 57 per cent.

This year 21/22,

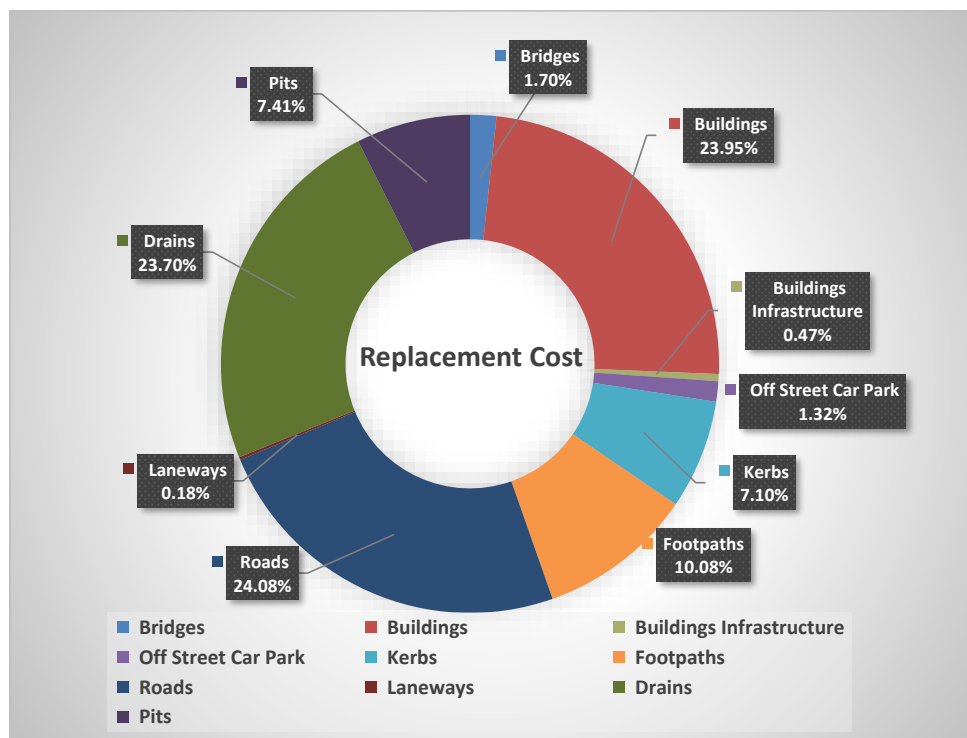
During 21/2022, we have been responsible for over \$1.55 billion of building and infrastructure assets. The depreciated value of these assets is \$871 million, equating to an average asset consumption ratio of 56 per cent.

ASSET MANAGEMENT ANNUAL REPORT 2021/22

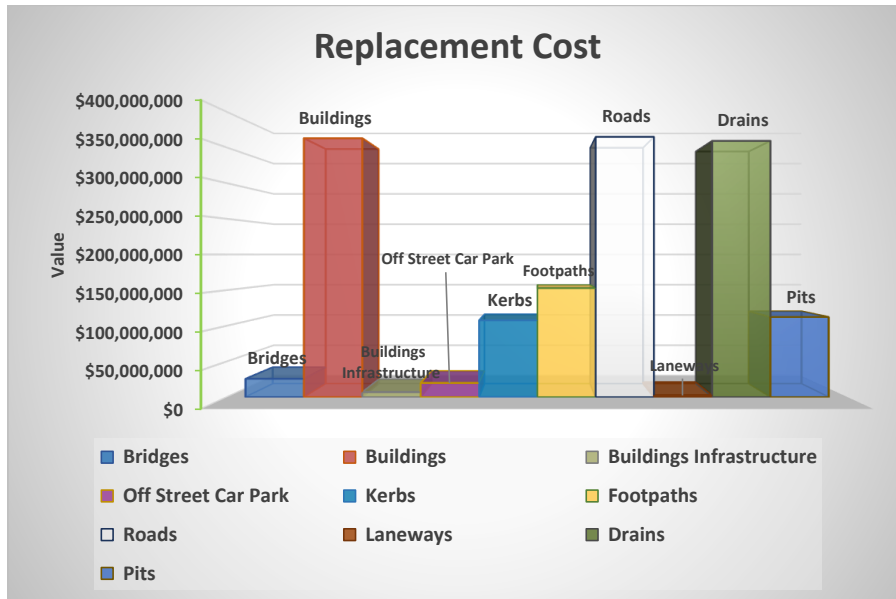
The infrastructure assets covered by this report are shown in Table 1.

Table 1 Summary of Infrastructure Asset Classes

Asset Class	Description
Roads	Road pavement, road surface and kerb & channel
Footpath	Street footpaths on local roads, arterial roads and state highways
Bridges	The pedestrian footbridge, road bridge and culvert
Drainage	Drainage pipes and pits, including gross pollutant traps
Off-street Carparks	An off-road car park is an open space car park located on the Council-Managed Land where cars or other vehicles may be left temporarily.
Buildings	Municipal offices, aquatic centres, pavilions, libraries, community facilities, childcare centres, maternal & child health and toilets (excluding investment property)

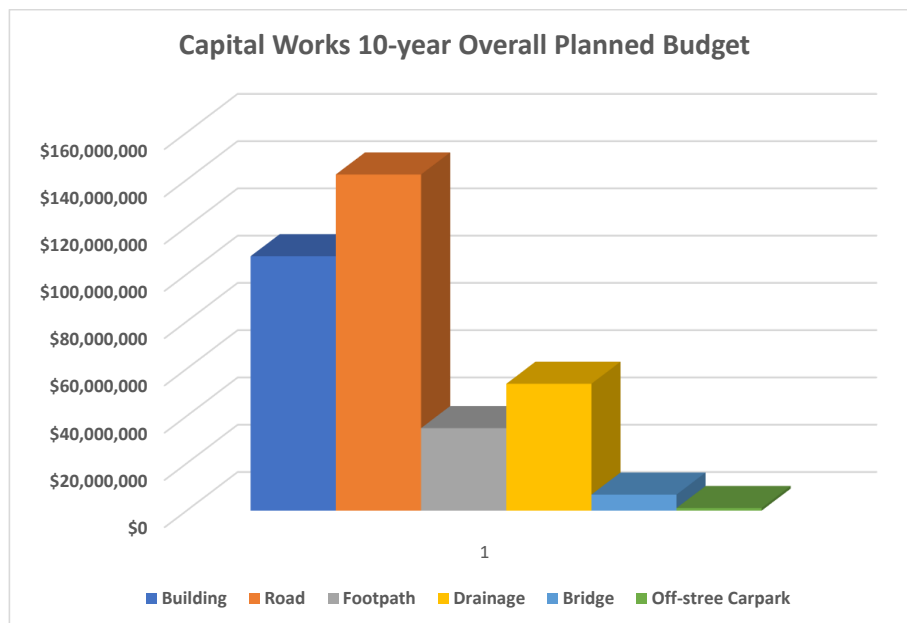


ASSET MANAGEMENT ANNUAL REPORT 2021/22



Budget

As our city grows, we support the delivery of new and renewed facilities. Manningham Council will invest 25 million in infrastructure assets, delivering much-needed community services over the coming year.



Condition of Manningham Council's Assets

In this report, we use a five-point grading system summarised in Table 2 to assess the condition of the Manningham Council's assets. This is consistent with the grading system recommended by Brightly (formerly Assetic), Manningham Council's Asset Information Management system.

Table 2 Condition Rating Definition

Condition Grading Scale	Name	Description
0	Brand New	New asset
1	Very Good	Assets in as excellent condition
2	Good	Only planned maintenance required
3	Fair	Minor maintenance required, plus planned maintenance
4	Poor	Major maintenance required
5	Very Poor	Significant renewal/rehabilitation required



Roads

Manningham Council manages local roads (including pavement and wearing surface), kerb and channel, and roadside assets (e.g. parking bay, roundabout, median, splitter island, speed hump, the crash barrier, slow point and traffic control device), whereas VicRoads manages arterial roads and Highways.

Manningham Council's current (2022/23) budget for road renewal is \$8,538,600. It is \$300,000 under the average for the following five years. However, the funding level is appropriate to maintain the current condition over the next five years.

Table 3

Component	Length (km)	Replacement Value
Road (including pavement and surface and laneways)	618 km	\$367,537,297
Kerb and Channel	963 km	\$107,635,864
Total		\$475,173,161

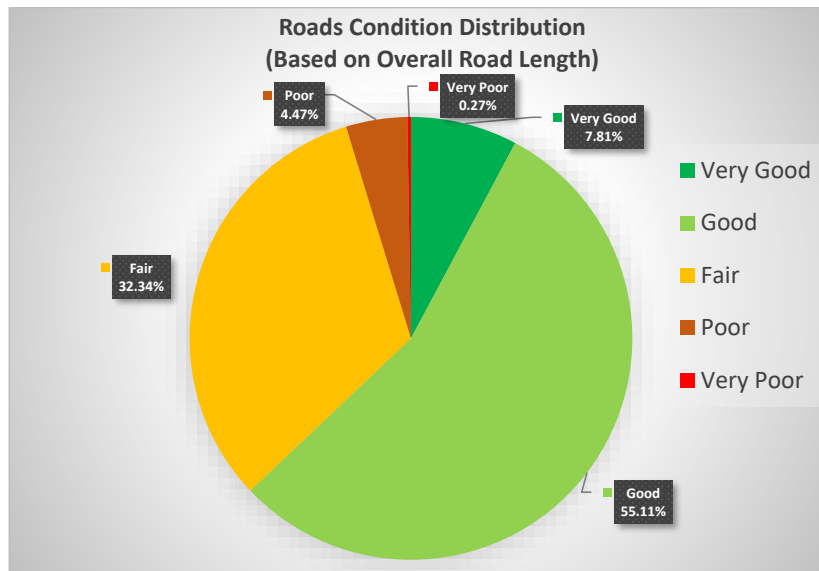
We undertake a condition audit of our road network every three years. The latest condition audit was completed in June 2022. This project aimed to take on a visual survey and condition assessment of roads and road-related infrastructure (including laneways, kerb and channels, footpaths, pathways in parks, off-road car parks and off-road car park kerb and channels).

The overall condition of the local roads is good. Figure 1 depicts the condition of the local road

ASSET MANAGEMENT ANNUAL REPORT 2021/22

network base on the 2022 road condition assessment survey.

Figure 3 Road Condition distribution based on the length



The following image taken during the recent road condition assessment is an example of a very poor road surface that requires a priority maintenance plan.

Figure 4 Snapshot of a very poor road surface (Wallmah Close in Templestowe)



During the condition assessment, we identified some segments of our local that need to be maintained as a priority. This data informs what local roads are included within the forward capital

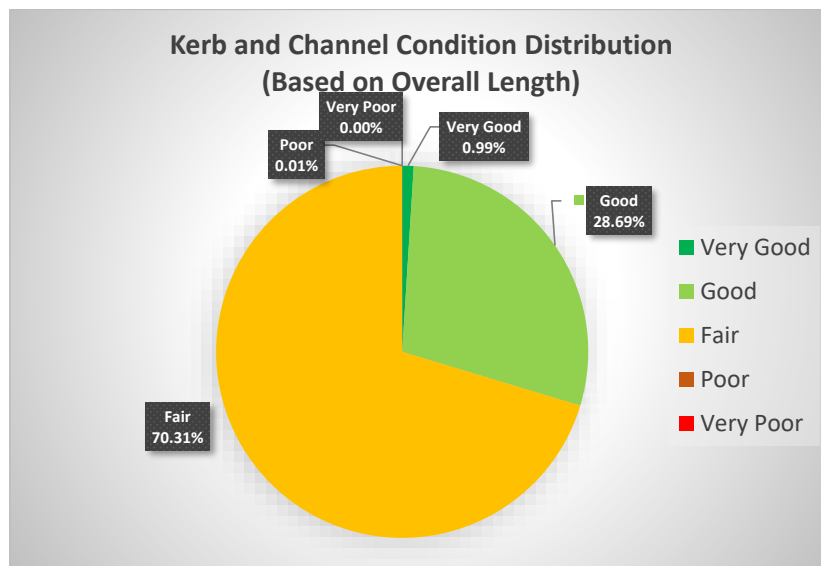
program.

Kerb and Channel

The functional level of service for the kerb and channel is to provide a practical network that compliments the road pavement and provides adequate stormwater runoff.

The total length of the kerb and channel is approximately 963km and is predominately made of concrete material. 55km of the kerb line was identified during condition assessment and asset data validation in June 2022.

Figure 5 Kerb & Channel Condition distribution based on the length



The following image taken during the recent road condition assessment is an example of a poor kerb and channel requiring a priority maintenance plan.

Figure 6 Snapshot of a very poor Kerb and channel in Anderson Park off-street carpark



During the kerb and channel condition assessment, we identified some segments of the roads that need to be maintained as a priority and included within a program of works.

Recommended improvements:

- Ensure maintenance funding keeps pace with growth.
- Kerb and channel gets maintained when its condition drops below agreed technical levels of service.
- Sealed carpark surface and kerb get maintained proactively.



Footpaths

Manningham Council's footpaths provide benefits to the community through:

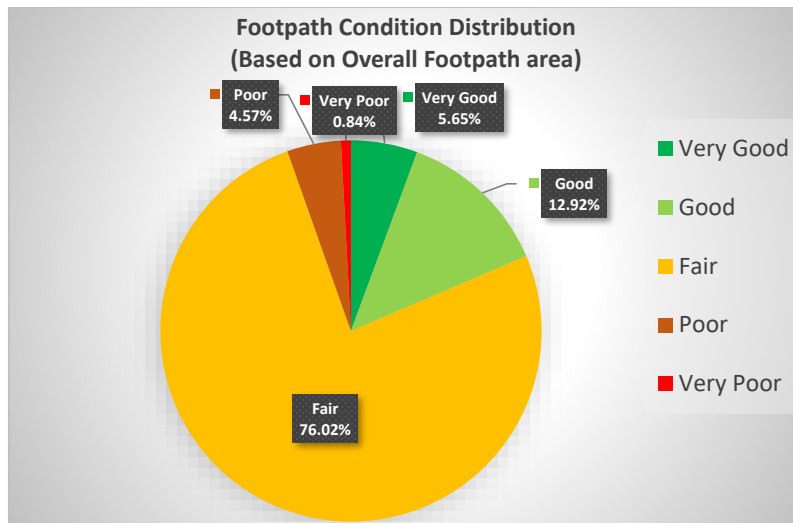
- Safe movement of people
- community linkages to shops, schools, neighbours, and friends
- recreation, well-being and fitness opportunities

The footpath network for which Manningham Council is responsible measures approximately 900km in total length.

Manningham Council's current (2022/23) budget for footpath renewal is \$1,731,250. The footpath has a renewal gap over the next five years to maintain its current condition and comply with Manningham Council's Road Management Plan. To address the gap, it is proposed to increase the renewal funding over the next five years by \$3 million.

ASSET MANAGEMENT ANNUAL REPORT 2021/22

Figure 7 Footpath Condition distribution based on the footpath Area



During the recent comprehensive footpath network condition assessment, approximately 67 segments of the footpath equating to 42km were listed to be included in the future maintenance program (mainly asphalt material) across the municipality footpath network.

Figure 8 Footpath segment Domeney Reserve, Park Orchards



Recommended Improvements:

- conducting regular condition assessments at regular intervals (according to Road Management Plan); and
- developing a footpath and Pedestrian Access Strategy to create a safe, accessible, and

connected Network.



Carparks

We are responsible for managing 191 off-street carparks (equating to 253,717m²) located within the municipality. These car park assets support the use of a variety of community services and several major shopping precincts. Like other infrastructure for which we are responsible, these assets must be managed appropriately and responsibly.

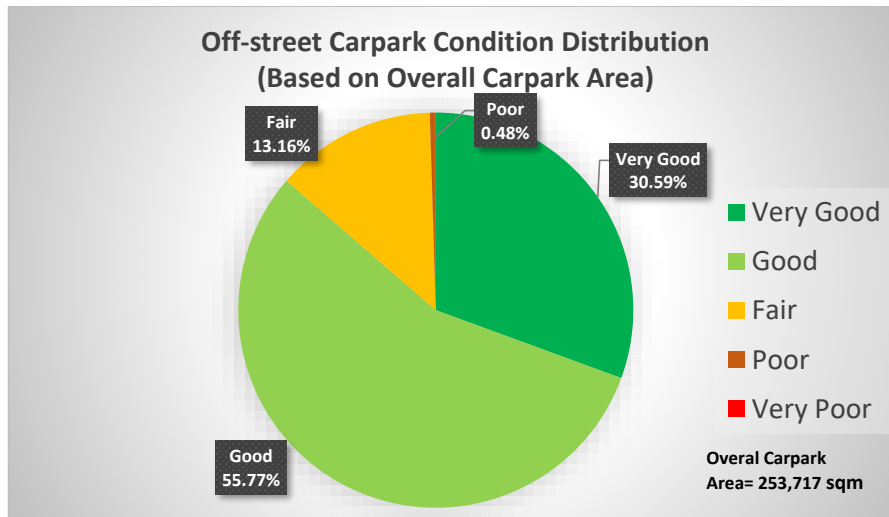
In June 2022, a carpark condition audit was undertaken for the first time for this asset category. The audit included:

- Confirmation of asset inventory data.
- Collection of condition and defect data for the carpark surface, pavement, kerb and channel.

Recommended Improvements:

- Reseal 19 car parks that were reported as unsealed.
- Introduce crack sealing to address identified defects before renewal.
- Develop routine and reactive carpark maintenance activities.
- Overall conditions of our carpark are good. However, we identified one car park with overall poor condition. 250-282 Blackburn Road shops – Off Street Car Park was identified as having poor surface condition and needs to be maintained as a priority.

Figure 9 Carpark Condition distribution based on the area size



Drainage

ASSET MANAGEMENT ANNUAL REPORT 2021/22

We are responsible for a drainage network, listed in Table 4, which comprises over 1035km of pipes and 47,577 pits. The replacement value of the pipes and pits is \$458.6 million. Open drain assets are not included in this list. Our budget for drainage renewal is \$4,732,000 in 2022/23. The confidence level about the condition of this asset is low. Therefore, increasing the current funding and addressing renewal and upgrade requirements is reasonable.

Table 4

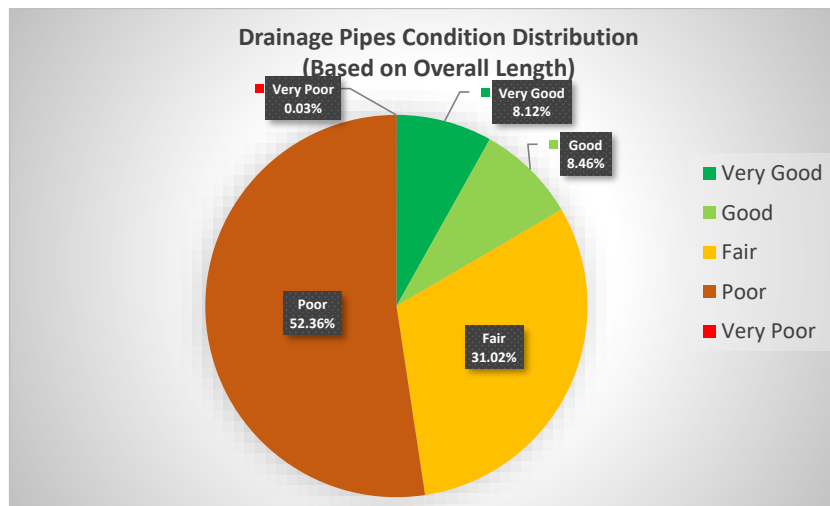
Asset Class	Quantity	Replacement Value (\$M)
Pipes and Culverts	1036 km	361 M
Pits and Structures	47,577 No.	97.6 M
Total		458.6 M

The pipe network has primarily been developed in the 1950s. The average age of the pipe network is approximately 45 years, which is about one-third of its useful life, 120 years.

Pipes are underground assets susceptible to premature failures due to joint displacement and tree roots. Condition inspection of pipes is comparatively expensive. As a result, we have minimal drainage condition data. We have recently started conducting CCTV camera inspections. We plan to inspect two per cent of the network annually, to obtain a good sample size after five years to draw an indicative condition profile rather than an age-condition profile.

Figure 9 shows the overall condition of pipe assets based on their age. The pipe condition profile indicates that to keep the pipe network at an acceptable level of service, we need an increase in renewal requirements in future. Some pipes may also need to be upgraded to cope with the growth, which is not addressed in this figure.

Figure 10 Drainage Condition distribution based on the overall length



Following is the screenshot of a pipe segment in a very critical condition.

ASSET MANAGEMENT ANNUAL REPORT 2021/22



Bridges

We are responsible for 58 bridges, boardwalks and minor structures with approximately \$25 million in replacement value.

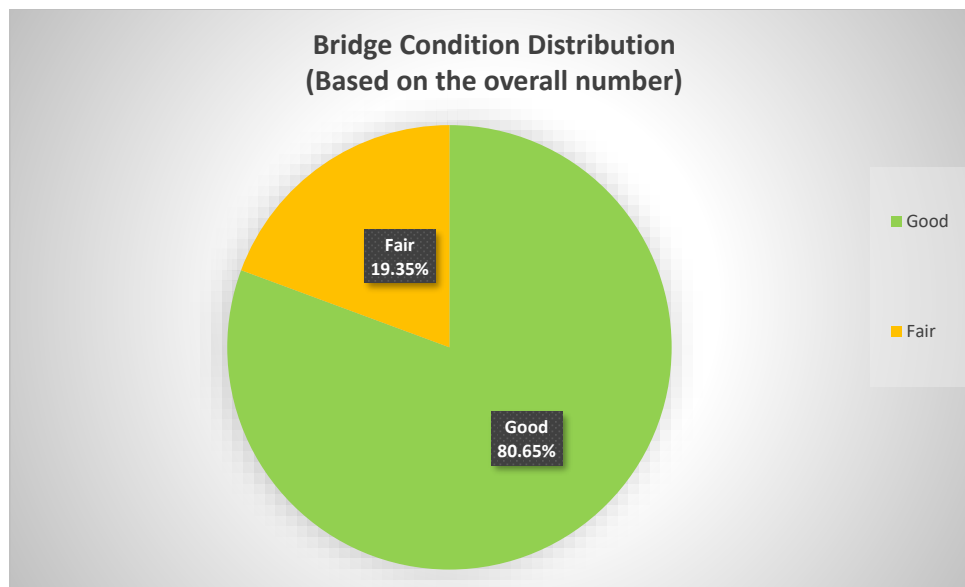
We have allocated \$6.8 million in capital expenditure to bridges from 2022/23 to 2031/32. Most of this funding is for constructing a new pedestrian bridge in Banksia Park.

Our budget for Bridge renewal is \$147,500 in 2022/23. The confidence level about the condition of this asset is low. Therefore, increasing the current funding and addressing renewal and upgrade requirements is reasonable.

At the time of the last bridge condition assessment, many of our bridges (>80 per cent) were in good condition. No major renewal works are anticipated for the period 2022/23. Only one footbridge is likely to need replacing in the next 30 years.

ASSET MANAGEMENT ANNUAL REPORT 2021/22

Figure 11 Bridge Condition Distribution

Recommended Improvements:

- Conducting regular condition assessments at regular intervals (according to Road Management Plan).



Buildings and Community Infrastructure Services and Spaces

Community infrastructure relates to places and spaces where community members participate in social, recreational, and cultural life. Community infrastructure is the sum of both 'hard' infrastructure (facilities) and 'soft' infrastructure (support services, technology, and programs).

Our Changing Community

It's important to know what characterises our current community and how that will change in the future. Here's a snapshot of Manningham today in 2021 and some fundamental changes we will experience.

- Current population (2021) – 125,827 people
- Forecast population (2036) – 149,274 people (+10.9%)
- 76 languages spoken across the municipality
- 44% of people were born overseas (coming from China, Malaysia, Italy and Greece)
- The population across the municipality is ageing, in line with metropolitan-wide trends. By

2036 our community is forecast to include the following:

- A higher proportion of working-aged people than today (25-29 years)
- A higher proportion of older people than today (aged 70+)
- 4,045 more children and young people (aged 0-18 years)
- Doncaster, Bulleen and Doncaster East are expected to experience the most growth in the future
- The dominant household is anticipated to remain couple families with children through 2036, but there will also be an increase in lone-person households.

Community Facilities Gap Analysis

Aging infrastructure facilities: Most existing community facilities were built in the 60s and 70s and will not support the effective delivery of services over the coming decades. This means that some facilities aren't being used as much as they could, are not accessible to everyone or are suitable for different groups.

Our community halls and venues Are well-used and well-located. However, most are stand-alone, not 'hubs'. Smaller meeting spaces are slightly undersupplied.

No dedicated youth space: Facilities are required for information provision, confidential spaces for counselling and advice, and program rooms for groups. The suburbs experiencing the highest demand for youth services are Doncaster East, followed by Templestowe.

Co-working space: The need for co-working space to support sole traders and small businesses.

Health infrastructure: Data collected by Council found that our municipality makes up approximately 16% of the Eastern Health primary catchment population and is characterised by similar health service needs compared to neighbouring municipalities. This means our residents must travel outside the municipality for hospital services. This issue is compounded by our community's lack of public transport options – creating significant barriers to accessing fundamental health services.

To address these challenges, as per our Community Infrastructure Plan, Council's role in planning and delivery is specified, and recommendations are made in three timeframes:

Short (0-6 years): high-priority projects that are either already included in an upcoming capital works plan and/or should be prioritised for more detailed feasibility and planning. They respond to a current community need.

Medium (7-12 years): Projects requiring more detailed feasibility studies and planning may depend on other short-term project outcomes.

Long-term (13+ years): strategic actions to address long-term needs

Community Infrastructure plan

Service delivery needs to be established, and service levels defined in consultation with local community stakeholders, considering relevant demographic, social, economic, technical, budgetary and other considerations. This will enable us to determine the appropriate infrastructure to be

ASSET MANAGEMENT ANNUAL REPORT 2021/22

provided and the level at which assets need to be maintained and informs asset management practices of the community infrastructure assets.

The 10-year Capital Works Program approved in June 2021 also included a massive \$55 million boost to community infrastructure spending over the next ten years. This funding will help us plan for and implement several large-scale community projects. A firm decision on what assets will be constructed with this funding has yet to be made. Still, the decision will be informed by recommendations from the Community Infrastructure Plan and the Libraries Review.

The needs analysis completed as preparatory work in 2020 looks at service provision and gaps for all key infrastructure priorities at a suburb level. This next stage of the Community Infrastructure Plan involves developing an overview of where we can locate new facilities and consolidate existing or repurpose facilities to ensure we meet future needs over a 20-year timeframe. The work is currently underway, and the final CIP will be adapted by April 2023.

Community spaces and services that Council is primarily responsible for are:



Major Priorities Based on Gap Analysis (Community Facilities)

Park Orchards Community House – replacement/rebuild facility.

- 2022-23 site investigation
- 2023-25 design and construct
- Grants possibly available

Men's Shed, Kevin Heinze Grow, Community Gardens, and Pied Pipers (39 Wetherby Road) - site relocation.

- Site owned by Ausnet, five-year lease and potential end to tenancy with Ausnet
- 2024-25 relocation, site/s to be determined

Doncaster Templestowe Historical Society at Schramms – upgrade.

- 2022-23 \$250,000 early works – discussions underway
- 2023-24 \$2.2 million for construction

Men's Sheds – undersupply. Opportunity for Warrandyte to relocate to Doncaster.

Community Priorities

Lower Templestowe Community Centre – well-used hall/hub but the ageing facility
Expand or reconfigure, consider adjacent commercial sites and car parking links.

Ajani Centre – Functional review to maximise offerings. The crowded site improves the flow.

Wonga Park – review existing community facilities and identify opportunities for improvements.

Templestowe Memorial Hall & Templestowe RSL – explore opportunities for shared use.

Doncaster RSL – opportunities for better linkages between this site and the adjacent sporting precinct and community facilities.

Doncaster Hill

- **Ideal location** for a range of community services – community health, regional health facilities, youth, co-working etc. Service mix to be refined through the master planning process.
- **Doncaster Kindergarten** - relocation and expansion.
- **Health Services** – service expansion at a new site in Manningham. Partnership opportunities could be co-located with other services.
- **MC²** – internal and external modifications to expand use, a key destination that draws on the whole Council catchment.

Role of Asset Management in the Development of CIP

Review Community Assets and Their Condition:

Condition audits are completed on a biannual basis and held in the Manningham Council Assetic System to provide detailed information regarding the condition of each building and what is needed to understand maintenance needs better and prioritise investment to avoid reactive works.

For further analysis of each site, an assessment of building condition and life expectancy of current assets are undertaken, driven by the Asset Management Unit to determine priorities, considering the public value of each building, and provide a recommendation for each building when it reaches its end of life.

Asset Data Management Improvement Program

The following recommendations address identified improvement actions associated with the management practices and processes:

- **Asset Management Framework Review**

We continuously review how the different components of our Asset Management Framework – Asset Plan, Asset Management Policy, detailed asset management plans, Asset Management

ASSET MANAGEMENT ANNUAL REPORT 2021/22

Annual report, and our software systems – fit within this framework and work together. We also consider how they will respond to the Council Plan and our strategic direction. The Asset Management Policy has been updated, and we are now working on software system integration. The remaining components will be reviewed next financial year to improve each part, including the Asset Plan.

- **Asset Management Plan Review**

To ensure that the Asset Management Plan for each asset group within the Asset Management Plan remains a useful document and relevant to the ongoing management of the asset, there is a review and monitoring process incorporate.

Where changes are made that do not alter the technical aspects of management of the assets (i.e., standards and specifications) and seek only to enhance the information provided within the Plan, the changes will be endorsed by the Asset Management Steering Committee.

Suppose material changes are made to standards and specifications. In that case, a report will be presented to the Executive Management Team, along with a brief explanation as to why such changes were necessary, seeking its endorsement to them.

- **Asset Lifecycle Costing**

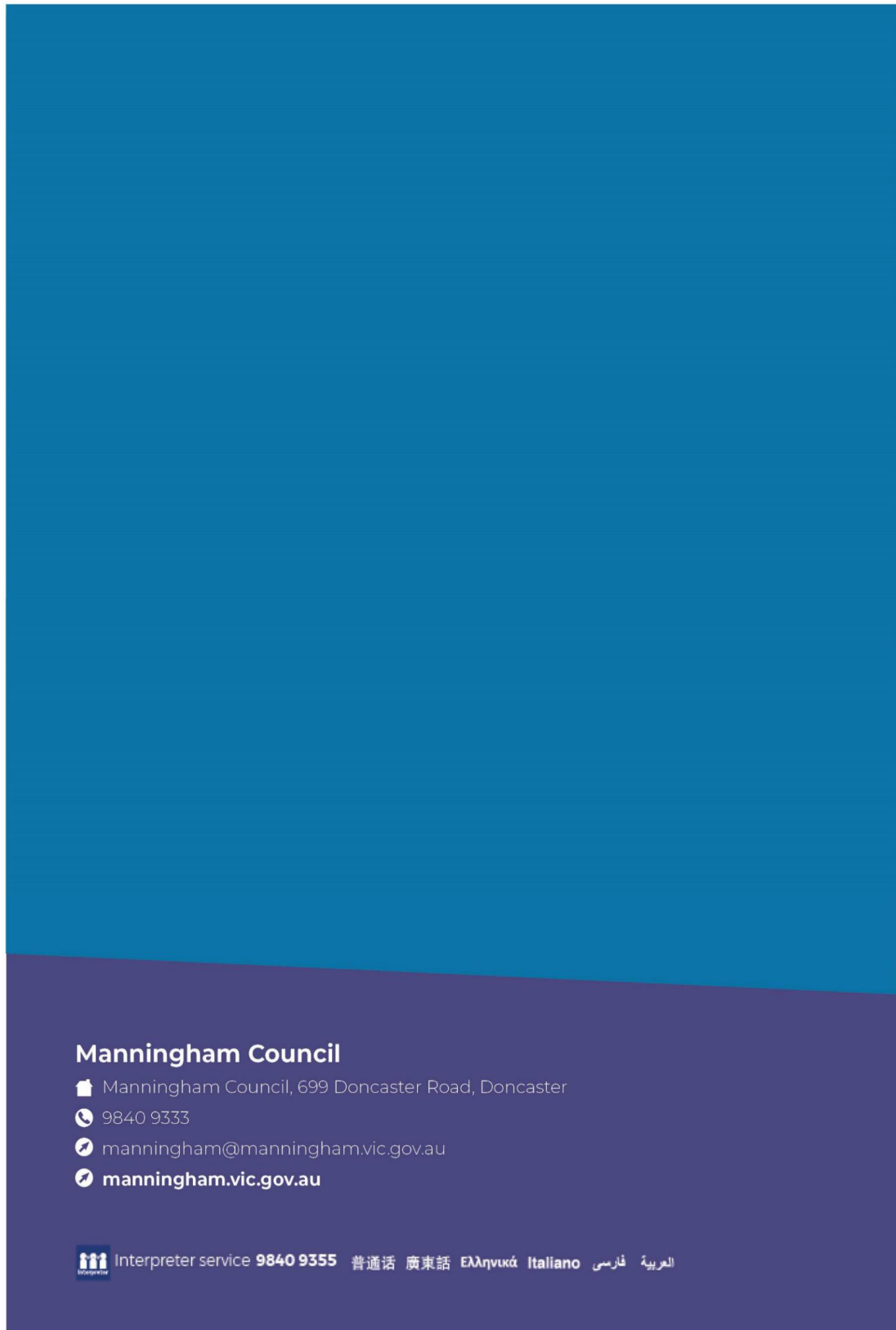
We have started a project aimed at better understanding the lifecycle costs of our assets to determine the impact new assets have on overall renewal and maintenance budgets. This project may allow us to make better projections of renewal and maintenance funding needs in future iterations of the asset management-related strategies and reports.

- **Asset Condition Data Collection Projects**


This first version of the Asset Management Annual Report is based on recently collected road and footpath condition data in June 2022 and updated road and footpath. We have recently secured permanent annual funding for asset condition assessments and will carry out asset condition assessments of all asset classes on a three-year cycle. This will allow us to make improved asset renewal needs projections going forward.


Manningham Council Documents


- Manningham's Roads and Footpaths Levels of Service
- Manningham Road Management Plan
- Manningham Council Plan
- Manningham Financial Strategy
- Manningham Roads Asset Management Plan
- Manningham Asset Plan
- Manningham Asset Management Policy
- Manningham – Community Local Law 2013
- Manningham Adopted Budget
- Manningham Infrastructure Inspection Guidelines (Roads and Footpaths)





Manningham Council

 Manningham Council, 699 Doncaster Road, Doncaster

 9840 9333


 manningham@manningham.vic.gov.au

 manningham.vic.gov.au

 Interpreter service **9840 9355** 普通话 廣東話 Ελληνικά Italiano العربية فارسي

12 EXPERIENCE AND CAPABILITY

12.1 Annual Report 2021/22

File Number: IN22/645
Responsible Director: Director Experience and Capability
Attachments: 1 [Manningham Council Annual Report 2021/22](#) 

EXECUTIVE SUMMARY

The Annual Report provides the community with an overview of Council's performance during the 2021/22 year.

All Victorian councils have a statutory obligation to prepare an annual report each year in accordance with section 98 of the Local Government Act 2020 (the Act).

The format of this year's report has been restructured to make it easier for our community to find what they're looking for.

The Annual Report 2021/22 includes a shorter main report, with more detailed information and reporting found in a comprehensive appendix.

The report combines a Report of Operations across a main report and appendix, together with the Financial Report, Performance Statement and Governance and Management Checklist, which were endorsed at the Special Council Meeting on 13 September 2022.

COUNCIL RESOLUTION

MOVED: CR MICHELLE KLEINERT
SECONDED: CR DEIRDRE DIAMANTE

That Council:

- A. Endorse the Annual Report 2021/22, which includes the audited Financial Report and Performance Statement.**
- B. Authorises the Chief Executive Officer to make minor administrative amendments to the Annual Report that do not materially alter the content.**

CARRIED UNANIMOUSLY

In accordance with section 18(1)(d) of the *Local Government Act 2020*, the Mayor reported to the municipal community on the implementation of the Council Plan.

2. BACKGROUND

- 2.1 Each year, Council prepares an Annual Report which is a key reporting tool used to monitor Council's performance. It must include a report of Council's operations, audited financial statements and audited performance statement.

The Annual Report provides the community with a comprehensive overview of Council's performance during the 2021/22 year. It is made up of a Report of Operations as well as the Performance Statement and Financial Report, together with the Victorian Auditor General's Office (VAGO) certificates.

The Report of Operations is the front section of the Annual Report which, covers a range of information, including:

- 2.1.1 A review of Council's performance against the Council Plan themes
- 2.1.2 A statement of progress in relation to the major initiatives and initiatives identified in the Annual Budget
- 2.1.3 The indicators, measures and results of the prescribed service performance indicators and measures as part of the Local Government Performance Reporting Framework
- 2.1.4 The results in the prescribed form of Council's assessment against the governance and management checklist
- 2.1.5 Information on the nature and range of activities and services delivered
- 2.1.6 Highlights, achievements and challenges for each Council Plan theme
- 2.1.7 Details of the Councillors that served during the year and the administrative structure of Council, including the name of the Chief Executive Officer and Executive Management Team and their areas of responsibility including an organisational chart.

This year to make it easier for readers to find information within the report, the Report of Operations has been created to include a shorter main report along with a more detailed appendix. This is followed by appendices for the audited Performance Statement and Financial Report.

3. DISCUSSION / ISSUE

The Annual Report 2021/22 has been prepared following input from across the organisation.

This year we've refreshed our Annual Report to make it easier for our community to find what they're looking for and ensure it is a streamlined, community focussed document.

The report has been restructured so that community-focused information is in a shorter main report and more detailed information is within a comprehensive appendix.

The Annual Report also includes:

- Audited Financial Report for 2021/22, including a Guide to the Financial Report
- Audited Performance Statement for 2021/22
- Victorian Auditor General Office reports

4. COUNCIL PLAN / STRATEGY

The Annual Report includes a review of the progress of all Council Plan 2021-2025 themes during the 2021/22 year.

This is the first year our Annual Report is reporting on the Council Plan 2021-2025

5. IMPACTS AND IMPLICATIONS

Council is required to comply with section 98 of the *Local Government Act 2020* and, in addition, to the Local Government (Planning and Reporting) Regulations 2014 and the Local Government (Planning and Reporting) Regulations 2020, which prescribe further information that is required to be included in the Annual Report.

6. IMPLEMENTATION**6.1 Communication and Engagement**

Manningham Council's Annual Report will be made available on our website at manningham.vic.gov.au/annual-report. Hard copies will be made available on request.

The report includes the interpreter services symbol and phone number on the back page to direct non-English readers to contact Council's language services for information about the document or Council services in general.

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.



Manningham Council
Annual Report

2021/22



A warm welcome to our Annual Report.

Manningham is a great place to live, work and play. We are passionate about doing everything we can to support our community to enjoy our local environment and live happy, healthy lives.

Why we have an Annual Report

Our Annual Report helps inform our community and stakeholders about our activities, performance and future direction.

We are required under the *Local Government Act 2020* to present an Annual Report to the Minister for Local Government each year.

How to read this document

We have structured this report to make it easy to find what you need.

On the following pages, you will find information about who we are, what we do, what we have achieved, our challenges and plans for the future.

You can also find out about how to get involved in our thriving community and local places.

We have interviewed local people about how our work impacts them and our much-valued community.

You will find further information on our financials, strategic reporting, corporate structure and governance in the appendix.

We're pleased to present the Annual Report in this new format, we've included all the information and more from previous years and hope you enjoy reading about our 2021/22.

Acknowledgement of Country

Manningham Council acknowledges the Wurundjeri Woi-wurrung people as the Traditional Owners of the land and waterways that are now known as Manningham.

Council pays respect to Elders past, present and emerging, and values their ongoing contribution to enrich the cultural heritage of Manningham.

We acknowledge and respect Australia's First Peoples as Traditional Owners of lands and waterways across Country and encourage reconciliation between all.

Our diverse community

We are proud of our diverse and multicultural community in Manningham. Manningham Council recognises and values the contribution made to Manningham over the years by people of diverse backgrounds and cultures.

Our commitment to gender equality

We are committed to ensuring that all people in our community are treated with dignity, respect and fairness. We consider the gender, equality and diversity of all people in our community as we develop our plans, strategies and services. We will uphold our requirements in the Victorian Government's *Gender Equality Act 2020* and will continue to seek ways to improve all that we do to make Manningham a safe, respectful and inclusive community.

Our commitment to people with a disability

We are committed to working in partnership with our community to enhance the health and wellbeing of people with disabilities. Activities targeting people with disabilities are integrated and reflected across our Council Plan, our Health and Wellbeing Strategy and associated action places to address the Victorian Government's *Disability Act 2006* s 38(1).

Contents

Welcome

Message from our Mayor	6
Message from our CEO	7

Who we are

Our vision	8
Our mission	8
Our strategic direction	8
Our values	9
Year in review	10
About Manningham	12
Our Councillors	14
Our organisation	16
How we govern	19

What we do

We set out what we will work towards	20
We report our performance against our goals	21
We represent our community and advance their needs	22

What we achieved in 2021/22

The services we provided	24
What we did to support a Healthy Community	26
What we did to support Liveable Places and Spaces	34
What we did to support a Resilient Environment	42
What we did to support a Vibrant and Prosperous Economy	50
What we did to support a Well Governed Council	56
Our financial performance	66

Our year ahead

Get involved

Appendix

Financial report

Performance statement



Message from our Mayor



It's my pleasure to present Manningham's Annual Report 2021/22 on behalf of my fellow Councillors.

I'm proud of the many meaningful initiatives we have delivered this year, including:

- Holding our Civic Awards in October and recognising five outstanding locals for their service to our community.
- Hosting our Carols by Candlelight celebration in December following the relaxing of COVID-19 restrictions.
- Making improvements to a wide variety of community spaces, playspaces, shopping precincts and sporting facilities for our community.
- Officially naming wonguim wilam in Warrandyte to reflect the language, culture and heritage of the Wurundjeri Woi-wurrung people and receiving the Excellence in place naming award at the 2022 Asia-Pacific Spatial Excellence Awards recognising the process.
- Becoming an accredited 'welcoming city' in recognition of our ongoing initiatives to ensure we are inclusive for all members of our diverse community.
- Continuing our advocacy work to reflect our community's views on major projects.

Our Councillors were proud to finalise our 2021-25 Council Plan, which sets out our priorities over the next four years. This includes our Community Vision 2040, which was developed with our community panel as representatives of our Manningham community.

This Annual Report is the first to showcase our 2021-25 Council Plan and I encourage you to read on and find out more about the variety of activities and projects delivered during 2021/22.

My thanks to our previous Mayor, Cr Andrew Conlon, and our team of dedicated Councillors and staff for their tireless work through the pandemic to make sure our community was well supported.

Mayor Cr Michelle Kleinert
Mayor

Message from our CEO



We are proud of our work on behalf of the Councillors and in partnership with our community to ensure Manningham remains a vibrant, safe and inclusive place.

We embrace and celebrate the contribution all our residents make and we are committed to representing and reflecting on the voices of our community in everything we do.

This year, we made several changes to how we work to enhance our communities experience. This included:

- Improving the way we manage and respond to customer requests.
- Launching our new Manningham website.
- Providing a wider range of options for our community to transact with us.
- Introducing multi-lingual live chat to help people communicate in their preferred language.

This year the team once again worked hard on behalf of Council and community to deliver a comprehensive range of initiatives and infrastructure improvements as set out in the Council Plan, annual budget and capital works program including:

- Continued support for community groups through the delivery of a comprehensive grants program.
- A range of community support services from maternal and child health and immunisation services through to arts and culture events and initiatives.
- Delivering a comprehensive \$40.49 million program of capital works upgrades to our community assets include significant investments in footpaths, drains, roads and open spaces.
- A solid, debt free financial result to allow reinvestment in community priorities in future years.

Our team of dedicated staff use the Council Plan to guide the work we do every day to deliver high-quality facilities, collaborative initiatives and over 100 services to our community. All of this underpinned by our customer commitment and organisational values with a focus on public value to provide high quality and high impact outcomes.

A handwritten signature in black ink, appearing to read 'Andrew Day'.

Andrew Day
Chief Executive Officer

Who we are

Our vision

Manningham's 2040 community vision was developed by our community panel in 2021, our community vision is:

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 strategic direction

Our strategic direction flows from our mission, vision, values, and five strategic themes:

- Healthy community
- Liveable places and spaces
- Resilient environment
- Vibrant and prosperous economy
- Well governed Council.

Specific goals guide us in our work to serve our community within each theme.

Our values

Our values guide how we behave, act and communicate with the community and each other, every day.



Working together

Creating a safe and inclusive environment
Actively sharing information, resources and knowledge
Collaboratively developing ideas and solutions



Excellence

Striving to 'be your best'
Responding flexibly to challenges and opportunities
Proactively seeking better ways



Accountable

Taking personal responsibility for your behaviour
Taking ownership and delivering on commitments
Making meaningful contributions



Respectful

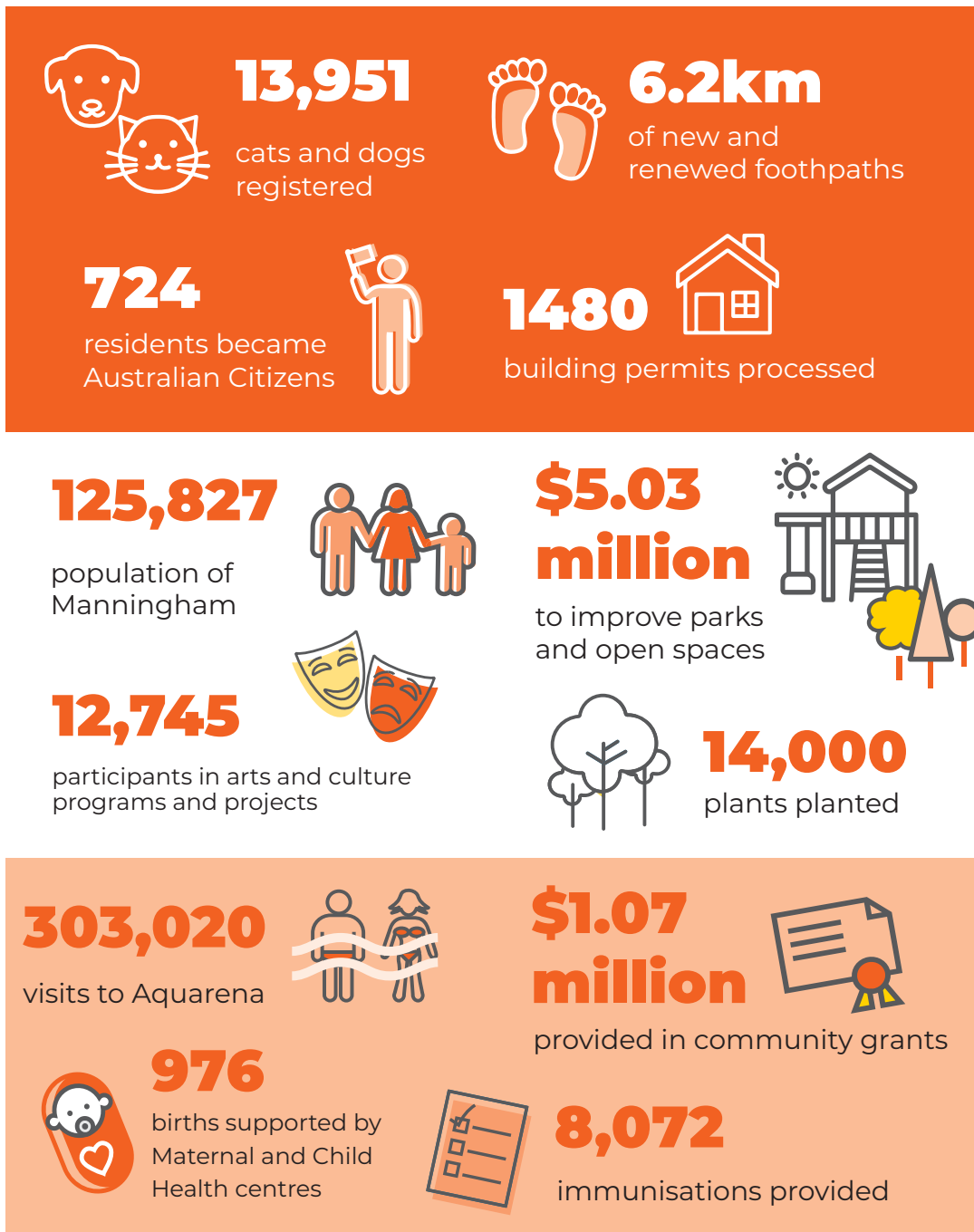
Honest and positive when communicating with others
Treating others in a consistent and equitable manner
Being considerate of others' needs, priorities, and perspective



Empowered

Trusting in others
Supporting others to succeed and 'grow'
Being courageous and prepared to take chances

Year in review



53.6% of waste diverted from landfill

492,000 library loans

98,104 calls received by the contact centre

23km roads resurfaced

76,464 hours of care including domestic, personal and respite care support services

648,872 visitors to manningham.vic.gov.au

79% of planning applications decided within statutory time frames

\$40.49 million in capital works projects delivered

30,500 visits to yoursaymanningham

Recognised locals outstanding commitments to Manningham with our Civic Awards

- Citizen of the Year**
Ian Goldsmith
- Young Citizen of the Year**
Sulaymann Hafeez
- Volunteer of the Year**
Patricia Wheeler
- Community Group Achievement Award**
Manningham State of Emergency Services
- Sports Achiever of the Year**
Roland Frasca

About Manningham

We are passionate about protecting and enhancing our 114km² municipality in Melbourne's East, stretching from Bulleen to Wonga Park.

Our large areas of open space, including more than 300 parks and reserves, offer great places for our community to exercise, play and enjoy our natural environment.

A large section of Manningham is designated as a Green Wedge to protect our significant natural and rural environment.

Our municipality offers residents and visitors a mix of vibrant shopping and dining precincts, wineries, local galleries, nurseries and attractions.

Our people

Our vibrant residential neighbourhoods are home to 125,827 people.

A wide mix of housing options are home to people of all ages, household types, incomes and cultural backgrounds.

We welcome and celebrate people from all backgrounds and embrace the contribution all residents make to the social fabric of our region.

Our history

The Wurundjeri Woi-wurrung people are the Traditional Owners of the land and waterways that we now know as Manningham.

The City of Manningham was formed in 1994 to serve the local community.

We value our Traditional Owners' ongoing contribution to Country and we are committed to working in partnership to enrich, protect and celebrate the cultural heritage of Manningham.

Our suburbs

The suburbs in Manningham are:

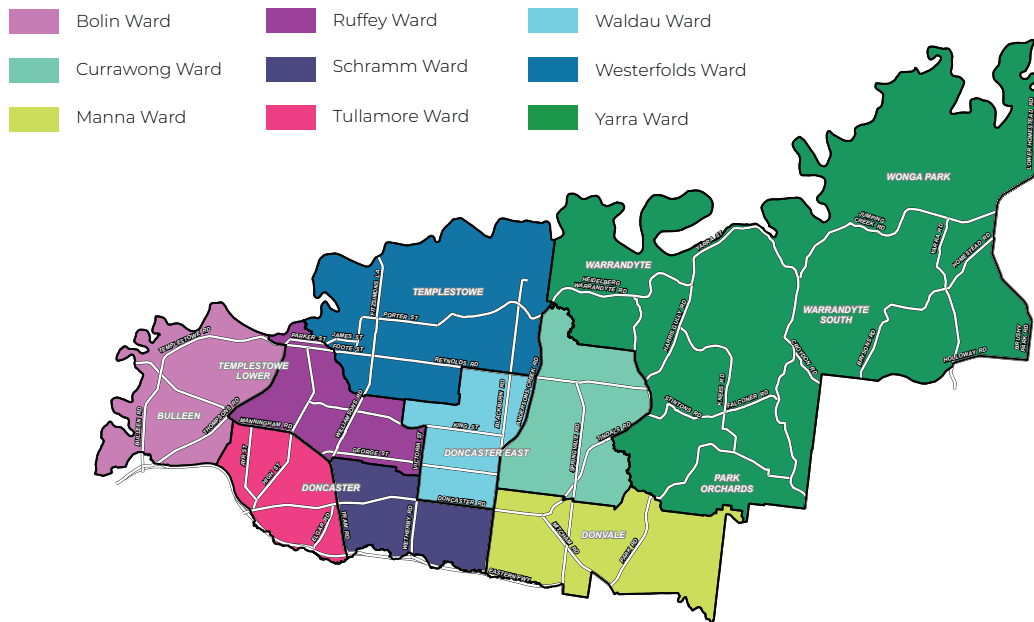
- Bulleen
- Doncaster
- Doncaster East
- Donvale
- part of Nunawading
- Park Orchards
- part of Ringwood North
- Templestowe
- Templestowe Lower
- Warrandyte
- Warrandyte South
- Wonga Park

Council wards

Our municipality is divided into nine areas, known as 'wards'. One elected Councillor represents each ward.

- Currawong Ward
- Waldau Ward
- Bolin Ward
- Manna Ward
- Ruffey Ward
- Schramm Ward
- Tullamore Ward
- Westerfolds Ward
- Yarra Ward

Figure 1: Manningham Council wards



Our Councillors

Our community elects Councillors by postal vote to represent them in accordance with the *Local Government Act 2020* every four years.

The Victorian Electoral Commission (VEC) conducted our last election in 2020.

Our nine Councillors make decisions and guide the development of strategies and policies to shape Manningham's future.

Our Councillors elect a new Mayor and Deputy Mayor each year. The current Mayor and Deputy Mayor were elected at a special meeting in November 2021.

July 2021 – October 2021

Mayor Cr Andrew Conlon
Deputy Mayor Cr Anna Chen

November 2021 – June 2022

Mayor Cr Michelle Kleinert
Deputy Mayor Cr Deirdre Diamante

Table 1: Electoral Structure and Representation



Cr Michelle Kleinert (Mayor)

Westerfolds Ward

☎ 0400 902 822

✉ Michelle.Kleinert@
manningham.vic.gov.au

Elected to Council: 24 October
2020 (returning, first elected
27 October 2012)



Cr Deirdre Diamante (Deputy Mayor)

Tullamore Ward

☎ 0413 584 047

✉ Deirdre.Diamante@
manningham.vic.gov.au

Elected to Council:
24 October 2020



Cr Anna Chen

Waldau Ward

☎ 0429 470 051

✉ Anna.Chen@
manningham.vic.gov.au

Elected to Council: 24 October
2020 (returning, first elected
22 October 2016)



Cr Andrew Conlon

Currawong Ward

☎ 0425 732 238

✉ Andrew.Conlon@
manningham.vic.gov.au

Elected to Council: 24 October
2020 (returning, first elected
22 October 2016)



Cr Geoff Gough

Bolin Ward

☎ 0412 345 081

✉ Geoffrey.Gough@
manningham.vic.gov.au

Elected to Council: 24 October
2020 (returning, first elected
15 March 1997)



Cr Carli Lange

Yarra Ward

☎ 0433 256 840

✉ Carli.Lange@
manningham.vic.gov.au

Elected to Council:
24 October 2020



Cr Tomas Lightbody

Manna Ward

☎ 0437 829 635

✉ Tomas.Lightbody@
manningham.vic.gov.au

Elected to Council:
24 October 2020



Cr Laura Mayne

Schramm Ward

☎ 0447 981 010

✉ Laura.Mayne@
manningham.vic.gov.au

Elected to Council:
24 October 2020



Cr Stephen Mayne

Ruffey Ward

☎ 0412 106 241

✉ Stephen.Mayne@
manningham.vic.gov.au

Elected to Council: 24 October
2020 (returning, previous term
2008 to 2012)

Our organisation

Our elected Councillors guide the direction of our organisation. Our CEO reports to the Mayor and Councillors and is supported by our Executive Management Team, Group and Service Unit Managers and staff to oversee and manage our operations.

Our Council Plan guides our work and helps us monitor and report on our progress.

We support our staff to demonstrate our values in their work to make sure we meet our community's needs.

Table 2: Executive Management Team



Andrew Day

Chief Executive Officer

September 2018 to present



Rachelle Quattrocchi

Director City Services

March 2020 to present



Kerryn Paterson

Director Experience and Capability

December 2021 to present

Group Manager People and Communications

February 2019 to December 2021

**Angelo Kourambas**

Director City Planning and Community

February 2018 to July 2022 (leave of absence from November 2021 – July 2022)

**Lee Robson**

Acting Director City Planning and Community

March 2022 to present

Niall Sheehy was Acting Director City Planning and Community between November 2021 to March 2022.

**Andrew McMaster**

Chief Legal and Governance Officer
(formerly Corporate Counsel and Group Manager Governance and Risk)

February 2019 to present

**Jon Gorst**

Chief Financial Officer

January 2022 to present

Outgoing staff who held senior roles in 2021/22**Philip Lee**

Director Shared Services

December 2013 to October 2021



How we govern

We are a public statutory body constituted under the *Local Government Act 2020* (the Act).

Manningham Council is made up of two parts:

1. The elected Council - nine Councillors who represent our community, make formal decisions and set our priorities
2. The organisation - which acts on the decisions and directions of the elected Councillors and delivers over 100 services to our community.

Under the provisions of the *Local Government Act 2020*, our day-to-day operations are managed by our CEO. The Councillors also delegate various powers and responsibilities to the CEO and staff.

We recognise it's critical to make sure our elected Councillors and staff are accountable to our community. That's why we value good governance as it makes sure we operate effectively, efficiently, impartially and with integrity.

Our good governance principles ensure:

- We make decisions based on expert advice.
- We adhere to processes and systems.
- Our officers implement decisions appropriately and in good time.

We set out what we will work towards

We deliver over 100 services to our community and manage over \$2 billion in community assets.

As an organisation, we have several roles, we:

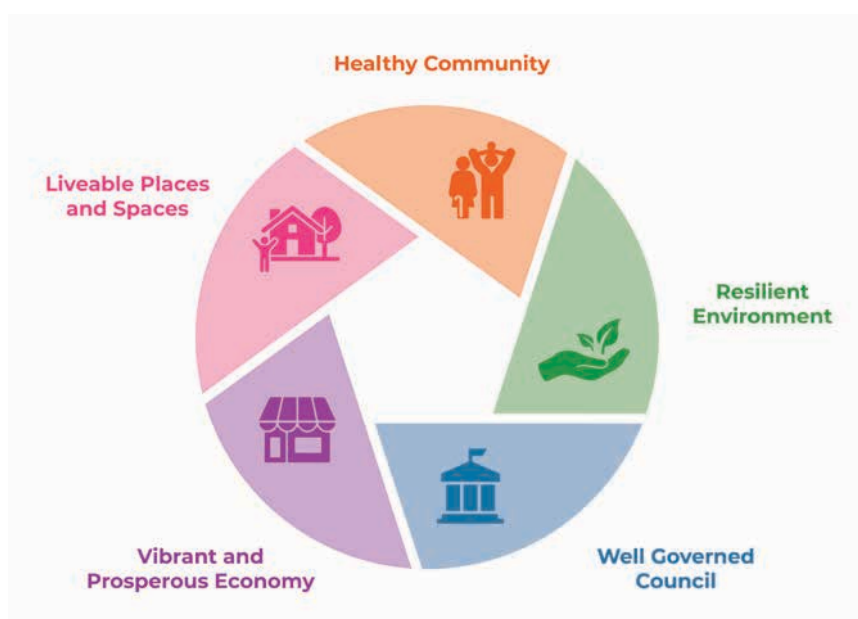
- Make decisions based on the diverse needs of our local community
- Provide leadership and advocate for the interests of the local community to other communities and governments
- Foster community cohesion and encourage active participation in civic life
- Ensure we manage our resources in a responsible and accountable manner.

Our 2021-2025 Council Plan outlines where we will direct our time, resources, and efforts over the next four years. You can find our Council Plan at manningham.vic.gov.au/about-council/strategies-plans-and-policies/council-plan

The Plan was developed in consultation with our community and outlines five key focus areas we are working towards. We call these focus areas 'themes', and with each theme has goals and specific actions for us to achieve.

We report on our key achievements and challenges within each theme in this document. This is the first year we are reporting on our Council Plan 2021-2025.

Figure 2: Our 5 strategic themes



We report our performance against our goals

We measure our performance against:

- The strategic themes and their goals set out in our Council Plan 2021-2025.
- Our 2021/22 Annual Budget and Strategic Resource Plan, including initiatives and capital works, and services to the whole or sections of our community against each strategic theme and their goals.
- The service performance and financial and sustainability capacity indicators in the Local Government Performance Reporting Framework (LGPRF). We report on these indicators for 2021/22 and three preceding years so you can get a full picture of our performance over time.

You will find this information in this report's appendix.



We represent our community and advance their needs

We are committed to representing and raising awareness of our community's needs.

As the arm of government that operates closest to the community, we listen to our residents and partner with other levels of government to advance our community's interests.

We focused on a range of key advocacy areas in 2021/22, some of these included:



Affordable housing

We are calling for additional funding to registered housing services to support vulnerable residents, particularly those with a disability. As a signatory to the Regional Local Government Homelessness and Social Housing Charter, we join 12 other Councils from Melbourne's East and South, calling for urgent action for more social housing to end homelessness.



Doncaster Rail

We continue to advocate for a rail line between the CBD and Doncaster. We are urging the Victorian Government to make sure that the North East Link project paves the way for Doncaster Rail, and that the design of the Doncaster Busway is created to allow a transition to heavy once the bus system reaches capacity.



North East Link Project

We are liaising with the North East Link Project (NELP) Authority and the Victorian Government on all aspects of the major road project, including sports and recreation improvements, tree revegetation plans and minimising traffic impacts on Manningham.



Public transport including at Doncaster Hill

We are asking the Victorian Government to fast-track funding for more bus services to meet our community's growing demand. We need more buses with more capacity on the Doncaster Area Rapid Transit (DART) SmartBus network. We are also advocating for a Bus Rapid Transit (BRT) connection between the CBD and Doncaster as part of the North East Link Doncaster Busway project.



Suburban Rail Loop

We are pleased that the Victorian Government's proposed Suburban Rail Loop (SRL) includes a Doncaster Station. We were disappointed that the Doncaster Station footprint was not set aside in stage 1 of the project to allow for planning the Doncaster Hill precinct, but we acknowledge this will be part of stage 2.



Youth Mental Health

We are seeking more local access to youth mental health services in Manningham. We support the delivery of a headspace facility to meet the increasing demand for mental health support for young people in our area. Our #manninghamneedsahespace campaign advocates for the \$1 million set aside for a headspace in the Menzies region to be located in Manningham.



5 ways intersection

We urge the Victorian Government's Department of Transport to address ongoing safety issues associated with the 5 Ways intersection in Warrandyte South. 5 Ways has been the site of a number of vehicle crashes and incidents. We have conducted a traffic survey, invited our community to share their experiences and investigated low-cost interim measures to improve safety.

How you can get involved

- Read about our ongoing advocacy at manningham.vic.gov.au/about-council/strategies-plans-and-policies/advocacy
- Share your ideas and provide feedback on issues and projects that matter to you at yoursay.manningham.vic.gov.au

The services we provided

For every \$100 we spent this year, we will spend this much in each area.



Capital Works Program
\$27.17



Roads, footpaths
and drainage
\$8.91



Waste services
and recycling
\$9.50



Planning and environmental
management
\$6.99



Parks, gardens and
sportsgrounds
\$9.61



Arts, culture
and libraries
\$4.76



Aged and disability
support services
\$6.21



Health, children
and families
\$4.34



Community support
and development
\$2.30



Customer service, governance
and administration
\$15.91



Council owned
community buildings
\$2.52



Risk management
and insurances
\$1.78

Our major projects

We are committed to providing safe, accessible and appropriate infrastructure that meets the changing lifestyles of our community.

We delivered just over \$44 million of capital projects in 2021/22.

Below is a summary of key projects we completed:

- \$3.5 million in road resurfacing works
- \$6.4 million in building construction and renewal works
- \$3.5 million in drainage works
- \$1.5 million in footpath works
- \$8.7 million on recreational, leisure and community facilities.

Some specific projects include:

- Pettys Reserve – \$3 million
- Rieschiecks Athletic Track – \$1.4 million
- Knees Road – \$1.05 million
- Jumping Creek Road – \$0.76 million
- Tuckers Road and Footpath Reconstruction – \$0.67 million
- wonguim wilam Park Warrandyte River Reserve – \$0.67 million.

Pettys
Reserve



Available for
request
through
the
Manningham
Council
website
www.manningham.vic.gov.au



MANNINGHAM
COUNCIL
www.manningham.vic.gov.au

What we did to support a healthy community



We understand our residents value feeling connected and included in a community that feels safe and resilient.

What you told us to focus on

- Mental, spiritual and physical wellbeing.
- Places, spaces and activities that are inclusive and accessible for all.
- An active, safe and resilient community.
- Community connections and more opportunities to work with community leaders and local groups, and volunteer networks.

Social connection and a focus on mental health is critical to our community.

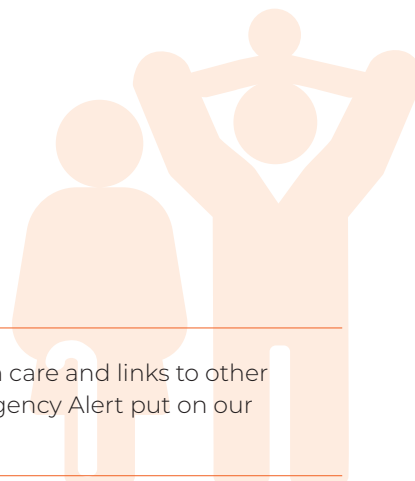
Our community has told us that recreation and fitness are high priorities. We support this by providing accessible and well-maintained parks and open spaces and opportunities to participate in organised sports at our sportsgrounds and facilities.

We are committed to working with our partners to support groups in our community that are at an increased risk of experiencing loneliness. These groups include young people, older adults, people from culturally diverse backgrounds, LGBTIQ+ people, and people living with disability and their carers.

From our research and conversations with our residents, we have committed to building, sustaining and enhancing a healthy community by working towards the following goals:

- Healthy safe and resilient community
- Connected and inclusive community.





What we delivered

We provided holistic home-based Maternal and Child Health care and links to other services despite the strain the Pandemic Code Brown Emergency Alert put on our services.

Our Maternal and Child Health staff supported over 70 City of Melton families with telehealth appointments during the Pandemic Code Brown Emergency Alert.

Our Maternal and Child Health staff undertook cultural competence training to better serve our community. We are proud to have supported all young families in our First Nations community.

We ran our Sleep and Settle Program and an outreach home-based service offering sleep and settle support for families with children from newborn to toddlers.

Our Maternal and Child Health staff conducted 9228 consultations for babies and children at key ages and stages of their development.

We welcomed new members to the Manningham Local Dementia Alliance Group and the Manningham Positive Ageing Alliance Group.

We started our Manningham Supported Transport Trial to help residents get to essential shops and destinations around Manningham.

We provided 76,464 hours for in-home care and Social Support services.

We delivered meals to 208 community members with the help of 50 volunteers.

We delivered over 1600 activity packs, including puzzles, quizzes, and reading material to community members.

We distributed Rapid Antigen Tests provided by the Victorian Government to our staff and local community organisations to keep people safe and essential community services operating.

Our staff participated in regional working groups related to Public Health directions and pandemic restrictions to better support our local businesses affected by COVID-19 cases and pandemic restrictions.

We administered 8,072 vaccines to 4,822 clients.

We performed 489 food safety assessments despite lockdowns and restrictions.

We contacted all families with a COVID-19 positive child under one that we became aware of to provide advice and support.

We introduced a pram walking group and ran a Circle of Security parenting program to connect and support young families.

We ran our Preschool Field Officer (PSFO) program with additional funding from the Victorian Government to include funded three-year-old kindergarten programs and build inclusion and participation of children with additional needs.

We ran our Parenting Seminar Series to support families and young people, with a focus on COVID-19 lockdowns, homeschooling, uncertainty, anxiety and depression. The session for Parents and Carers of LGBTIQ+ young people provided information, support and resources.

The Manningham Youth Advisory Committee (MYAC) was established for young people 16 to 25 years to give their ideas and feedback on Council's plans and policies. MYAC provided feedback to the Youth Mental Health Advocacy Campaign, the Climate Emergency Action Plan and the Sports Facility Development Plan.

We continued to provide well-maintained and renewed buildings for our Maternal and Child Health Centres, preschools, kindergartens, community centres and neighbourhood houses.

We advocated for further investment in our early years services to meet environmental and accessibility standards and be responsive to the changing community.



We provided information to help our early years services and providers respond to the Victorian Government's policy to give 3-year-olds 15 hours of kindergarten each week by 2029.

- We finalised membership for three new Advisory Committees and the Disability Advisory Committee to create a more inclusive, respectful, equitable and healthy community:
- Health and Wellbeing Advisory Committee
- Multicultural Communities Advisory Committee
- Gender Equality and LGBTQIA+ Advisory Committee

We advocated for a youth headspace in Manningham and more community legal services.

We endorsed and began implementing our Health and Wellbeing Action Plan.

Our Early Years at MC Square childcare team provided ongoing care and support throughout the COVID-19 restrictions when childcare was deemed an essential service.

Challenges

We had to adapt how we supported young families with newborns due to ongoing changes to COVIDSafe practices.

Our community of new parents struggled with isolation and a lack of support during lockdowns. We saw many mental health and relationship issues that required additional support and referrals.

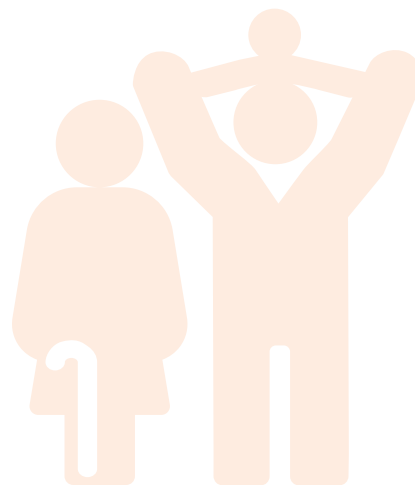
We experienced shortages in Aged and Disability Support Service staff due to COVID-19, and this required us to balance our priorities to best service our community.

COVID-19 restrictions required us to find alternative safe ways to run our social connection programs, deliver our food safety and run our immunisation program.

Our 5-Star Food Safety Awards program was delayed for a further 12 months due to COVID-19 restrictions and modified food safety assessments.

Manningham is a Welcoming City

Over many years, Multicultural Communities Advisory Committee member Saarah Ozeer, has seen how community-led committees, networks and community projects have fostered cultural diversity and provided a platform for multicultural communities to share their voices.



Together with community leaders Dilnaz Billimoria and Fareha Hafeez, Saarah has been instrumental in bringing together community leaders and members of the multicultural community to meet with Council representatives to identify how Manningham can work together with the multicultural community.

Sarah (pictured bottom right) is pleased to be part of Manningham's Multicultural Communities Advisory Committee, which helps us make decisions that reflect the diversity of our community.

“As a community we have the power to support, create and inspire positive change. Local councils and governments play an important role in our democracy and should be at the forefront of creating socially cohesive communities, supporting economic participation, respecting, increasing and retaining cultural diversity.”

Our municipality is home to people from 99 countries, speaking 76 languages. We recognise that to make decisions that better serve the whole community, we need to listen to and value the voices of people from multicultural backgrounds.

We were accredited as a ‘Welcoming City’ in August 2021 in recognition of our ongoing work to ensure we are welcoming and inclusive to all community members.

“Welcoming Cities provides a framework for embedding social cohesion and economic participation across a raft of Council strategies that put equity and equality front and centre,” Saarah said.

The accreditation will help us make sure our projects, initiatives and decisions reflect our diverse community, allow us to identify gaps in our practices and track our progress.

Council is committed to making a difference with our anti-racism projects, including joining the #RacismNOTWelcome street sign campaign and supporting our community partners with anti-racism campaigns.

“Racism is a human rights violation and as a community we need to stand up against racial prejudice and discrimination due to its long-term negative impacts especially on the most vulnerable in our community,” Saarah said.

We continue our work with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and deeply value the ongoing contribution First Nations people make to Manningham.



How you can get involved

- Read about our ongoing initiatives to help people feel connected and included in *Manningham Matters*
- Share your ideas and provide feedback on issues and projects that matter to you at **yoursay.manningham.vic.gov.au**



What we did to support a Liveable Places and Spaces

Our community has told us that they generally love where they live, and value our parks, trees, open spaces and the natural environment.

Our community has told us that they generally love where they live, and value our parks, trees, open spaces and the natural environment.

We know we can support our community with shared paths and linear trails that provide connections within neighbourhoods and community facilities such as libraries.

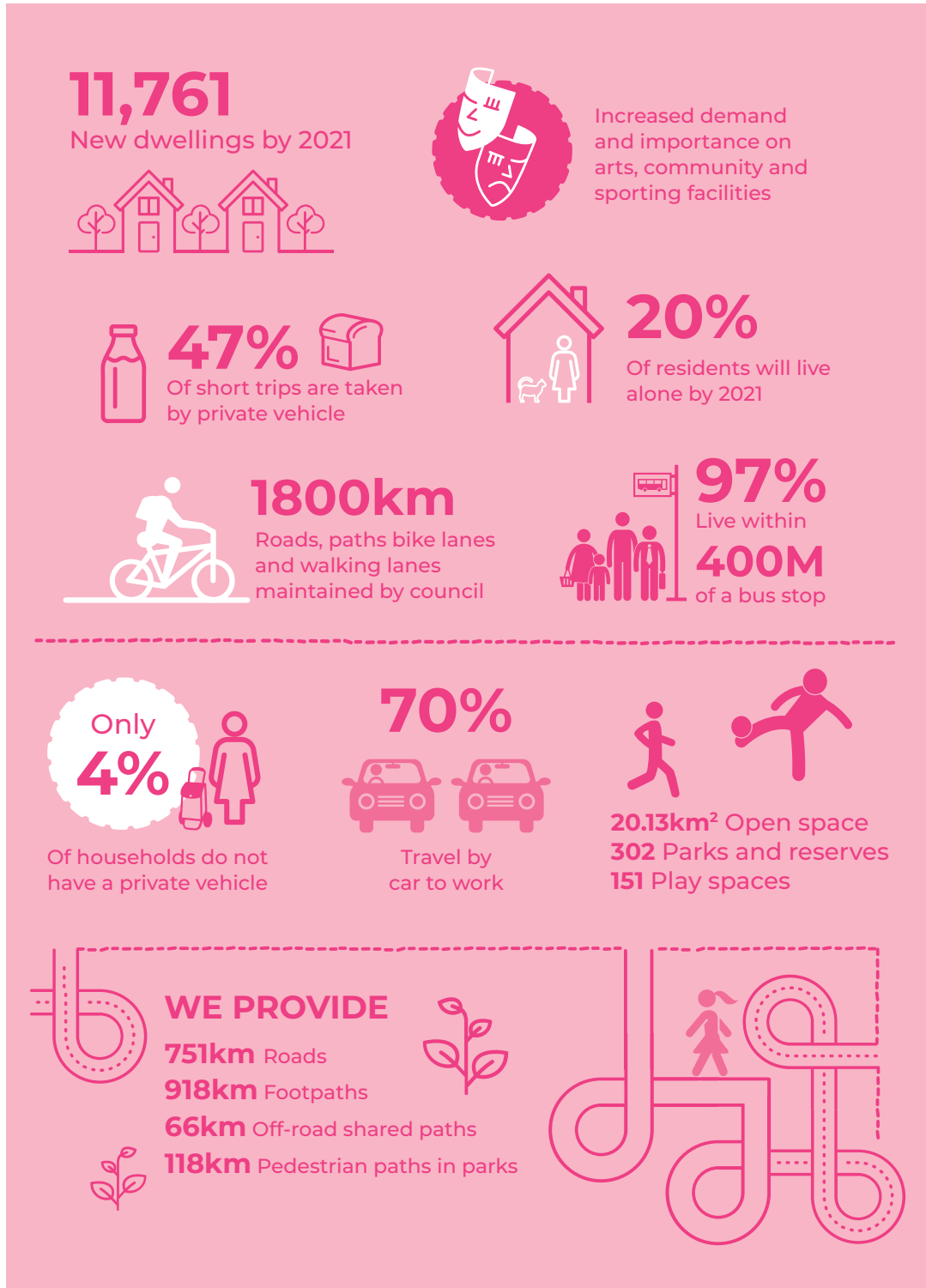
Responsible housing and development are a key priority for our residents. We are committed to responsible planning to protect our environment, green open spaces, environmental sustainability and balance of city and country.

From our research and conversations with our residents, we have committed to work towards the following goals:

What you told us to focus on

- Meeting demand and balancing city and country.
- Public spaces for people to meet and connect.
- Neighbourhood character and amenity that is welcoming and attractive.
- Valuing our parks and open spaces.
- Safe, easy and environmentally friendly travel.
- Community infrastructure that is multi-purpose and well utilised.
- Community facilities that are responsive to changing community, education and sporting needs.

- Inviting places and spaces.
- Enhanced parks, open space and streetscapes.
- Well connected, safe and accessible travel.
- Well utilised and maintained community infrastructure.





What we delivered

We supported our community to live active, healthy lifestyles with 303,020 visits to Aquarena and 643,817 visits to Mullum Mullum Stadium.

Our Parks team responded to 7061 customer service requests.

We continued to make our roads safer for the community by reconstructing Knees Road and finalising our concept plans for Jumping Creek Road.

We finished our upgrade of Domeney Reserve Pavilion, Rieschieks Pavilion and Petty's Reserve sporting precinct to provide high-quality and flexible multi-use recreational facilities for the community.

We created new playspaces and park upgrades at Montgomery Reserve (Doncaster East), Morris Williams Reserve (Bulleen), Swanston Reserve (Bulleen) Hollywood playspace at Green Gully Linear Park (Templestowe), Swilk Reserve (Templestowe), and Mayfair Reserve (Lower Templestowe).

We finalised our Liveable City Strategy 2040 to improve the liveability of our local area.

We adopted our Transport Action Plan 2021, which outlines several key transport-based objectives, actions and advocacy priorities for Council.

We adopted the Ruffey Lake Park Landscape Masterplan 2021 to make the park more accessible while preserving its diverse natural environment and historic qualities.

We ran activities and upgraded several local shopping and dining precincts, including Ayr Street in Doncaster to make our villages vibrant and inviting.

We contributed to the planning and early works for the North East Link Project, including planning for the relocation of affected sporting fields and pavilions to minimise the effects on our community.

We worked collaboratively with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and the broader community to officially name wonguim wilam in Warrandyte.

We developed an online portal to make it easier for our residents to register the 6973 pools and spas in Manningham.

Our Buildings team received 9020 requests for service.

We were actively involved in the Victorian Building Authority's combustible cladding program to help building owners address this important safety issue.

We issued 1480 Building Permits and approved 1218 new dwellings and apartments to the total value of \$688,595,182

We continued our role to keep our community safe and amenity protected by triaging community concerns and working within changing COVID-19 restrictions.

We created a new Domestic Animal Management Plan that focuses on promoting responsible pet ownership, the welfare of our cats and dogs and the safety of our community.

We adopted our Asset Plan and 10-year Capital Works Program to guide how we manage, maintain and improve our community buildings, facilities, assets and community spaces.

We collected data on the condition of our roads and footpaths and updated Council's Road Management Plan to meet the needs of our community.

We constructed significant footpath sections linking Mullum Mullum Stadium and Trail and the bus stops along Springvale Road.



Challenges

Our building works were impacted by difficulties in accessing contractors, labour and materials, plus delays in sign-off from external agencies as a result of COVID-19.

Supply chain delays and land acquisition challenges impacted our ability to complete several park and reserve upgrades.

The progressive closure of the Bulleen Industrial Precinct to accommodate the North East Link project impacted local employment and economic development.

We worked hard to resolve an increased number of service requests from our community as COVID-19 restrictions resulted in a change in people's habits and the way we were able to serve our community.

COVID-19 impacted the delivery of our 2021/22 Capital Works Program and resulted in frequent changes to project scheduling and the delayed completion of some projects.

Several late changes to the 10-Year Capital Works Program resulted in extra work and last-minute adjustments.



Honouring our history at wonguim wilam



The Manningham community has embraced the new name of wonguim wilam for the park formerly referred to as Lions Park in Warrandyte.

“We have been really pleased to see how well the community has supported the new name,” the Warrandyte Historical Society’s Valerie Polley OAM, said.

The official Woi-wurrung name reflects the language, culture and heritage of the local Wurundjeri Woi-wurrung people and was provided by the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation.

The space has been upgraded to include new open space parklands, artwork, picnic spaces, an exercise station, renewed car park and new playspace.

“This river-side area has featured heavily in Warrandyte’s history, so it’s great to have a site-specific name for the space,” Valerie said.

Manningham received a \$300,000 grant as part of the Victorian State Government’s Local Parks Program to complete stage two of the upgrade.

Manningham consulted extensively with the community on the concept plan for the park upgrade and new playspace. wonguim wilam officially opened in September 2022.

Manningham has expressed their gratitude to the Warrandyte Lions Club for their 40-plus years maintenance of the park and the former tennis courts, as well as contributing \$45,000 towards the exercise station. They also acknowledged the Warrandyte Historical Society for their support of the project.



How you can get involved

- Visit wonguim wilam at 217-225 Yarra Street Warrandyte
- Read more about wonguim wilam at yoursay.manningham.vic.gov.au/wonguim-wilam



What we did to support a resilient environment

We share our community's passion for environmental sustainability, biodiversity and climate.

What you told us to focus on

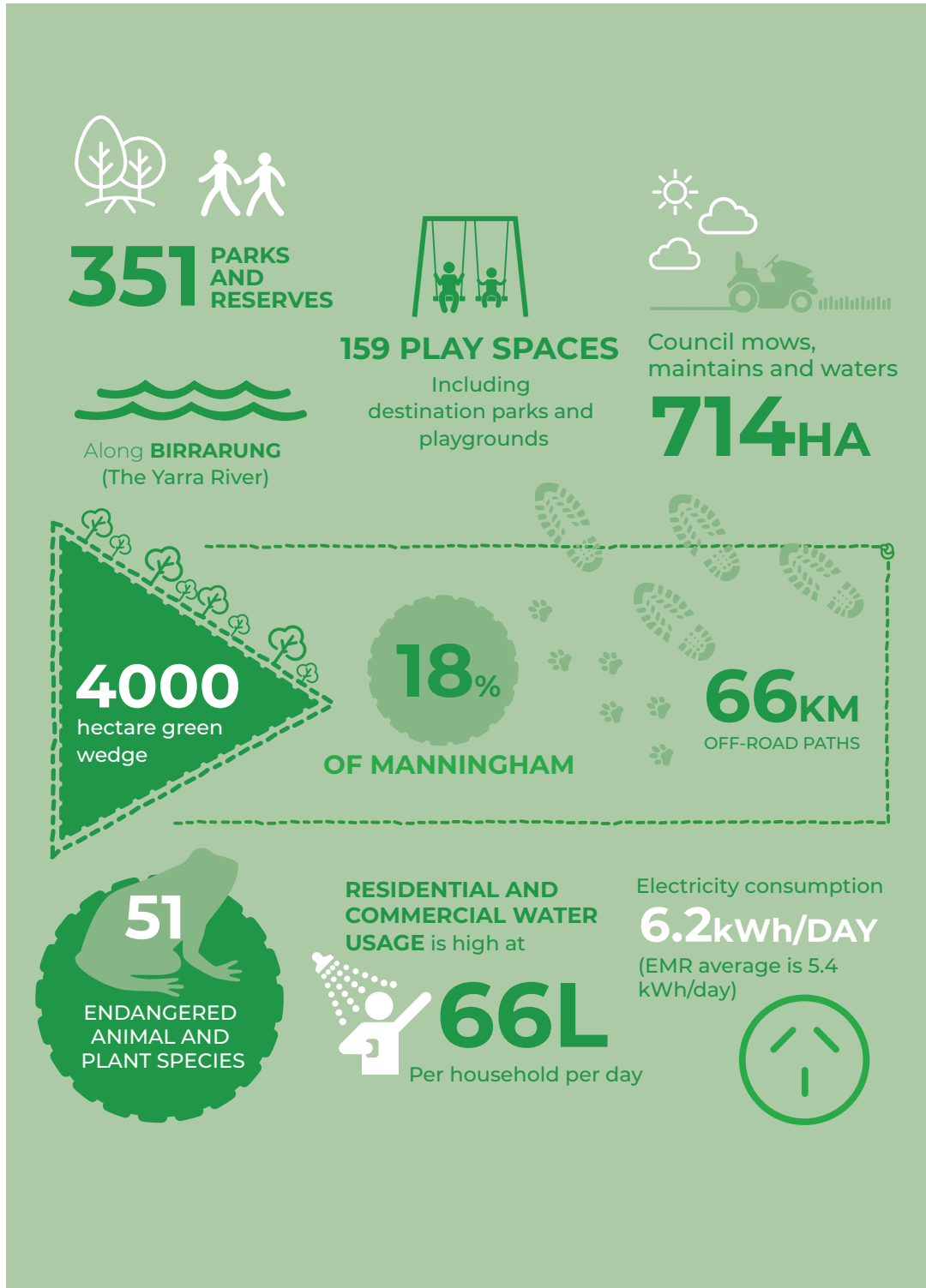
- Act on climate change - advocacy, education to support the community.
- Providing leadership in sustainable practices for waste, water and energy.
- Protecting our natural environment, heritage and conservation.
- Allow for biodiversity and the environment.

The connection between environmental sustainability and Manningham's liveability goes hand in hand. We are committed to being proactive on conservation, waste and biodiversity to protect and enhance our natural environment.

We will demonstrate strong leadership and partner with our local community and the Victorian and Australian Governments to address the significant challenges and global impacts facing our environment.

From our research and talking with our residents, we have committed to building, sustaining and enhancing a resilient environment by working towards the following goals:

- Protect and enhance our environment and biodiversity.
- Reduce our environmental impact and adapt to climate change.





What we delivered

We planted 2,500 advanced trees and 14,000 plants.

We continued to update Council's Vehicle Fleet to a more sustainable one, with over 40 hybrid and electric cars and trucks added in the past 3 years.

We awarded 90 LEAF (Local Environment Assistance Fund) grants worth about \$64,000 to landowners to protect biodiversity guided by our LEAF education program.

We promoted Clean Up Australia Day to inspire and empower communities to clean up, fix, and conserve our environment.

Our free Waste Drop Off Day provided a chance to remove materials that cannot go into household bins

Our bushland maintenance included annual winter revegetation with 3000 plants to increase tree and vegetation coverage.

We formed the Biodiversity Impact Assessment Committee to proactively minimise the environmental impact of our planned capital works program.

We worked to minimise vegetation loss and provide alternate solutions on Jumping Creek Road and Brysons Road with inclusions on fauna crossings and vegetation works.

We successfully trialed several new and innovative asphalt mixtures in the past twelve months.

We encouraged participation in the Plastic Free July challenge.

We allocated \$2.5 million towards our aggregated waste initiatives, including preparing for Food Organics Garden Organics (FOGO), to help us work towards our climate targets.

We installed solar and battery systems at the Pines Learning Centre and the Ajani Centre.

We started our VECO contract with Red Energy for wind-powered electricity supply in January 2022 until 2030. The contract covers the Civic Centre/Office, MC2, Depot, Pines Centre, and Mullum Stadium, including all our EV charge points. This will result in a 25% Council emissions reduction.

We put out a tender for the installation of the next package of 7 Council rooftop solar and battery systems to be done during 2022/23.

We developed our new Climate Emergency Action Plan with targets:

- net zero for Council by 2028
- net zero for the community by 2035

We allocated \$1.5 million towards delivering the actions in the Plan as part of our commitment to address the growing risks and impacts of climate change.

We continued to drive sustainable outcomes through:

- Sourcing sustainable products and materials.
- Developing a Sustainable Procurement Strategy.
- Planning for the introduction of Food Organics, Green Organics in July 2023
- Discussing the introduction of glass recycling in 2023/24 with our recycling contractor.

We are working to reduce threats to biodiversity, including:

- Ongoing bushland maintenance for weed and pest animal control and revegetation.
- Awarding LEAF grants and providing education to incentivise private landholders' biodiversity protection work incorporating pest deer control.
- Reducing vegetation removal on Jumping Creek Road,.
- Supporting penalties for illegal vegetation removal on private land.



Challenges

Ongoing shared responsibility of tackling climate change and reducing greenhouse gas emissions in our community. Currently Council's emissions account for 1% of the overall Manningham community's emission footprint.

Our resources were impacted by the significant work we undertook to manage tree hazards and minimise vegetation loss.



Setting targets for our future



Manningham Youth Advisory Committee member Jessica O’Keefe is pleased Manningham Council has put forward how it plans to meet its ambitious climate mitigation targets.

“I’m proud Council is standing up and leading by example,” Jessica (pictured bottom right), who is studying a Masters of Environment and Sustainability, said.

Council shares the community’s passion for environmental sustainability, biodiversity and a safe climate and has committed to climate mitigation targets:

- net zero emissions by 2028 for Council operations
- net zero emissions by 2035 for the Manningham community

“It’s so important we make changes to protect our climate and biodiversity,” Jessica said.

Manningham Council is already making a range of changes to reach its target of net zero emissions for Council operations by 2028, including:

- a low emissions Electric Vehicle and hybrid Council fleet,
- solar power, and
- green power purchasing and a wind-powered electricity supply through the Victorian Energy Collaboration (VECO).

To reach our target of net zero community emissions by 2035, Council is encouraging residents to:

- switch to solar
- switch to government-accredited green power
- attend a climate education event

- apply for a LEAF grant to preserve your natural values on your property
- manage your waste and recycling, including using Council's Food Organics and Garden Organics (FOGO) collection service when it becomes available.

“Climate change is on the minds of young people and we are making changes in our day to day lives like using public transport, reusing items and recycling. We need to make sure everyone has access to opportunities to make a change,” Jessica said.

We are committed to working proactively on environmental sustainability and protection of our biodiversity and climate. will continue to listen and work in partnership with our community towards our climate targets.



How you can get involved

- Find out more about the actions you can take to reduce your emissions by reading our Draft Emergency Climate Action Plan at **yoursay.manningham.vic.gov.au/climate-action**
- Attend an environment and sustainability event, visit **manningham.vic.gov.au/about-council/environment-and-sustainability**



What we did to support a vibrant and prosperous economy

We know that supporting and promoting local businesses is critical to our vibrant and thriving community.

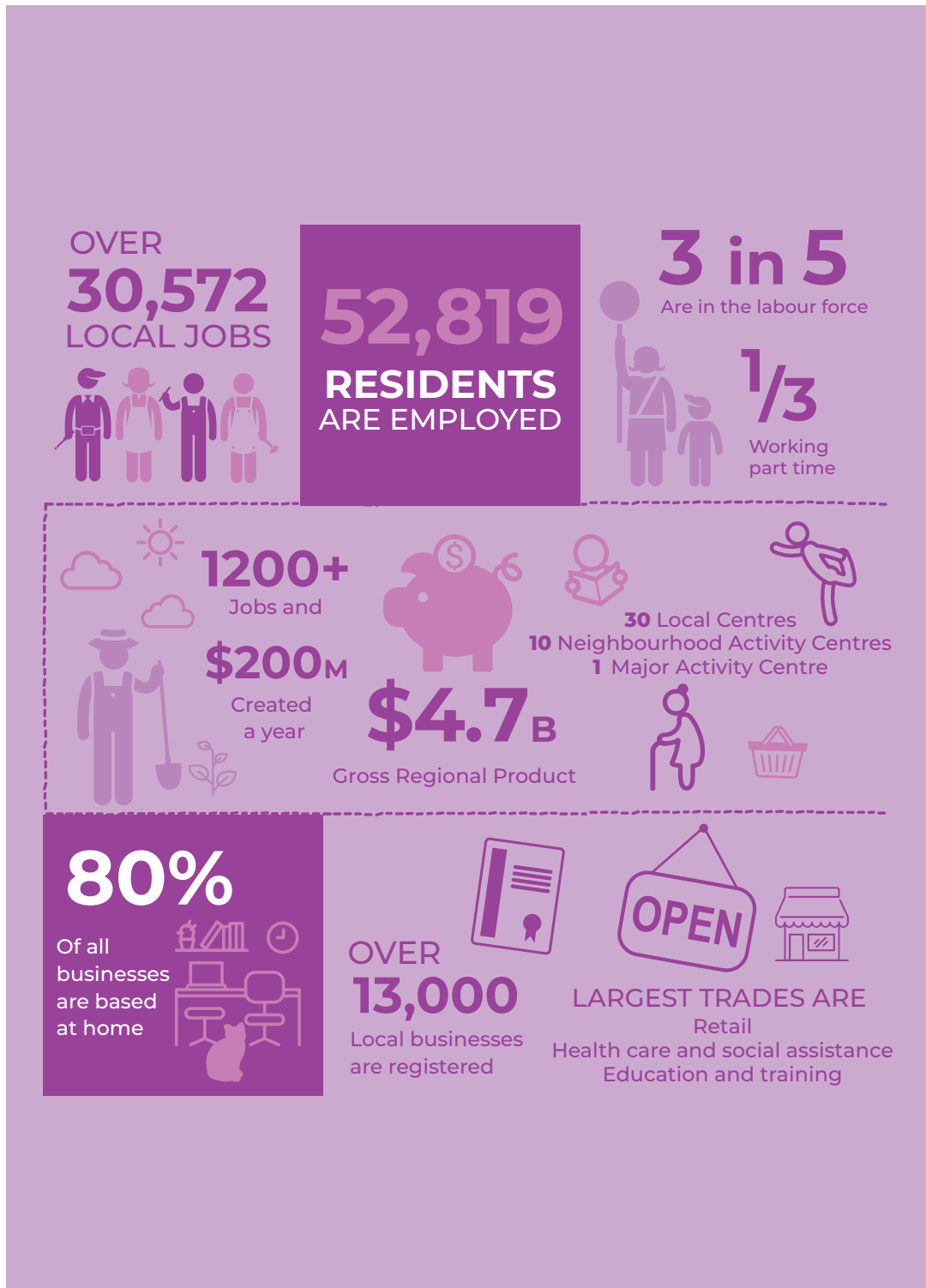
Our community has told us it is essential to create vibrant villages and inviting places that are attractive, welcoming and accessible for residents, visitors and businesses.

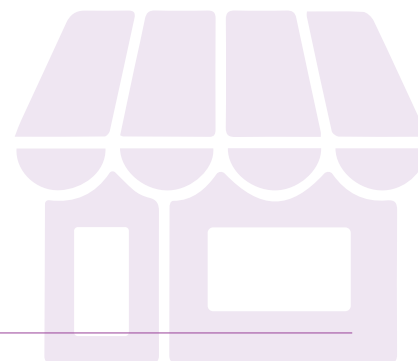
We are committed to continuing our work to build the capacity of our local businesses and find new ways to support local industries and employment.

From our research and conversations with our residents, we are committed to working to support the growth of our local businesses, tourism and economy.

What you told us to focus on

- Supporting local businesses.
- Providing places and spaces that are attractive and welcoming to residents, businesses and visitors.
- Creating places and spaces that are vibrant and accessible for shopping, employment and community.
- Fostering a sense of place and belonging.
- Encouraging opportunities for youth employment.





What we delivered

Manningham Art Gallery hosted the photographic exhibition *Serving Country* as part of National Reconciliation Week. The exhibition recognised and acknowledged First Nations servicemen and servicewomen's valuable contribution to the Australian Defence Force.

We launched the popular Speed X Event in partnership with Gateway LLEN, where local secondary students had the opportunity to chat with people from 19 different professions to understand their work better.

We appointed three Business Liaison Officers through the Victorian Government's Working for Victoria Program to support 1,300 businesses in our activity centres navigate COVID-19 restrictions.

We delivered projects as part of the Victorian Government's Outdoor Activation Fund to help businesses operate in outdoor settings in a COVIDSafe manner. We worked with First Nations and Manningham artist Robert Young to create a vibrant mural in Templestowe Village.

We recognised the contribution of 106 volunteers as part of our Volunteer Recognition Program.

We awarded 111 Community Grants to 77 Community Associations to the total value of \$1,069,519.13.

Challenges

We continued to support local businesses navigate the challenges of COVID-19 restrictions during 2021. This included assisting local businesses to develop COVIDSafe plans and support for many operators throughout the year.



Matching students with professions



Matthew Thompson from Now and Not Yet café shared his experiences at the popular Speed X event, where local secondary students were matched with professionals from over 30 local businesses to chat about the ins and outs of their professions.

The event (pictured right) was delivered by Manningham Council in partnership with Gateway Local Learning and Employment Network.

“The event was a great way for students to talk to employers, ask questions and get prepared for job interviews,” Matthew said,

Matthew was able to talk with students about his experiences in the hospitality industry and Now and Not Yet’s not-for-profit social enterprise structure.

Over 120 students from Doncaster Secondary College, Marcellin College and Templestowe College participated in the event held in June 2022.

The students had the opportunity to sit down and conduct a series of six-minute interviews with professionals representing 19 different professions, from horticulture, plumbing, emergency services and sports to early learning and hairdressing.

“We were keen to get involved as a way of supporting local young people and giving back to the community,” Matthew said.

Supporting and promoting local businesses is critical to our vibrant and thriving community. Providing pathways for young people to local employment will support the growth of local businesses and our local economy.



How you can get involved

- Businesses can find support and events at manningsbusiness.com.au
- Young people can find programs and services at each.com.au/manninghamyouth/

What we did to support a well governed Council



We understand our community places high importance on Council being transparent, accountable and providing value for money.

What you told us to focus on

- Improving communication and community engagement.
- Involving our community in decision making.
- Contributing value to our community in everything we do.
- Providing inclusive and responsive customer service and communications.
- Demonstrating transparency and accountability.

This includes making our communications and engagement inclusive and accessible for all and serving our community in a financially sustainable way.

We understand we need to measure and report on how our services meet the needs of our community.

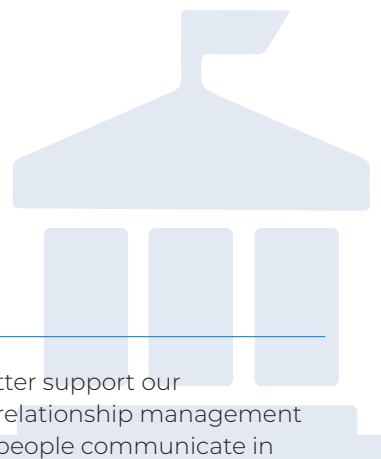
Our residents have told us they want to be kept up to date with our services, initiatives, actions and programs.

From our conversations with our community, we have committed to working towards the following goals:

- A financially sustainable Council that manages resources effectively and efficiently.
- A Council that values our customers and community in all that we do.



What we delivered



We continued to expand our website's Live Chat feature to better support our community. We improved its connections with our customer relationship management system and the introduction of multi-lingual live chat to help people communicate in their preferred language.

We answered 98,104 incoming calls, with an average wait time 1.49 seconds and 55% of calls answered within 30 seconds.

We helped 4876 customers on live chat and 1799 chats were managed by our chatbot. Our average response time on Live Chat was 12 seconds.

We received 64,073 customer lodged requests which was an average of 256 new requests per day.

We received 3018 requests via the Snap Send Solve app.

We continued our hybrid work model, supporting over 400 Council staff working both on-premise and remotely.

Our Information Technology team supported our staff by resolving over 9,000 helpdesk incidents and requests.

We developed a new Construction Management Plan (CMP) template to help builders, developers and residents.

We processed 1071 planning applications, with 79% of standard stream applications processed within the required 60 statutory days (compared to a metro average 58%). 96% of Vic Smart planning applications were processed within 10 business days (compared to metro average 81%).

We launched our Field Service application together with 40 new iPads to help staff better manage reactive, cyclical and planned maintenance while in the field.

We launched our new corporate website and updated its content to make it easier for community members to find the information they need.

We replaced over 500 staff laptops with new and enhanced devices. In addition, we set up 800 new monitors, keyboards and mice, as part of our office workstation refurbishment.

We upgraded seven rooms across the Civic Centre and Depot to allow video conferencing to better support our work in a COVID-19 environment.

We delivered staff health assessments including lung function testing, audiometric testing and carried out worksite occupational noise assessments and COVID-19 exposure risk assessments.

We enhanced our staff's safety skills and awareness through targeted initiatives, including celebrating National Safe Work Month, emergency drills, plant and chemical risk assessments, CPR training, WHS for leaders training and RUOK day events.

We delivered improved systems, policies and practices to reinforce our commitment to workplace safety. These included regular Workplace Health and Safety (WHS) meetings, WHS training, managing WorkSafe entries and inspections, maintaining COVIDSafe Plan, WHS policy and procedures updates, electrical testing and tagging, job dictionaries for high-risk manual work, COVID-19 Vaccination Policy and support for staff returning to the workplace.

We elevated our commitment to workplace equality and inclusion through our Internal diversity and Inclusion working group and the development of our Workplace Gender Audit and Gender Equality Action Plan (GEAP).

We have celebrated excellence in our staff's service through the Directorate Excellence Awards program, endorsement of Manningham's leadership framework and employee engagement listening and impact sessions.

We implemented the Victorian Government's new Principles for Child Safety through the Child Safe Working Group, including child safety risk assessments carried out in areas of our business that offer services to children.

What we delivered



We built frameworks and structure that enable and empower us to create positive experiences and the best value for our community, including:

- Updating our Code of Conduct and Recruitment Policy.
- Updating our Workplace Health and Safety Policies.
- Updating our CEO Remuneration Policy and Workforce Plan.
- The formation of new Experience and Capability Directorate.
- Approval by the Fair Work Commission and implementation of our Enterprise Agreement.
- Approval and implementation of our Alternate Work Location policy.
- The introduction of new workforce resource management process to support sustainable and responsible management of total employee numbers and costs.
- The renewal of our human resource forms, processes and reporting to improve efficiency.

We recruited and onboarded 109 new employees.

We successfully implemented our new online Workplace Health and Safety solution to enable our staff to notify us of workplace incidents, hazards, injuries and near misses and support our teams in carrying out workplace safety inspections.

We continued our proactive management of injuries, support to staff returning to work and management of our workers' compensation scheme.

We carried out COVID-19 exposure risk assessments and distributed Rapid Antigen Tests to all staff and to vulnerable members of our community.

We reviewed and updated our emergency response procedures and practices, purchased new equipment, and conducted three emergency exercises to practice our evacuation procedures.

Our Risk Management Strategy and Policy was updated and adopted.

We reviewed our Governance Rules to ensure contemporary meeting procedures are in place.

We developed and delivered comprehensive guidance to the organisation on identifying and managing conflicts of interest.

We delivered governance training to Councillors to refresh their understanding of their obligations under the Local Government Act 2020 and other related legislation.

134 community members provided input into our 2022/23 budget development.

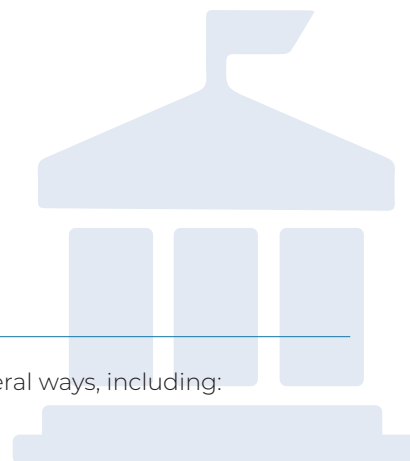
In collaboration with the Valuer-General Victoria, we completed and adopted the 2022 General Valuation of the municipality.

We achieved a financially sustainable operating surplus at the end of the 2021/22 financial year despite the ongoing financial impacts of COVID-19 restrictions and ongoing State of Emergency.

We identified alternative sources of income to reduce our reliance on rate revenue over time.

After engaging with our community, we adopted a financially sustainable 10-year financial plan and 2022/23 Budget.

We continued to drive improvements in our financial services, including offering a broader range of convenient options for our community to transact with us and implementing a more efficient refund process.



What we delivered

We continued to communicate with our community in several ways, including:

- Community calendar distributed
- 6 issues of Manningham Matters distributed
- 11 issues of eNews distributed
- 648,872 visits to our website
- 30,893 total followers on our social media channels
- 153,374 total engagements on our social media channels.

Challenges

COVID-19 restrictions made it challenging for us to support community members who prefer to visit us face to face.

Our customer service teams experienced periods of staff shortages, which resulted in increased wait times for some community members.

Resourcing constraints impacted our ability to deliver planned projects and initiatives. We found it challenging to recruit staff and contractors due to a competitive market environment and illness.

Supply chain disruptions impacted planned projects, including our PC Refresh Project and Audio-Visual Room Upgrade Project.

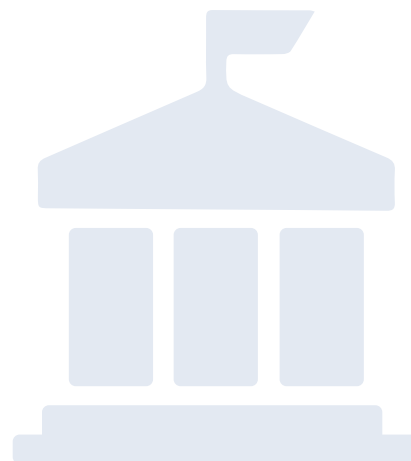
COVID-19 restrictions made it difficult for staff to pick up new devices to support their work.

A volatile insurance market continues to create 11-year high premiums and demand increased risk control mitigation plans, higher excess levels and extensive negotiation to achieve optimal renewal terms.



Helping you find what you need

We have created a new website to help our customers find the information they need quickly and easily.



“The new website has helped community members find answers to their questions without needing to call Council,” Manningham Council’s Coordinator Revenue Services, Kolina Johnson said.

Kolina assists community members with their enquiries related to their rates notices. “Since launching the new website we have experienced a reduction in the number of queries via phone and email,” Kolina said.

We understand that our customers want the option to do business with us online at a time that suits them. Our new website makes it easier to find the information you need and to contact us directly.

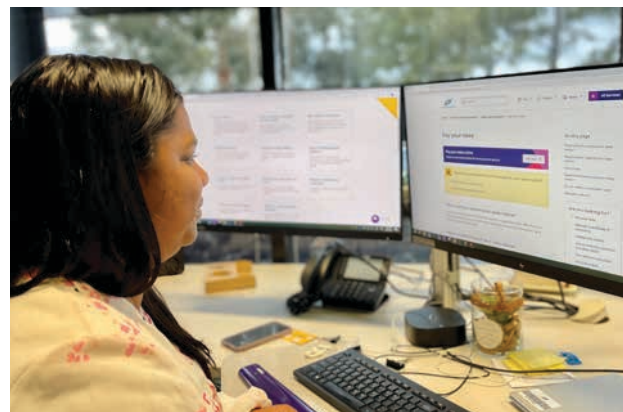
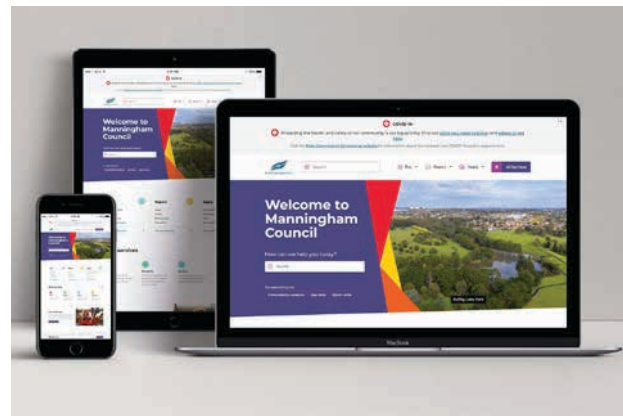
To ensure we meet our community’s needs, we researched to understand what people are looking for and where they expect to find it.

“The new website makes it easier for the community to find the information they need with clearer language and answers to common questions,” Kolina said.

To make our website easy to use, we have:

- made it easier to click through to the pages you need
- made it easier to search for up-to-date information
- made our information simple and easy to read on all devices
- created online forms to help resolve your enquiries
- pointed to additional information you might find helpful.

We will continue to improve our website to make our communications inclusive and accessible for all.



How you can get involved

- Check out our new website at manningham.vic.gov.au
- Provide your thoughts about our new website via live chat or email manningham@manningham.vic.gov.au

Our financial performance

Our financial results remain strong despite the ongoing financial impact of the Victorian Government and State of Emergency due to the COVID-19 pandemic.

These results demonstrate our commitment to maintaining long-term financial sustainability while providing cost-effective services and delivering infrastructure projects to meet the needs of our community.

See the summary of our performance in the following pages. More detailed information can be found in the appendix.

Operating position

In 2021/22, we achieved an operating surplus of \$32.12 million which was \$11.14 million greater than the adopted budget surplus of \$20.98 million.

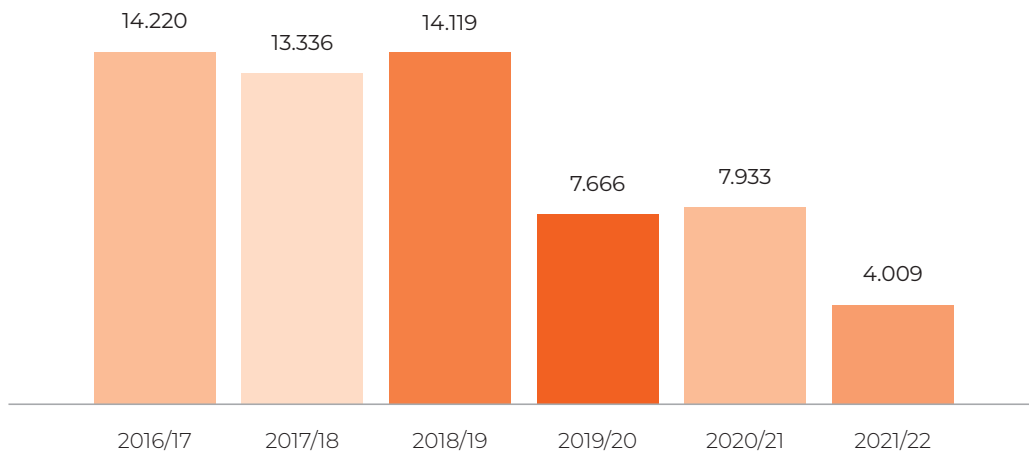
The greater than budgeted surplus is mainly attributable to \$15.4 million greater than budgeted non-monetary (asset) contributions from developers, grants (operating and capital) \$1.22 million greater than budget and other income \$1.30 million greater than budget.

Within Council’s surplus, there are a number of income items that are either restricted in use or ‘non-cash’ in nature. The adjusted underlying surplus excludes these items such as non-recurrent capital grants, non-monetary asset contributions and other contributions to fund capital expenditure (including developer and open space contributions). The adjusted underlying surplus was \$4.01 million.

Sustaining an adjusted underlying surplus is a critical financial strategy that provides an important source of funding for the renewal and upgrade of over \$2 billion of community assets.

Figure 3: Adjusted underlying surplus (\$ millions)

Adjusted underlying surplus (\$ millions)



Income

We derived our income from various sources, including rates, user fees and charges, grants, interest, and other contributions. Our total income for 2021/22 was \$169.66 million, compared to a budget of \$153.95 million.

Table 4: 2021/22 Income

Income \$'000	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
General rates	82,819	85,839	88,853	92,216	95,767	98,317
Waste charges	10,201	10,830	13,126	13,737	13,916	15,998
User fees, charges and fines	14,369	14,940	14,570	12,308	9,676	10,110
Operating grants	12,366	12,229	12,173	11,842	13,641	13,292
Capital grants	3,999	3,578	2,672	1,433	3,622	6,800
Contributions (monetary and non-monetary)	22,387	14,766	13,949	18,476	18,857	23,128
Other income	1,885	138	1,276	1,325	2,444	2,014
Total	149,655	143,896	148,600	152,806	157,923	169,659

Expenditure

Our total expenditure for 2021/22 was \$137.54 million, compared to a budget of \$132.98 million. In 2021/22, the main expense was employee costs, which accounted for \$53.81 million.

Table 5: 2021/22 Expenditure

Expenditure \$'000	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Employee costs	51,099	52,505	53,326	54,120	56,221	53,813
Materials and contracts	22,115	20,961	23,446	28,469	27,853	29,029
Depreciation and amortisation	19,347	20,566	21,640	23,946	26,028	26,394
Other expenses	18,520	19,736	21,036	20,586	18,859	28,303
Total	111,081	113,768	119,448	127,121	128,961	137,539

Net worth

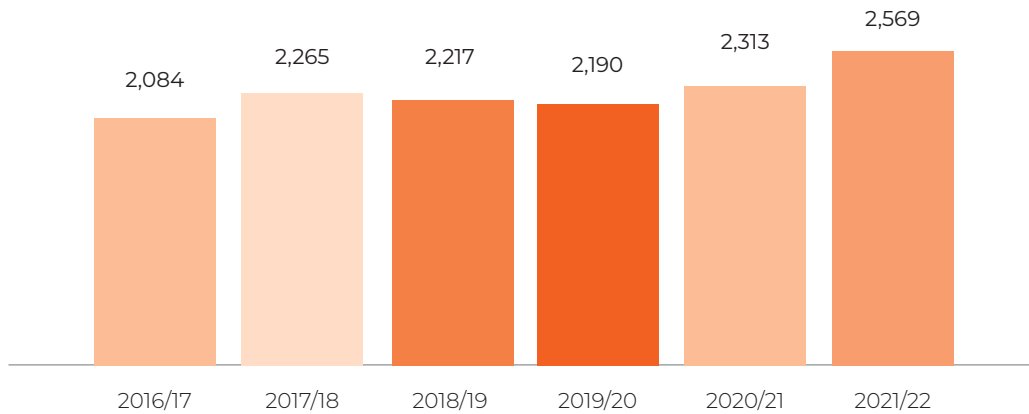
Our financial strength is indicated by net assets (what we own less what we owe). As of 30 June 2022, Council owns net assets of \$2.51 billion, including community infrastructure assets of \$2.44 billion.

Assets

Our total assets are valued at \$2.57 billion. This is an increase of \$256.30 million or 11.1% on the prior year and is primarily due to an increase in the value of land.

Figure 4: Total assets (\$millions)

Total Assets (\$ millions)



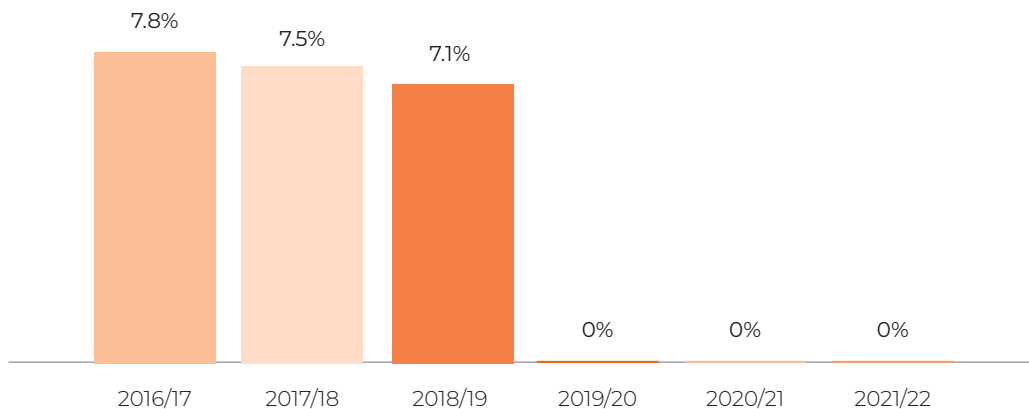
Liabilities

Our liabilities include amounts owed to suppliers and employee leave entitlements. Total liabilities at 30 June 2022 were \$56.14 million, a decrease of \$1.70 million over the previous year.

Council fully repaid \$7.28 million of loan borrowings during 2019/20 and is debt free.

Figure 5: Debt to rates and charges (%)

Debt to rates and charges (%)

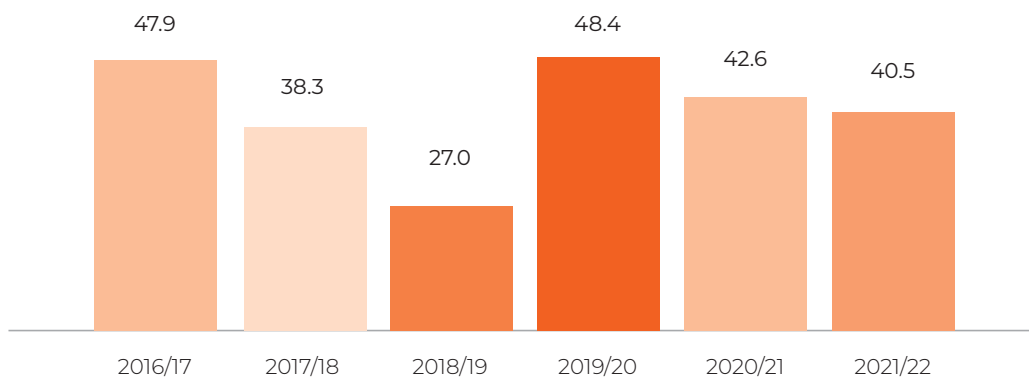


Capital investment

We invested \$40.49 million in an extensive Capital Works Program to renew and upgrade community assets throughout the municipality.

Figure 6: Capital Works Program (\$millions)

Capital works program (\$ millions)

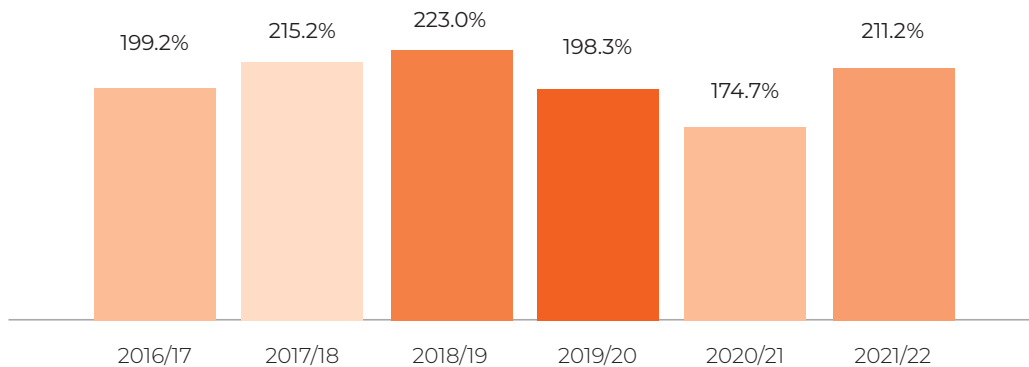


Liquidity

Cash and term deposits at 30 June 2022 were \$93.30 million, an increase of \$5.38 million from the previous year. Our working capital ratio is strong at 211.2%, which indicates that for every dollar of short-term liabilities, we have \$2.11 worth of assets.

Figure 7: Working capital ratio (%)

Working capital ratio (%)



Our year ahead

Our major initiatives for the year ahead set out what we were working towards achieving for our community and allow us to report on our progress.

These are guided by the themes of our Council Plan 2021-2025. For 2022/23 we have set a range of major initiatives and other initiatives.

Healthy Community



Major Initiatives

We will undertake evidence-based planning for equitable, inclusive and accessible services and infrastructure improvements for prominent issues including:

- Commencing gender equality impact assessments on significant Council policies, services and programs.
- 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.
- Developing a collaborative forum to engage with businesses, community leaders, community groups and residents from culturally diverse backgrounds, and
- Investigating extended use of community facilities, including libraries, to address social isolation.

We will work to connect service providers, community groups, local organisations and networks to improve and profile community outcomes through forums and connections.

We will educate and support connected, inclusive and healthy communities (inclusive of our culturally diverse communities) through:

- Environmental education and waste programs
- Implementing the Reconciliation Action Plan to enhance recognition of Aboriginal and Torres Strait Islander communities, and
- Resources and information that link our community to the understanding of and responses to family violence.

Other Initiatives

- We will pursue strategies to reduce the impact of gambling on the community, considering areas such as poker machines and advertising on Council buildings.

Liveable Places and Spaces



Major Initiatives

We will strengthen our principles to guide responsible planning for new developments by:

- Adopting key strategic documents including the Liveable City Strategy 2040 by December 2021 and the Environmental Strategy
- Reviewing of the Manningham Planning Scheme by June 2022.
- Investigating planning controls to enhance the protection of the environment.

We will provide ways for people to connect by:

- Prioritising grant funding to support community inclusion and connections in a way that respond to community needs.
- Delivering actions in our Transport Action Plan and Bus Network Review 2017 including contributing to the planning of the Suburban Rail Loop (SRL), Doncaster Busway, Bus Rapid Transits, bus network and service improvements and enhancing our walking and cycling network.

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:

- Finalising the Community Infrastructure Plan and commence implementing the 20 year Action Plan.
- Strengthening utilisation and performance of stadiums in conjunction with stadium managers, and
- Improving community access to sport and recreation facilities and spaces for broad community use and benefit.
- We will continue to advocate, influence and respond to the North East Link Project (NELP) authority for improved mitigation measures and environmental outcomes, particularly around urban design outcomes and to reduce to reduce construction impact of the project on the community.
- We will continue to work to maintain to a high standard our roads, footpaths and drains including the Melbourne Hill Road Drainage Upgrade.

Other Initiatives

- We will deliver the Road Improvement Program (as scheduled) including Jumping Creek Road, Tuckers Road, Knees Road and Templestowe Village connecting roads.
- We will deliver the Parks and Recreation Facilities Upgrades (as scheduled) including Petty's Reserve Sporting Development (Stage 2), Rieschiecks Reserve Pavilion Redevelopment and Deep Creek Reserve.
- We will deliver the Parks Improvement Program including Ruffey Lake Park Landscape Masterplan, New Open space on Hepburn Road, Victoria Street place space upgrade, wonguim Wilam (stage play space 2 upgrade).

Resilient Environment



Major Initiatives

We will deliver our Environmental Strategy and strengthen principles to protect the environment, biodiversity and wildlife by:

- Advocating to government and business on environmental issues.
- Improving management practices of bushland maintenance, pest animal and environmental weed control.
- Improving our monitoring, evaluating and improvement mechanisms.
- 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.
- Exploring protection measures in the new Community Local Law
- Improving the sustainability of Council's environmental practices

Other Initiatives

We will deliver our drainage program including the Melbourne Hill Road Drainage Upgrade.

Vibrant and Prosperous Economy



Major Initiatives

We will support local businesses through:

- demonstrating leadership to increase procurement with Social Enterprises, Aboriginal Enterprises and Australian Disability Enterprises (collectively known as Social Benefit Suppliers) and local businesses
- capacity building and support through the Business Development Program
- exploring local opportunities to support local businesses to collaborate via a hub or co-working space
- implementing the recommendations in the Doncaster Hill Strategy and Economic Development Strategy to encourage and support tourism and employment opportunities.

Well Governed Council
Major Initiatives
We will explore different ways to improve community satisfaction with Council's communications on local community issues, services and activities.
We will explore ways to enhance performance reporting across social, environment and economic outcomes against community need.
We will improve our Customer Experience to better understand and meet their specific needs.
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 2023.
We will maximise public value through the systematic planning and review of Council's services and effective, early and broad engagement on projects.
We will take a proactive and motivated approach to be an open and transparent Council.
Other Initiatives
We will implement Manningham's Protective Data Security Plan Initiatives for 2022/23.








Get involved

Thank you for reading Manningham Council's Annual Report 2021/22. We hope this report has given you a good understanding of our achievements and performance. We value your feedback, and you can provide this by contacting us.

We want to hear your ideas and feedback on issues and projects that matter to you.

Connect online

-  [twitter/manninghamcc](https://twitter.com/manninghamcc)
-  [facebook/manninghamCouncil](https://facebook.com/manninghamCouncil)
-  Instagram/CityofManningham
-  manningham.vic.gov.au
-  yoursaymanningham.com.au

Email us

-  manningham@manningham.vic.gov.au

Call us


-  03 9840 9333

Meet us

-  Manningham Civic Centre
699 Doncaster Road Doncaster

Council Depot
Corner Blackburn and Warrandyte Roads Doncaster East

Write to us

-  Manningham Council
PO Box 1
Doncaster Vic 3108

Access our interpreter service

-  9840 9355

Read Manningham Matters

-  manningham.vic.gov.au/manningham-matters



Appendix

Contents

Welcome	85	Our performance: healthy community	98
Our community	85	Services funded in our annual budget	98
Our history	85	Goal 1: healthy, resilient and safe community	99
Our employees	86	Key focus areas	99
Major achievements with our employees	86	Our performance — major initiatives and initiatives	100
Our people	87	Our performance: LGPRF indicators	105
Staff profile	89	Goal 2: connected and inclusive community	108
Conditions of employment	92	Key focus areas	108
Diversity and inclusion in the workplace	92	Our performance — major initiatives and initiatives	109
Reward and recognition	93	Our performance: liveable places and spaces	115
Service awards	93	Services funded in our annual budget	115
Reporting on our performance	94	Goal 1: inviting places and spaces	116
Planning and reporting framework	94	Key focus areas	116
Our council plan	96	Our performance — major initiatives and initiatives	116
How we developed our council plan	96	Our performance: LGPRF indicators	119
Reporting our progress	96	Goal 2: enhanced parks, open space, and streetscapes	121
Our performance: major initiatives and initiatives	97	Key focus areas	121
Our performance: LGPRF indicators	97	Our performance — major initiatives and initiatives	122

Goal 3: well connected, safe and accessible travel	124	Our performance: vibrant and prosperous economy	144
Key focus areas	124		
Our performance — major initiatives and initiatives	125	Services funded in our annual budget	144
Our performance: LGPRF indicators	129	Goal 1: grow our local business, tourism, and economy	144
Goal 4: well maintained and utilised community infrastructure	130	Key focus areas	144
Key focus areas	130	Our performance — major initiatives and initiatives	145
Our performance — major initiatives and initiatives	131	Our performance: well governed council	148
Our performance: resilient environment	134	Services funded in our annual budget	148
Services funded in our annual budget	134	Goal 1: a financially sustainable council that manages resources effectively and efficiently	149
Goal 1: protect and enhance our environment and biodiversity	134	Key focus areas	149
Key focus areas	134	Our performance — major initiatives and initiatives	149
Our performance — major initiatives and initiatives	135	Goal 2: a council that values our customers and community in all that we do	152
Goal 2: reduce our environmental impact and adapt to climate change	138	Key focus areas	152
Key focus areas	138	Our performance — major initiatives and initiatives	152
Our performance — major initiatives and initiatives	139	Our performance: LGPRF indicators	156
Our performance: LGPRF indicators	143		

An overview of our financial performance	157	Code of conduct	168
		Conflicts of interest	168
Our financial performance	157	Councillor allowances	169
Financial summary	157	Councillor expenses	169
Operating position	158	Ceo expenditure 2020/21	170
Income	159	Corporate governance	171
Expenditure	160	Senior officers	172
Net worth	160	Employee code of conduct	173
Assets	160	Management	173
Liabilities	161	Audit and risk committee	173
Capital investment	161	Internal audit	174
Liquidity	162	External audit	175
		Fraud and corruption control	175
Our Governance System	163	Business continuity management – covid-19 crisis response and recovery	175
Governance framework	163	Risk management	176
Democratic governance	164	Compliance and assurance	178
Decisions	164	Workplace health and safety	179
Council meetings	164	Asset management	183
Strategic briefing sessions (sbs)	165	Governance and management checklist	183
Committees	165		

Statutory information	188	Local law	194
Documents available for public inspection	188	Property holdings	194
Grants and funding	188	Procurement policy	197
Public interest disclosures (formerly protected disclosure procedures)	189	Asset management overview	200
Carers recognition	189	Our infrastructure assets	200
Disability inclusion	190	Condition of Manningham's assets	202
Freedom of information	191	Roads	203
Information privacy	192	Kerb and Channel	206
The Manningham Healthy and Wellbeing strategy 2021–2025	192	Footpaths	208
Domestic animal management plan	193	Carparks	210
Road management act — ministerial directions	193	Drainage	211
Infrastructure and development contributions	193	Bridges	213
Development contributions plan (dcp)	193	Buildings and Community Infrastructure Services and Spaces	213

Financial Report	215
<hr/>	
Performance Statement	273
<hr/>	
Glossary and abbreviations	283
<hr/>	
Glossary	283
Abbreviations	287
Index	288



Welcome

Under the *Local Government Act 2020*, all Victorian local governments must present an Annual Report to the Minister for Local Government each year. We take our accountability to our community seriously, and this Annual Report is one of the primary tools we use to report on our performance transparently and accurately.

This Annual Report details our performance against the strategic themes outlined in our Council Plan 2021–2025, our 2021/22 Annual Budget initiatives, and our 2021–2025 Strategic Resource Plan.

Our community

In 2021, 74.5% of households were purchasing or fully owned their home, 19.4% were renting privately and 0.6% lived in social housing.

69.9% of dwellings in Manningham were separate houses, 20.3% were units and townhouses and 9.6% were apartments.

46.4% of households in Manningham had no children.

Children up to 14 years old were 16.2% of the population and people over 65 years 22.2% and the median age was 43 years.

46.3% of our community spoke a language other than English at home, with Mandarin (13.9%) and Cantonese (8.5%) being the most common. 43.5% were born overseas, mostly in China.

By 2036 we expect our population to reach 149,274

Our history

The history of Manningham dates back millennia to the Wurundjeri people, whose way of life is closely linked to the natural environment.

In the late 1830s, the first European settlers began growing wheat, vegetables, and grapes before eventually planting orchards.

The discovery of gold in Warrandyte was a real turning point and by 1851, fortune hunters were trying their luck panning the streams and digging the rich soil around Harris Gully.

Local Government in the area dates back to the election of the Templestowe District Roads Board in 1856. On 28 February 1967, the Shire of Doncaster and Templestowe was proclaimed a City.

The City of Manningham was formed in 1994 as a result of local government amalgamations.

Our employees

One of the ways we deliver positive outcomes for our community is by being inclusive and passionate about what we do. This shapes the way we manage our workforce. Our people programs focus on attracting, retaining, and developing a diverse range of skilled people.

Major achievements with our employees

Strengthening our safety culture and supporting workforce wellbeing

Delivering several health and safety assessments for our people and our worksite, including:

- vibration testing
- audiometric testing
- worksite occupational noise assessments
- COVID-19 exposure risk assessments
- Child Safety risk assessments.

Empowering safety skills and awareness through targeted initiatives, including:

- celebrating National Safe Work Month
- emergency drills
- Warden training
- CPR training
- WHS for Leaders training
- R U OK? day

Delivering improved systems, policies and practices that reinforce our commitment to workplace safety

- managing WorkSafe entries and inspections
- maintaining an up to date COVIDSafe Plan
- distributing Rapid Antigen Tests
- updating WHS policy + procedures
- conducting electrical test + tagging
- compiling and maintaining job dictionaries for high-risk manual work
- implementing SPaRC safety system
- developing a COVID-19 Vaccination policy
- preparing for the implementation of the Victorian Government's new Principles for Child Safety.

Improving our workplace experience through targeted culture and leadership initiatives.

Elevating our commitment to workplace equality and inclusion through:

- Internal Diversity and Inclusion Working Group
- Workplace Gender Audit and Gender Equality Action Plan (GEAP) development - *Gender Equality Act 2020*.

Strengthening our values-based culture and improving our leadership experience through:

- Directorate Excellence Awards programs to celebrate employee excellence
- endorsement of Manningham leadership framework
- employee engagement listening and impact sessions.

Delivering systems and structures that transform the how work and enable best-value community outcomes.

Achievement of *Local Government Act 2020* compliance with:

- Code of Conduct and Recruitment Policy update
- CEO remuneration policy
- Workforce Plan.

Building frameworks and structures that enable and empower positive experiences and best-value outcomes.

Empowering positive experiences and best-value outcomes through:

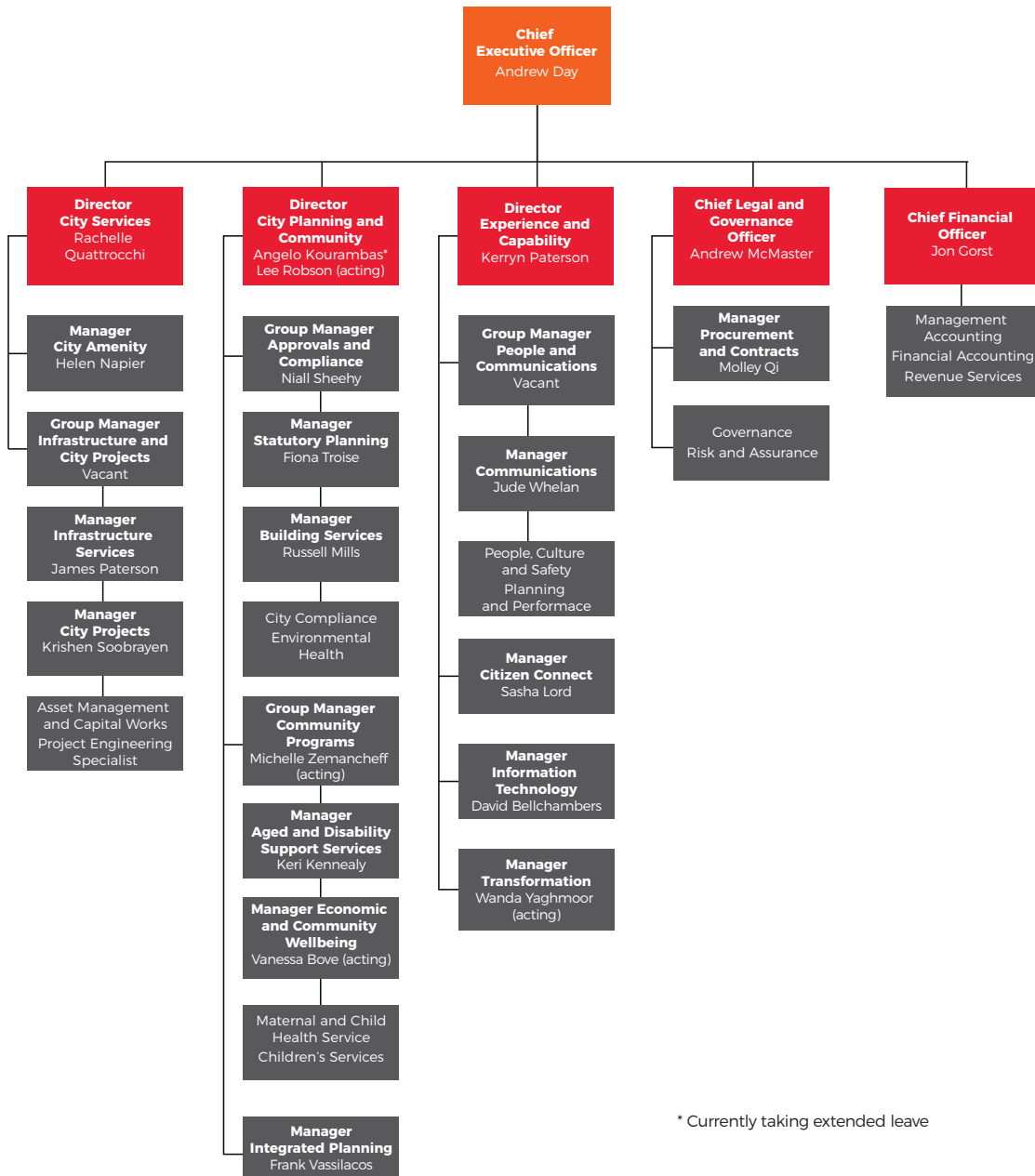
- formation of a new Experience and Capability Directorate
- Enterprise Agreement approved by the Fair Work Commission and implemented
- Alternate Work Location Policy
- introduction of a new workforce resource management process to support sustainable and responsible management of total employee numbers and costs
- renewal of human resource forms, processes and reporting to improve efficiency

Our people

As of 30 June 2022, Manningham employed 638 people full-time, part-time or casual, equating to 482.02 full-time equivalent (FTE) employees.

Our people deliver a diverse range of functions — including engineering, customer service, administration, finance, community and aged care, planning, waste management, parks and recreation, local laws, arts and culture, and management.

Figure 1 – Manningham Council Organisational Chart as at June 2022



Staff profile

The tables below show the total number of full-time equivalent (FTE) Manningham employees as of 30 June 2022. The tables break down our workforce by directorate, employment type, employment classification and gender.

Table 1: 2021/22 Staff Profile

Employment Type/ Gender	Chief Executive Office	City Services	City Planning and Community	Experience and Capability	Total
Full Time – Female	26.00	30.00	62.00	31.00	149.00
Full Time – Male	11.00	118.00	41.00	20.00	190.00
Full Time – Self Described	-	-	-	-	-
Part Time – Female	5.86	6.43	92.18	15.40	119.86
Part Time – Male	0.63	2.30	15.43	0.95	19.31
Part Time – Self Described	-	-	-	-	-
Casual – Female	-	0.46	2.42	-	2.88
Casual – Male	0.34	-	0.62	-	0.96
Casual – Self Described	-	-	-	-	-
Total	43.84	157.19	213.65	67.34	482.02

Table 2: 2020/21 Employment Classification

Employment Classification	Female FTE	Male FTE	Self -Described FTE	Total FTE
Band 1	5.72	3.19	-	8.91
Band 2	16.53	8.82	-	25.35
Band 3	28.62	45.15	-	73.77
Band 4	23.39	22.70	-	46.09
Band 5	51.79	24.49	-	76.29
Band 6	64.83	34.60	-	99.43
Band 7	40.57	34.63	-	75.21
Band 8	15.76	23.00	-	38.76
Nurses	9.52	0.16	-	9.68
Senior officers*	15.00	13.53	-	28.53
Total	271.74	210.27	-	482.02

* Senior officers include the CEO, any officer of Council who has management responsibilities and reports directly to the CEO or any other member of Council staff whose total annual remuneration exceeds \$151,000.

As of 30 June 2022, most (87%) of our employees were over 35 years old. 27% of our employees were 46 and 65 years old and 13% less than 35 years old.

Most of our employees are at the officer level (95%), with senior officers representing 5% of the total workforce.

Our turnover of permanent staff during 2021/22 was higher than in previous years at 18%.

The following tables show staff turnover, employee level and age breakdown of our employees (represented as individuals, not FTE).

Table 3: 2021/22 Staff turnover

Staff turnover	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Staff turnover	14%	10%	10%	12%	9%	18%

Employment level	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Officer Level	95%	95%	95%	95%	93%	95%
Senior Officers*	5%	5%	5%	5%	7%	5%

* Senior Officers include the CEO, any officer of Council who has management responsibilities and reports directly to the CEO or any other member of Council staff whose total annual remuneration exceeds \$151,000.

Table 4: 2021/22 Staff Age Profile

Age profile	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
≤25 years	19	16	12	14	10	8
26 – 35 years	107	87	79	72	73	75
36 – 45 years	133	140	128	134	138	134
46 – 55 years	221	206	203	210	188	175
56 – 65 years	157	160	161	165	175	182
> 65 years	65	63	74	71	65	64
Total	702	672	657	666	649	638

Conditions of employment

Most employees at Manningham are employed under the conditions of the Manningham Council Agreement 2021, which has a nominal expiry date of 30 June 2024.

The benefits we offer to our employees include:

- Flexible working arrangements, such as purchasing additional leave and working from alternate work locations.
- An Employee Assistance Program that provides confidential and independent personal or professional support and counselling.
- A Study Assistance program supporting staff to study at colleges or universities, providing up to \$2,693.42 per person per financial year towards costs, and up to four hours a week of extra leave.
- Learning opportunities that support personal and professional development, as well as compliance related learning aligned to regulatory and governance frameworks. In 2021/22 our staff undertook over 3000 development hours across 59 learning programs.
- A range of proactive injury prevention health and wellbeing programs such as participation in the Local Government Employees (LGE) Health Plan and access to immunisations.

Diversity and Inclusion in the workplace

We believe everyone has the right to work in an environment of mutual respect and have the opportunity to progress to the fullest extent of their capabilities.

We value diversity and act to create a safe and inclusive environment for everyone – regardless of background, ability, where we live, what we look like, what we think, who we love or what we believe.

We have designed our policies and practices to meet our employees' and customers' diverse needs and ensure that our workplace remains free from discrimination and harassment.

Our Gender Equality Action Plan (GEAP) holds us accountable as we continue to build positive change at Manningham.

We recognise and respect diverse gender identities and the right for individuals to self-identify, or choose not to identify gender classification. While workforce data for self-described or non-disclosed gender was unavailable available at the time of reporting, we are committed to strengthening our inclusive workforce practices through progressively matured gender identity reporting.

Table 5: Discrimination, Harassment and Bullying Policy success measurements

Indicator	Result
Percentage of new employees receiving equal opportunity training within 6 months of commencement. Target: 100%	93%
Number of contact officers available across the organisation. Target: 4	Result: 5

Reward and recognition

The contribution of our people is vital to our success as an organisation. We have a Reward and Recognition Award Program to recognise our people for excellence.

Excellence Awards

In 2021/22, we presented 94 Excellence Awards to staff across the organisation at five directorate-based events. These awards recognised our people who demonstrated excellence across one or more of these categories:

- Customers – our focus
- People – engaged, empowered and accountable
- Technology – robust and easy to use
- Leadership – inspiring and courageous, driving performance through teamwork and communication

- Continuous improvement – empowering change by identifying and implementing process improvements
- Policies and processes – progressive, streamlined and consistent
- Place – responsible custodianship of Manningham for the public good.

Service Awards

One way we recognise long-standing employees' contributions is by presenting awards at milestones of 10, 15, 20, 25, 30, 35, 40, 45 and 50 years of service. This year we recognised 63 employees with these awards.

Reporting on our Performance

Planning and reporting framework

The Victorian Government introduced the Local Government Performance Reporting Framework (LGPRF) in 2014 to enable all Victorian Councils to consistently measure and report on their performance.

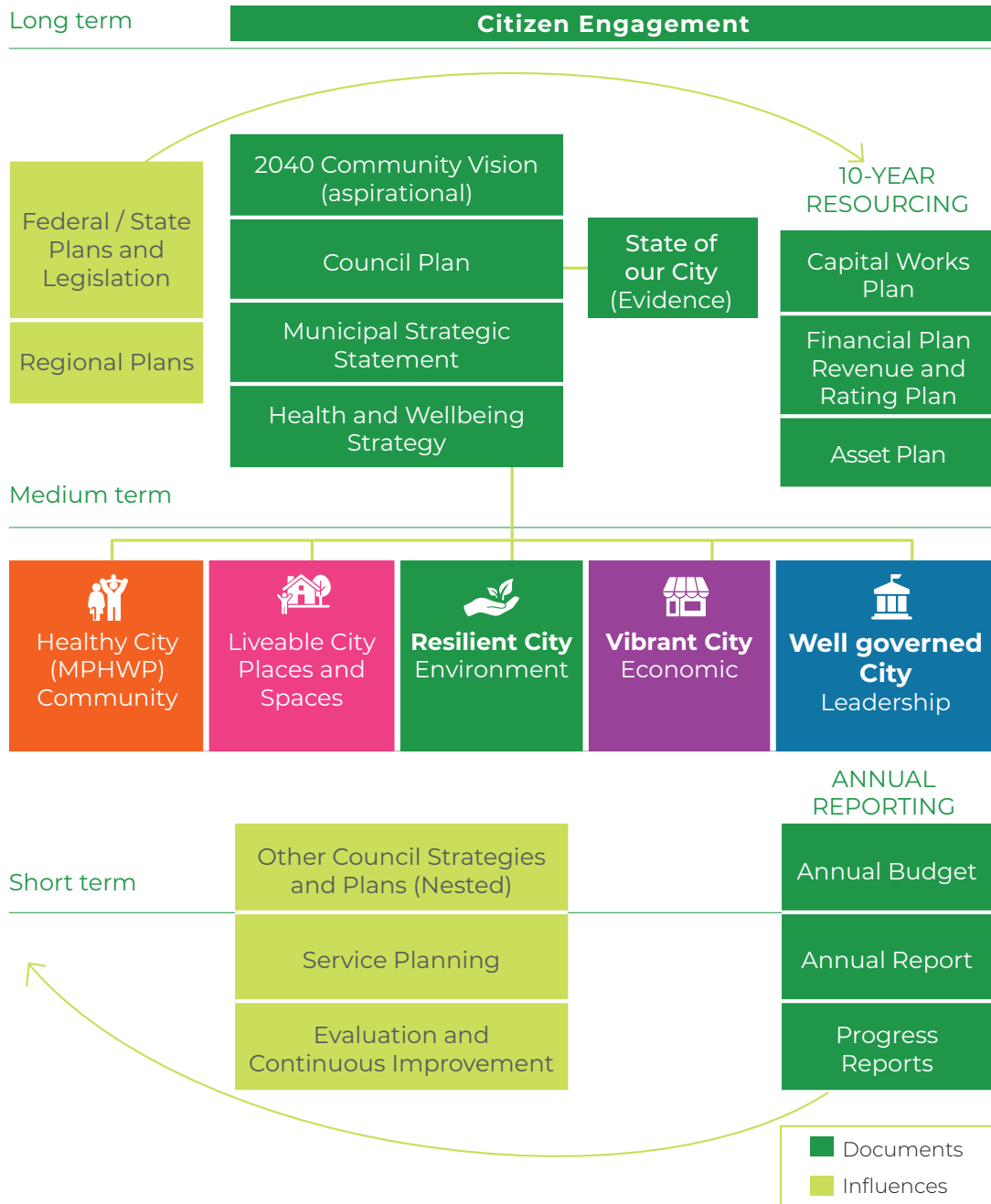
To report on our performance, we prepare:

- a Council Plan within six months after each general election or 30 June, whichever is later
- a Strategic Resource Plan for at least four years
- an Annual Budget for each financial year
- an Annual Report for each financial year.

Figure 2 shows the key planning and reporting documents that make up the local government planning and accountability framework and the relationships between these documents. It also shows where we must provide opportunities for community and stakeholder input.

Our Community Vision and Council Plan underpin our short, medium and long-term planning. We support our commitments through resource plans and reporting on our progress in the Annual Report, as illustrated on the following page.

Figure 2: Planning and accountability framework



Our Council Plan

How we developed our Council Plan

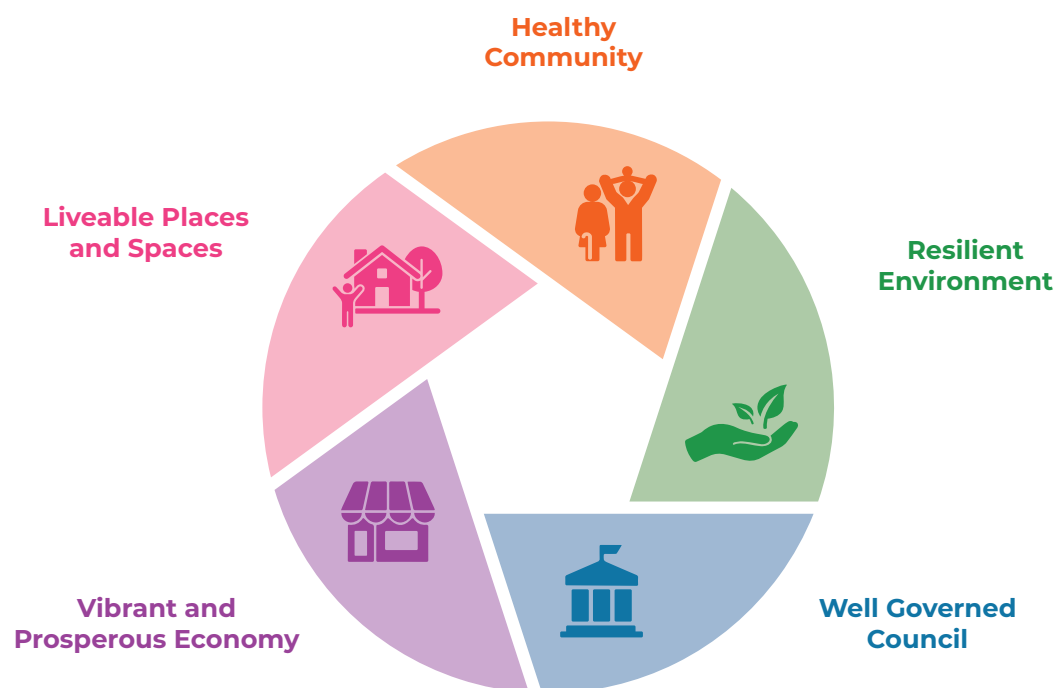
Our Council developed our Council Plan at the start of its four-year term based on recommendations from a Community Panel and extensive consultation. The Plan sets out the goals, initiatives, and actions to be delivered over the four years.

Reporting our progress

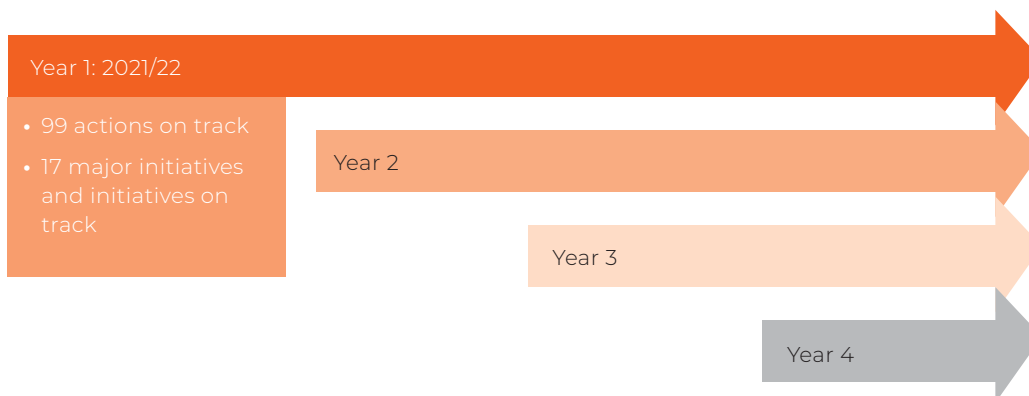
We report our performance throughout the year in the Manningham Quarterly Report, Manningham Matters and online channels.

We report on our progress of Council Plan actions for the 2021/22 year below.

Figure 3: Our Council Plan themes



THEME	GOAL
	<ul style="list-style-type: none"> • A healthy, safe and resilient community • An inclusive and connected community
	<ul style="list-style-type: none"> • Protect and enhance our environment and biodiversity • Reduce our environmental impact and adapt to climate change
	<ul style="list-style-type: none"> • A financially sustainable Council that manages resources effectively and efficiently • A Council that values our customers and community in all that we do
	<ul style="list-style-type: none"> • Grow our local business, tourism and economy
	<ul style="list-style-type: none"> • Inviting places and spaces • Enhanced parks, open space and streetscapes • Well connected, safe and accessible travel • Well utilised and maintained community infrastructure



Our performance: major initiatives and initiatives

Our major initiatives and initiatives are identified in our Annual Budget 2021/22 and Strategic Resource Plan 2021–2025.

We report on our progress of major initiatives and initiatives for the 2021/22 year below.

Our performance: LGPRF indicators

This is the eighth year we are reporting on several service, financial and sustainability performance indicators under the Local Government Performance Reporting Framework (LGPRF).

We report on our progress of our performance indicators for the 2021/22 year on the next page.

Our performance: Healthy Community



Services funded in our Annual Budget

Activity	Description	Budget \$'000	Actual \$'000	Variance \$'000
Arts and Cultural Services	Management, coordination and delivery of arts and cultural development program including an Art Gallery, art studios and Playhouse.	327	495	(168)
Social Planning and Community Development Services	This service supports the community through activities in community inclusion, community safety, metro access, social planning and community development.	750	715	35
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.	4,540	4,354	186
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. It also includes Youth and Volunteering and Emergency Counselling grants.	3,277	3,214	63
Aged and Disability Services	In partnership with Australian and Victorian 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.	2,449	1,891	558
Approvals and Compliance Services	This service protects the community's health and wellbeing by coordinating food safety programs, immunisation, animal management, litter, building services, public health, parking and administration and enforcement of municipal local laws.	2,925	3,619	(694)




Goal 1: Healthy, resilient and safe community**Key focus areas**




Council Plan Theme	What we are focussing on
Healthy Community	Mental wellbeing services, particularly for younger and older people. Safe and respectful relationships.
Liveable Places and Spaces	Recreation and leisure programs and facilities. Arts and culture. Community safety.
Resilient Environment	Prepare for and respond to emergencies. ESD Design.
Vibrant and Prosperous Economy	Diverse business community that supports local employment.
Well Governed Council	Work to connect service providers, community groups, local organisations, and networks to improve community outcomes.


Our performance — major initiatives and initiatives

Theme	Details	Result Our progress
Major initiatives		
	<p>Improve the range of accessible support and services available to young people within Manningham,</p> <ul style="list-style-type: none"> • exploring a youth hub, advocating for improved mental health resources • working collaboratively with youth agencies 	<p>We have advocated for improved access to mental health support and services for young people through:</p> <ul style="list-style-type: none"> • Materials developed and young people engaged for #manninghamneedsaheadspace. • Service partnerships with Access Health and Community and EACH, Access Health and Community, Eastern Metro Primary Health Network and discussions with . Eastern Melbourne Primary Health Network • Holding advocacy meetings held with our Federal candidate, with commitments made for a mental health resource. • Youth mental health advocacy advanced to the stage where a tender for headspace is about to be issued. • Youth hub included in Community Infrastructure planning
	<p>Investigate extended use of community facilities, including libraries, through a delivery of the Community Infrastructure Plan</p>	<ul style="list-style-type: none"> • We have developed a 20-year Community Infrastructure Plan to guide and maximise the use of our community facilities. • We have delivered an ongoing operational budget allocation of \$154,000 per annum for increased library operating hours at Doncaster library and Sunday opening at The Pines library.

Theme	Details	Result	Our progress
	<p>Work to connect service providers, community groups, local organisations, and networks to improve and profile community outcomes through forums and connections.</p>		<ul style="list-style-type: none"> • We delivered two Strength Through Connection community forums, one bringing multicultural leaders, community, and Councillors together, and a second with local first nations people on reconciliation. • We delivered our Community Grants Program, Small Grants, and the Community Partnership Grant to the community to assist in progressing Council Plan goals. • We held an Advisory Committee meet and greet, giving our community and Council members an excellent opportunity to share ideas. • We held the LGBTIQ+ Parenting Seminar to provide a safe place for parents and families with children identifying as LGBTIQ+ to share experiences and learnings from local lived experiences.
Initiatives			
	<p>Pursue strategies to reduce the impact of gambling on the community, considering areas such as poker machines and advertising on Council buildings.</p>		<ul style="list-style-type: none"> • Our strategies to reduce gambling include: • Gambling Policy review to be completed in 2022/23. • Renewal of Council's financial membership with the Alliance for Gambling Reform (AGR). • Attendance at the Local Government Gambling Network and Local Government Working Group on Gambling. Our involvement provides significant peer support, benchmarking, contemporary research and data and best practice examples to assist in the policy review.
Actions 2021-2025			
	<p>Work with our partners and Advisory Groups to improve access to health and wellbeing services and programs for all people in our community.</p>		<ul style="list-style-type: none"> • We engaged with our partners and community representatives regularly through new and refreshed Advisory Committees covering Health and Wellbeing, Multicultural and Gender Equality and LGBTIQ+, Disability Advisory Committee and Youth Advisory Committees. • We met with our committees and other partners to progress priorities to improve opportunities for all community members. • Promoted activities, including the Men's Table Monthly Dinners and #BeKind campaign.

Theme	Details	Result	Our progress
	<p>Increase diversity of opportunities to participate in life-long arts and cultural learning for adults, youth and children.</p>		<p>We provided funding through our Community Grants Program to provide a range of opportunities, including:</p> <ul style="list-style-type: none"> • Unleash - All-age concerts by and for Young Musos by Templestowe College. • Youth Speaks and Play in Wonga Park by Wonga Park Community College. • Dance workshops for people with a disability. Performing arts events to celebrate International Day of Families in 2023 by SESTAA.
	<p>Improve access to community legal services.</p>		<p>We worked to understand and improve legal services through:</p> <ul style="list-style-type: none"> • Discussions with the Eastern Community Legal Centre about the potential for a new site in Manningham. We are addressing the requirement for space in our new Community Infrastructure Plan. • We awarded a four-year \$200,000 Community Partnership Grant to the Eastern Community Legal Centre to promote legal and social wellbeing in Manningham. This will include a range of activities and support services for residents that address legal and social wellbeing, including a focus on legal response, early intervention, education and primary prevention.
	<p>Provide opportunities to promote local arts and culture in the community.</p>		<ul style="list-style-type: none"> • We enhanced our cultural venue programs and online presence with artist videos and high-quality exhibition photographs. • We improved our customer experience by making improvements to our event booking process. • We commissioned a signature piece by painter Ash Firebrace for our Civic Centre foyer as an enduring statement of Wurundjeri Woi-wurrung visual culture.

Theme	Details	Result Our progress
	<p>Identify strategies to get people to be more active at all stages of life to increase participation by juniors, women, culturally diverse and other priority groups.</p>	<p>We assisted our community to be more active through initiatives including:</p> <ul style="list-style-type: none"> • Partnering with Belgravia Leisure to offer free outdoor exercise sessions at the newly installed fitness station at Ruffey Lake Park. • Successfully receiving grants to undertake programs in 2021/22 and for future programs. • Working with target groups to provide program and service options. • Promoting Learn to ride a bike introductory riding program for women, female-identifying and non-binary riders, Go Soccer Mums, and free Women and Girls All Aboard Skateboarding sessions run by YMCA Action Sports.
	<p>Review and implement the new Community Local Law to protect the amenity and safety of Manningham.</p>	<p>We are reviewing the Community Local Law to:</p> <ul style="list-style-type: none"> • Better align with the Council Plan, particularly in community safety and amenity to improve our ability to respond to issues in the community. • Respond to changes in Victorian legislation.
	<p>Develop and activate Council's network of cultural venues and public art sites as community arts spaces through innovative public programs and engagement.</p>	<p>We held activities to activate the following venues and sites:</p> <ul style="list-style-type: none"> • We held a community session at the Doncaster Bowling Club with mural artist Tom Civil supported by Lukas Kasper, where participants learned about the upcoming mural at the nearby Ayr Street shops, then put pen to paper and designed their own footpath murals. • We worked with local First Nations artist Robert Young at Templestowe Village Pop-Up Park to mentor emerging artists Keedan Rigney and Lukas Kasper to design and produce ground murals based on local fauna. • A mural for the wall outside Bendigo Bank in Templestowe Village was delivered by Robert Young in early June. • The Doncaster Playhouse reopened its doors with its newly refurbished foyer and saw a range of new and former theatre companies presenting shows. Work continues to improve the hirer and patron experience of the venue with upgrades to audio-visual equipment and furnishings.

Theme	Details	Result Our progress
	<p>Improve access to active, leisure and recreation destinations across the municipality by embracing the 20-minute neighbourhood.</p>	<ul style="list-style-type: none"> • We embedded the 20-minute neighbourhood plans by adopting the Liveable City Strategy 2040, and Vibrant Villages Plan to link activity centres to walking and cycling networks and the public transport system. • We improved walking and cycling access to local destinations, including the delivery of: <ul style="list-style-type: none"> – 368 Yarra Rd to Homestead (new footpath) – Church Rd, north of George St (shared path) – James Street, Templestowe (local footpath) – Manningham Rd (Hazel Drv to Marcus Rd) (shared path) – Porter Street (Green Gully Linear Park) – Porter Street (Newmans Road to 326 Porter St), Templestowe (local footpath) – Webb St (David St to shops).
	<p>Support effective preparation, response and recovery for emergency events.</p>	<p>We supported effective preparation, response and recovery for emergency events through:</p> <ul style="list-style-type: none"> • Installing QR code smart signage with community information on fire risk, fire preparedness, property maintenance in our 4 top bushfire risk reserves. • Celebrating Ramadan with over 100 people at a Muslim iftar event in partnership with the United Muslim Migrant Association (UMMA) and Fire Rescue Victoria. • Continuing to build partnerships with community and emergency services organisations, including the Eastern Metropolitan Council Emergency Management Partnership where we chaired a Training and Exercising Working Group and led the development of a 3 Year Strategic Plan for Partnership. • Updating our Neighbourhood Safer Places (also known as a 'Bushfire Place of Last Resort') with new outdoor Places.
	<p>Investigate and implement improvements to reduce future climate and environmental impact to the community in Council buildings and facilities.</p>	<p>We reduced the future climate and environmental impact of our community in Council buildings and facilities through:</p> <ul style="list-style-type: none"> • Using Environmentally Sustainable Design (ESD) principles and materials to strengthen our building specifications to improve and reduce impacts on the environment. • Incorporating Environmentally Sustainable Design (ESD) at Petty's Reserve, solar panels and storage at the Pines Learning Centre and the Ajani Centre • Investing into 7 more facilities for 2022/23.

Theme	Details	Result	Our progress
	Develop an Economic Development Strategy to ensure we plan for a diverse business community that supports local employment.		<ul style="list-style-type: none"> We started planning our new Economic Development Strategy and will appoint a consultant to start the consultation and development of the Strategy in the new financial year.

Our performance: LGPRF indicators

LGPRF Indicators	2019	2020	2021	2022	
Aquatics Management					
Health inspections of aquatic facilities	4.00	2.00	2.00	1.00	We prioritise public health and undertake health inspections/water sampling as required in the Public Health and Wellbeing Act 2008. Over the year, Aquarena was closed periodically under the Victorian Government's COVID-19 restrictions. When restrictions lifted and opening periods allowed, one inspection was done.
Utilisation of aquatic facilities	5.27	3.97	1.66	2.39	We have seen our members and visitors decrease compared to the previous year, continuing to reflect the impact from several closures, patron caps and density quotients, as a result of the Victorian Government COVID-19 pandemic restrictions and lockdowns during the year.
Cost of aquatic facilities		\$0.25	\$3.62	\$2.62	We uphold community safety at our aquatic facility Aquarena and only opened when safe to do so under the Victorian Government's COVID-19 restrictions. We have seen the cost per visit return to more normal levels due to low visitor numbers and income impacted by several closures, patron caps and density quotients. Aquarena provides great value with a variety of programs and activities.

LGPRF Indicators	2019	2020	2021	2022	
Animal Management					
Time taken to action animal management requests	1.00	1.00	1.00	1.00	We place a high priority on animal management and requests are triaged based on risk and acted upon promptly to protect the safety of the community.
Animals reclaimed	65.77%	27.72%	36.44%	50.00%	We saw an increase in the percentage of animals reclaimed compared to last year. During the year, animals collected and processed through the pound decreased, with more animals returned home.
Animals rehomed		28.53%	48.89%	33.77%	We saw a decrease in the number of animals collected and processed through the pound dropped.
Cost of animal management service per population	\$3.80	\$3.27	\$3.03	\$3.21	We saw costs decrease due to staff vacancies over much of the financial year. Included this year are costs associated with developing our Domestic Animal Management Plan as per our legislative requirements.
Animal management prosecutions		100%	100%	100%	We work to ensure responsible pet ownership and community safety, only prosecuting where appropriate and as a last resort. We continue to be 100% successful in animal management prosecutions.
Food Safety					
Time taken to action food complaints	1.31	1.65	1.95	2.20	We continue to work hard so Manningham food premises are safe. We triage all complaints according to risk, with the number of complaints received on Friday not requiring action until the following week resulting in an increase in response times.
Food safety assessments	99.44%	97.31%	73.88%	83.16%	We saw food safety assessments begin to return to normal; however, a large proportion of food premises remain closed for extended periods because of COVID-19 restrictions.

LGPRF Indicators	2019	2020	2021	2022	
Cost of food safety service	\$493.87	\$437.56	\$417.83	\$400.44	We work hard to provide a cost-efficient food safety service. The cost of service decreased this year, as the increase in premises was greater than the total costs.
Critical and major non-compliance outcome notifications	98.40%	97.48%	93.38%	96.10%	We have seen an increase of almost 3% compared to last year as our health team followed up non compliances identified during the Victorian Government's COVID-19 restriction lockdowns.
Maternal and Child Health (MCH)					
Infant enrolments in the MCH service	102.80%	101.66%	101.19%	101.54%	We have seen an increase in in-fant enrolments in the Maternal Child Health service compared to last year.
Cost of the MCH service	\$67.93	\$74.47	\$70.11	\$74.85	We saw the cost of the Maternal and Child Health Service increase slightly as we return to normal service delivery after COVID-19 impacted service.
Participation in the MCH service	79.67%	76.42%	77.44%	77.86%	We have seen participation rates in our Maternal Child Health service increase for the third consecutive year. This was achieved despite the 4-week Victorian Government's 'Code Brown' COVID-19 restrictions, which limited services to 0-8 weeks infants, children with additional concerns and vulnerable families. Following this period, our service team managed the surge response resuming our service support to our Manningham community.
Participation in the MCH service by Aboriginal children	70.97%	82.14%	73.53%	100%	We are very pleased to see the 100% participation rate achieved. We have worked over the years on service improvements to engage and support Aboriginal families, including offering the enhanced MCH service.


LGPRF Indicators	2019	2020	2021	2022	
Participation in 4-week Key Age and Stage visit		97.69%	96.84%	99.39%	We have seen participation in the 4-week Key Age and Stage Visit remain high. We are seeing a new trend of some families using a private midwife and not wanting to engage with MCH until their baby is older than 6 weeks. This impacts 4-week participation rates.
Council Plan (in addition to the above)					
People using library services and facilities			252,217		Including library visits to learn, read and participate in programs and events through a range of different formats, including hybrid events and outdoor events in the summer

Goal 2: Connected and Inclusive Community




Key focus areas

Council Plan Theme	What we are focussing on
Healthy Community	Opportunities for everyone in Manningham to connect and engage in community life
Liveable Places and Spaces	Services and infrastructure that are equitable and accessible for all
Resilient Environment	Celebrate and value the rich cultural heritages of First Nations, their diversity, strengths and roles as knowledge holders
Vibrant and Prosperous Economy	Access to services and programs for employment, education and culture.
Well Governed Council	Welcoming to people of all ages, abilities, religions, sexuality, gender and cultures


Our performance — major initiatives and initiatives


Theme	Details	Result Our progress
Major initiatives		
	<p>Support and educate to connect inclusive and healthy communities (inclusive of our First Nations and culturally diverse communities)</p> <ul style="list-style-type: none"> • implementing recommendations in the Reconciliation Action Plan to enhance recognition of Aboriginal and Torres Strait Islander communities • resources and information that link our community to the understanding of and responses to family violence 	<p>We supported our community with activities including:</p> <ul style="list-style-type: none"> • Redevelopment and refresh of Manningham’s Acknowledgement of Country in conjunction with the Wurundjeri woi-wurrung Corporation. • Running a cultural Immersion Program that provided workshop opportunities for young First Nations people to reconnect with culture within their schools. • Holding the Strength Through Connection Reconciliation Event, designed to enhance the understanding of multicultural communities of First Nations history and living culture. • Renaming the reserve formerly colloquially known as ‘Lion’s Park’ to wonguim wilam, (Boomerang Place), resulting in being awarded the ‘Inclusive Process’ award at the Asia-Pacific Spatial Excellence Awards in March 2022. • Redesigning our front counter redesign and installing artwork created by local First Nations artist Ash Firebrace. • Implementing funding initiatives, including Hearts in Hands in Manningham, Family Violence Free for Women by the Chinese Health Foundation of Australia and Level Playgroup for Multicultural Families in Manningham by the Eastern Domestic Violence Service. • Developing an Innovate Reconciliation Action Plan (RAP) for formal endorsement by Reconciliation Australia. The RAP outlines the shared approach we will take to work alongside First Nations peoples to advance reconciliation in our workplace and across the Manningham municipality. • Becoming accredited by the Welcoming Cities organisation with the ‘Established’ level of accreditation. The accreditation is a recognition of our work to ensure we are welcoming and inclusive. It is also based on commitments to build on inclusivity over the next three years. • 16 Days of Activism against Gender-Based Violence campaign, including social media posts and partnership with story times at Whitehorse Manningham Libraries.

Theme	Details	Result	Our progress
	<p>Work with local leaders to better understand the needs of newly arrived and culturally diverse communities to better tailor access to programs and services to meet those needs.</p>		<p>We worked with local leaders to build understanding through our:</p> <ul style="list-style-type: none"> • Anti-Racism project, with community consultation to install new street signs across 30 locations that will share the message, 'Racism, NOT Welcome'. • Engaging new advisory committee members with an intersectional lens, so each can consider diverse topics. • Holding Strength Through Connections forums to meet with representatives and leaders from diverse community groups.
	<p>Enhance and create meaningful, inclusive opportunities for older people to connect, participate and contribute to the community through partnerships, volunteering and activities.</p>		<p>We enhanced opportunities for older people through:</p> <ul style="list-style-type: none"> • Our IT Skills development program. • Holding regular Manningham Positive Ageing Alliance Group and the Local Dementia Alliance Group meetings, with new members, guest speakers and combined sessions to share learnings. • Opened the new, all-in-one, multidisciplinary health clinic Soaring Health at Aquarena with specialist divisions catering to disability and aged care, sports, fitness, and wellness.
	<p>Develop and deliver diverse community arts and public art programs that enable a celebration of local culture.</p>		<p>We developed and supported the local arts culture through:</p> <ul style="list-style-type: none"> • Increased art studios enrolments in Term 2. • Developing a mural project to coincide with Youth Fest in partnership with Manningham Youth Services. • Engaging a local artist to work on a community garden placemaking project. • Displaying works by a local origami group in the MC Square foyer and will extend these opportunities in the future. • Facilitating a Robert Young mural and other placemaking activities at Templestowe and Ayr St, Doncaster.

Theme	Details	Result Our progress
	<p>Develop meaningful relationships with the Wurundjeri Woiwurrung people and Aboriginal and Torres Strait Islander community groups, organisations, and local networks.</p>	<p>We have been working to strengthen meaningful relationships with First Nations people through:</p> <ul style="list-style-type: none"> • Regular Reconciliation Action Plan Working Group meetings and monthly Wurundjeri Woiwurrung Cultural consultations. • Our commitment to the delivery of the Reconciliation Action Plan. • The inclusive naming process used to name wonguim wilam park to acknowledge the meaningful relationships between Manningham and the Wurundjeri, resulting in winning the 2022 Asia-Pacific Spatial Excellence Awards.
	<p>Deliver activities to support anti-ageism and share resources and stories with the community to raise awareness around stereotypes, prejudice and discrimination on the basis of age</p>	<ul style="list-style-type: none"> • We endorsed and promoted the Tackling Ageism Together: EveryAGE Counts, Melbourne’s East campaign. The campaign challenges the stereotypes of older people and encourages people to speak up and act. • We delivered activities in the Manningham Positive Ageing Alliance Group Action Plan 2020 – 2022 to learn together, actively participate and advocate for change.
	<p>Recognise the contribution of our volunteers through Council’s Civic Awards and Volunteers Recognition activities.</p>	<p>We recognised the valued contribution of volunteers in Manningham, though:</p> <ul style="list-style-type: none"> • Holding our Civic Awards in October to recognise locals across Sports Achiever of the Year, Community Group Achievement, Volunteer of the Year, Young Citizen of the Year and Citizen of the Year. • Awarded Citizen of the Year - Ian Goldsmith, Young Citizen of the Year - Sulaymann Hafeez, Volunteer of the Year - Patricia Wheeler, Community Group Achievement Award - Manningham State of Emergency Services and Sports Achiever of the Year - Roland Frasca. • Organising a recognition night for volunteers throughout the pandemic. Nominations were called from all organisations with volunteers and the Mayor presented these volunteers with a \$50 voucher from local businesses. • Holding an event in June that recognised 59 volunteers.

Theme	Details	Result	Our progress
	<p>Improve housing choice to meet community needs by reviewing the Affordable Housing Policy and Manningham Planning Scheme.</p>		<ul style="list-style-type: none"> • We have reviewed the Affordable Housing Policy 2010 - 2020 and are preparing a new affordable housing policy and action plan. The Manningham Planning Scheme is currently under review.
	<p>Increase seating and amenities along our footpaths and trails to give people places to meet and rest.</p>		<p>We improved seating, especially along major trails:</p> <ul style="list-style-type: none"> • Main Yarra Trail: Fitzsimons Reserve • Mullum Mullum Trail: Manna Gum Playspace • Koonung Creek Trail: 6 locations • St Clems Reserve • King Street Shared Path: 5 locations • Ruffey Creek Trail: 3 locations • Warrandyte River Reserve Shared Trail: 2 locations • Wonga Park Reserve: 2 seats and 1 table
	<p>Deliver a 10-year Public Toilet Plan to ensure a network of safe, accessible, well maintained, and sustainable toilet facilities.</p>		<p>Our Public Toilet Plan has delivered:</p> <ul style="list-style-type: none"> • Completed the Changing Places toilet at Ruffey Lake Park (The Boulevarde). Changing Places advocates for fully accessible public toilets with change tables and hoists for people with severe or profound disabilities across Australia. • Consultation on the proposed facilities at Jenkins Park and Cat Jump Park. • Plans for facilities at Ruffey Lake Park (Church Street north) and for the upgrade of toilets at Tunstall Square. • Installing a new toilet at Sheahans Reserve.
	<p>Increase activities to improve community understanding and conservation of areas of significance</p>		<ul style="list-style-type: none"> • We held the Manningham Heritage Festival to celebrate our local history. Manningham's local historical societies ran events to connect our community with the past. • Our new Manningham signage now includes 'Wurundjeri Woi-wurrung Country'.

Theme	Details	Result
	<p>Improve energy efficient lighting in public places for community safety and activity</p>	<p>Our progress</p> <p>We delivered the Energy Efficient Public Lighting Program and are developing a brief for Public Lighting Guidelines to be informed through community consultation and prepared next year.</p> <p>Our major projects included:</p> <ul style="list-style-type: none"> • Domeney Reserve – we commenced installing 3 new light poles to improve upon existing light conditions to encourage further use of the reserve at night. • Frogmore Crescent – we installed 5 new streetlights to provide pedestrian safety for users after dark. • Lilian Reserve – we installed new bollard lighting for residents using the shared path between Lincoln drive and Pinnacle Crescent. <p>New Street Lights</p> <ul style="list-style-type: none"> • We installed new street lights in 33 different locations, using new energy efficient LED's and solar energy, achieving a more environmentally friendly use of power for street lighting. <p>On-going Maintenance</p> <ul style="list-style-type: none"> • We regularly maintained Council-owned lights within reserves and car parks to enhance community safety. • Maintenance expenditure for 2021/22 financial year was approximately \$37,000. <p>Sustainability Efforts and Initiatives</p> <ul style="list-style-type: none"> • We undertook an audit for all Category V lights (main roads) to understand the typology of existing lighting infrastructure and how to prioritise upgrading non-efficient high-pressure sodium lights to energy-efficient LEDs. • We commenced investigations into the feasibility and the benefit/cost implications to Council for a project of this nature.
	<p>Support and promote local businesses through the Manningham Business Network.</p>	<p>Manningham Business Network could not operate to full capacity for most of 2021/22 due to the impacts of COVID-19 on the network. We met with the new committee in April 2022 and assisted in holding breakfast networking meetings in April and June.</p>

Theme	Details	Result	Our progress
	<p>Work with Manningham Youth Services and other partners to support young people to engage in education, employment and community life.</p>		<p>We have worked closely with Manningham Youth Services, EACH, to establish the Manningham Youth Advisory Committee, and to develop the School Principal's Breakfast and mental health advocacy.</p>
	<p>Improve Council practice for inclusive communication and engagement.</p>		<p>We have improved our communication and engagement practices through:</p> <ul style="list-style-type: none"> • A new website that provides a greater reach and tools to inform and connect with our diverse community. • Improving the use and range of engagement and communications channels to meet the needs of our community. • Working closely with subject matter experts to reach a wide audience in formats that they are familiar with. • Improving our online portal Your Say to translate and promote information via a single page of in-language information sheets that can be sent to residents.

Our performance: Liveable Places and Spaces

Services funded in our Annual Budget

Activity	Description	Budget \$'000	Actual \$'000	Variance \$'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.	11,141	12,662	(1,521)
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.	4,769	4,245	524
Integrated Planning and City Design Services	These services include city planning, landscape architecture, strategic land use and development planning and urban design, recreation planning and open space planning.	(2,171)	(2,340)	169
Building Maintenance Services	Keeping Council owned buildings and community facilities (including public toilets, heritage buildings, libraries, sporting facilities) clean and well maintained.	2,608	4,068	(1,460)
Civil Project Services	With responsibility for the capital works program, services include construction and design of civil projects and strategic projects relating to Council buildings, community facilities, recreation facilities and sustainability projects.	2,120	887	1,233
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.	1,765	2,014	(249)
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.	1,762	1,480	282
Maintenance services for signs and street furniture	This service maintains and repairs all traffic signals and roadside signs and furniture including guard rails on Council roads.	560	487	73




Goal 1: Inviting places and spaces





Key focus areas

Council Plan Theme	What we are focussing on
Healthy Community	Accessible and connected mixed-use places and streetscapes to recreate, gather and celebrate
Liveable Places and Spaces	Meeting demand and balancing city and country
Resilient Environment	Plan for developments in a way that protects our environment and green open spaces
Vibrant and Prosperous Economy	Neighbourhoods retain their distinct character and improved access to local services
Well Governed Council	Recognise and promote Aboriginal cultural heritage and Connection to Country

Our performance — major initiatives and initiatives

Theme	Details	Result	Our progress
Major initiatives			
	<p>Strengthen our principles to guide responsible planning for new developments by:</p> <ul style="list-style-type: none"> Adoption of key strategic documents, including our Liveable City Strategy 2040 by December 2021 and our Environmental Strategy by 30 June 2022 review the Manningham Planning Scheme by 30 June 2022 Investigate enhanced planning controls to enhance the protection of our environment 		<p>We are pursuing our protection of the environment and responsible planning through the:</p> <ul style="list-style-type: none"> Review of the Manningham Planning Scheme. We completed a robust internal and external consultation process to inform the review process. Adoption of the Liveable City Strategy 2050 following extensive consultation. Review of the current Community Local Law.

Theme	Details	Result Our progress
Actions		
	<p>Improve activation of places and neighbourhoods for people to recreate, gather and participate in community life</p>	<p>We received a Victorian Government 'Out-door Activation Fund' to improve our community places and spaces, including:</p> <ul style="list-style-type: none"> • Arts projects at Ayr Street South. • Pop up parks in Tunstall Square, Templestowe Village and Jackson Court. • Templestowe Village Mural and Space Activation. • Warrandyte Community Centre Pic-nic Area and Mini Amphitheatre. • Solar Table and outdoor furniture installation at MC2 and school holi-day Entertainment Program at our key Activity Centres.
	<p>Increase activities to improve Manningham community understanding and conservation of areas of significance to Wurundjeri Woi-wurrung people and Aboriginal and Torres Strait Islander peoples.</p>	<p>Our activities to improve understanding and conservation of areas of significance included:</p> <ul style="list-style-type: none"> • Renaming the park formerly known as the Lion's Park in Warrandyte to <i>Wonguim wilam</i> - a Woi-wurrung name. A comprehensive education campaign supported this on the rationale and pronunciation. • Including 'Wurundjeri Woi-wurrung Country' on our new signs. • Broadening the participation in the Reconciliation Working Group to support the cross-organisational delivery of the Reconciliation Action Plan in our places and spaces
	<p>Develop a preferred neighbourhood character to make sure our neighbourhoods are well designed as part of the Liveable City Strategy 2040</p>	<p>The new Liveable City Strategy 2040 has a key objective of neighbourhood character, including housing. Work is underway on a new Housing Strategy.</p>

Theme	Details	Result Our progress
	<p>Improve our streetscapes with increased vegetation and water sensitive design to cool the landscape and bolster biodiversity.</p>	<p>We have worked to improve our streetscapes, including:</p> <ul style="list-style-type: none"> • Coordinating significant tree planting at Petty's Reserve, Ruffy Lake Park and roadsides as part of our tree planting program. • Developing our updated Street Tree Planting Action Plan and tree planting throughout the municipality. • Endorsing the Tree Amenity Value Policy and Tree Management Plan to support the Melbourne Urban Forest Strategy. • Preparing our draft Urban Forest Action Plan for internal and external consultation.
	<p>Review our Streetscape Management Plan and Nature Strip Policy by 30 June 2022 to help guide our street planting and management of our streetscapes with consideration of urban design, character areas and our natural environment.</p>	<ul style="list-style-type: none"> • We have coordinated an initial inspection of Manningham streets and are analysing GIS data. • We have progressed our Nature Strip Policy and will present a final draft in early 2022-23. • We have prepared our Draft Urban Forest Action Plan for internal and external consultation, noting feedback will inform a more successful Plan.
	<p>Commence long term plans to create a network of greenways to reduce our impact on the environment and improve the amenity of the city.</p>	<p>Our long-term planning is represented in the new Liveable City Strategy 2040, which includes:</p> <ul style="list-style-type: none"> • Confirming from our community consultation that our greenways are a key priority • Proposing actions, including the creation of greenways to link key destinations, parks, and regional open space.
	<p>Implement the Doncaster Hill Strategy and Economic Development Strategy recommendations to encourage and support our night-time economy, visitor economy and local employment opportunities</p>	<p>We have assessed the existing Doncaster Hill Strategy Review and developed the new Doncaster Hill Framework Plan (renamed). The Plan encourages and facilitates economic development and tourism opportunities within Doncaster Hill. We have also started planning for a new Economic Development Strategy.</p>

Our performance: LGPRF indicators

LGPRF Indicators	2019	2020	2021	2022	
Physical library collection usage	7.34	5.32	4.08	4.92	We operated our libraries under the Victorian Government's COVID-19 restrictions to keep the community safe. This led members to rely on our digital services. When library openings were allowed, we saw a return to physical collection usage of over 20% compared to last year.
Recently purchased library collection	77.58%	74.48%	72.79%	72.28%	Our library collection at branches in Manningham continue to be maintained to a high standard.
Active library borrowers in municipality	14.74%	14.30%	12.32%	10.90%	We operated our libraries under the Victorian Government's COVID-19 restrictions to keep the community safe. We have seen a decrease in library participation compared to the previous year.
Cost of library service per population	\$28.63	\$25.65	\$27.19	\$28.13	We have seen the cost of providing the library service increase slightly this year.
Statutory Planning					
Time taken to decide planning applications	74	53	58	67	We continued to process planning applications promptly. Due to COVID-19, higher duties, and the inability to backfill positions, there has been an increase from 58 median days in 20/21 to 67 median days in 2021/22.
Planning applications decided within required time frames	81.08%	95.68%	87.29%	78.99%	We continued to process a high percentage of all applications within statutory time frames. Due to COVID-19, there have been temporary staffing vacancies and limited backfill opportunities, and this has caused a slight decrease in the overall processing timeframes from last year.
Cost of statutory planning service	\$2,007,09	\$2,733,30	\$2,787,18	\$2,685,23	We have seen a decrease in the cost of the service, due to a reduction in employee costs as a result of staff vacancies.

LGPRF Indicators	2019	2020	2021	2022	
Council planning decisions upheld at VCAT	52.46%	51.35%	63.33%	57.14%	We have seen a slight decrease in the overall percentage of decisions that were not set aside at the tribunal from 63% in 2020/2021 to 57% in 2021/22. The variance is due to the result of one VCAT decision.
Council Plan (in addition to the above)				Source	
Satisfaction with our local area			66		Community Satisfaction Survey (Overall performance)
Local Gross Domestic Product			\$4,989.40		Remplan
Maintain the balance of city and country by limiting two-thirds of medium and high-density development to our growth area			Met		Council Data
90% of capital works pro-grams delivered			88% achieved		Council Data




Goal 2: Enhanced parks, open space, and streetscapes




Key focus areas

Council Plan Theme	What we are focussing on
Healthy Community	Create accessible and well-connected areas that inspire activity, recreation, and relaxation
Liveable Places and Spaces	Services and infrastructure that are equitable and accessible for all
Resilient Environment	Protect and enhance the sustainability of parks and reserves using environmentally sustainable materials to build paths, trails, street furniture
Vibrant and Prosperous Economy	Access to local activity centres and walkability around the City
Well Governed Council	Promote awareness of Manningham’s culture, heritage and conservation in our parks, trails, and open spaces

Our performance — major initiatives and initiatives

Theme	Details	Result	Our progress
Major initiatives			
	<ul style="list-style-type: none"> • Deliver upgrades to our parks and recreation facilities (as scheduled) including Petty’s Reserve Sporting Development (Stage 2), Rieschiecks Reserve Pavilion Redevelopment, and Deep Creek Reserve (initiative) • Implement our Parks Improvement Program including: • creating a new open space on Hepburn Road, Ruffey Lake Landscape Masterplan, Waldau Precinct Plan and naming of Warrandyte riverside park (initiative) 	<p>We delivered upgrades to our parks and recreation facilities, including progressing the Petty’s Reserve Sporting Development (Stage 2), Rieschiecks Reserve Pavilion Re-development, and Deep Creek Reserve.</p> <p>We implemented our Parks Improvement Program including:</p> <ul style="list-style-type: none"> • Renaming the park along the Yarra River in Warrandyte, wonguim wilam. The park has an official opening planned for September 2022. • Progressing the creation of a new open space on Hepburn Road and the demolition of the houses is complete. The sculptural art piece commission has been awarded, and the detailed design is progressing. • Implementing Ruffey Lake Park Landscape Masterplan and the Waldau Precinct Masterplan continues with the following projects underway with several actions completed: <ul style="list-style-type: none"> – new signage strategy for the park – two new fitness stations installed – new trees installed – path and surface treatment up-grades near The Boulevard completed – planning for Victoria Street playspace upgrade with a community reference group and brief for consultant completed. 	
Actions			
	<p>Make improvements to our open space facilities to increase safety and use of our parks and open spaces to facilitate activity, recreation, and relaxation</p>	<p>We delivered our capital Works program and are preparing for the delivery of projects for 2022/23.</p>	

Theme	Details	Result Our progress
	<p>Actively support new and existing local community environmental groups, including Landcare, 'friends of', and other environmental sustainability stewardship groups.</p>	<p>We actively worked with environmental groups through:</p> <ul style="list-style-type: none"> • Supporting over 5,000 volunteer work hours annually across Landcare and environmental friends' groups to protect biodiversity and enhance our natural environment. • Establishing and continuing our support of the Doncaster Hill Community Food Garden, where local volunteers grow fresh produce donated to local charities. • Coordinating community education programs, workshops, and events to engage locals to participate in the care, restoration, and protection of the local environment.
	<p>Protect and enhance the sustainability of parks and reserves using environmentally sustainable materials to build paths, trails, and more street furniture.</p>	<p>To improve the environmental sustainability of our materials, we have repurposed:</p> <ul style="list-style-type: none"> • Reclaimed material in trials for profiling under new footpaths in parks and reserves. • Recycled composite materials on pedestrian bridges and boardwalks. • Granitic sand reclaimed from the old Rieschiecks Reserves car park in parks and reserves avoiding the use of virgin material.
	<p>Facilitate an increase in tree canopy across our parks as part of the Resilient Melbourne - Metropolitan Urban Forest Strategy.</p>	<ul style="list-style-type: none"> • We have made significant progress with the development of our updated Street Tree Planting Action Plan and tree planting throughout the municipality. • We have coordinated significant tree planting in Petty's Reserve, Ruffy Lake Park and roadsides.


Theme	Details	Result	Our progress
	<p>Deliver sustainability initiatives throughout the green wedge to preserve and protect our local environment.</p>		<p>We have made significant investments and activities to preserve and protect our local environment, including:</p> <ul style="list-style-type: none"> • Investing \$250,000 over 2 years to update and review Manningham’s biological sites of significance. • Proactively upgrading and screening revegetation on capital works projects, including Jumping Creek Road. • Removing significant illegal vegetation. • Promoting Local Environment Assistance Fund (LEAF) grants to support private landowners undertaking weed and pest animal control and revegetation. • Investing in bushland maintenance improvements.
	<p>Acquire and develop new or expanded parks, open spaces, and pedestrian links to support our growing population.</p>		<p>We have grown our open and active spaces by:</p> <ul style="list-style-type: none"> • Acquiring a portion of land at 4 Gambier Avenue, Lower Templestowe, for a path to improve access to Ironbark Reserve. • Acquiring and demolishing dwellings at 9, 11, 13, 15 Hepburn Road for new open space. • Acquiring 28 Carawatha Road, Doncaster to expand the neighbouring Reserve • Planning for the demolition of the house at 14 Roseville Avenue, Doncaster, to expand and upgrade ahead of our park upgrade JW Thomson Reserve.
	<p>Implement a responsive and customer-focused approach to the maintenance and management of streetscape matters including nature strips and trees reported by the community</p>		<p>We are integrating our customer feedback system and the ‘Tree Plotter’ program to improve our customer experience for tree-related enquiries.</p>

Goal 3: Well connected, safe and accessible travel



Key focus areas

Council Plan Theme	What we are focussing on
Healthy Community	Well connected, safe and accessible public transport and active transport options
Liveable Places and Spaces	Education and infrastructure to support environmentally friendly transport and travel
Resilient Environment	Education to improve sustainable transport options to reduce congestion
Vibrant and Prosperous Economy	Pursue a 20-minute neighbourhood (in line with Plan Melbourne)
Well Governed Council	Advocacy for easier travel options to and within Manningham and surrounding areas


Our performance — major initiatives and initiatives

Theme	Details	Result	Our progress
Major initiatives			
	Continue our work to maintain a high standard for our roads, footpaths, and drains (major initiative).		<p>Some scheduled works were delayed due to the COVID-19 restrictions and the shut-down of construction, impacting supply and resources. We expect that correct over the coming 6 months. Despite these chal-lenges, we delivered:</p> <ul style="list-style-type: none"> • Detailed design for Tuckers Road, Jumping Creek Road, Por-ter/Anderson/James/Swilk/Union Street in Templestowe • Stage 2 improvements to Knees Road, Park Orchards • Secured \$1 million for works on Brysons Road from the Australian Government as part of the Local Road and Community Infrastructure (LRCI) Program. We are planning for delivery by June 2022 to improve road safety and road condition. • Improved how we respond to our customers with our new Customer Relationship Management (CRM) system. • A tender to improve record keeping and programming works across roads, footpaths, and drains. • Additional funding for the 2022/23 capital works budget to expand works on the three assets.

Theme	Details	Result	Our progress
	<p>Provide ways for people to connect by:</p> <ul style="list-style-type: none"> • Prioritising grant funding to support community inclusion and connections • deliver actions in our Transport Action Plan and Bus Network Review 2017 including contributing to the planning of the Suburban Rail Loop, Doncaster Busway, Bus Rapid Transits, bus network and service improvements • enhancing our walking and cycling network (major initiative) 		<p>We have:</p> <ul style="list-style-type: none"> • Updated the criteria to align with the Council Plan and allocated the Annual Grants Program. The Community Grant Program Recipients for 2021/22 can be found at: manningham.vic.gov.au/assistance-and-support-services/grants-funding-and-hardship-assistance/community-grant-program • Made submissions to the Suburban Rail Loop Stage 1 Environmental Effects Statement process and hearings in 2022. This includes the Suburban Rail Loop planning framework, which was passed by Parliament. • Met with the Department of Transport on the bus networks review in November 2021 to discuss various bus matters and improvements in Manningham. • Advocated for walking and cycling improvements through the Eastern Transport Coalition.
Actions			
	<p>Make improvements to our open space facilities to increase safety and use of our parks and open spaces to facilitate activity, recreation, and relaxation</p>		<p>We delivered our capital Works program and are preparing for the delivery of projects for 2022/23.</p>
	<p>Expand and upgrade our shared trail network to improve connectivity.</p>		<p>Our local trail network has improved through:</p> <ul style="list-style-type: none"> • Projects delivered at Montgomery Reserve, Ruffey Lake Park and many smaller parks and reserves. • Ongoing delivery of the Bicycle Strategy and investigation into completing the Main Yarra Trail through Warrandyte. • We explored further investigations of greenways through our Liveable City Strategy 2040.

Theme	Details	Result	Our progress
	<p>Deliver new footpaths to improve people’s active transport options and ability to walk or wheel safely and easily to local shops, community facilities and schools, including</p> <ol style="list-style-type: none"> 1. Porter Street Templestowe to allow safer walking along a steep road 2. Eastern side of Smiths Road Templestowe to connect to Pettys Reserve and nearby bus stops 3. The Western side of Springvale Road Donvale to connect bus stops, school, Mullum Mullum Stadium and Mullum Trail 4. Heidelberg - Warrandyte Road Templestowe to link to the Newmans Road Shops 		<p>We improved active transport options with:</p> <ul style="list-style-type: none"> • Our commencement of Porter Street footpaths, with contractors appointed for 2 stages. Works between the road closure and Templemore Drive are almost completed except for areas where services are involved. • Completed design of the Smith Road footpath and have put the works out for tender. • Closure of Newmans Road in January 2022. <p>Our planned Springvale Road footpath works were delayed as we waited for approval from the Department of Transport for works along the arterial road.</p>
	<p>Deliver our Road Improvement Program including Jumping Creek Road, Tuckers Road, Knees Road and Templestowe Village connecting roads as scheduled</p>		<p>Our Road Improvements Programs progressed as scheduled, including:</p> <ul style="list-style-type: none"> • Completing the Jumping Creek Road design. • Commencing the Templestowe Route with the design complete and works underway for stage 1 and the contract for stage 2 awarded. • Stage 2 improvements to Knees Road, Park Orchards.

Theme	Details	Result	Our progress
	<p>Review community needs for bus improvements:</p> <ul style="list-style-type: none"> • Preparation of a Community Transport Future Directions Discussion Paper • Investigate options for an on-demand bus service (tele bus) as part of the Eastern Suburbs Bus Network Review • Advocate to the Victorian Government to improve bus stop facilities and passenger amenity, prioritising major bus stops 		<p>We reviewed the need for bus improvements, and:</p> <ul style="list-style-type: none"> • We have planned for a trial to be completed by November 2022 following the support of the discussion paper on the Future Directions of Community Transport. • We met with the Department of Transport to discuss the need for on-demand bus services within Manningham and potential trials. • We are developing advocacy for Flexi Ride as part of the Eastern Transport Coalition. • We developed a brief for Public Lighting Guidelines to be informed through community consultation and prepared next year.
	<p>Deliver activities to encourage people to use public and environmentally friendly transport.</p>		<p>We encouraged the use of public and environmentally friendly transport through:</p> <ul style="list-style-type: none"> • Promotion of our walking and cycling initiatives as part of Victoria Walks- Victoria Walks to consider including our items as part of the Victorian Government. • Advocacy to the Department of Transport for on-demand bus services (FlexiRide) trial in Manningham. • Delivering trails in our Bicycle Strategy and Principal Pedestrian Network • Participation in the Eastern Transport Coalition and Metropolitan Transport Forum (MTF).
	<p>Engage with private car and rideshare companies to encourage an establishment of a car share program in Doncaster Hill</p>		<p>We approached car share companies to determine the feasibility and interest in undertaking a car share. As a result, we are starting an 18-month trial in Manningham with GoGet-a car share network, with 8 car share spaces to be installed in Doncaster Hill.</p>

Theme	Details	Result	Our progress
	Investigate options for land for employment use to reduce Council's reliance on rate revenue.		<p>We are proactively looking for additional funding sources to enhance services and associated infrastructure for the benefit of the community through:</p> <ul style="list-style-type: none"> • Strategic Property Investment Portfolio initiatives. • Developing Precinct and Master Plans for the Civic Precinct and Websters Road. • Identifying several key sites for potential development to support Manningham's local economy/employment options.

Our performance: LGPRF indicators

LGPRF Indicators	2019	2020	2021	2022	
Roads					
Sealed local road requests	56.35	80.60	73.95	71.54	We strive to provide well-maintained roads for the community. Requests are dealt with as efficiently as possible to achieve a high-quality and cost-efficient outcome. The number of requests has slightly decreased from the previous period, indicating the community is returning to normal activities.
Sealed local roads maintained to condition standards	99.40%	99.65%	99.55%	98.91%	We maintain local roads according to our Road Management Plan. The intervention level is the condition standard to determine whether a sealed local road requires renewal. The high standard remains consistent with previous results.
Cost of sealed local road reconstruction	\$91.63	\$55.20	\$28.13	\$112.77	We saw the cost of road reconstruction returning to a more standard average per square metre as we undertook heavier and extensive traditional rehabilitation works on 4200m ² of local roads.


LGPRF Indicators	2019	2020	2021	2022	
Cost of sealed local road resealing	\$23.00	\$23.72	\$19.35	\$7.30	We have seen a slight decrease in resealing costs due to the different combinations of roads requiring resurfacing, with a large proportion receiving a spray seal treatment.
Satisfaction with sealed local roads	66.00	66.00	64.00	66.00	We work hard to maintain our local roads and are pleased to see increased community satisfaction. This data is collected annually in a Community Satisfaction Survey by an independent research company on behalf of the Victorian Government.





Goal 4: Well maintained and utilised community infrastructure




Key focus areas

Council Plan Theme	What we are focussing on
Healthy Community	Infrastructure meets our community's needs, now and into the future
Liveable Places and Spaces	Plan, design and maintain and use our current and future facilities
Resilient Environment	Environmentally sustainable design and use of materials to promote resilience to flood, bushfire and climate
Vibrant and Prosperous Economy	Accessible and well maintained infrastructure to support getting from place to place
Well Governed Council	Stewardship in environment and design.

Our performance — major initiatives and initiatives

Theme	Details	Result Our progress
Major initiatives		
	<p>Investigate the current use of our facilities and identify opportunities to develop or repurpose existing facilities and the use of Council land for multi-use purposes and to meet changing community needs through:</p> <ul style="list-style-type: none"> • Finalising the Community Infrastructure Plan and implementing the 20-year Action Plan • assessing and improving the way our stadiums are used in conjunction with Stadium Managers • improving our community's access to sport and recreation facilities and spaces for broad community use and benefit 	<p>We worked to optimise our facilities through:</p> <ul style="list-style-type: none"> • Finalising the Community Infrastructure Plan for Council for endorsement ahead of community consultation later in 2023 • Reviewing management contracts for our leisure facilities to identify the best management model for future management contracts through benchmarking and stakeholder workshops. This will ensure that our major leisure facilities provide inclusive and innovative programs and services to the Manningham community. • Ongoing discussions to maximise our facilities for all local sport and recreation activities.
Actions		
	<p>Identify the current and future capacity of our facilities and pavilions to make sure they meet community needs now and in the future.</p>	<p>We allocate facilities on a seasonal basis to maximise the use of existing facilities. We are developing a Sporting Facility Development Plan to identify future facility needs.</p>
	<p>All works on our community facilities will be compliant with disability and accessibility standards.</p>	<p>All building upgrades underway and scheduled for completion are fully compliant.</p>

Theme	Details	Result	Our progress
	<p>Consult with our community in the preparation of sporting grounds masterplans to take a strategic approach to provide for our community's current and future recreation needs in line with our Recreation Strategy priorities listing.</p>		<p>We have started community consultation for Masterplans for Wonga Park and Manningham Templestowe Leisure Centre (MTLC).</p> <p>We completed our community consultation to inform our Anderson Park Masterplan.</p>
	<p>Explore partnerships to maximise the use of community facilities.</p>		<p>Finalising the Community Infrastructure Plan for Council for endorsement ahead of community consultation later in 2023.</p>
	<p>Demonstrate leadership in environmentally responsive building materials and locations to promote resilience to flood, bushfire, and climate.</p>		<p>We focused on flood prevention following the impact of recent hailstorms. Our drainage works included:</p> <ul style="list-style-type: none"> • Moresby Child Care • Taroon Av Kindergarten • Toy Library Swanston Street: analysis underway • Warrandyte Child Care: works have started • Donvale Tennis: we have awarded the tender for works • Ted Ajani: we have awarded the tender for works • Wonga Park Hall: we have upgraded the car park to prevent overland flow into the building.
	<p>Proactively plan, upgrade, and improve our recreations facilities to ensure they are maintained and accessible for a broad range of community uses.</p>		<p>We focused on master planning to identify opportunities for diversifying the activities and spaces provided within our facilities and improving the community's participation, including:</p> <ul style="list-style-type: none"> • Completing a master plan for Anderson Park. • Developing masterplans for the Donvale Indoor Sports Centre, Aquarena Outdoor Areas, Manningham Templestowe Leisure Centre, and Wonga Park Reserve.

Theme	Details	Result Our progress
	<p>Deliver management and maintenance programs to manage the balance of bushfire prevention with the protection of biodiversity.</p>	<ul style="list-style-type: none"> • Our bushland maintenance is ongoing. • We have appointed consultants to review and develop a new work program and tender specification to guide our next bushland maintenance contract. • A commitment has been made for the bushland maintenance budget to be increased by \$76,000 annually.
	<p>Explore the need for a broad heritage review and assessment to protect and promote the cultural and historical significance of Council's assets.</p>	<ul style="list-style-type: none"> • We are exploring the parameters and resourcing requirements as part of undertaking a broad heritage review and assessment to protect and promote the cultural and historical significance of our assets.
	<p>Improve water management with the development of an Integrated Water Management Strategy.</p>	<p>We undertook the below actions to improve water management:</p> <ul style="list-style-type: none"> • We developed a Draft Integrated Water Management Strategy Implementation Plan. • We developed the Manningham Flood Mapping Project Plan. This was supported by Melbourne Water. This includes flood mapping and developing an Integrated Water Management Strategy. • We established Manningham Flooding and Stormwater Management Community Reference Panel to help us deliver expert advice and consultation on the impact of flood and stormwater management to contribute to Manningham's long-term sustainability, resilience, and liveability. • Following field inspections at 140 sites, we updated our underground drainage data to improve local catchment flood mapping.

Our performance: Resilient Environment

Services funded in our Annual Budget


Activity	Description	Budget \$'000	Actual \$'000	Variance \$'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.	(1,566)	(2,291)	725
Assets and Environment	Services design to protect the environment including underground drain and pit maintenance, street cleaning and sweeping, roadside litter pickup, tipping costs.	3,554	3,332	222
Environmental	This service provides environmental education, public land management, stewardship and fosters biodiversity as well as protecting the land through pest control.	1,670	1,717	(47)
Drains and Technical Services	This service performs the inspection, maintenance and cleaning of underground drains to ensure correct operation.	515	457	58





Goal 1: Protect and enhance our environment and biodiversity

Key focus areas



Council Plan Theme	What we are focussing on
Healthy Community	Connection with Manningham's culture, heritage, and conservation
Liveable Places and Spaces	Partnerships with the community and others to learn, connect and protect natural spaces, parks, rivers, and creeks
Resilient Environment	Support protection of the Green Wedge and natural spaces
Vibrant and Prosperous Economy	Improvements to waste and recycling to support the transition to a circular economy, sustainable transport options, renewable energy
Well Governed Council	Advocacy to protect the environment and biodiversity

Our performance — major initiatives and initiatives

Theme	Details	Result Our progress
Major initiatives		
	<p>Delivery of our Environmental Strategy to:</p> <ul style="list-style-type: none"> • Strengthen principles to protect the environment, biodiversity, and wildlife • Advocate to government and business on environmental issues • Improve management practices of bushland maintenance, pest animal and environmental weed control and monitoring, evaluating and improvement mechanisms • Explore 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 • Explore protection measures in our Community Local Law by 30 June 2022. 	<ul style="list-style-type: none"> • We have adopted the Domestic Animal Management Plan to manage domestic animals in Manningham. We will launch this plan in 2023 to make our community safer and protect the welfare of our community cats and dogs. It also includes a pilot 24-hour cat confinement order to benefit cats, cat owners and the community. • We protect the environment, biodiversity and wildlife through ongoing maintenance of Council's bushland reserves by contractors. A new bushland maintenance work program has been developed and forms the core of a tender for contract renewal which is underway. This new work program and contract renewal will result in improved on-ground biodiversity outcomes. • We provided advice to the North East Link on the environmentally sustainable design features of sport and recreation facilities they will newly build to offset facility loss elsewhere. • We continue to collaborate with a range of government organisations and local community environment groups to deliver biodiversity improvement programs.

Theme	Details	Result Our progress
Actions		
	<p>Empower the community to protect biodiversity through education and incentives for private landholders.</p>	<p>About 90 landowners have benefited from LEAF (Local Environment Assistance Fund) grants worth about \$64,000 during 2021/22.</p> <p>The grants incentivised landowners to spend an additional \$64,000 or more in work to protect biodiversity guided by our LEAF education program. The work typically includes environmental weed and pest animal control and revegetation. Pest deer control, monitoring deer numbers and the biodiversity impacts from deer is ongoing with landholders in the Jumping Creek Landcare group and with other landholders.</p>
	<p>Empower the community with education, awareness and skill sharing programs and communications to support environmental sustainability.</p>	<ul style="list-style-type: none"> • We promoted Clean Up Australia Day to inspire and empower communities to clean up, fix, and conserve our environment. This year, there were registered sites around Manningham, including Zerbes Reserve, Ruffey Lake, Doncaster Hill and Koonung Creek Trail. • We ran How to transition from gas to an all-electric home education. • Our free Waste Drop Off Day provided a chance to remove materials that cannot go into household bins.
	<p>Collaborate with community environment groups and other public land managers to protect biodiversity</p>	<p>To protect biodiversity, we are collaborating with:</p> <ul style="list-style-type: none"> • Melbourne Water, the Middle Yarra Landcare Network, the Friends of Warrandyte State Park, Andersons Creek Landcare Group, the Jumping Creek Landcare Group and other groups. • The Jumping Creek Landcare Group, Brushy Creek Deer Control Group, and other landholders through the LEAF program and grants. • We applied for a Victorian Government grant to assist in pest deer control, including a potential expansion of the programs to more landowners.
	<p>Increase tree and vegetation coverage to bolster biodiversity.</p>	<p>Our bushland maintenance included annual winter revegetation with 3000 plants to increase tree and vegetation coverage. Other revegetation occurred in parks and streetscapes.</p>

Theme	Details	Result	Our progress
	Continue maintaining and improving Council bushland areas		We invested in improving care for our bushland through a new contract tender. Meanwhile, our maintenance works were completed to schedule.
	Reduce threats to biodiversity and wildlife habitat, including pest management and reducing vegetation removal.		<p>We undertook work to reduce threats to biodiversity, including:</p> <ul style="list-style-type: none"> • Ongoing bushland maintenance for weed and pest animal control and revegetation. • Awarding LEAF grants and providing education to incentivise private landholder biodiversity protection work incorporating pest deer control. • Reducing vegetation removal on Jumping Creek Road, where screen planting for private properties impacted by the road upgrade project has been completed. • Supporting penalties for the illegal vegetation removal on private land.
	Help grow the market for recycled and sustainable products and materials through sustainable procurement.		<p>We continued to drive sustainable outcomes through:</p> <ul style="list-style-type: none"> • Sourcing sustainable products and materials, through our Sourcing Plan and Request for Quote and Tender Award documents. • Developing a Sustainable Procurement Strategy with targets and measures included. • Planning for the introduction of Food Organics, Green Organics in July 2023, which involves changing the garbage collection frequency to fortnightly and FOGO to weekly.
	Minimise the environmental impact of Council's capital works through our Biodiversity Impact Assessment Committee and advocate to reduce the environmental impact of Victorian Government projects.		<ul style="list-style-type: none"> • We formed the Biodiversity Impact Assessment Committee to proactively minimise the environmental impact of our planned capital works program. • We have worked to minimise vegetation loss and provide alternate solutions on Jumping Creek Road and Brysons Road with inclusions on fauna crossings and vegetation works.


Theme	Details	Result	Our progress
	Deliver our drainage program (as scheduled), including the Melbourne Hill Road Drainage Upgrade.		<p>Our drainage program included:</p> <ul style="list-style-type: none"> • Moresby Child Care: planning is underway • Taroona Avenue Kindergarten: planned is underway • Toy Library Swanston Street: analysis is underway • Warrandyte Child Care: works have started • Donvale Tennis: tender awarded for works • Ted Ajani: tender awarded for works • Wonga Park Hall: we have upgraded the car park to prevent overland flow into the building.
	Explore with other Councils, garden and food waste processing and separated glass collection service to reduce waste to landfill		<p>To reduce waste to landfill we are:</p> <ul style="list-style-type: none"> • Introducing Food Organics, Green Organics in July 2023, which involves changing the garbage collection frequency to fortnightly and FOGO to weekly. • Investing in education and consulting with our community to engage and promote effective service delivery. • Discussing with our recycling contractor Visy to introduce the glass service in Manningham in 2023/24.






Goal 2: Reduce our environmental impact and adapt to climate change

Key focus areas



Council Plan Theme	What we are focussing on
Healthy Community	Education and awareness to support waste management, compost, climate changes and biodiversity
Liveable Places and Spaces	Sustainable and innovative environmental practices for Manningham businesses, homes and neighbourhoods to optimise energy, waste and water
Resilient Environment	Manage natural spaces to remove threats and revegetate for sustainability and bushfire preparedness
Vibrant and Prosperous Economy	Implement improvements to waste and recycling services to support the transition to a circular economy
Well Governed Council	Act on climate change through advocacy, leadership and education

Our performance — major initiatives and initiatives

Theme	Details	Result Our progress
Major initiatives		
	<p>Support and educate to connect inclusive and healthy communities (inclusive of our culturally diverse communities) through environmental education and waste programs</p>	<p>We have delivered almost 100 events to support sustainable innovation with about 2600 participants, including:</p> <ul style="list-style-type: none"> • World Environment Day • Earth Hour climate change campaign • Clean Up Australia Day • National Ride2School Day • Doncaster Hill and Warrandyte Community Garden working bees and food swaps • Energy efficiency, solar and electric vehicle webinars by the Australian Energy Foundation • The Global City Nature Challenge • Bushfire Zone garden waste disposal days • Queensland fruit fly control training, • Food swaps • Sustainable gardens events and webinar • Biodiversity seminars • Landcare and environment group working bees • Heidi Museum events • Volunteer expo. • About 90 landowners have benefited from LEAF (Local Environment Assistance Fund) grants worth about \$64,000 for work to protect biodiversity guided by our LEAF education program. • We continued our community environmental education programs and promoted them along with other organisations' programs in a monthly 'Environment Events – What's On' email newsletter with over 1300 subscribers. • We have run or supported waste programs, including Clean Up Australia Day, Plastic Free July, free Waste Drop Off Day and preparing for the FOGO service coming in July 2023.

Theme	Details	Result Our progress
Actions		
	<p>Encourage solar uptake in the community and explore other energy sustainability innovation.</p>	<ul style="list-style-type: none"> • We are investigating how a neighbourhood battery could work in the Tullamore estate in Doncaster in collaboration with a group of residents, Monash University, electricity distributor United Energy, and developer Mirvac with the support of a \$137,000 Victorian Government grant. • The recent round of our Community Grants Program incorporated environmental objectives. • We partnered with the Australian Energy Foundation to provide a residential energy saving advice service including several informative webinars. This partnership has continued for several years and about 750 kilowatts of solar installations across almost 200 Manningham households have been facilitated.
	<p>Deliver sensors for parking, bins and drains and irrigation to use technology to better meet customer needs and improve service delivery in activity centres and waste management.</p>	<p>We are looking to install bin sensors and retarding basins to support water and waste management and reduce flood risk to local homes and businesses in key locations over the coming years.</p>
	<p>Trial new recycled material on our roads to minimise the use of new materials and emissions to reduce our environmental impact.</p>	<p>We have successfully trialled several new and innovative asphalt mixtures. Innovative asphalt products, incorporate significant quantities of recycled products with several proprietary asphalt blends.</p>
	<p>Develop a Waste Wise Policy to eliminate the use of single-use plastics and soft plastics in council operations, functions and at events held on council land and in facilities.</p>	<ul style="list-style-type: none"> • We encouraged participation in the Plastic Free July challenge to support residents in preparing for the state-wide single-use plastics ban from 2023 under Recycling Victoria's Circular Economy Policy.
	<p>Investigate the provision of e-waste drop off hub(s) to collect small e-waste items.</p>	<ul style="list-style-type: none"> • We installed new E-waste recycling stations at our Depot Offices and the Warrandyte and Doncaster libraries. The stations accept X-rays, DVDs and CDs, small E-waste, Fluoro tubes and globes, printer cartridges, and household batteries. All items have a recycling recovery rate between 93-98%.

Theme	Details	Result	Our progress
	<p>Reduce emissions with improved garden and food waste processing.</p>		<ul style="list-style-type: none"> • We allocated \$2.5 million towards our aggregated waste initiatives, including preparing for Food Organics Garden Organics (FOGO), to act on climate change and achieve our climate targets. The introduction of FOGO and the change in garbage collection frequency will greatly assist us in achieving the interim Victorian Government targets of diverting 72% of waste from landfill by 2025.
	<p>Install more solar power on Council buildings, make environmental improvements to Council facilities and switch to wind and solar generated grid electricity supply.</p>		<p>We improved our environmental practices through:</p> <ul style="list-style-type: none"> • Putting out a tender for the installation of the next package of 7 Council rooftop solar and battery systems to be done during 2022/23. • Installing solar and battery systems at 2 community facilities – Pines Learning Centre and the Ajani Centre. • Starting our VECO contract with Red Energy for wind-powered electricity supply in January 2022 until 2030. The contract covers the Civic Centre/Office, MC2, Depot, Pines Centre, and Mullum Mullum Stadium, including all our EV charge points. This will result in a 25% Council emissions reduction.
	<p>Engage the community, collaborate with other Councils and advocate for reduced greenhouse gas emissions at the local, state, and federal levels.</p>		<p>We continued to collaborate to reduce greenhouse emissions through:</p> <ul style="list-style-type: none"> • Membership with the Northern Alliance for Greenhouse Action and various subgroups to collaborate and advocate on climate change and emission reduction initiatives across all levels of government and with private sector partners. • Work with the Northern Councils Alliance which is currently investigating and developing an Electric Vehicle (EV) feasibility assessment and infrastructure plan for local government and its role in the provision of public EV charge points. • Undertaking waste stream material analysis and links to circular economy outcomes, end market needs of recycled materials and investigation into options for resource recovery network opportunities.

Theme	Details	Result	Our progress
	<p>Demonstrate stewardship in developing and implementing our Climate Emergency Plan actions.</p>		<ul style="list-style-type: none"> • We developed our new Climate Emergency Action Plan with net zero emissions targets: <ul style="list-style-type: none"> – net zero for Council by 2028 – net zero for the community by 2035 • We have allocated \$1.5 million towards delivering the actions in our Climate Emergency Action Plan as part of our commitment to address the growing risks and impacts of climate change on our community. The funding will go towards rooftop solar installations at seven Council buildings and the following: <ul style="list-style-type: none"> – flood mapping – areas of biological significance review – public electric vehicle charging trial – expanded residential solar program – Food Organics Garden Organics (FOGO).
	<p>Facilitate uptake of electric vehicles in our operations and support the implementation of community infrastructure to enable uptake of electric vehicles</p>		<p>We have improved our electric vehicle (EV) uptake through:</p> <ul style="list-style-type: none"> • Installing 14 EV charge points at the Civic Centre and Depot for Council fleet use. • Replacing petrol-only vehicles in our fleet with 6 EVs, 40 hybrid cars and 6 small hybrid trucks. • Investigating public charge points to increase community uptake.

Our performance: LGPRF indicators

LGPRF Indicators	2019	2020	2021	2022	
Waste					
Kerbside bin collection requests	94.02	100.52	118.14	135.48	We continue to monitor our waste services closely and improve practices and systems with contractors where possible. The increase in requests is related to an issue with our old bin supplier and the quality of the bins. The bin supplier has now been changed.
Kerbside collection bins missed	3.67	2.76	4.45	3.80	The number of missed bins has reduced compared to last year as fewer cars were parked in streets obstructing bins.
Cost of kerbside garbage bin collection service	\$105.96	\$108.38	\$109.37	\$131.62	We saw an increase in costs due to the increase in Victorian Government landfill levy from \$65.90 in 20/21 per tonne to \$105.90 per tonne in 21/22. The increase is related to the increase in fuel and transportation costs across Victoria.
Cost of kerbside recyclables collection service	\$45.47	\$42.10	\$45.97	\$54.61	We saw increased costs due to the rise in fuel and transportation costs across Victoria.
Kerbside collection waste diverted from landfill	53.24%	56.40%	55.21%	53.60%	We have seen a slight decrease in waste diverted from landfill due to La Niña weather conditions (extreme rainfall) over the last year and less dry garden waste generated. Also recycling tonnages were lower with more people opting for bulk purchasing and reduced direct mail. We are working to introduce the food organic garden organic service in July 2023 to improve our diversion rate.

Our performance: Vibrant and Prosperous Economy

Services funded in our Annual Budget

Activity	Description	Budget \$'000	Actual \$'000	Variance \$'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.	2,031	1,809	222
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.	1,005	1,419	(414)

Goal 1: Grow our local business, tourism, and economy



Key focus areas

Council Plan Theme	What we are focussing on
Healthy Community	Celebrate and promote our arts and culture to support our local economy
Liveable Places and Spaces	Optimise access and accessibility in our local shops, activity centres and public spaces
Resilient Environment	Grow the visitor economy through partnerships and promotion of local attractions and cultural tourism
Vibrant and Prosperous Economy	Support local businesses.
Well Governed Council	Attract jobs and career opportunities to the local area, particularly for young people

Our performance — major initiatives and initiatives

Theme	Details	Result Our progress
Major initiatives		
	<p>Support local businesses through:</p> <ul style="list-style-type: none"> • demonstrating leadership to increase procurement with Social Enterprises, Aboriginal Enterprises and Australian Disability Enterprises (collectively known as Social Benefit Suppliers) and local businesses • capacity building and support through the Business Development Program • exploring local opportunities to support local businesses to collaborate via a hub or co-working space • Implementing the recommendations in the Doncaster Hill Strategy and Economic Development Strategy to encourage and support tourism and employment opportunities. 	<p>We supported local business through initiatives including:</p> <ul style="list-style-type: none"> • Launching the Local Business Database. • Organising a local supplier forum for catering and hospitality businesses to connect with local businesses and present on how to tender with our Council. • Continuing to drive the strategic approach to engaging local businesses in the Sourcing Plan process. • Working with neighbouring councils on more local business connection forums. • Conducting workshops to raise staff awareness and roll out the guidelines on supporting local businesses and achieving sustainable procurement outcomes. • Working with Eastern Innovation Business Centre and Flexible Working Australia to take part in a regional Boosting Co-working program. We successfully obtained a \$3,000 grant to support co-working, and local businesses could access a voucher of \$100 to be used at a local co-working location. • Undertaking a benchmarking exercise and held discussions with Manningham Uniting Church to investigate opportunities for co-working spaces. • Participating in the Victorian Government-funded Business Concierge and Hospitality program provided two Business Liaison Officers who engaged directly with our local businesses on COVID-19 regulations, business permits and the business development program. • Developing an increased understanding of the immediate needs of business and created a support program by using the engagement app on our Customer Relationship Management System. • Conducting education programs on marketing and SEO in response to feedback from our business community. • Delivering business mentoring and development programs.

Theme	Details	Result Our progress
Actions		
	<p>Support the development of local creative industries.</p>	<p>We supported local creative industries with:</p> <ul style="list-style-type: none"> • Our inaugural Arts Manningham Salon to connect local arts and creative practitioners and audiences. We plan to hold events regularly, with our first attracting both established and new artists • Delivering the 'Serving Country' exhibition for National Reconciliation Week 2022, following exhibitions by Rhys Cousins and Anni Hagberg in April. • Raising awareness of how to incorporate art and design elements into capital projects, flagging future projects for potential art commissions. • Liaising with artists whose works needed to be relocated due to the North East Link Project. • Hepburn artwork commission with artists liaising with landscape architects. Final specifications for artwork scheduled in early 22/23. • Liaising with artist, Wurundjeri Woi-wurrung elders and other stakeholders for wonguim wilam public artwork. • Two Arts Manningham FAIR recipients could not undertake programs due to COVID-19, which we will revisit in 2022.
	<p>Collaborate with our regional partners to foster the growth of the greater Melbourne East economy and create a mix of land to stimulate business diversity in the region</p>	<p>We have collaborated successfully through</p> <ul style="list-style-type: none"> • Ongoing engagement with the North East Link Project authority to assist with the transition of businesses from the Bulleen Industrial Precinct to other parts of Melbourne. • Developing an Economic Strategy and worked in close collaboration with neighbouring Councils. • Advocating for ongoing improvements to the transport network to improve access to and from Manningham to enable travel to jobs within the region, including to the La Trobe Employment Cluster.

Theme	Details	Result	Our progress
	<p>Develop a '10-Year Vibrant Villages Plan' to prioritise future upgrades or precinct master planning of all major and local neighbourhood activity centres.</p>		<ul style="list-style-type: none"> • We have prepared the Draft 10-Year Vibrant Villages Plan. We are now developing prioritisation criteria to inform the delivery program. • We delivered works at key activity centres to improve amenity at Templestowe Village, Tunstall Square and Warrandyte Library.
	<p>Encourage and support tourism and employment opportunities by implementing recommendations in the Doncaster Hill Strategy and Economic Development Strategy.</p>		<ul style="list-style-type: none"> • We continued to attract visitors, tourists and employment to the Doncaster Hill Activity Centre and in key locations across the municipality.

Our performance: Well Governed Council

Services funded in our Annual Budget


Activity	Description	Budget \$'000	Actual \$'000	Variance \$'000
Governance, legal and risk	This service supports the organisation to meet its regulatory requirements through strong governance, risk management and tendering and contract administration.	2,215	2,865	(650)
Councillors and Executives	This area includes the Mayor, Councillors, Executive Management Team and associated support.	2,720	2,938	(218)
Communications	This service leads the delivery of clear, consistent and inclusive communication and engagement with the community.	2,134	1,908	226
Citizen Connect	This service leads as the main customer interface to create and maintain systems and processes to connect with our citizens.	2,190	1,928	262
Transformation and Information Technology	This service includes maintaining information and information systems as well as advancing new solutions for the organisation and community interaction.	7,749	13,495	(5,746)
Emergency Management	Services to support community preparedness, response and recovery in an emergency.	404	811	(407)
Organisational 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.	2,001	1,725	276
Property Services	This service manages Council property investment portfolio and MC ² facility.	1,231	1,192	39
Financial Services	Services lead Council's financial management, payroll, accounts payable and receivable, valuation, utilities management, revenue and rating services.	4,286	4,228	58

Goal 1: A financially sustainable Council that manages resources effectively and efficiently



Key focus areas



Council Plan Theme	What we are focussing on
Healthy Community	Proactively seeking opportunities that support our financial sustainability and maximise the value we contribute to our community
Liveable Places and Spaces	Use evidence-based data on population growth, trends, and community input to guide responsible future planning and decision making
Resilient Environment	Leadership in sustainable and innovative environmental practices
Vibrant and Prosperous Economy	Attract and maintain business interest in Manningham
Well Governed Council	Transparency in decision making and demonstrating the success of our services, and achievement of social, environmental and economic outcomes for our community

Our performance — major initiatives and initiatives

Theme	Details	Result	Our progress
Major initiatives			
	<p>Maximise public value through the systematic planning and review of our services and effective, early and broad engagement on our projects</p> <ul style="list-style-type: none"> Explore ways to enhance performance reporting across social, environment and economic outcomes against community need 	<p>We have:</p> <ul style="list-style-type: none"> Embedded a service view into our annual budget cycle to maximise value for our community by better aligning our resources with identified priorities. Started three service reviews on top of the continued focus on continuous improvement and commitment in our planning across all services. Strengthened our focus on early and broad engagement with our community with enhancements to our project management system to capture and report communication and engagement. Enhanced our reporting through the Manningham Quarterly Report to include our customer experience, advocacy, and community engagement performance. We are looking at opportunities to include partners, customers and community voices in the progress and outcomes of projects. Improved our website to include stronger links to the Council Plan themes, our performance and updating the community on progress and outcomes. 	

Theme	Details	Result Our progress
Actions		
	<p>Deliver our annual Capital Works Program to maintain, upgrade and develop Council assets to meet current and future needs.</p>	<p>Our review of community engagement practices has resulted in the delay in the completion of projects. The improvement to community engagement of the Capital Program will result in a significant improvement in engagement with the Manningham Community over time.</p> <ul style="list-style-type: none"> • The total expenditure for the FY is \$43m of the \$53m adopted budget, which equates to 82% expenditure. We completed 179 projects, and 25 projects were delayed. This corresponds to a project completion percentage of 88%. • \$7.6m of funding is recommended to be carried forward to 2022/23, which will increase next year's budget to circa \$65 million. <p>COVID-19 has impacted Council's ability to deliver its Capital Works Program with megatrends experienced across the economy, sector and industry. Despite the challenges from COVID-19, we have continued to perform well in delivering the capital works program over the last 3 years.</p>
	<p>Ensure that future land use planning balances amenity and economic pressures</p>	<p>We have pursued future land planning through the Liveable City Strategy, which identifies a range of planning actions. These actions will inform the review of planning controls as part of the 2022 – 2026 Manningham Planning Scheme review.</p>
	<p>Demonstrate leadership in sustainable and innovative environmental practices e.g., installation of solar panels on Council building</p>	<p>We have demonstrated leadership in sustainable practices with:</p> <ul style="list-style-type: none"> • Installing almost 600 kilowatts of Council rooftop solar and battery installations across 4 buildings. • Adding 6 electric vehicles (EVs), 40 hybrid cars, 6 small hybrid trucks to our fleet • Installing of 14 EV charge points. • Starting our VECO contract for wind-powered electricity supply with expansion of the contract underway soon.

Theme	Details	Result	Our progress
	<p>Identify initiatives that save money and deliver stronger return on investment in Council owned and managed places and spaces</p>		<p>We developed a Strategic Property Investment Portfolio, which identified initiatives to explore, including the precinct and master plans for the Civic Precinct and Websters Road.</p> <p>An additional funding source to enhance services and associated infrastructure to benefit the community and to provide an alternate income stream to achieve Council's mission to be financially sustainable.</p>
	<p>Deliver initiatives to optimise the value we contribute to the community and return on Council owned land and building holdings.</p>		
	<p>Advocate to government and work with our local and regional partners to secure financial support for existing and future projects to optimise Manningham's potential.</p>		<p>We successfully delivered our federal election advocacy campaign. Our focus is now on the Victorian election in November 2022.</p> <p>We advocated to the Victorian and Australian Governments through:</p> <ul style="list-style-type: none"> • A regional advocacy agenda for the federal election with a focus on Housing, Mental Health, Employment Opportunities, Public Transport, particularly buses, Improved pathways and trails across the East, Road Congestion, Environment, and renewable energy. This was developed as a part of the Eastern Region Group of Councils. • Our Mayor met with local community organisations and government representatives. • Participation in the Municipal Association of Victoria/ Australian Local Governments Association peak bodies for local government advocacy campaign. • Improved online information and engagement with an advocacy webpage and regular social media and press releases throughout the federal election campaign.
	<p>Ensure our long-term financial sustainability by preparing our Budget and 10-year Financial Plan incorporating key strategies to Council by 30 June 2022 (major initiative).</p>		<p>We adopted a financially sustainable 2022/23 Budget and 10-year financial plan, which were finalised and endorsed by Council on 28 June 2022. The budget and 10-year financial plan were informed by community engagement in November, December 2021 and May, and June 2022.</p>

Theme	Details	Result	Our progress
	Take a proactive and motivated approach to be an open and transparent Council (initiative).		<p>Our improvements included:</p> <ul style="list-style-type: none"> • Quarterly reporting broadened to include regular performance in customer experience, community engagement and governance. • Reviewing and updated our key policies and procedures on our website. • Improving access to information with our new website.
	Collaborate with other Councils in the region to pursue grant funding for improvements to Council services and facilities.		<p>We have pursued regional grant opportunities through:</p> <ul style="list-style-type: none"> • The Eastern Groups of Councils and the Eastern Metropolitan Partnership. The most recent round focused on social recovery projects and economic development projects. • Manningham developed a mental health funding initiative with Eastern Health via the Metropolitan Partnership Program. The program has been funded and will be delivered by EACH.




Goal 2: A Council that values our customers and community in all that we do


Key focus areas

Council Plan Theme	What we are focussing on
Healthy Community	Serving our community with empathy and being welcoming of all genders, cultures and abilities
Liveable Places and Spaces	Services and facilities are managed efficiently and effectively
Resilient Environment	Advocating and providing support to protect our environment
Vibrant and Prosperous Economy	Attracting a diverse employment and career opportunities
Well Governed Council	Model our organisation's values of working together, excellence, accountability, respect and empowerment

Our performance — major initiatives and initiatives

Theme	Details	Result	Our progress
Major initiatives			
	<ul style="list-style-type: none"> Improve our customer experience to better understand and meet their specific needs (major initiative). Explore different ways to improve community satisfaction with our communications on local community issues, services, and activities (major initiative). 		<p>To improve our customers' experience, we worked on</p> <ul style="list-style-type: none"> An advocacy campaign to be published at the beginning of the next quarter. Developing a process to track engagement with social media content so conversations can continue online. Redeveloping our website to improve our online customer experience by increasing self-service options and improving accessibility, accuracy and relevance of content. Rolling out proactive communications early in project planning and progress monitoring.
Actions			
	<p>Deliver initiatives that advocate or demonstrate Council leadership to promote equality across gender, age, diversity, ability, and culture.</p>		<p>Our initiatives to demonstrate and promote equality included:</p> <ul style="list-style-type: none"> Forming new Advisory committees (Health and Wellbeing, Multicultural Communities, and Gender Equality and LGBTQIA+), holding inaugural meetings. Preparing a Gender Equality Action Plan which was endorsed by the Commission for Young People. Advocating for a youth headspace in Manningham.
	<p>Work with our partners and advisory networks to advocate and raise awareness of inclusive practices for key priority areas - considering people from First Nations, LGBTQIA+ communities, youth, culturally diverse communities, and people with disability.</p>		<p>We improved our practices to understand key priority groups through:</p> <ul style="list-style-type: none"> Endorsing Advisory committee membership nominations for the Health and Wellbeing, Multicultural Communities and Gender Equality and LGBTQIA+ Advisory Committees and the three vacant positions for the recently established Disability Advisory Committee. Holding a meet and greet dinner and workshop for all existing and new Advisory committee members to exchange ideas and provide a mechanism to collaborate across advisory committees. Facilitating the Disability Advisory Committee and Youth Advisory Committees contributed to enabling better opportunities for all community members. Celebrating International Day Against Homophobia, Biphobia, Intersexism, and Transphobia (IDAHOBIT). We raised the Pride Progress flag in front of the Civic Centre to display our support for our LGBTQIA+ community in Manningham. Celebrating International Womens Day by featuring women from First Nations, LGBTQIA+, multicultural, and living with disability communities.

Theme	Details	Result	Our progress
	<p>Commence gender equality impact assessments on significant Council policies, services, and programs for equitable, inclusive, and accessible improvements for prominent issues (major initiative).</p>		<ul style="list-style-type: none"> • We have developed a Gender Equality Action Plan (GEAP) as a requirement under Victoria's new <i>Gender Equality Act 2020</i>. While our commitment to this work goes far beyond a legal mandate, the development of our GEAP is grounded in following gender equality principles outlined in the legislation. • We have incorporated the assessment as part of the review of policies, services, and programs. This includes the Asset Plan and the Community Infrastructure Plan.
	<p>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 the construction impact of the project on the community (major initiative).</p>		<ul style="list-style-type: none"> • We met with relevant North East Link Project (NELP) teams to discuss the commencement of work on the primary package (tunnel package). • We reiterated our key objective to retain as much open space along the project corridor with the southern package that we presented to the Environmental Effects Statement hearings and in the judicial review. • We continued to review the design packages for various aspects of the project and have made submissions to PSA for the Bulleen Park masterplan. • North East Link Tunnels Urban Design and Landscape Plan public exhibition process and designs, • Bulleen Park precinct, Bulleen Park and Ride, early works and the central package.
	<p>Empower the community with education, awareness and skill sharing programs to support waste management, water sustainability, climate change action, biodiversity protection and sustainable living.</p>		<ul style="list-style-type: none"> • We have delivered almost 100 events with about 2600 participants. • About 90 landowners have benefited from LEAF (Local Environment Assistance Fund) grants worth about \$64,000 for work to protect biodiversity guided by our LEAF education program. • We continued our community environmental education programs and promoted them along with other organisations' programs in a monthly 'Environment Events – What's On' email newsletter with over 1300 subscribers. • We have run or supported waste programs including Clean Up Australia Day, Plastic Free July, free Waste Drop Off Day and preparing for the FOGO service coming in July 2023.

Theme	Details	Result Our progress
	<p>Attract and support young people through jobs and career development opportunities, both at Council and within the community.</p>	<ul style="list-style-type: none"> • We have kept our existing positions targeted at youth employment. • We started our planning for 'Youth Fest' in September as an opportunity to celebrate young people in Victoria. • We held the popular Speed X Event in partnership with Gateway LLEN. • The event provided students from Doncaster Secondary College, Marcellin College and Templestowe College an opportunity to have six-minute interviews with a diverse variety of professionals representing 19 professions from horticulture, emergency services, sports and many more. • We started planning for the Manningham Youth Employment Pathways, hosted in partnership with Manningham Volunteer Support Services (Eastern Volunteers).
	<p>Implement Manningham's Protective Data Security Plan initiatives.</p>	<p>We continued to implement our Protective Data Security Plan and have awarded a tender for a new system with enhanced 24/7 oversight, alerting and automated threat response capability.</p>
	<p>Pursue transparency, innovation and efficiencies through the use and sharing of open data sources</p>	<p>We continued to pursue transparency, innovation, and efficiencies, updating the 24 data sets published to the Commonwealth Government open data portal: data.gov.au</p>
	<p>Engage in strategic partnerships that deliver benefits for our community and the Eastern Region</p>	<p>We participated actively in several regional partnerships for the benefit of the community including:</p> <ul style="list-style-type: none"> • Eastern Regions Group of Councils • Eastern Affordable Housing Association • Northern Alliance for Greenhouse Action • Eastern Transport Coalition (ETC) • Metropolitan Transport Forum (MTF) • Metropolitan Waste and Resource Recovery Group (MWRRG) – Local Government Waste Forum.
	<p>Implement initiatives that demonstrate greater transparency and accountability in decision making.</p>	<p>One of our key initiatives we have implemented is a service model. This will support us to better identify priorities, data and performance of our services to enable greater transparency and accountability and inform evidence based decision making.</p>

Our performance: LGPRF indicators

LGPRF Indicators	2019	2020	2021	2022	
Governance					
Council decisions made at meetings closed to the public	9.21%	8.03%	1.79%	2.67%	Our Council continues to demonstrate its commitment to transparency with the low number of resolutions made at closed Council meetings. 4 out of 106 decisions were made confidential as they confidential items related predominantly to personnel, legal and contractual matters.
Satisfaction with community consultation and engagement	59.00	56.00	56.00	56	We continue to work to improve community satisfaction with engagement and consultation. This result remains on trend from the sample of residents participating in the annual Community Satisfaction Survey. This survey is conducted by an independent research company on behalf of the Victorian Government.
Councillor attendance at council meetings	95.06%	94.81%	99.26%	98.41%	Our Councillors' attendance at ordinary and special council meetings remained high with almost 100% attendance for the period.
Cost of elected representation	\$42,612.22	\$40,436.11	\$47,890.78	\$51,057.78	Our Councillors work hard to deliver an exceptional service to the Manningham community. The recent determination for Councils from the Victorian Independent Remuneration Tribunal has resulted in a slight increase in the cost of governance.
Satisfaction with council decisions	57.00	57.00	58.00	58.00	Our Council continues to work to improve community satisfaction with council decisions. We have seen a positive increase in the result for this year from the annual Community Satisfaction Survey. This survey is conducted by an independent research company on behalf of the Victorian Government.

An overview of our financial performance

Our financial performance

Our financial results remain strong despite the ongoing financial impact of the Victorian Government and State of Emergency due to the COVID-19 pandemic.

These results demonstrate our commitment to maintaining long-term financial sustainability while providing cost-effective services and delivering infrastructure projects to meet the needs of our community.

See the summary of our performance below. More detailed information can be found in the Financial Report section.

Financial summary

Our financial results for 2021/22 were better than budgeted. These results demonstrate our commitment to maintaining long-term financial sustainability while providing cost-effective services and delivering infrastructure projects to meet the needs of our community.

The 2021/22 Financial Statements show that the organisation remains in a sound financial position despite the financial impact of the COVID-19 pandemic and continues to be financially sustainable to be able to respond to financial challenges now and into the future.

This result was also achieved within the Victorian Government's 'Fair Go Rates' legislation. The legislation requires a cap on the average increase in Council rates. The rate cap set by the Victorian Government was 1.50% for 2021/22. Manningham achieved the Victorian Government rate cap for 2021/22.

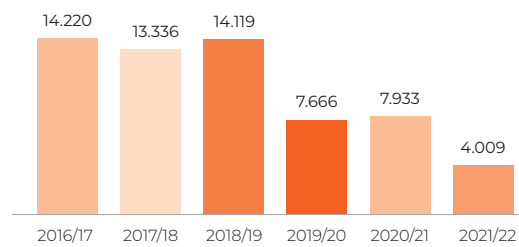
Operating position

In 2021/22, we achieved an operating surplus of \$32.12 million which was \$11.14 million greater than the adopted budget surplus of \$20.98 million. The greater than budgeted surplus is mainly attributable to \$15.4 million greater than budgeted non-monetary (asset) contributions from developers, grants (operating and capital) \$1.22 million greater than budget and other income \$1.3 million greater than budget.

Within Council's surplus, there are several income items that are either restricted in use or 'non-cash' in nature. The adjusted underlying surplus excludes these items such as non-recurrent capital grants, non-monetary asset contributions and other contributions to fund capital expenditure (including developer and open space contributions). The adjusted underlying surplus was \$4.01 million.

Sustaining an adjusted underlying surplus is a critical financial strategy that provides an important source of funding for the renewal and upgrade of over \$2 billion of community assets.

Figure 4: Adjusted underlying surplus (\$ millions)



Income

We derived our income from various sources, including rates, user fees and charges, grants, interest, and other contributions. Our total income for 2021/22 was \$169.66 million, compared to a budget of \$153.95 million. The additional revenue was mainly due to greater than budgeted monetary and non-monetary contributions from developers.

Table 6: 2021/22 Income

Income \$'000	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
General rates	82,819	85,839	88,853	92,216	95,767	98,317
Waste charges	10,201	10,830	13,126	13,737	13,916	15,998
User fees, charges and fines	14,369	14,940	14,570	12,308	9,676	10,110
Operating grants	12,366	12,229	12,173	11,842	13,641	13,292
Capital grants	3,999	3,578	2,672	1,433	3,622	6,800
Contributions (monetary and non-monetary)	22,387	14,766	13,949	18,476	18,857	23,128
Other income	1,885	138	1,276	1,325	2,444	2,014
Total	149,655	143,896	148,600	152,806	157,923	169,659

Expenditure

Our total expenditure for 2021/22 was \$137.54 million, compared to a budget of \$132.98 million. In 2021/22, the main expense was employee costs, which accounted for \$53.81 million. We provide services to our community through a combination of contractors and employees.

Table 7: 2021/22 Expenditure

Expenditure \$'000	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Employee costs	51,099	52,505	53,326	54,120	56,221	53,813
Materials and contracts	22,115	20,961	23,446	28,469	27,853	29,029
Depreciation and amortisation	19,347	20,566	21,640	23,946	26,028	26,394
Other expenses	18,520	19,736	21,036	20,586	18,859	28,303
Total	111,081	113,768	119,448	127,121	128,961	137,539

Net worth

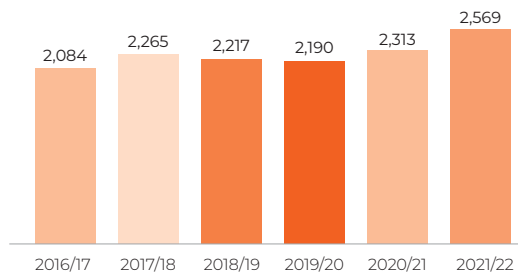
Our financial strength is indicated by net assets (what we own less what we owe). As of 30 June 2022, Council owns net assets of \$2.51 billion, including community infrastructure assets of \$2.44 billion.

Assets

Our total assets are valued at \$2.57 billion. This is an increase of \$256.30 million or 11.1% on the prior year and is primarily due to an increase in the value of land.

- The major components of our assets include:
 - Infrastructure, property, plant and equipment valued at \$2.44 billion.
 - Cash and investments of \$93.30 million.
 - Debtors of \$16.30 million.

Figure 5: Total assets (\$millions)

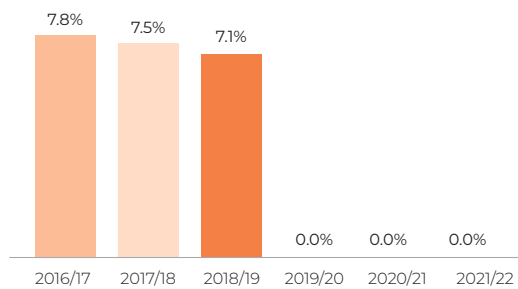


Liabilities

Our liabilities include amounts owed to suppliers and employee leave entitlements. Total liabilities at 30 June 2022 were \$56.14 million, a decrease of \$1.70 million over the previous year.

Council fully repaid \$7.28 million of loan borrowings during 2019/20 and is debt free.

Figure 6: Debt to rates and charges (%)



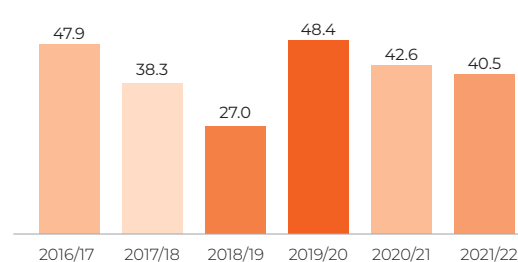
Capital investment

Council aims to maintain its infrastructure assets at expected levels while continuing to deliver services needed by our community. During 2021/22, we invested \$40.49 million in an extensive Capital Works Program to renew and upgrade community assets throughout the municipality.

This program was funded primarily through rates, with additional funds provided through grants and contributions. The major categories of capital works included:

- land and community buildings: \$10.29 million
- plant, equipment and other assets (including software): \$4.0 million
- infrastructure assets (such as roads, drainage, footpaths and cycleways, recreation, leisure, parks, open space and streetscapes): \$26.20 million.

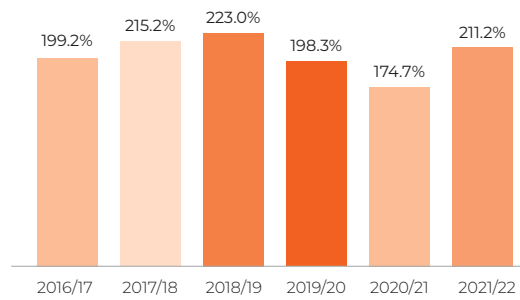
Figure 7: Capital Works Program (\$millions)



Liquidity

Cash and term deposits at 30 June 2022 were \$93.30 million, an increase of \$5.38 million from the previous year. The working capital ratio, which assesses our ability to meet current commitments, is calculated by measuring our current assets as a percentage of current liabilities. Our result of 211.2% indicates that for every dollar of short-term liabilities, we have \$2.11 worth of assets. This is a strong result.

Figure 8: Working capital ratio (%)



Our Governance System

Governance framework

We value good governance as it ensures we operate effectively, efficiently, impartially and with integrity. Our good governance principles ensure:

- we make decisions based on expert advice;
- we adhere to processes and systems; and
- our officers implement decisions appropriately and in good time.

There are two types of governance in our operations:

- democratic: elected Councillors and the authority they have to make decisions
- corporate: the way the organisation is run and the framework its systems and processes operate within.

We are committed to effective and sustainable democratic and corporate governance as they are the keys to ensuring that we meet our community's priorities and our responsibilities under the Act. Our community has many opportunities to have a say in our decision-making processes, including:

- voting for Councillors every four years
- writing to, emailing or calling Councillors
- making submissions on our budget each year and Council Plan every four years
- participating in public forums like question time at a Council meeting
- participating in surveys, focus groups, workshops and other consultation activities
- logging onto yoursaymanningham.com.au and commenting on the plans and projects listed there
- making submissions on major projects that are advertised throughout the year.

Find out more:

yoursay.manningham.vic.gov.au

Democratic governance

Decisions

We conduct our formal decision-making processes through the formal, regular meetings of our Council. At these meetings, our officers submit reports on matters for the Council to consider. These matters can include planning permit applications, strategic land use and development planning, community services, health and local laws, road and traffic management, administration and finance.

To ensure the efficient day-to-day operations of the organisation, the Council delegates most of its decision-making powers to staff. Specialists in their field exercise these delegations following our policies. We have a CEO whose role includes:

- establishing and maintaining an appropriate organisational structure;
- overseeing our day-to-day operations; and
- ensuring the organisation implements Council decisions without delay.

Councillors review the CEO's performance annually. Although the Mayor has no more authority than other Councillors, the position is significant as a leader and community spokesperson.

Council meetings

Council meetings are held at the Manningham Civic Centre and are open to the public. Residents, local traders and community members are encouraged to attend. The Council may consider some matters in a closed meeting if the matter needs to be kept confidential.

Changes were made to the *Local Government Act 2020* to allow Councils to conduct their meetings remotely for a limited time. This change was made in response to the physical distancing restrictions imposed to combat the spread of COVID-19 and to ensure the safety of Councillors, staff and the community. These changes have now been enshrined in the Act and meetings are conducted remotely as required and live-streamed on the internet. The community can participate in the meetings during the public question time.

Additional meetings may also be called to deal with urgent matters. We conduct all meetings in accordance with Manningham's Governance Rules. The schedule of meetings, agendas and minutes are available at manningham.vic.gov.au.

In 2021/22, there were 13 Ordinary Meetings of Council and two Special Meetings. The table below provides a summary of Councillor attendance at these meetings.

Table 8: Council meetings held 1 July 2021 – 30 June 2022

Councillor	Ordinary	Special
Cr Anna Chen	12 out of 12	2 out of 2
Cr Andrew Conlon	12 out of 12	2 out of 2
Cr Geoff Gough	11 out of 12	2 out of 2
Cr Michelle Kleinert (Mayor from 4 Nov 2021)	12 out of 12	2 out of 2
Cr Carli Lange	12 out of 12	2 out of 2
Cr Deirdre Diamante (Deputy Mayor from 4 Nov 2021)	11 out of 12	2 out of 2
Cr Laura Mayne	12 out of 12	2 out of 2
Cr Stephen Mayne	12 out of 12	2 out of 2
Cr Tomas Lightbody	12 out of 12	2 out of 2

Strategic briefing sessions (SBS)

In these sessions, we provide informal briefings to Councillors on strategic or policy matters before the matters are presented at a Council meeting.

Committees

We have many internal advisory and other Committees. Appointments to these Committees enable Councillors to have input into projects, groups or events they are interested in.

During this year, Council undertook a strategic review of committees in the City Planning and Community area and established three new advisory committees.

The new committees will start meeting from July 2022 and include a:

- Gender Equality and LGBTIQ+ Advisory Committee
- Health and Wellbeing Advisory Committee
- Multicultural Communities Advisory Committee.

The table below shows the committee appointments made by the Council on 23 November 2021. These appointments are reviewed on an annual basis.

Table 9: 2021/22 Councillor Internal Committee Appointees

Committee	Appointees 1 Jul 21 – 30 Dec 21	Appointees 1 Jan 22 – 30 Jun 22
Access and Equity Advisory Committee	Cr Lightbody	
Audit and Risk Committee	Cr Chen Cr Gough	Cr Chen Cr L Mayne
CEO Performance Review Committee	All Councillors	All Councillors
Disability Advisory Committee	Cr Kleinert	Cr Kleinert
Healthy City Advisory Committee	Mayor	Mayor
Heritage Advisory Committee	Cr Diamante	Cr Diamante
Liveability, Innovation and Technology Committee	Cr Diamante Cr Kleinert Cr Lightbody	Cr Diamante Cr Conlon Cr Lightbody
Manningham Arts Advisory Committee	Cr L Mayne	
Manningham Charitable Fund Grants Assessment Panel	Mayor Cr L Mayne	Mayor Cr Lange
Municipal Emergency Management Planning Committee	Cr Lange	Cr Lange
Municipal Fire Management Planning Committee	Cr Lange	Cr Lange
Manningham Youth Advisory Committee		Cr Chen Cr L Mayne Cr Lange
Open Space and Streetscape Advisory Committee	Cr Chen Cr Gough Cr Lange	Cr Lange Cr Lightbody Cr Gough

Councillors also represent Council on several external bodies and Committees, including the below.

Table 10: 2021/22 Councillor External Committee Appointees

External Committee	Appointees 1 Jul 21 – 30 Dec 21	Appointees 1 Jan 22 – 30 Jun 22
Australian Local Government Women's Association Victoria (ALGWA - Vic)	Cr Chen	Cr L Mayne
Eastern Affordable Housing Alliance	Cr L Mayne	Cr L Mayne
Eastern Region Group of Councils (ERG)	Mayor Cr Chen	Mayor Cr Diamante
Eastern Transport Coalition	Cr Chen	Cr Chen
Metropolitan Transport Forum	Cr Chen	Cr Chen
Metropolitan Waste and Resource Recovery Group	Cr Kleinert	Cr Kleinert
Municipal Association of Victoria	Cr S Mayne Cr Diamante — Substitute	Cr S Mayne Cr Conlon - Substitute
Northern Alliance for Greenhouse Action Executive Committee	Cr Lightbody	Cr Lightbody
Victorian Local Governance Association	All Councillors	All 9 Councillors
Whitehorse Manningham Regional Library Corporation	Cr Kleinert Cr S Mayne	Cr Kleinert Cr S Mayne

Code of conduct

Our Councillors are bound by a code of conduct that describes the ethical and moral behaviour standards expected of them. It covers relationships between Councillors and staff, using Council resources, and dispute resolution procedures and includes the prescribed standards of conduct.

The *Local Government Act 2020* requires that a person elected to be a Councillor must declare that they will abide by the Councillor Code of Conduct and uphold the standards of conduct set out in the Code when they are sworn into office. Following the Council elections held in October 2020, all Councillors declared that they would abide by the code.

Find out more at manningham.vic.gov.au/open-government or at the Manningham Civic Centre, 699 Doncaster Road, Doncaster.

Conflicts of interest

Our residents and ratepayers elect Councillors to act in the best interests of our community. When a Council delegates its powers to an officer or a Committee, the Committee or officer also needs to act in the public interest.

A conflict of interest is when a personal or private interest has the potential to affect someone's ability to act in the public interest. A conflict exists even if no improper act results from it. We have a comprehensive procedure that guides Councillors and officers to disclose their potential conflicts of interest.

Declaration of a conflict of interest is a standard agenda item for all Council and committee meetings. In general, a Councillor or officer must disclose any such interest in a specific way, and step aside from either the decision-making process or performing the public duty. We maintain a record of all disclosed conflicts of interest.

During 2021/22, 5 conflicts of interest were declared at Council meetings. These are listed below.

- **22 February 2022:** Cr Deirdre Diamante declared a general conflict of interest in item 9.1 concerning Planning Application PLN20/0544 at 15 Glendale Avenue, Templestowe, the interest being that she lives in close proximity to 15 Glendale Avenue.
- **22 February 2022:** Cr Carli Lange declared a conflict of interest in item 10.2 concerning the endorsement of nominations for the Manningham Youth Advisory Committee, the interests being both a material and a general conflict of interest due to a family member applying to join the committee.
- **22 February 2022:** Director of City Services, Rachelle Quattrocchi declared a general conflict of interest in item 17.1 concerning the South East Metropolitan Advanced Waste Processing Project, the interest being due to her role as an interim Board member of South East Metropolitan Advanced Waste Processing Pty Ltd.

- **28 June 2022:** Cr Andrew Conlon declared a general conflict of interest in item 14.1 concerning the Yarra Valley Country Club (YVCC), the interest being that Cr Conlon is trying to organise a private/community proposal to save the 9-hole golf course at YVCC.
- **28 June 2022:** Cr Geoff Gough declared a general conflict of interest in item 14.1 as a former Councillor colleague is involved in the proposed development of the Yarra Valley Country Club site.

Councillor allowances

Victorian Councils may set annual allowances for their Mayor and Councillors according to their predetermined category, based on criteria such as the Council's size and revenue base.

Manningham is a Category 3 Council. Following the Council elections, Manningham undertook a statutory review of Mayoral and Councillor allowances.

Current allowances for Mayors and Councillors across Victoria have remained unchanged since 1 December 2019.

In 2021/22, the allowances, were set at:

- Mayor, \$100,434 plus a \$9,541 equivalent superannuation contribution.
- Councillors, \$31,444 plus a \$2,987 equivalent superannuation contribution.

Councillor expenses

There is an annual Councillor expenses budget of \$14,870 for the Mayor and \$13,091 per Councillor. This budget is all inclusive and covers conferences, training, travel, carer responsibilities and telephones.

Councillors are expected to operate within their individual budget. Council may also reimburse Councillors for any necessary out of pocket expenses they incur while performing their duties as a Councillor.

Table 9 shows the actual expenses for 2021/22. Council also publishes its travel register on its website in July each year showing interstate and overseas travel by Councillors and Council officers.

Table 11: 2021/22 Councillor Expenses

Cr	Travel	Car mileage	Childcare	Information and communication	Conferences and training	Formal attendance	Meeting expenses	Other	Total
Cr Anna Chen	\$938.75	\$598.95	\$0	\$0	\$899.09	\$59.95	\$0	\$2500	\$4,876.84
Cr Andrew Conlon	\$212.73	\$836.22	\$0	\$744.67	\$0	\$33.63	\$0	\$0	\$1,401.79
Cr Deirdre Diamante	\$1418.96	\$0	\$0	\$0	\$1058.18	\$55.00	\$0	\$85	\$2,617.14
Cr Geoff Gough	\$1,781.46	\$537.29	\$0	733.14	\$1,058.18	\$0	\$0	\$0	\$4,110.07
Cr Michelle Kleinert	\$1923.59	\$355.00	\$0	\$578.65	\$1058.18	\$412.86	\$189.29	\$106.82	\$4,624.39
Cr Carli Lange	\$1144.68	\$1732.81	\$0	\$892.86	\$1058.18	\$0	\$76.91	\$0	\$4,905.44
Cr Tomas Lightbody	\$865.29	\$47.65	\$0	\$0	\$1163.08	\$0	\$0	\$95.98	\$2,172.00
Cr Laura Mayne	\$1456.03	\$0	\$0	\$849.98	\$1058.18	\$0	\$0	\$0	\$3,364.19
Cr Stephen Mayne	\$771.86	\$0	\$0	\$599.09	\$899.09	\$0	\$0	\$0	\$2,270.04

CEO expenditure 2021/22

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

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

Table 12: CEO expenditure

Travel	Food and Beverage	Conferences and seminars	Gifts declared*	Miscellaneous	Total Expenses 2021/22
\$1272.11	\$470.70	\$1058.18	\$0	\$0	\$2,800.99

Note: All costs are GST exclusive

Expense categories

- Travel – covers costs associated with assisting the CEO in meeting transport costs incurred while attending meetings, functions and conferences. This includes taxi services, Uber services, car parking fees, airfares, accommodation costs etc.
- Food and Beverage – covers costs associated with food or beverages that directly relate to the CEO role within a professional context.
- Conferences and seminars – covers registration fees associated with attendance by the CEO at local conferences, functions, seminars and one-off or short-term training courses. Meeting such as these are usually held by local government-related organisations, professional bodies and institutions, educational institutions and private sector providers on areas and events that impact the CEO's role and the general municipality.
- Gifts Declared* – relates to any gifts that exceed the token gift threshold (\$50) 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 – relates to any other costs associated with the CEO role not covered by the categories above.

Corporate governance

Our CEO is our only member of staff directly appointed by and responsible to our Councillors. Our CEO implements decisions made by our Councillors, ensures the organisation achieves its Council Plan objectives, and manages its day-to-day operations. Our CEO's performance is reviewed annually by the Councillors.

Councillors can delegate authority to our CEO to make certain decisions under particular circumstances that are defined in the Instruments of Delegation and in accordance with any adopted policies.

Our CEO's delegations are broad and enabling. They have further delegated powers to officers who carry out various functions daily. These powers are reviewed regularly, including by each newly elected Council.

Find out more at manningham.vic.gov.au/public-registers-and-information

Senior officers

Senior officers are any Council officer who is employed beyond a Band 8 classification.

At 30 June 2022, we had 29 senior officers, with a total remuneration of \$5.48 million.

In May 2012, Council resolved to disclose in our Annual Report the total remuneration of our five highest remunerated employees. This disclosure includes contract duration, salary and benefits entitlements.

Table 13: Executive Management Team Total Annual Remuneration

Name and Position	Date commenced position	Current contract expires	Total remuneration
Andrew Day CEO	17 September 2018	16 September 2023	\$334,312
Angelo Kourambas Director City Planning and Community	19 February 2018	N/A (last date of service 18/7/22)	\$299,736
Rachelle Quattrocchi Director City Services	30 March 2020	29 March 2025	\$284,045
Kerryn Paterson Director Experience and Capability	25 February 2019	15 August 2026	\$271,227
Lee Robson Director City Planning and Community (Acting)	14 March 2022	23 July 2023	\$259,588

Employee code of conduct

Our Code of Conduct includes standards of behaviour and expectations for how our employees behave as representatives of Manningham.

Our employee Code of Conduct contains 31 elements structured around our values and aligned to the requirements of section 95 of the *Local Government Act 2020*.

Our Code is issued to all new staff on their commencement and applies to all employees, volunteers, students, contractors, subcontractors and consultants.

Management

We have put statutory and better practice elements into action to strengthen our management framework and foster better decision-making.

The *Local Government (Planning and Reporting) Regulations 2020* require us to assess our performance against the prescribed governance and management checklist. Our report against this checklist for this year is on pages 183 – 187.

Essential components of our management framework are our Audit and Risk Committee, risk and fraud policies, internal audit and strategic risk management. We provide details on these components below.

Audit and Risk Committee

The Audit and Risk Committee is an independent Advisory Committee that was established in accordance with section 53 of the new *Local Government Act 2020* and operates under a Charter.

The Committee assists Council in fulfilling their responsibilities by overseeing: financial and performance reporting, risk management, monitoring effective systems of internal controls and regulatory compliance.

The principal assurance activities of external and internal audits are overseen and evaluated by the Committee.

Committee membership consists of five people, including three external members and two Councillors. The office of Chairperson is held by an independent member who is elected annually by the committee members.

The Committee met five times to cover all elements of the Charter, with the fifth meeting dedicated to reviewing the annual financial and performance statements. The Victorian Auditor-General's agent (external auditor) attends several of the meetings to report on any matters of significance in relation to the financial and performance statements, progress and observations of external audits and accounting standard changes.

Regular meeting attendees include the internal auditors and management, including the CEO, the Chief Legal and Governance Officer, the CFO and the Strategic Risk and Assurance Advisor.

As part of our commitment to propriety and good governance, the chair of the Audit and Risk Committee may meet privately with Councillors, External and Internal Auditor, without members of management being present.

Table 14: Audit and Risk Committee members

Independent	Councillors
Mr Andrew Dix (Chair)	Cr Anna Chen
Ms Theresa Glab	Cr Geoff Gough (Until 19 Nov 2021)
Ms Evy Papadopoulos	Cr Laura Mayne (commenced 19 Nov 2021)

Internal audit

The function of the internal audit is to provide independent assurance that Council's risk management, governance and internal control processes are operating effectively to support the business delivery of Council services and ensure compliance with the *Local Government Act 2020* and other statutory obligations.

Pitcher Partners conducted our internal audit services, engaged under contract to provide independent and expert services. The internal audit process is a systematic, disciplined approach that supports us in improving our risk management, control and governance processes.

The Executive Risk Committee works with our Audit and Risk Committee and internal auditor to develop and review the three-year rolling audit plan. The plan must reflect our strategic and operational risk exposure and reference the compliance audits we do throughout the year. Recommendations arising from the audits are monitored routinely to ensure management's timely and full completion of the committed actions. In 2021/22, the program of six audits was maintained through the COVID-19 operating environment. The audits were:

1. IT Governance, Strategy and Environment
2. Property Management
3. Drainage Management
4. Building Services and Approvals
5. Risk Framework Management
6. Procurement (Inc. Data Analysis)

External audit

Each year we are externally audited by the Victorian Auditor-General's Office (VAGO). For the 2021/22 financial year, our financial and performance statements were audited by a VAGO representative as required by the *Audit Act 1994*. These statements are provided in this Annual Report from page 215.

Fraud and corruption control

We are the custodian of significant public funds and assets. The community must be confident that these public funds and assets are protected from fraud.

Our integrity framework includes elements of risk management, management and commitment, deterrent, prevention and detection measures, and staff education and training.

Key activities in our integrity framework include our fraud and corruption risk assessment, staff e-learning training modules, compliance program, fraud and corruption assurance map, Fraud and Corruption Policy and Control Plan, and Public Interest Disclosure Procedures.

The Fraud and Corruption Policy sets our specific guidelines and responsibilities regarding the appropriate actions that must be followed for the investigation of fraud and corruption and other similar irregularities.

The plan documents our approach to controlling fraud and corruption at both strategic and operational levels. Our policy and plan were reviewed and updated in 2019.

Business Continuity Management – COVID-19 crisis response and recovery

Activation of the Crisis Management Team (CMT) continued seamlessly for part of the 2021/22 year in response to the impacts of COVID-19 and the necessary alignment of services to the changing government health directions. Prior to its deactivation in November 2021, the CMT leader's focus had been on the recovery to normal operations.

Council's crisis response followed the established Business Continuity Management Policy and Crisis Management Plan, which had been routinely practised through scenario incidents and training.

The purpose of CMT is to maintain the delivery of critical services in response to a critical business interruption event.

The Committee also oversees the delivery of the Manningham Pandemic Plan and Regional Pandemic Plan, which partners with all levels of government to protect the community and staff, respond to the provision of essential services and support the wellbeing of the Manningham community.

Risk management

Risk management is the identification, assessment, evaluation and treatment of unwanted risk. Our risk management framework combines organisational systems, procedures, culture and assurance activities to improve organisational resilience and protect value as we pursue the successful delivery of Council's strategies and objectives.

The risk management strategy and policy were comprehensively reviewed and adopted by Council in March 2022 to provide a contemporary approach to value protection and value creation.

The key elements of our risk management and assurance framework are:

- Risk Management Strategy
- Risk Management Policy
- Second line of defence compliance procedure and annual program
- Risk Assessment Tool
- Risk Register (strategic and operational)

- risk reporting (Risk Management Committee, independent Audit and Risk Committee and Council)
- risk management incident and near-miss procedure
- Fraud and Corruption Control Plan and Assurance Map
- Executive Risk Management Committee
- Audit and Risk Committee
- Assurance Map – strategic risks.

The role of the Executive Risk Committee is vital to advance our cultural maturity to reach a risk organisation. The CEO chairs this executive Committee with discussion, and the outcomes of the Committee are minuted and formally included in the Audit and Risk Committee agenda as a standing item.

The risk management assessment process is illustrated on the below diagram.

Figure 9: Manningham's risk management process



Compliance and assurance

Our compliance program tests and continuously improves Manningham's system controls and is monitored by the Executive Risk Committee. In 2021/22, six reviews were conducted and addressed operational business risks.

A comprehensive Assurance Map was developed to document and review our assurance activity of control systems associated with Council's strategic risks. It assists with the annual planning of the internal audit and compliance programs.

The compliance program is a fundamental element of our three lines of defence assurance model for risk management:

- management controls
- risk management and compliance
- internal audit and external audits.

Figure 10: Assurance: Three Lines of Defence

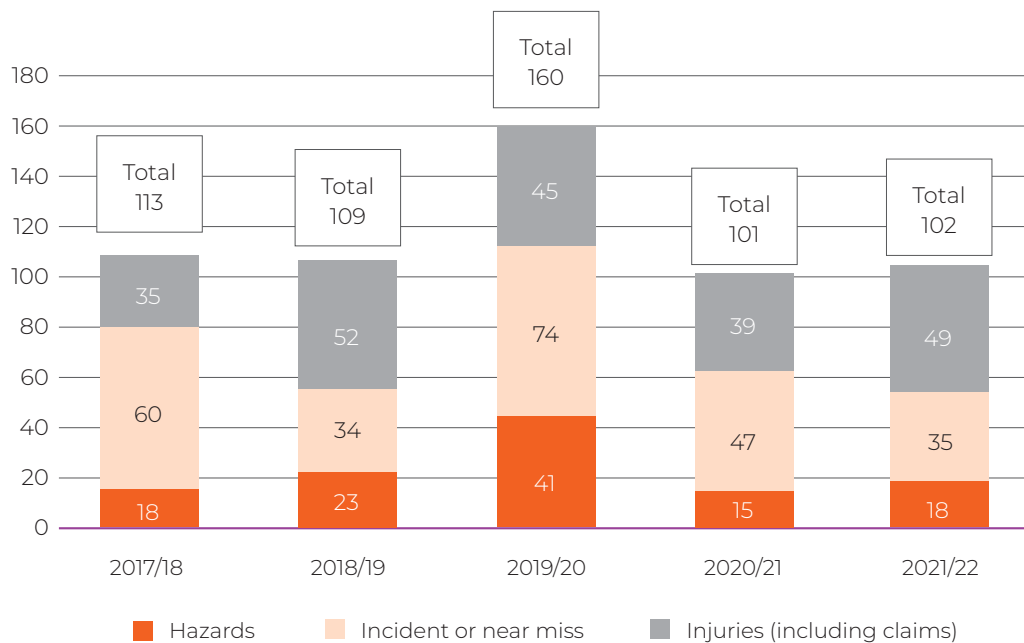


Workplace health and safety

We are committed to providing a safe and healthy workplace for our employees and regularly report on our workplace health and safety performance.

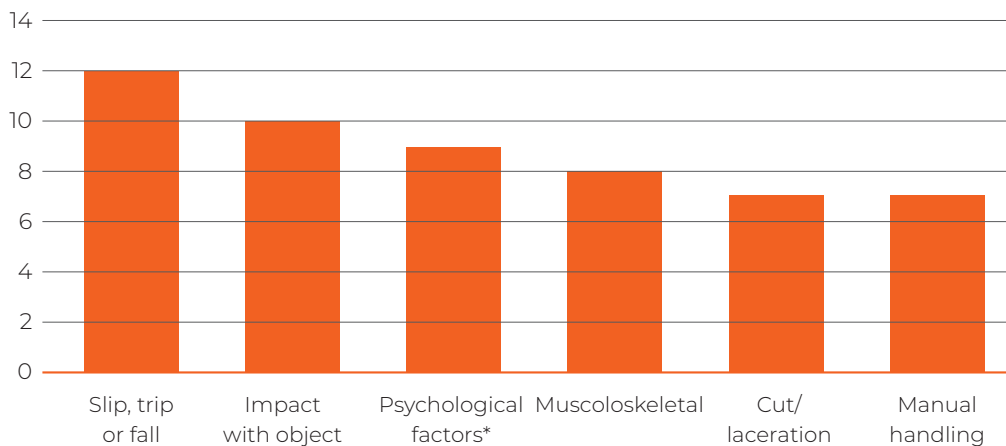
Each year we provide regular updated information for our employees covering a range of key safety topics as well as the importance of reporting of incidents and hazards.

Figure 11: Total Reports of Hazards, Incidents, and Injuries in the last five years



The total number of recorded incidents and injuries has increased by one this financial year. Recorded injuries have increased, while the incidents without injuries have reduced. Recorded hazards and near misses have increased.

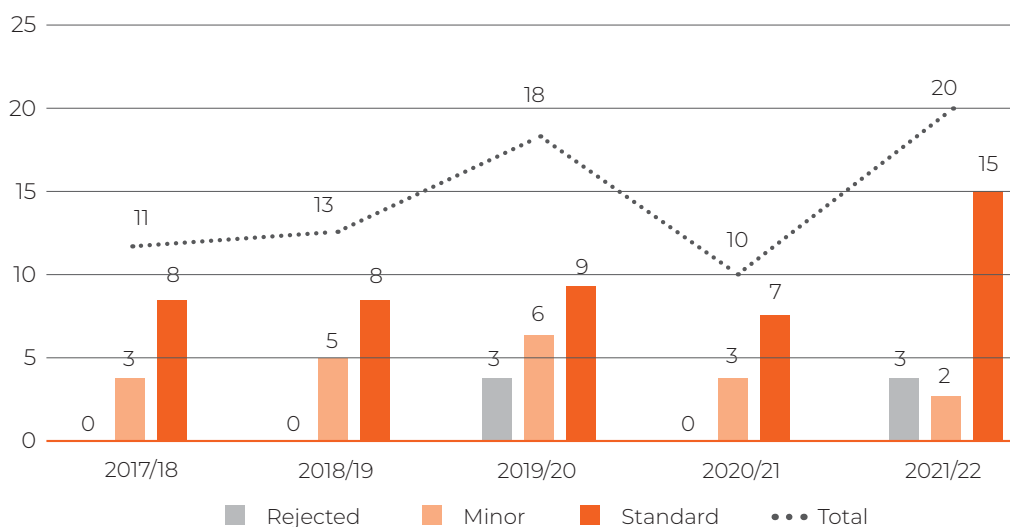
Figure 12: Top 6 mechanisms of reported injuries and incidents in last financial year.



This figure sets out the top six mechanisms of incidents and injuries in the overall occurrences recorded in 2021/22. The top three mechanisms include incidents that resulted with no injuries, displaying higher figures than the next three mechanisms.

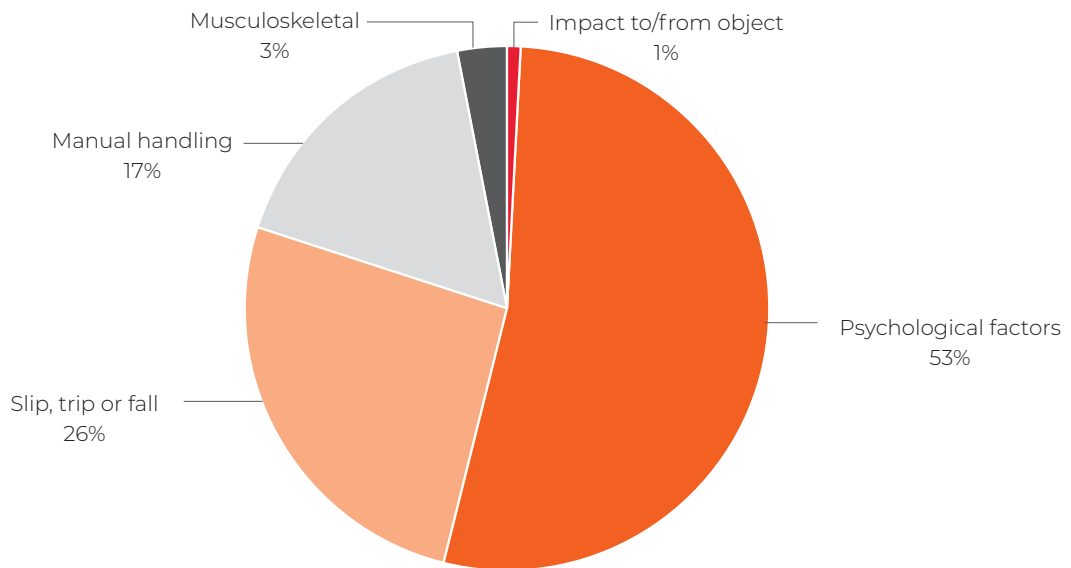
* Psychological factors include verbal abuse and occupational violence.

Figure 13: Number of WorkCover claims over the last five years



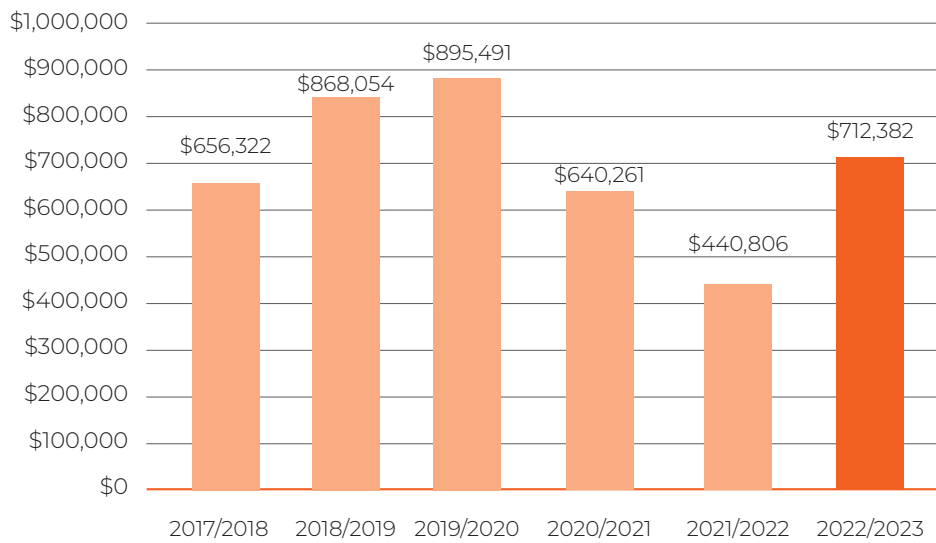
The claims shown as **pending** in the previous reports have been adjusted in this graph. Three pending claims in 2020/21 were accepted in 2021/22, increasing the total number of claims last year. The increase in the number of claims is consistent with the increase in injuries. The standard claims figure for last year also includes one Impairment Benefit (hearing) claim from a former employee.

Figure 14: Distribution of lost days against mechanisms of injuries



- This figure shows the distribution of total lost days against the relevant mechanisms of injuries. Though mental injury claims constitute 25% of the claims with lost days, they cause more than half of the total number of days lost in the last financial year.

Figure 15 WorkCover premium costs trend



This figure displays the WorkCover premium rate in the last five years and the WorkCover premium rate calculated for 2022/23. The premium calculations are based on various factors, including previous claims over the last three years and their financial value, the number of employees at each work location and our injury and claims management performance against the industry average.

Asset management

We are responsible for infrastructure assets, such as buildings, roads, bridges, drainage, parks and recreational facilities. They represent a significant investment made over many generations to ensure that we manage our assets and the services we deliver economically and sustainably.

The replacement value of these assets (including land and fixed assets) is well in excess of \$2 billion, including \$1.55 billion worth of infrastructure assets. We spend, on average, around \$26 million per year on refurbishing and renewing infrastructure assets.

Sound and sustainable asset management is essential to provide necessary services and facilities, manage and maintain community assets, and meet legislative, regulatory and reporting requirements.

Our approach to asset management forms part of a framework. This framework includes best practice asset management, the implementation of corporate information systems for data management, reporting and works planning, a planned and fully-funded approach to timely infrastructure renewal, and the consideration of lifecycle costing for capital investment decisions for new or enhanced infrastructure.

Several key documents form part of this framework. These include our Asset Management Policy and Asset Management Strategy, which provide direction and guidance for the ongoing management of our assets. The framework also defines the principles and methodology on which our long-term Capital Works Program is developed.

Our Capital Works Program prioritises funding for the renewal and refurbishment of existing assets over the creation of new assets. This approach ensures that Manningham's existing infrastructure facilitates affordable service levels and continue to meet community expectations, changes in standards and growth of the city.

Governance and Management Checklist

Below are the results of Manningham's assessment against the governance and management checklist as prescribed in the *Local Government Act 2020* and *Planning and Reporting Regulations 2020*.

Governance and Management Checklist	Assessment
1. Community engagement policy (policy under section 55 of the Act outlining Council's commitment to engaging with the community on matters of public interest)	Adopted in accordance with section 55 of the Act Date of adoption: 26 February 2021
2. Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)	Guidelines Date of adoption: 26 February 2021
3. Financial Plan (plan under section 91 of the Act outlining the financial and non-financial resources required for at least the next 10 financial years)	Adopted in accordance with section 91 of the Act Date of adoption: 28 June 2022
4. Asset Plan (plan under section 92 of the Act setting out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Adopted in accordance with section 92 of the Act. Date of adoption: 28 June 2022
5. Revenue and Rating Plan (plan under section 93 of the Act setting out the rating structure of Council to levy rates and charges)	Adopted in accordance with section 93 of the Act Date of adoption: 29 June 2021
6. Annual budget (plan under section 94 of the Act setting out the services to be provided and initiatives to be undertaken during the budget year and the funding and other resources required)	Adopted in accordance with section 94 of the Act Date of adoption: 28 June 2022
7. Risk policy (policy outlining council's commitment and approach to minimising the risks to council's operations)	Policy Date of commencement: 25 July 2017

<p>8. Fraud policy (policy outlining council's commitment and approach to minimising the risk of fraud)</p>	<p>Policy Date of commencement: 10 December 2019</p>
<p>9. Municipal emergency management plan (plan under section 20 of the Emergency Management Act 1986 for emergency mitigation, response and recovery)</p>	<p>Prepared and maintained in accordance with section 20 of the Emergency Management Act 1986 Date of preparation: 1 July 2019</p>
<p>10. Procurement policy (policy under section 108 of the Act outlining the principles, processes and procedures that will apply to the purchase of goods and services by the Council)</p>	<p>Adopted in accordance with section 108 of the Act Date of adoption: 24 August 2021</p>
<p>11. Business continuity plan (plan setting out the actions that will be undertaken to ensure that key services continue to operate in the event of a disaster)</p>	<p>Plan Date of adoption: 13 March 2020</p>
<p>12. Disaster recovery plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)</p>	<p>Plan Date of adoption: 14 December 2020</p>
<p>13. Risk management framework (framework outlining Council's approach to managing risks to the Council's operations)</p>	<p>Framework Date of commencement: 25 July 2017</p>
<p>14. Audit and Risk Committee (see sections 53 and 54 of the Act)</p>	<p>Established in accordance with section 53 of the Act Date of establishment: 13 January 1998</p>
<p>15. Internal audit (independent accounting professionals engaged by the council to provide analysis and recommendations aimed at improving council's governance, risk and management controls)</p>	<p>Engaged Date of engagement: 20 September 2019</p>

<p>16. Performance reporting framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the <i>Local Government Act 1989</i>)</p>	<p>Framework Date of adoption: 24 August 2021</p>
<p>17. Council Plan report (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)</p>	<p>Report Date of Report: 28 June 2022</p>
<p>18. Financial reporting (quarterly statements to the Council under section 138(1) of the <i>Local Government Act 1989</i>, comparing actual and budgeted results and an explanation of any material variations)</p>	<p>Reports presented to the Council in accordance with section 138(1) of the <i>Local Government Act 1989</i> Date reports presented: 23 November 2021, 22 February 2022, 24 May 2022 and 23 August 2022</p>
<p>19. Risk reporting (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)</p>	<p>Reports Date of reports: 24 August 2021, 22 March 2022</p>
<p>20. Performance reporting (six-monthly reports of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the <i>Local Government Act 1989</i>)</p>	<p>Reports Date of reports: 23 November 2021, 22 February 2022, 24 May 2022, 23 August 2022</p>
<p>21. Annual Report (Annual Report under sections 131, 132 and 133 of the <i>Local Government Act 1989</i> containing a report of operations and audited financial and performance statements)</p>	<p>Presented at a meeting of the Council in accordance with section 134 of the Act Date statements presented: 25 October 2022</p>

<p>22. Councillor Code of Conduct (Code under section 139 of the Act setting out the standards of conduct to be followed by Councillors and other matters)</p>	<p>Reviewed and adopted in accordance with section 139 of the Act Date reviewed: 23 February 2021</p>
<p>23. Delegations (documents setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff, in accordance with sections 11 and 47 of the Act)</p>	<p>Reviewed in accordance with section 11(7) of the Act and a register kept in accordance with sections 11(8) and 47(7) of the Act Date of review: 8 June 2021</p>
<p>24. Meeting procedures (Governance Rules under section 60 of the Act governing the conduct of meetings of Council and delegated committees)</p>	<p>Governance Rules adopted in accordance with section 60 of the Act Date Governance Rules adopted: 24 August 2020</p>

I certify that this information presents fairly the status of Council's governance and management arrangements.



Andrew Day

Chief Executive Officer
Dated: 12 October 2022



Cr Michelle Kleinert

Mayor
Dated: 12 October 2022

Statutory information

The following information is provided in accordance with legislative and other requirements applying to Manningham.

Documents available for public inspection

Below is a list of the documents that you can request to inspect at the Manningham Civic Centre at 699 Doncaster Road, Doncaster, from 8am to 5pm, Monday to Friday.

- Details of overseas or interstate travel (with the exception of interstate travel by land for less than three days) undertaken in an official capacity by Councillors or any member of our staff in the previous 12 months.
- Agendas for and minutes of meetings of Ordinary and Special Council Meetings held in the previous 12 months, excluding confidential information considered at a meeting closed to the public.
- Minutes of meetings of any Special Committees established under section 66 of the *Local Government Act 2020*, excluding confidential information considered at a meeting closed to the public.

- Register of delegations kept in accordance with the *Local Government Act 2020*.
- Register of all leases involving land that Manningham entered into as lessor.
- Register of Authorised Officers.
- List of grants and donations Manningham made during the financial year.
- An Operating Statement, a Statement of Financial Position and notes to the Financial Statements.
- A summary of election campaign donation returns received following the most recent Manningham elections.

Find out more at manningham.vic.gov.au/public-registers-and-information

Grants and funding

We thank the Victorian and Australian Governments for supporting us to deliver services that ensure our residents experience a safe, vibrant, healthy and liveable community.

Please refer to our Financial Report for a breakdown of our major grants received.

Public Interest Disclosures (formerly Protected Disclosure Procedures)

The Public Interest Disclosures Act 2012 became law in Victoria in February 2013 to encourage and facilitate the disclosure of any improper conduct by Councillors or Council officers, and to protect people making disclosures from any reprisals they may experience in response to their actions.

Manningham endorsed a revised Public Interest Disclosures Procedure in December 2020 to supplement the provisions of the Act and further facilitate the disclosure of any improper conduct by Councillors and Council officers.

We have a Public Interest Disclosures Coordinator whose role is to receive and consider all disclosures about improper conduct and detrimental action as defined by the Act. A copy of the Public Interest Disclosures Procedure is available on our website.

In 2021/22, Manningham did not refer any public interest disclosures to the Independent Broad-Based Anti-Corruption Commission (IBAC).

Find out more at manningham.vic.gov.au/legislation

Carers recognition

In accordance with the *Carers Recognition Act 2012*, Manningham reports annually on our care measurement obligations under section 11 of this Act.

We have taken all practicable measures to comply with the responsibilities outlined in the Act. We have continued to promote the principles of the Act to people in care relationships and the wider community to whom we provide services by:

- Displaying posters in our customer service reception at our Aged and Disability Support Services unit at Manningham Civic Centre.
- Providing information on our website for carers, including information about support groups for carers manningham.vic.gov.au/ageing-well-carers
- Recognising carers in our Community Care Program guidelines for Commonwealth Home Support Programme. We have been supporting the development and establishment of a new carers group called Carers Cuppa and Chat on the first Saturday of the month. This group is available to all carers regardless of age or disability/illness of the person they support. We have brokered a partnership for them with Aquarena, where they now operate from.

- Providing respite care support, including in-home and community based, regular and occasional.
- Providing free attendance for carers accompanying care recipients to selected seniors' events.
- Including carer's leave in the current Manningham City Council Enterprise Agreement
- Ensuring carers' representation and engagement with Council is now stronger, as four people on the Manningham Disability Advisory Committee are carers of people with disability.
- Supporting carers in the community through the provision of informal contact and forums on related issues.
- In addition to supporting the development of a new carer's group, we have supported the well-established Manningham Carers Walking Group with room hire for a workshop with Association of Children with Disability. We also facilitated a workshop on Therapy Animals for any carer to attend, delivered by Therapy Animals Australia.
- We act as an information hub to direct carers to supports available to them.
- We continue to offer our bimonthly e-newsletter Manningham Inclusive, which is for anyone interested in Disability Inclusion and includes many opportunities for carers.

We have taken all practicable measures to review and modify policies, procedures and supports to include recognition of the carer relationship.

We have provided services and resources that recognise and support the care relationship including:

- Regular and occasional respite care support: in-home and community-based.
- The Aquarena Aquatic and Leisure Centre continued to accept the Carer Card, giving carers concession entry fees. The Companion Card gives carers free entry while working in their role as a carer.

Disability Action Plan

Our Disability Action Plan is integrated into our Health and Wellbeing Action Plan and Council Plan. In accordance with section 38 of the Disability Act 2006, Manningham has met its legislative requirements through the following actions:

- In March 2021, the Manningham Disability Advisory Committee (MDAC) had its first meeting. This Committee is made up of 70% of people with lived experience of disability and 30% carers. The Committee's purpose is to provide advice to Council on how to understand and respond to the needs of people with disability in Manningham. By providing advice pertaining to Council policies and practices, MDAC will strengthen the voice of people with disability, build their capacity, and support the community to be accessible and inclusive for all Manningham residents. Two areas of need identified by the Committee during the establishment period are a celebration for International Day of People with Disability around 3 December and benchmarking inclusive opportunities for people with disability in the areas of sport, leisure and arts, and building the capacity of the community to offer genuine inclusive opportunities.

- The Building Equitable Employment (BEE) Network continues to meet regularly, bringing together individuals and organisations working towards inclusive employment for people with disability.
- Accessibility audits of Aquarena and Donvale Indoor Sports Centre (DISC) have been conducted (August 2021) after having been slightly delayed by the lockdowns.
- Accessibility and inclusion tools were applied to several Council activities and departments.
- The bi-monthly Manningham Inclusive disability inclusion e-newsletter linking community with disability news and opportunities.
- The rollout of the Manningham Inclusive Language Guide to support staff to confidently use respectful and contemporary inclusive language when referring to, or speaking with members of our diverse communities, both within Council and in the community.

Freedom of information

The *Freedom of Information Act 1982* (FOI Act) gives our community a right to access certain Council documents. Freedom of Information (FOI) requests must be made in writing and accompanied by an application fee. Under the legislation, Council must decide within 30 days of receiving a valid request whether to provide the requested information, in whole or in part, or to deny access. This timeframe may be extended for mandatory third-party consultation or by agreement with the applicant.

In 2021/22, we received 22 valid FOI requests, as well as two requests carrying over from 2020/21. The outcomes for those requests were as follows:

- full access was granted for seven requests
- partial access was granted for five requests
- refused access in full for two requests
- documents were provided outside the FOI Act for five requests
- one request was withdrawn by the applicant.
- one request was not proceeded with.
- three requests were not yet finalised as of 30 June 2021.

An additional 11 FOI applications were received in 2021/22 but were not processed as valid requests as they did not comply with the requirements outlined under section 17 of the FOI Act or were resolved outside the FOI Act prior to becoming valid. Reasons include non-payment of the application fee or no response from applicants after seeking clarification, or the applicant was provided with the requested information outside the FOI Act.

There were no requests to the Office of the Victorian Information Commissioner ('OVIC') for external review of access decisions in 2021/22. There were no applications for review lodged with VCAT relating to requests we processed in 2021/22. All enquiries relating to accessing documents under the FOI Act should be directed to our FOI Officer on 03 9840 9333 or FOI@manningham.vic.gov.au.

Find out more about Council's FOI process at manningham.vic.gov.au/about-council/governance-public-registers-and-your-rights/request-freedom-information

Information privacy

We are committed to protecting the personal privacy of our residents and ratepayers. We only collect, use, or disclose personal or health information where it is necessary to perform our functions or where required by law. We work hard to fully comply with our obligations under the Privacy and Data Protection Act 2014 and the *Health Records Act 2001*. The complaints we received under these Acts in 2021/22 are outlined below.

- Privacy and Data Protection Act 2014: two complaints were received.
- Health Records Act 2001: no complaints were received.

Both privacy complaints received in 2021/2022 were resolved by Council. There were no complaints referred to the Office of Victorian Information Commissioner for external review in 2021/22.

Further information about our information privacy policies can be found at manningham.vic.gov.au/privacy

The Manningham Health and Wellbeing Strategy 2021-2025

Every Victoria Local Government is required under the *Public Health and Wellbeing Act 2008* to prepare a Municipal Public Health and Wellbeing Plan (MPHWP) within 12 months of a Council Election.

The MPHWP must consider:

- State health priorities outlined within the Victorian Public Health and Wellbeing Plan.
- Local health status and determinants.
- Partnership opportunities with the community and agencies.

The Manningham Health and Wellbeing Strategy uses an integrated planning approach with the Council Plan 2021-2025.

We implement the strategy using our annual Health and Wellbeing Action Plan. Our key achievements in 2021/2022 were:

- Regular Strength Through Connection forums to develop relationships between Council and multicultural communities.
- Establishment of four new and refreshed Advisory Committees covering Health and Wellbeing, Multicultural Communities, Gender Equality and LGBTQIA+ and Disability and Youth Advisory Committees.
- Making a difference with our anti-racism projects, including joining the #RacismNOTWelcome street sign campaign and supporting our community partners with anti-racism campaigns.
- Becoming accredited by the Welcoming Cities organisation with the 'Established' level of accreditation. The accreditation is a recognition of our work to ensure we are welcoming and inclusive. It is also based on commitments to build our inclusivity over the next three years.

- Developing an Innovate Reconciliation Action Plan (RAP) for formal endorsement by Reconciliation Australia. The RAP outlines the shared approach we will take to work alongside First Nations peoples to advance reconciliation in our workplace and across our municipality.
- Continued response by the Manningham Food Relief Network to food insecurity issues experienced by our community. This demand has continued to grow during the COVID-19 pandemic and after lockdowns.

Domestic Animal Management Plan

In accordance with the *Domestic Animals Act 1994*, we prepare a Domestic Animal Management Plan every four years. Our Domestic Animal Management Plan 2021-2025 was endorsed by Council in May 2022. This strategic document identifies the key initiatives that we will deliver over the next three years in partnership with the community.

Key actions within the plan include promoting responsible pet ownership, the welfare of our cats and dogs and the safety of our community. For more information and to view the Domestic Animal Management Plan please see our website.

Road Management Act — Ministerial Directions

In accordance with section 22 of the *Road Management Act 2004*, Manningham must publish a copy or summary of any ministerial directions in our Annual Report. Council did not receive any ministerial directions during the 2021/22 year.

Infrastructure and development contributions

In accordance with section 46GM and 46QD of the *Planning and Environment Act 1987*, we must provide a report to the Minister for Planning on our infrastructure and development contributions, including levies and works in-kind during 2021/22.

Development Contributions Plan (DCP)

Table 15: Total DCP levies received in 2021/22

DCP name (year approved)	Levies received in 2021/22 financial year \$
Doncaster Hill Development Contributions Plan 2005	NIL
Total	NIL

Table 16: DCP land, works, services or facilities accepted in-kind in 2021/22

DCP name (Year approved)	Project ID	Project description	Item purpose	Project value \$
Doncaster Hill Development Contributions Plan 2005				NIL
Total				NIL

Table 17: Land, works, services or facilities delivered in 2021/22 from DCP levies collected

Project description	Project ID	DCP name (year approved)	DCP fund expended \$	Works in kind accepted \$	Our contribution \$	Other contributions \$	Total project expenditure \$	Percentage of item delivered
Hepburn Road Extension	DI_T05	2005	\$262,255.63	-	\$48,232.37	-	\$310,488.00	90%
TTram / Merlin Intersection	DI_TO8	2005	\$64,754.47	-	\$278,956.53	-	\$343,711	50%

Local Law

Work has commenced developing a new Community Local Law for the next 10 years. Council will shortly begin consultation with the community on this important document.

Property Holdings

As part of our commitment to increasing transparency in our financial reporting, we include a list of our top 20 properties by value.

Table 18: Land, works, services or facilities delivered in 2021/22 from DCP levies collected

Address	30 June 2022 consolidated value \$million
Civic Centre and associated car parks / sports fields / reserve 699 Doncaster Road DONCASTER	\$93.24
Ruffey Lake Park 8-50 The Boulevard DONCASTER	\$88.69
Rieschiecks Reserve 125-149 George Street DONCASTER EAST	\$41.91
Donvale Reserve 36-82 Mitcham Road DONVALE	\$40.69
MC ² 687 Doncaster Road DONCASTER	\$36.65
Manningham Council Depot 620-628 Blackburn Road DONCASTER EAST	\$32.02
Mullum Mullum Reserve 1-41 Springvale Road DONVALE	\$30.29
Aquarena 139-153 Williamsons Road TEMPLESTOWE LOWER	\$27.48
Ted Ajani Reserve 284 Thompsons Road TEMPLESTOWE LOWER	\$26.16
Landscape Reserve 114-118 Landscape Drive DONCASTER EAST	\$25.53
Templestowe Reserve 94-140 Porter Street TEMP:LESTOWE	\$23.56
Zerbes Reserve 293 Blackburn Road DONCASTER EAST	\$22.40
Manningham Templestown Leisure Centre 1-9 Anderson Street TEMPLESTOWE	\$19.86
Jenkins Park 18-22 Shakespeare Drive TEMPLESTOWE	\$19.04

Address	30 June 2022 consolidated value \$million
Serpell Community Reserve 7 Burleigh Drive TEMPLESTOWE	\$18.10
The Pines Community Centre 522 Blackburn Road DONCASTER EAST	\$17.98
St Clems Reserve 80-82 St Clems Road DONCASTER EAST	\$16.99
Petty's Reserve 61-77 Reynolds Road TEMPLESTOWE	\$15.95
Doncaster Reserve 918 Doncaster Road DONCASTER EAST	\$15.40
Timber Ridge Reserve 6-20 Anthony Avenue DONCASTER	\$14.64

- All valuations as at 30 June of the respective year.
- The consolidated values contained within this list include both land and building asset values applicable to the specific sites.
- The land values included in the Council Asset Register relate to land holdings both owned and controlled by Council.
- Council is required to value land and building assets pursuant to the provisions of AASB116 and AASB13. The fair value applicable to land value assessments, specifically parkland, recreational reserves and tree reserves alike, are adjusted to reflect site physical limitations, use restrictions, and also allow for the time and cost incurred for preparing the properties for actual realisation and in saleable status.
- All valuations are prepared for annual financial reporting purposes only.

Procurement Policy

Our new Procurement Policy was adopted in August 2021. Below is a list of contracts that Council entered into with a value above Council's Procurement Policy contract value (threshold) for invitation to tender or expression of interest.

Table 19: Contracts Council entered into with a value above Procurement Policy contract value (threshold) for invitation to tender or expression of interest

Contract Title	Cost Actual (Inc GST)
Maintenance of Boom Gates and Associated Systems	\$5,600.00
Bus Shelter Advertising Services	Revenue only
CCTV and Access Control Supply, Install and Maintain	\$331,336.00
Provision of Meals for Food Services	\$299,310.00
Essential Safety Measures	\$16,159.00
Cleaning and Maintenance of Exeloo Toilets	\$264,864.60
Maintenance and Operation of Stintons Reserve Leachate Management System	\$376,632.32
Consultancy for Solar Photovoltaic, Storage and Energy Efficiency Investigations in 18 Council Facilities	\$72,107.75
Catering Services Panel (Function Centre)	SOR
Drainage Works at Alva Avenue, Park Orchards	\$368,713.16
Design and construction of Rieschiecks Reserve Athletics track resurfacing and rehabilitation	\$1,164,157.50
Roadside Grass Cutting and Weed Control	\$1,038,411.00
Hepburn Road housing demolition	\$194,194.00

Contract Title	Cost Actual (Inc GST)
wonguim wilam playspace - landscape construction	\$327,723.97
Fire Protection Systems - Manningham Civic Centre, Depot and MC2	\$979,242.00
Timber Reserve floodlight upgrade	\$275,242.00
Design and Construction of Modular Sports Pavilion at Schramms Reserve Oval 2	\$1,959,074.70
Technology One Consultancy Services Panel	\$800,000.00
Panel for the Supply, Delivery and Installation of Commercial Furniture	SOR
Design and construction of Public Toilet facilities across various locations within Manningham	SOR
Manufacture and Installation of Outdoor Signage	SOR
Yarra Street and Everard Drive drainage construction, Warrandyte	\$2,102,161.60
Footpath Construction at McGowans Road, Donvale	\$472,697.00
Warrandyte Playspace - main play structure - design and construct	\$382,068.22
Consultancy for Mitchell Avenue, Warrandyte - Drainage Improvement Project	\$191,612.30
Consultancy for Corriedale Crescent, Park Orchards - Drainage Improvement Project	\$159,940.00
Templestowe RSL Refurbishment	\$719,988.50
Deep Creek Reserve Pavilion Redevelopment	\$3,441,275.56
Tuckers Road/Serpells Road Reconstruction Stage 1	\$1,307,662.95

Contract Title	Cost Actual (Inc GST)
Tuckers Road/Serpells Road Reconstruction Stage 2	\$1,662,225.00
Road and Pathway Asset Condition Assessment	\$136,413.99
Multidisciplinary Design Consultant for Yarra River shared path bridge	\$1,283,756.10
Design and Construction of a Modular Building with ancillary works at Stintons Reserve, Park Orchards BMX Club	\$496,266.40
Doncaster Tennis Club - Lighting Installation	\$238,906.80

Asset management overview

We are responsible for delivering a wide range of services that rely on our assets being created, upgraded, renewed and maintained regularly. Our Asset Management Plan is a key part of our planning and accountability framework.

To ensure we realise total value from our assets, we need to plan for, manage, and use our assets effectively. Effective management of these assets requires collecting appropriate information, including value, cost to maintain and operate, condition, performance, risk, and utilisation.

We then use this information to make asset management decisions about how and when to invest in new assets and about maintenance, replacement, upgrades, and disposal.

The following outlines how our infrastructure assets are managed, the current condition and value of these assets including our buildings, roads, footpaths and more in Manningham.

Our infrastructure assets

During 2021/22, we have been responsible for over \$1.55 billion of building and infrastructure assets. The depreciated value of these assets is \$871 million, equating to an average asset consumption ratio of 56 per cent.

Asset Class	Description
Roads	Road pavement, road surface and kerb and channel
Footpath	Street footpaths on local roads, arterial roads and state highways
Bridges	The pedestrian footbridge, road bridge and culvert
Drainage	Drainage pipes and pits, including gross pollutant traps
Off-street Carparks	An off-road car park is an open space car park located on the Council-managed land where cars or other vehicles may be left temporarily.
Buildings	Municipal offices, aquatic centres, pavilions, libraries, community facilities, childcare centres, maternal and child health and toilets (excluding investment property)

These infrastructure assets include:

The following tables provides an overview of the replacement cost of our current infrastructure assets.

Figure 16: Manningham’s infrastructure assets by percentage of overall replacement cost.

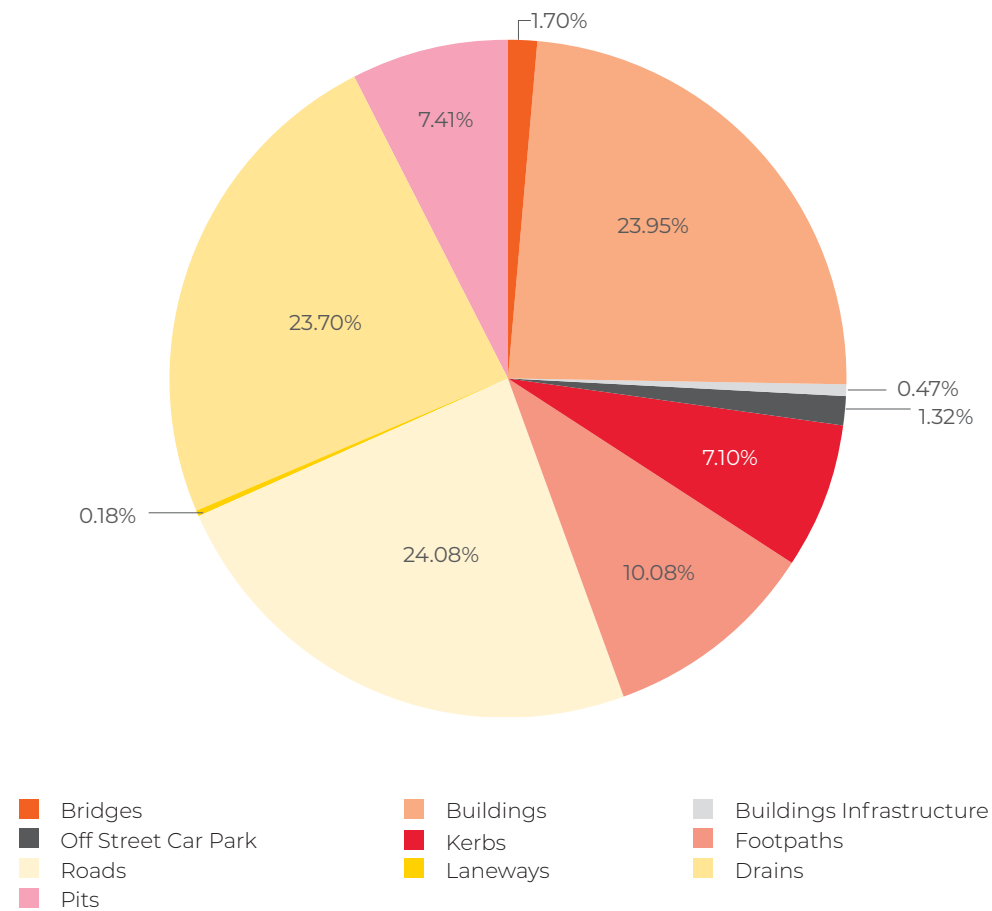
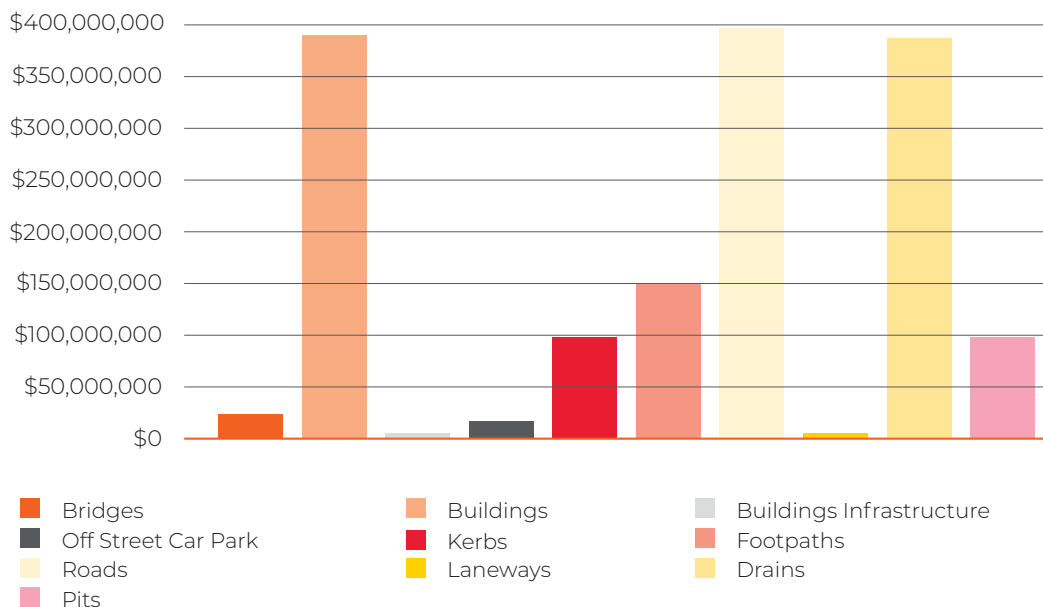


Figure 17: Manningham’s infrastructure assets replacement costs



Condition of Manningham’s assets

We use a five-point grading system to assess the condition of the Manningham Council's assets.

Condition Grading Scale	Name	Description
0	Brand New	New asset
1	Very Good	Assets in as excellent condition
2	Good	Only planned maintenance required
3	Fair	Minor maintenance required, plus planned maintenance
4	Poor	Major maintenance required
5	Very Poor	Significant renewal/rehabilitation required

Information on our infrastructure assets is held within our asset management system. To maintain the accuracy, information is recorded from asset inspections, customer service request responses, maintenance works on assets, new assets installations and assets modifications or removal.



Roads

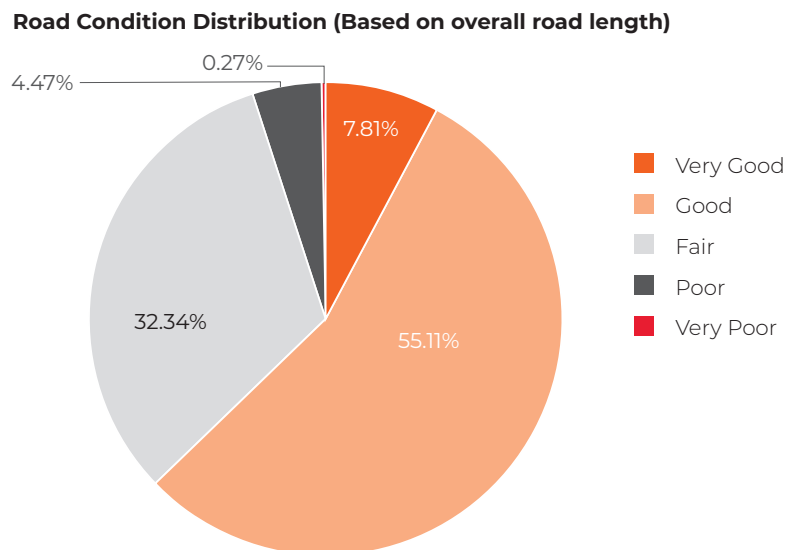
Manningham Council manages local roads (including pavement and wearing surface), kerb and channel, and roadside assets. This includes parking bays, roundabouts, median strips, splitter islands, speed humps, crash barriers, slow point and traffic control devices. VicRoads is responsible for arterial roads and highways.

Component	Length (km)	Replacement Value
Road (including pavement and surface and laneways)	618 km	\$367,537,297
Kerb and Channel	963 km	\$107,635,864
Total		\$475,173,161

We undertake a condition audit of our road network every three years. The latest condition audit was completed in June 2022. This project involved a visual survey and condition assessment of roads and road-related infrastructure, including laneways, kerb and channels, footpaths, pathways in parks, off-road car parks and off-road car park kerb and channels.

The overall condition of the local roads is good. The following shows the condition of the local road network base on the 2022 road condition assessment survey.

Figure 18 Road Condition distribution based on the length



The following image taken during the recent road condition assessment is an example of a very poor road surface that requires a priority maintenance plan.

Figure 19 Snapshot of a very poor road surface (Wallmah Close in Templestowe)



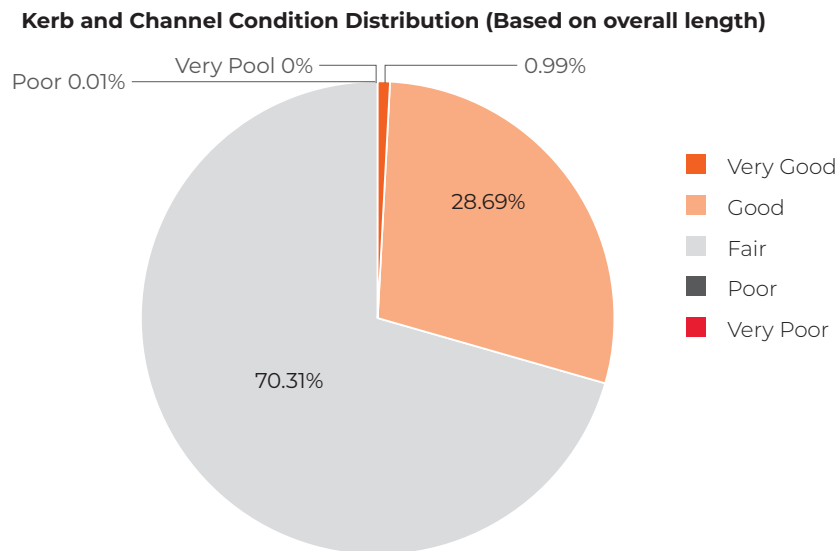
During condition assessment, we identified some segments of our local that need to be maintained as a priority. This data informs what local roads are included within the forward capital program.

Kerb and Channel

The functional level of service for kerb and channel is to provide a practical network that compliments the road pavement and provides adequate stormwater runoff.

The total length of the kerb and channel is approximately 963km and is predominately concrete material. In June 2022, 55km of kerb line was identified during condition assessment and asset data validation.

Figure 20 Kerb & Channel Condition distribution based on the length



The following image taken during the recent road condition assessment is an example of a poor kerb and channel requiring a priority maintenance plan.

Figure 21 Snapshot of a very poor Kerb and channel in Anderson Park off-street carpark.



During kerb and channel condition assessment, we identified some segments of the roads that need to be maintained as a priority and included within a program of works.

Recommended improvements:

- Ensure maintenance funding keeps pace with growth.
- Kerb and channel gets maintained when its condition drops below agreed technical levels of service.
- Sealed carpark surface and kerb get maintained in a proactive manner.



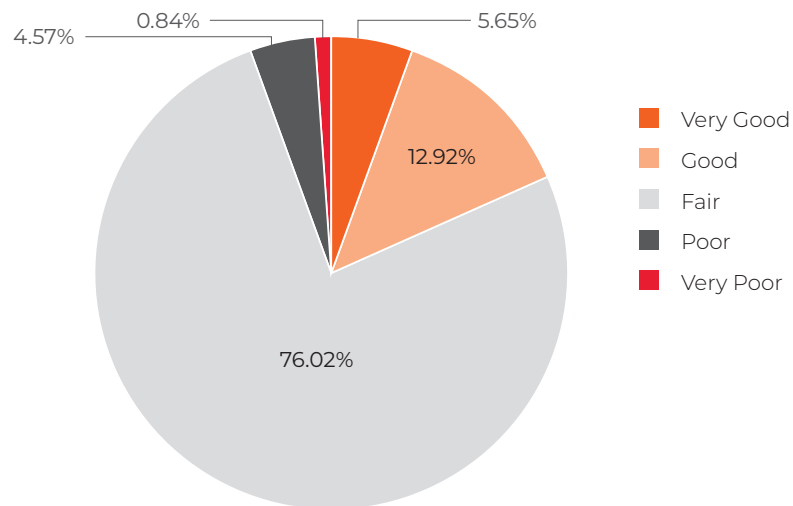
Footpaths

Manningham’s footpaths allow safe movement for pedestrians and provide community linkages to shops, schools, neighbours, and friends as well as recreation, wellbeing and fitness opportunities.

We are responsible for approximately 900 kilometres of footpath network in Manningham.

Figure 22 Footpath Condition distribution based on the footpath Area.

Footpath Condition Distribution (Based on overall Footpath Area)



During the recent comprehensive footpath network condition assessment, approximately 67 segments of the footpath equating to 42km were listed to be included in the future maintenance program (mainly asphalt material) across the Manningham footpath network.

Figure 23 Footpath segment Domeney Reserve, Park Orchards



Recommended Improvements:

- conducting regular condition assessments at regular intervals (according to Road Management Plan); and
- developing a footpath and Pedestrian Access Strategy to create a safe, accessible, and connected Network.



Carparks

We are responsible for managing 191 off-street car parks (equating to 253,717m²) located within the municipality. These car park assets support the use of a variety of community services and several major shopping precincts.

In June 2022, a carpark condition audit was undertaken for the first time for this asset category.

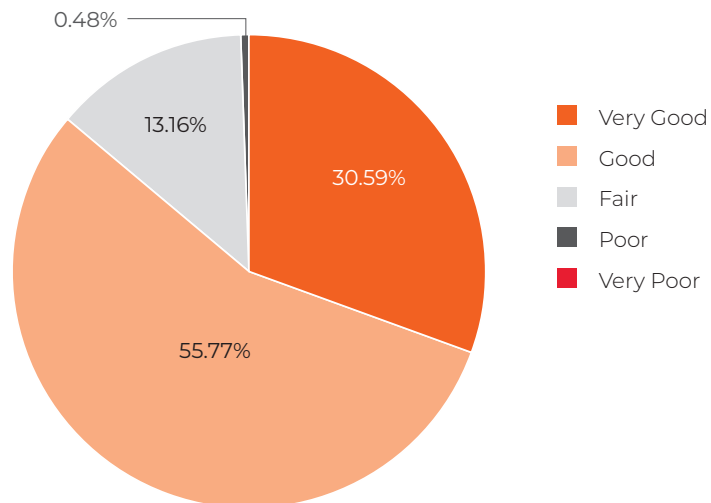
The audit confirmed the asset inventory data and collected condition and defect data for the carpark surface, pavement, kerb and channel of off-street car parks.

Recommended improvements for 2022/23:

- Reseal 19 car parks that were reported as unsealed.
- Introduce crack sealing to address identified defects before renewal.
- Develop routine and reactive carpark maintenance activities.
- Overall conditions of our carpark are good. However, we identified one car park with overall poor condition. 250-282 Blackburn Road shops – Off Street Car Park was identified as having the poor surface condition and needs to be maintained as a priority.

Figure 24 Carpark Condition distribution based on the area size.

Off-street Carpark Condition Distribution (Based on overall Carpark Area)





Drainage

We are responsible for a drainage network, listed in Table 4, which comprises over 1035km of pipes and 47,577 pits. The replacement value of the pipes and pits is \$458.6 million. Open drain assets are not included in this list.

Table 20

Asset Class	Quantity	Replacement Value (\$M)
Pipes and Culverts	1036 km	361 M
Pits and Structures	47,577 No.	97.6 M
Total		458.6 M

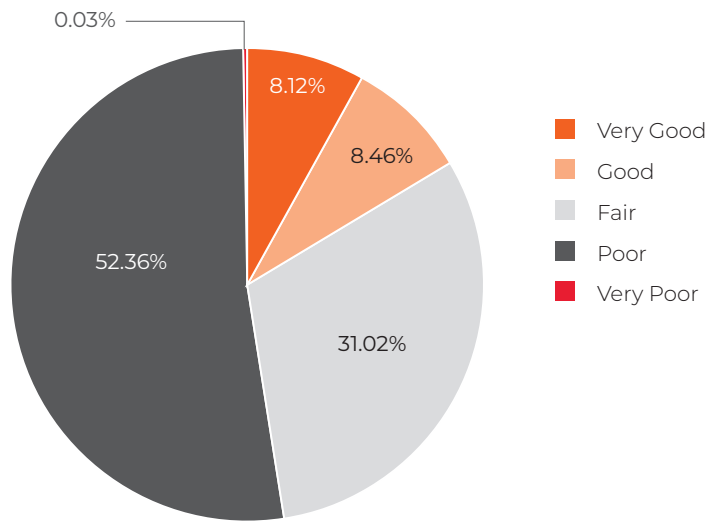
The pipe network has primarily been developed in the 1950s. The average age of the pipe network is approximately 45 years, which is about one-third of its useful life of 120 years.

Pipes are underground assets susceptible to premature failures due to joint displacement and tree roots. Condition inspection of pipes is comparatively expensive. As a result, we have minimal drainage condition data. We have recently started conducting CCTV camera inspections. We plan to inspect 2 per cent of the network annually, to obtain a good sample size after five years to draw an indicative condition profile rather than an age-condition profile.

The following shows the overall condition of pipe assets based on their age. The pipe condition profile indicates that to keep the pipe network at an acceptable level of service, we need an increase in renewal requirements in future. Some pipes may also need to be upgraded to cope with the growth, which is not addressed in this figure.

Figure 25 Drainage Condition distribution based on the overall length

Drainage Pipes Condition Distribution (Based on overall length)



Following is the screenshot of a segment of a pipe in a very critical condition.





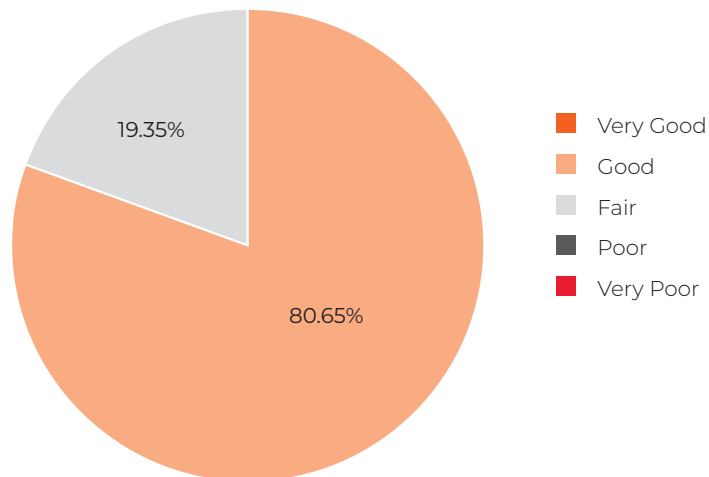
Bridges

We are responsible for 58 bridges, boardwalks and minor structures with approximately \$25 million in replacement value.

At the time of the last bridge condition assessment, many of our bridges (>80 per cent) were in good condition. No major renewal works are currently planned. There is only one footbridge is likely to need replacing in the next 30 years.

Figure 26 Bridge Condition Distribution

Bridge Condition Distribution (Based on the overall number)



Recommended improvements for 2022/23:

- Conducting regular condition assessments at regular intervals (according to Road Management Plan).



Buildings and Community Infrastructure Services and Spaces

Community infrastructure relates to places and spaces where community members participate in social, recreational, and cultural life. Community infrastructure is the sum of both 'hard' infrastructure (facilities) and 'soft' infrastructure (support services, technology, and programs).



Financial Report

Contents

Guide to our financial report	216	3.5 Contributions	239	Note 6: Assets we manage	252
Certification of the Financial Statements	220	3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment	239	6.1 Property, infrastructure, plant, equipment and other fixed assets	252
Victorian Auditor-General's Office Report	221	3.7 Other income	239	6.2 Investments in associates	259
Financial Statements		Note 4: The cost of delivering services	240	Note 7: People and relationships	260
Comprehensive Income Statement	223	4.1 Employee costs	240	7.1 Council and key management remuneration	260
Balance Sheet	224	4.2 Materials, services and contracts	240	7.2 Related party disclosure	262
Statement of Changes in Equity	225	4.3 Depreciation	240	Note 8: Managing uncertainties	263
Statement of Cash Flows	226	4.4 Amortisation - Intangible assests	241	8.1 Contingent assets and liabilities	263
Statement of Capital Works	227	4.5 Amortisation - Right of use assets	241	8.2 Change in accounting standards	264
Notes to Financial Statements		4.6 Bad and doubtful debts	241	8.3 Financial instruments	264
Note 1: Overview	228	4.7 Finance costs - Leases	241	8.4 Fair value measurement	265
Note 2: 2.1 Performance against budget	230	4.8 Other expenses	242	8.5 Events occurring after balance date	266
2.1.1 Income and expenditure	230	Note 5: Our financial position	243	Note 9 Other matters	267
2.1.2 Capital works	233	5.1 Financial assets	243	9.1 Reserves	267
Note 2.2 Analysis of Council results by program	235	5.2 Non-Financial assets	245	9.2 Reconciliation of cash	269
Note 3: Funding for the delivery of our services	236	5.3 Payables, trust funds and deposits and unearned income/revenue	246	9.3 Superannuation	269
3.1 Rates and charges	236	5.4 Provisions	246	Note 10 Change in accounting policy	271
3.2 Statutory fees and fines	236	5.5 Financing arrangements	248		
3.3 User fees and charges	237	5.6 Commitments	248		
3.4 Grants	237	5.7 Leases	250		

Guide to our financial report

This guide will help you to understand and analyse Manningham's Financial Report. Some terms required by Australian Accounting Standards are unfamiliar to most readers, and some of the generally recognised terms used in private sector company reports are rephrased to be more appropriate for a Council's financial report. The Financial Report is one of Manningham's key reports as it shows how we performed financially this year and a snapshot of our financial position at 30 June 2022.

We have prepared this report in accordance with Australian Accounting Standards and relevant legislation. Manningham's Audit and Risk Committee and Councillors have examined it, and it has been audited by the Victorian Auditor-General.

What is in the Financial Report?

Council's Financial Report has two main sections:

- Five Financial Statements: the Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, and Statement of Capital Works
- Notes to the Financial Statements that disclose our accounting policies and provide more detail on the information in the statements
- Statements by our Principal Accounting Officer and Councillors
- The Independent Auditor's Report / Auditor-General's Report.

Comprehensive income statement

This statement (formerly known as the 'Profit and Loss Statement') and shows:

- the sources of Council's income under various categories
- the expenditure incurred in operating Council during the year. These expenses relate only to the Operations and do not include the cost associated with capital expenditure or the building of assets.

While capital expenditure is not included in the expenses there is an item for depreciation. This is the value of the assets 'used up' during the year.

A surplus means that the income was greater than the operating expenditure. The surplus is mainly used to fund the Capital Works Program.

Balance sheet

This one page summary is a snapshot of the financial situation as at 30 June. It shows what Council owns as assets and what it owes as liabilities. The bottom line of this statement is net assets, or equity, and this is the net worth of Council which has been built up over many years. The assets and liabilities are further separated into current and non-current categories.

Current assets or Current liabilities are those which will fall due in the next 12 months, or cannot be deferred for greater than 12 months.

The components of the Balance Sheet are:

Current and non-current assets

- Cash and cash equivalents includes cash and investments, i.e. cash held in the bank and Council's short term investments (term deposits).
- Trade and other receivables are monies owed to Council by ratepayers and others.
- Other financial assets include term deposits with financial institutions over 90 days.
- Other assets are pre-payments of next year's expenses and monies owed to Council, other than from trading, that are not yet received.
- Investment in associates refers to Council's equity share in the Whitehorse Manningham Regional Library Service.
- Property, infrastructure, plant and equipment is the largest component of Council's worth and represents the value of all the land, buildings, roads, vehicles, equipment, etc. which have been built up by Council over many years.
- Right-of-use assets are assets that represent a lessee's right to use an underlying asset for a lease term.
- Intangible assets are assets that have no physical form such as computer software and licences.

Current and non-current liabilities

- Trade and other payables are amounts that Council owes at 30 June.
- Trust funds and deposits represent monies held in Trust by Council.
- Unearned income represents payments received for works or services yet to be done.
- Provisions include accrued employee leave entitlements.
- Interest bearing loans and borrowings represents monies owed by Council to financial institutions as at 30 June.

Net assets

This term is used to describe the difference between the value of Total Assets and the value of Total Liabilities. It represents the net worth of Council as at 30 June.

Total equity

Total equity always equates to net assets. It is made up of the following components:

- accumulated surplus: this is the value of Council, other than the Asset Revaluation reserve and Other Reserves that has been accumulated over time
- asset revaluation reserve: this represents the movement in the value of assets over the years from their original cost
- other reserves: this is the value of unspent funds from developer contributions. These funds are restricted in use and are held for future expenditure.

Statement of changes in equity

During the course of the year the value of total equity, as set out in the balance sheet, changes. This statement shows the values of such changes and how these changes arose. The main reasons for a change in equity arise from:

- the surplus for the year which is the amount that income exceeded operating costs as described in the Comprehensive Income Statement
- net asset revaluation movements reflecting the change in the value of assets
- transfer of amounts to or from Council's reserves shows the amounts utilised from reserves during the year, or placed into reserves for future use.

Cash Flow Statement

The Cash Flow Statement summarises Council's cash payments and cash receipts for the year. The values may differ from those shown in the Comprehensive Income Statement because the Comprehensive Income Statement is prepared on an accrual accounting basis and the Cash Flow Statement is based on cash receipts and cash payments. Council's cash arises from, and is used in three main areas:

Cash flows from operating activities

- All cash received into Council's bank account from ratepayers and others. Receipts also include the interest earnings from Council's cash investments.
- Payments. All cash paid by Council to employees, suppliers and others.

Cash flows from investing activities

- This section shows the cash invested in the creation or purchase of property, infrastructure, plant and equipment assets and the cash received from the sale of these assets.

Cash flows from financing activities

- This is where the receipt and repayment of borrowed funds are recorded.

The last line of the Cash Flow Statement is the Cash and Cash Equivalents held at the end of the financial year.

Statement of Capital Works

This statement summarises expenditures associated with capital purchases in the asset classes prescribed by the Regulations as part of the Capital Works Program. There are four main classes of assets:

- property: includes land and buildings purchased or developed during the year
- plant, equipment and other assets — includes non-infrastructure assets like computers, artworks, furniture and fixtures
- infrastructure: this is where the majority of the Capital Works Program is allocated. This asset class includes roads, drainage, parks, open space and recreational community facilities

- intangible assets: represents costs associated with computer software and licences.

The last section of the statement provides a breakdown of the total capital expenditure into:

- new: represents expenditure on new assets to meet current or additional service level requirements
- renewal: restores or replaces an existing asset that returns the service of the asset to its original capacity
- expansion: extends the capacity of an existing asset to provide an additional level of service and benefits to new users while maintaining the same standard for existing users
- upgrade: enhances an existing asset to provide a higher level of service and increases the life of the asset.

Notes to the Financial Statements

The Notes are an important and informative section of the report and include information on Manningham's accounting policies and how we arrive at our figures. Each note is numbered and these numbers are displayed beside the relevant items in the statements for easy reference. If there is other information we want to share that can't be incorporated into the statements, we provide this in the Notes, for example:

- the breakdown of our expenses, revenues, reserves and assets
- contingent liabilities
- transactions with people related to Manningham.

For a clear picture of our financial performance, please read the Financial Statements and Notes to the Financial Statements together.

Statements by Principal Accounting Officer and Councillors

Our Principal Accounting Officer is responsible for the financial management of the organisation. They are responsible for certifying that these Financial Statements, in their professional opinion, meet all statutory and professional reporting requirements. Two councillors, on behalf of the elected Council, certify that, in their opinion, the Financial Statements are fair and not misleading.

Independent Auditor's Report and Auditor-General's Report

The Independent Auditor's Report provides readers of our Annual Report with an external, independent opinion on our Financial Report and Statements. It confirms that we have prepared our Financial Report in accordance with relevant legislation and professional standards and that it represents a fair picture of Manningham's financial affairs. The Victorian Auditor-General is Council's auditor.

External audit

Each year we are externally audited by the Victorian Auditor-General's Office (VAGO). For the 2021/22 financial year, our financial and performance statements were audited by a VAGO representative as required by the Audit Act 1994. These statements are provided in this Annual Report from page 215.

Certification of the Financial Statements

In my opinion, the accompanying financial statements has been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, Australian Accounting Standards and other mandatory professional reporting requirements.



Jon Gorst (BCom, CPA)
Principal Accounting Officer
13 September 2022
Doncaster

In our opinion, the accompanying financial statements present fairly the financial transactions of Manningham City Council for the year ended 30 June 2022 and the financial position of Council as at that date.

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

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify the financial statements in their final form.



Michelle Kleinert
Mayor
13 September 2022
Doncaster



Deirdre Diamante
Deputy Mayor
13 September 2022
Doncaster



Andrew Day
Chief Executive Officer
13 September 2022
Doncaster

Victorian Auditor-General's Office Report



Independent Auditor's Report

To the Councillors of Manningham City Council

Opinion	<p>I have audited the financial report of Manningham City Council (the council) which comprises the:</p> <ul style="list-style-type: none"> • balance sheet as at 30 June 2022 • comprehensive income statement for the year then ended • statement of changes in equity for the year then ended • statement of cash flows for the year then ended • statement of capital works for the year then ended • notes to the financial statements, including significant accounting policies • certification of the financial statements. <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the council as at 30 June 2022 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 4 of the <i>Local Government Act 2020</i>, the <i>Local Government (Planning and Reporting) Regulations 2020</i> and applicable Australian Accounting Standards.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's <i>APES 110 Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the financial report	<p>The Councillors of the council are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, the <i>Local Government Act 2020</i> and the <i>Local Government (Planning and Reporting) Regulations 2020</i>, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Councillors are responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>

Auditor's responsibilities for the audit of the financial report

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors
- conclude on the appropriateness of the Councillors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
26 September 2022



Travis Derricott
as delegate for the Auditor-General of Victoria

Comprehensive Income Statement

For the Year Ended 30 June 2022

	Note	2,022 \$'000	2021 \$'000
Income			
Rates and charges	3.1	114,315	109,683
Statutory fees and fines	3.2	3,094	3,055
User fees and charges	3.3	7,016	6,621
Grants - operating	3.4 (a)	13,292	13,641
Grants - capital	3.4 (b)	6,800	3,622
Contributions - monetary	3.5	6,670	8,161
Contributions - non-monetary	3.5	16,458	10,696
Other income	3.7	1,975	2,118
Share of surplus from investment in associate	6.2	39	300
Total income		169,659	157,897
Expenses			
Employee costs	4.1	53,813	56,221
Materials, services and contracts	4.2	29,029	27,853
Depreciation	4.3	23,738	23,557
Amortisation - Intangible assets	4.4	2,311	2,049
Amortisation - Right of use assets	4.5	345	422
Bad and doubtful debts	4.6	160	258
Finance costs - Leases	4.7	55	57
Net (gain)/loss on disposal of property, infrastructure, plant and equipment	3.6	2,480	(26)
Other expenses	4.8	25,608	18,544
Total expenses		137,539	128,935
Surplus/(deficit) for the year		32,120	28,962
Other comprehensive income			
Item that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment/(decrement)	9.1 (a)	225,877	90,694
Total other comprehensive income		225,877	90,694
Total comprehensive result		257,997	119,656

Balance Sheet

For the Year Ended 30 June 2022

	Note	2,022 \$'000	2021 \$'000
Assets			
Current assets			
Cash and cash equivalents	5.1 (a)	24,623	44,305
Trade and other receivables	5.1 (c)	15,925	16,079
Other financial assets	5.1 (b)	68,679	32,587
Other assets	5.2 (a)	2,371	2,035
Total current assets		111,598	95,006
Non-current assets			
Trade and other receivables	5.1 (c)	374	405
Other financial assets	5.1 (b)	-	11,031
Investments in associates	6.2	2,865	2,826
Property, infrastructure, plant, equipment and other fixed assets	6.1	2,444,670	2,193,571
Right-of-use assets	5.7	2,358	2,270
Intangible assets	5.2 (b)	6,987	7,443
Total non-current assets		2,457,254	2,217,546
Total assets		2,568,852	2,312,552
Liabilities			
Current liabilities			
Trade and other payables	5.3 (a)	16,814	17,249
Trust funds and deposits	5.3 (b)	13,890	13,545
Unearned income/revenue	5.3 (c)	7,858	9,519
Provisions	5.4	13,976	13,748
Lease liabilities	5.7	297	314
Total current liabilities		52,835	54,375
Non-current liabilities			
Provisions	5.4	1,141	1,454
Lease liabilities	5.7	2,164	2,008
Total non-current liabilities		3,305	3,462
Total liabilities		56,140	57,837

Statement of Changes in Equity

For the Year Ended 30 June 2022

2022	Note	Accumulated surplus \$'000	Asset revaluation reserves \$'000	Other reserves \$'000	Total \$'000
Balance at beginning of the financial year		789,554	1,451,963	13,198	2,254,715
Surplus for the year		32,120	-	-	32,120
Net asset revaluation increment/(decrement)	9.1 (a)	-	225,877	-	225,877
Transfer to accumulated surplus on realisation of assets	9.1 (a)	1,716	(1,716)	-	-
Transfers from other reserves	9.1 (b)	5,173	-	(5,173)	-
Transfers to other reserves	9.1 (b)	(6,237)	-	6,237	-
Balance at end of the financial year		822,326	1,676,124	14,262	2,512,712

2021	Note	Accumulated surplus \$'000	Asset revaluation reserves \$'000	Other reserves \$'000	Total \$'000
Balance at beginning of the financial year		759,511	1,361,262	14,286	2,135,059
Surplus for the year		28,962	-	-	28,962
Net asset revaluation increment/(decrement)	9.1 (a)	-	90,694	-	90,694
Transfer to accumulated surplus on realisation of assets	9.1 (a)	(7)	7	-	-
Transfers from other reserves	9.1 (b)	8,636	-	(8,636)	-
Transfers to other reserves	9.1 (b)	(7,548)	-	7,548	-
Balance at end of the financial year		789,554	1,451,963	13,198	2,254,715

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

Statement of Cash Flows

For the Year Ended 30 June 2022

	Note	2022 Inflows/(Outflows) \$'000	2021 Inflows/(Outflows) \$'000
Cash flows from operating activities			
Rates and waste charges		113,380	108,005
Statutory fees, fines and user charges		10,601	8,956
Grants - operating		5,819	12,877
Grants - capital		12,742	11,070
Contributions - monetary		6,670	8,161
Interest received		474	536
Net increase in trust funds and deposits		345	160
Other receipts		1,522	1,261
Net GST refund/(payment)		334	(168)
Materials, services and contracts		(57,041)	(60,069)
Short-term, low value and variable lease payments		(414)	(407)
Employee costs		(54,576)	(54,199)
Net cash provided by/(used in) operating activities	9.2	39,856	36,183
Cash flows from investing activities			
Payments for property, plant and equipment, infrastructure, and other fixed assets	6.1	(34,820)	(34,928)
Proceeds from disposal of property, infrastructure, plant, equipment and other fixed assets	3.6	692	607
Receipts/(payments) for other financial assets		(25,061)	(22,455)
Net cash provided by/(used in) investing activities		(59,189)	(56,776)
Cash flows from financing activities			
Interest paid - lease liability		(55)	(57)
Repayment of lease liabilities		(294)	(403)
Net cash provided by/(used in) financing activities		(349)	(460)
Net increase/(decrease) in cash and cash equivalents		(19,682)	(21,053)
Cash and cash equivalents at the beginning of the financial year		44,305	65,358
Cash and cash equivalents at the end of the financial year	5.1 (a)	24,623	44,305
Financing arrangements	5.6		
Restrictions on cash assets	5.1		

Statement of Capital Works

For the Year Ended 30 June 2022

	2022 \$'000	2021 \$'000
Property		
Land	1,272	2,473
Land under roads	-	8
Buildings	9,022	8,190
Total property	10,294	10,671
Plant, equipment and other assets		
Plant, machinery and equipment	1,434	943
Fixtures, fittings and furniture	208	135
Computers and telecommunications	1,163	86
Artworks	46	-
Total plant, equipment and other assets	2,851	1,164
Infrastructure		
Roads	9,555	9,416
Bridges	79	83
Footpaths and cycleways	2,843	3,019
Off street car parks	1,781	346
Drainage	3,110	3,608
Recreational, leisure and community facilities	3,905	7,177
Parks, open space and streetscapes	4,922	3,609
Total infrastructure	26,195	27,258
Intangible assets		
Software	1,153	3,537
Total intangible assets	1,153	3,537
Total capital works expenditure	40,493	42,630
Represented by:		
New asset expenditure	11,016	13,094
Asset renewal expenditure	23,192	21,103
Asset expansion expenditure	1,472	1,699
Asset upgrade expenditure	4,813	6,734
Total capital works expenditure	40,493	42,630

The above statement of capital works should be read in conjunction with the accompanying notes.

Note 1: Overview

Note 1 Overview

Introduction

The City of Manningham was established by an Order of the Governor in Council on 15 December 1994 and is a body corporate. The Council's main office is located at 699 Doncaster Road, Doncaster, Victoria.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2020*.

The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

Significant accounting policies

(a) Basis of accounting

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

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

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

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

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

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.1);
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.1);
- the determination of employee provisions (refer to Note 5.4);
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of *AASB 15 Revenue from Contracts with Customers* or *AASB 1058 Income of Not-for-Profit Entities* (refer to Note 3)
- the determination, in accordance with *AASB 16 Leases*, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.7)
- whether or not *AASB 1059 Service Concession Arrangements: Grantors* is applicable (refer to Note 10)
- other areas requiring judgements.

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

Note 1 Overview (cont.)**Significant accounting policies (cont.)****(b) Impact of COVID-19 pandemic - significant accounting policies**

During 2021/22 the COVID-19 pandemic continued to impact on Council's operations. Council has noted the following significant impacts on its financial operations:

COVID-19 lockdowns and restrictions had the following financial impacts on Council:

Government Grant revenue of \$2.6 million

* \$1.9 million of COVID-19 Local Roads and Community Infrastructure Program (Phase 2) Commonwealth Government grant funding from the Department of Infrastructure, Transport, Regional Development and Communications. The purpose of the grant is to stimulate additional infrastructure construction activity in local communities to manage the economic impacts of COVID-19

* \$0.4 million of State Government funding for works, services and promotion of outdoor activation.

* \$0.2 million of Business Concierge and Hospitality Support Program grant funding from the Department of Jobs, Precincts and Regions. The funding is intended to assist the Councils to engage community venues, local businesses on COVID Safe practices and provide local data and intelligence to the Department for use in COVID response planning.

* \$0.05 million of Culturally and Linguistically Diverse (CALD) Networks Support Program grant funding from the Department of Jobs, Precincts and Regions. The funding is intended to assist the Councils to support businesses to implement COVID Safe Plans to minimise the risk of workplace transmission of coronavirus.

* \$0.05 million of COVID-19 Vaccination Community Engagement Program grant funding from the Department of Health.

Additional costs of \$1.4 million (not funded by government grant funding)

* \$0.8 million contract variation net payments to support council facilities managed under contract during lockdowns and restrictions.

* \$0.3 million for COVID relief programs and activities for recreation, community and business groups.

* \$0.2 million for enhanced cleaning to improve staff and public hygiene.

* \$0.1 million for personal protective equipment including face masks and RAT test kits.

Loss of income of \$2.6 million

* \$0.7 million of Parking Infringement income

* \$0.6 million of rent relief to support commercial tenants

* \$0.6 million of Function Centre and Hall Hire income

* \$0.3 million of Art Studios, Playhouse and Child Care centre income

* \$0.3 million to support Community Groups and Sporting Clubs as rent and outgoings relief

* \$0.1 million of discount on fees associated with business permits including food registration.

Note 2: 2.1 Performance against budget**Note 2 2.1 Performance against budget**

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of lower of 10% or \$500,000 to budget on a line item basis, or where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

2.1.1 Income and expenditure

	Budget 2022 \$'000	Actual 2022 \$'000	Variance 2022 \$'000	Variance 2022 %	Ref
Income					
Rates and charges	113,818	114,315	497	0	
Statutory fees and fines	4,162	3,094	(1,068)	(26)	1
User fees and charges	9,049	7,016	(2,033)	(22)	2
Contributions - monetary	6,319	6,670	351	6	
Contributions - non-monetary	1,058	16,458	15,400	1,456	3
Grants - operating	11,711	13,292	1,581	14	4
Grants - capital	7,160	6,800	(360)	(5)	
Other income	673	1,975	1,302	193	5
Share of surplus from investment in associate	-	39	39	100	6
Total income	153,950	169,659	15,709		
Expenses					
Employee costs	56,260	53,813	2,447	4	7
Materials, services and contracts	32,438	29,029	3,409	11	8
Depreciation	24,786	23,738	1,048	4	9
Amortisation - Intangible assets	3,189	2,311	878	28	10
Amortisation - Right of use assets	317	345	(28)	(9)	
Bad and Doubtful debts	-	160	(160)	(100)	11
Finance costs - Leases	48	55	(7)	(15)	12
Net (gain)/loss on disposal of property, infrastructure, plant and equipment	(133)	2,480	(2,613)	1,965	13
Total expenses	16,070	25,608	(9,538)	(59)	14
Total expenses	132,975	137,539	(4,564)		
Surplus/(deficit) for the year	20,975	32,120	11,145	53	

Note 2 2.1 Performance against budget (cont.)

2.1.1 Income and expenditure (cont.)

(i)	Explanation of material variations	
Ref.	Item	Explanation
1	Statutory fees and fines	<p>Outcome: Less than budget \$1,068,000 or 26%</p> <p>Statutory fees were lower than budget by \$1.07 million mainly due to decreased enforcement activity as a result of the COVID-19 lockdowns and restrictions. The pandemic predominantly impacting parking infringements \$0.64 million, swimming pools compliance permits \$0.34 million and fines \$0.11 million.</p>
2	User fees and charges	<p>Outcome: Less than budget \$2,033,000 or 22%</p> <p>User fees and charges were \$2.03 million lower than budget due to the impact of the COVID-19 pandemic on a number of Council's services. The major contributors were:</p> <p>* Hire income for Community Venues and the Function Centre were unfavourable by \$0.86 million due to State Government restrictions during the year to manage COVID-19 outbreak.</p> <p>* Commercial Rental income, Leases and Licenses were \$0.58 million unfavourable.</p> <p>* Recoveries and reimbursements were unfavourable by \$0.25 million due to COVID-19 community relief measures; and</p> <p>* The Art Studios and Child Care Services income were also affected by the COVID-19 pandemic by \$0.27 million.</p>
3	Contributions - non-monetary	<p>Outcome: Greater than budget \$15,400,000 or 1,456%</p> <p>The value of land, land under roads and drainage pipes and other infrastructure assets transferred to Manningham by developers was \$15.4 million higher than originally budgeted. The major contributor relates to the Tullamore Estate residential development.</p>
4	Grants - operating	<p>Outcome: Greater than budget \$1,581,000 or 14%</p> <p>Grants - operating were favourable mainly due to:</p> <p>* Grants Commission operating income being \$0.81 million favourable as 75% of the 2022/23 grant allocation was received early in 2021/22 (budgeted to receive 50% in 2021/22);</p> <p>* Economic Development & Tourism also received \$0.27 million towards business concierge and hospitality support;</p> <p>* Waste have received \$0.14 million from the Department of Environment, Land, Water and Planning for kerbside waste reforms;</p> <p>* Economic Development & Tourism (Place Making) received a \$0.10 million unbudgeted Covid Safe Outdoor Activation grant.</p>
5	Other income	<p>Outcome: Greater than budget \$1,302,000 or 193%</p> <p>Other income was favourable mainly due to Quarry Royalties being \$1.25 million greater than budget. The quarry continued to operate during 2021/22 after initially planning to close at the end of 2020/21.</p>
6	Share of surplus from investment in associate	<p>Outcome: Greater than budget \$39,000 or 100%</p> <p>Represents Council's share of surplus of Whitehorse Manningham Regional Library Corporation (WMRL) surplus for 2021/22. Council has a Council has a 34.3% equity interest.</p>
7	Employee costs	<p>Outcome: Less than budget \$2,447,000 or 4%</p> <p>Employee costs for 2021/22 were \$2.45 million or 4.35 per cent less than budget mainly due to vacancies across the organisation.</p>
8	Materials, services and contracts	<p>Outcome: Less than budget \$3,409,000 or 11%</p> <p>Materials, services and contracts were \$3.41 million or 10.51 per cent less than budget. This is mainly attributable to decreased activity due to State Government restrictions during the year to manage COVID-19 outbreak.</p>

232 | Manningham Council Annual Report 2021/22

Note 2 Performance against budget (cont.)**2.1.1 Income and expenditure (cont.)**

Explanation of material variations	Ref.	Item	Explanation
	9	Depreciation	Outcome: Less than budget \$1,048,000 or 4% Depreciation was lower than budget due to the delayed delivery of some projects in the 2021/22 capital works program.
	10	Amortisation - Intangible assets	Outcome: Less than budget \$878,000 or 28% Amortisation is an accounting measure which attempts to allocate the value of an asset over its useful life for Council's intangible assets (software). Amortisation was lower than budget predominately due to timing of projects.
	11	Bad and Doubtful debts	Outcome: Greater than budget \$160,000 or 100% Mainly associated with the write off of uncollectable traffic, animal management and local laws related debts.
	12	Finance costs - Leases	Outcome: Greater than budget \$7,000 or 15% The finance costs associated with lease liabilities were slightly higher than budgeted
	13	Net (gain)/loss on disposal of property, infrastructure, plant and equipment	Outcome: Less than budget \$2,613,000 or 1,965% Net loss on disposal of assets was mainly attributable to: * Council was required to divest \$1.5 million of parcels of land within the North East Link project area to the State Government for nil consideration; * four buildings totalling \$0.9 million were demolished as part of the capital works program to build a park and car park for the community; and * drainage and computers totalling \$0.5 million.
	14	Total expenses	Outcome: Greater than budget \$9,538,000 or 59% Other expenses include a wide range of costs incurred in delivering Council services and include utilities, software licences, legal expenses, consultancy, insurance, postage, telephone and general office expenses. The unfavourable variance is primarily due to: * \$6.5 million of operational expenditure that was originally budgeted in the Capital Works Program but has been classified as non-capital in nature and transferred to Other expenses as part of the year end process; * software licences and software subscriptions exceeded full year budget by \$0.69 million; * communications related expenses exceeded full year budget by \$0.3 million; * legal expenses were unfavourable by \$0.23 million; * higher than budgeted grants and contributions including community grants provided during the year in order to provide additional support to the local community \$0.23 million.

Note 2 2.1 Performance against budget (cont.)

2.1.2 Capital works

	Budget 2022 \$'000	Actual 2022 \$'000	Variance 2022 \$'000	Variance 2022 %	Ref
Property					
Land	6,600	1,272	5,328	81	15
Buildings	10,786	9,022	1,764	16	16
Total property	17,386	10,294	7,092		
Plant, equipment and other assets					
Plant, machinery and equipment	2,143	1,434	709	33	17
Fixtures, fittings and furniture	25	208	(183)	(732)	18
Computers and telecommunications	1,453	1,163	290	20	19
Artworks	150	46	104	69	20
Total plant, equipment and other assets	3,771	2,851	920		
Infrastructure					
Roads	12,521	9,555	2,966	24	21
Bridges	100	79	21	21	22
Footpaths and cycleways	3,540	2,843	697	20	23
Off street car parks	127	1,781	(1,654)	(1,302)	24
Drainage	4,305	3,110	1,195	28	25
Recreational, leisure and community facilities	7,413	3,905	3,508	47	26
Parks, open space and streetscapes	5,977	4,922	1,055	18	27
Waste management	500	-	500	(100)	28
Drainage	34,483	26,195	8,288		
Intangible assets					
Software	3,025	1,153	1,872	62	29
Total intangible assets	3,025	1,153	1,872		
Total capital works expenditure	58,665	40,493	18,172	31	
Represented by:					
New asset expenditure	20,919	11,016	9,903	47	
Asset renewal expenditure	25,537	23,192	2,345	9	
Asset expansion expenditure	2,052	1,472	580	28	
Asset upgrade expenditure	10,157	4,813	5,344	53	
Total capital works expenditure	58,665	40,493	18,172		

Note 2 2.1 Performance against budget (cont.)**2.1.2 Capital works (cont.)****(i) Explanation of material variations**

Ref.	Item	Explanation
15	Land	Outcome: Less than budget \$5,328,000 or 81% \$5 million was allocated for strategic property acquisitions to allow suitable properties to be acquired should they come to market, but no suitable properties became available.
16	Buildings	Outcome: Less than budget \$1,764,000 or 16% Building projects like most civil works were significantly impacted by COVID-19, contractor and material availability issues. A number of solar projects could not be completed, and works associated with the provision of major future community facilities were deferred to 2022/23.
17	Plant, machinery and equipment	Outcome: Less than budget \$709,000 or 33% Overseas supply chain issues caused by the COVID-19 pandemic resulted in very significant delays in vehicle availability.
18	Fixtures, fittings and furniture	Outcome: Greater than budget \$183,000 or 732% A number of upgrades to fixtures and fittings were carried out to make office spaces more COVID-19 friendly.
19	Computers and telecommunications	Outcome: Less than budget \$290,000 or 20% Lower than budget due to delays in completion of some projects.
20	Artworks	Outcome: Less than budget \$104,000 or 69% A significant percentage of the Artworks budget was associated with the Hepburn Reserve project which won't be completed until 2022/23.
21	Roads	Outcome: Less than budget \$2,966,000 or 24% The Tram/Merlin Traffic Signal project was pushed back to 2022/23 as a result of delayed Department of Transport approval, a number of other road projects including the Road Resurfacing Program were affected by lack of contractor availability indirectly attributable to the COVID-19 pandemic.
22	Bridges	Outcome: Less than budget \$21,000 or 21% Lower than budget due to savings in the bridge minor renewal works program during the year.
23	Footpaths and cycleways	Outcome: Less than budget \$697,000 or 20% Footpath projects were heavily impacted by contractor availability issues and delays attributable to COVID-19.
24	Off street car parks	Outcome: Greater than budget \$1,654,000 or 1,302% The carpark resurfacing project was budgeted under Roads in the Capital Works Program.
25	Drainage	Outcome: Less than budget \$1,195,000 or 28% A number of drainage projects came in under budget leading to significant savings.
26	Recreational, leisure and community facilities	Outcome: Less than budget \$3,508,000 or 47% Two major sports pavilion projects (at Schramms and Deep Creek Reserves) were unable to be completed resulting in major carry forwards.
27	Parks, open space and streetscapes	Outcome: Less than budget \$1,055,000 or 18% Delays to projects at Wongium Wilam & Hepburn Reserves resulted in significant funding being carried forward to 2022/23.
28	Waste management	Outcome: Less than budget \$500,000 or 100% Waste management projects did not proceed in 2021/22 leading to savings.
29	Software	Outcome: Less than budget \$1,872,000 or 62% A number of Transformation Program projects listed in the Capital Works Program were subsequently reclassified as operational in nature.

Note 2 2.2 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

(a) CEO Office

CEO Office is responsible for providing a range of strategic and operational services including elected representatives, legal, governance and risk, financial and procurement services.

City Services

City Services is responsible for delivering services to the community centred around sport and recreation, accommodation, drainage amenity, cleanliness, waste management, traffic management and emergency response. It is also responsible for protecting, maintaining and enhancing Manningham's assets and natural environment, including its buildings, roads, car parks, drains, footpaths, parks, bushlands, streetscapes and other infrastructure.

City Planning and Community

The City Planning and Community area includes services relating to strategic land use planning, social planning, transport planning, strategic drainage planning, urban design and open space planning, development approvals and compliance, environmental health, local laws, school crossings, economic development, community development, community and cultural events, community venues, aged and disability support, maternal and child health, kindergartens and libraries.

Experience and Capability

Experience and Capability provides a range of support services across council to enable the delivery of council services. The provision of these services includes customer service (citizen connect), information technology, communications, transformation and people and communications.

Corporate Activities

Corporate activities relates to services to ratepayers, council and executives which are not allocated to individual directorates. This includes general rates revenue, interest on investments, Financial Assistance Grants, asset sales, depreciation and capital grants. The value of Council land and buildings is also retained in the Corporate activities service area.

(b) Summary of income, expenses, assets and capital expenses by program

2022	Income \$'000	Expenses \$'000	Surplus/ (Deficit) \$'000	Grants	Total capital expenses \$'000	Total assets \$'000
				included in income \$'000		
CEO Office	1,850	10,082	(8,232)	-	-	-
City Services	20,234	67,833	(47,599)	592	27,629	729,454
City Planning and Community	21,455	38,593	(17,138)	9,064	514	39,087
Experience and Capability	46	22,622	(22,576)	45	2,316	8,045
Corporate Activities	126,074	(1,591)	127,665	10,391	10,034	1,792,266
	169,659	137,539	32,120	20,092	40,493	2,568,852

2021	Income \$'000	Expenses \$'000	Surplus/ (Deficit) \$'000	Grants	Total capital expenses \$'000	Total assets \$'000
				included in income \$'000		
CEO Office	28	7,991	(7,963)	-	-	-
City Services	19,706	64,701	(44,995)	-	28,201	637,563
City Planning and Community	23,667	40,016	(16,349)	10,354	80	41,180
Experience and Capability	239	17,026	(16,787)	614	3,623	8,599
Corporate Activities	114,257	(799)	115,056	6,295	10,726	1,625,210
	157,897	128,935	28,962	17,263	42,630	2,312,552

An organisational redesign was conducted in 2021-2022 financial year

Note 3: Funding for the delivery of our services

	2022 \$'000	2021 \$'000
Note 3 Funding for the delivery of our services		
3.1 Rates and charges		
<p>The Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is its land value and the value of improvements such as buildings and other improvements.</p> <p>The CIV used to calculate general rates for 2021/22 was \$56,517 million (2020/21, \$57,284 million). The 2021/22 rate in the CIV dollar was 0.00171312 (2020/21, 0.00164164).</p>		
General rates	96,695	93,909
Supplementary rates	686	1,019
Recreational land	30	30
Interest on rates and charges	906	809
	<u>98,317</u>	<u>95,767</u>
Waste charges	15,998	13,916
	<u>15,998</u>	<u>13,916</u>
Total rates and charges	<u>114,315</u>	<u>109,683</u>
<p>The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2022, and the valuation will be first applied in the rating year commencing 1 July 2022.</p> <p>Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.</p>		
3.2 Statutory fees and fines		
Infringements and costs	708	609
Town planning fees	1,339	1,349
Land and property information certificates	529	428
Asset protection and other permits	518	669
Total statutory fees and fines	<u>3,094</u>	<u>3,055</u>
<p>Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.</p>		

	2022 \$'000	2021 \$'000
Note 3 Funding for the delivery of our services (cont.)		
3.3 User fees and charges		
Hall hire and function centre charges	417	164
Social and community services charges	366	295
Town planning fees (non-statutory)	718	789
Aged services fees	660	677
Registration fees	1,143	1,069
Advertising fees	37	-
Culture and recreation fees	64	-
Chargeable works fees	1,045	745
Rent and lease charges	1,967	1,966
Other fees and charges	599	916
Total user fees and charges	7,016	6,621
User fees and charges by timing of revenue recognition		
User fees and charges recognised over time	-	-
User fees and charges recognised at a point in time	7,016	6,621
Total user fees and charges	7,016	6,621
User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.		
3.4 Grants (Funding from other levels of government)		
Grants were received in respect of the following:		
Summary of grants		
Commonwealth funded grants	14,323	10,839
State funded grants	5,769	6,424
Total grants received	20,092	17,263
(a) Operating grants		
Recurrent - Commonwealth Government		
Financial Assistance Grants	3,591	2,673
Aged services	6,400	5,895
Recurrent - State Government		
Economic and environment	67	88
Immunisation	78	83
Maternal and child health	895	852
School crossing supervisors	307	296
Social and community	703	712
Community safety	28	-
Other	414	452
Total recurrent operating grants	12,483	11,051
Non-recurrent - Commonwealth Government		
Aged services	3	254
Non-recurrent - State Government		
Working for Victoria	-	1,793
Social and community	32	70
Maternal and child health	127	-
Community Resilience (COVID-19)	367	-
Other	280	473
Total non-recurrent operating grants	809	2,590
Total operating grants	13,292	13,641

	2022 \$'000	2021 \$'000
Note 3 Funding for the delivery of our services (cont.)		
3.4 Grants (Funding from other levels of government) (cont.)		
(b) Capital grants		
Recurrent - Commonwealth Government		
Financial Assistance Grants - local roads	1,183	833
Roads to Recovery	536	536
Total recurrent capital grants	1,719	1,369
Non-recurrent - Commonwealth Government		
Recreation	363	583
Footpaths and cycleways	593	-
Parks & open space	75	-
Roads	1,529	-
Other	50	65
Non-recurrent - State Government		
Recreation	1,638	1,383
Streetscapes	40	222
Buildings	28	-
Parks & open space	765	-
Total non-recurrent capital grants	5,081	2,253
Total capital grants	6,800	3,622
(c) Unspent grants received on condition that they be spent in a specific manner		
Operating		
Balance at start of year	2,163	1,859
Received during the financial year and remained unspent at balance date	2,946	2,092
Received in prior years and spent during the financial year	(2,056)	(1,788)
Balance at year end	3,053	2,163
Capital		
Balance at start of year	7,878	1,625
Received during the financial year and remained unspent at balance date	1,627	7,879
Received in prior years and spent during the financial year	(2,847)	(1,626)
Balance at year end	6,658	7,878
(d) Recognition of grant income		
Before recognising funding from government grants as revenue the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 Revenue from Contracts with Customers. When both these conditions are satisfied, the Council:		
- identifies each performance obligation relating to revenue under the contract/agreement		
- determines the transaction price		
- recognises a contract liability for its obligations under the agreement		
- recognises revenue as it satisfies its performance obligations, at the time or over time when services are rendered.		
Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies AASB 1058 <i>Income for Not-for-Profit Entities</i> .		
Grant revenue with sufficiently specific performance obligations is recognised over time as the performance obligations specified in the underlying agreement are met. Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.		
Income recognised under AASB 1058 <i>Income of Not-for-Profit Entities</i>		
General purpose	4,774	3,506
Specific purpose grants to acquire non-financial assets	5,617	2,789
Other specific purpose grants	991	1,055
Revenue recognised under AASB 15 <i>Revenue from Contracts with Customers</i>		
Specific purpose grants	8,710	9,913
	20,092	17,263

	2022 \$'000	2021 \$'000
Note 3 Funding for the delivery of our services (cont.)		
3.5 Contributions		
Monetary	6,670	8,161
Non-monetary	16,458	10,696
Total contributions	23,128	18,857
Contributions of monetary assets comprised of:		
Resort and recreation Contributions (Public Open Space contributions)	6,237	6,915
Doncaster Hill activity centre Developers Contributions	-	633
Operating contributions	98	81
Capital contributions	335	532
Total monetary contributions	6,670	8,161
Contributions of non monetary assets were received in relation to the following classes:		
Land	11,102	4,681
Land under roads	1,747	4,011
Plant, machinery and equipment	-	22
Infrastructure	3,583	1,956
Volunteer Services	26	26
Total non-monetary contributions	16,458	10,696
Monetary and non monetary contributions are recognised as revenue at their fair value when Council obtains control over the contributed asset.		
3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment		
Proceeds from disposal	692	607
Written down value of assets disposed	(1,737)	(397)
Written down value of assets scrapped	(1,435)	(184)
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	(2,480)	26
The profit or loss on disposal of an asset is determined when control of the asset has passed to the buyer.		
3.7 Other income		
Interest on investments	484	507
Royalties	1,246	1,098
Other	245	513
Total other income	1,975	2,118
Interest is recognised as it is earned.		
Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.		

Note 4: The cost of delivering services

	2022 \$'000	2021 \$'000
Note 4 The cost of delivering services		
4.1 Employee costs		
(a) Wages and salaries	44,129	45,888
Casual staff	2,769	3,203
Salary oncost *	6,598	6,606
Other employee costs	317	524
Total employee costs	53,813	56,221
Engineering design work and capital project supervision completed by employees to the value of \$2.955 million (\$2.693 million 2020/21) is reported in the Statement of Capital Works, and is not included in employee costs.		
* Salary oncost includes annual leave and long service leave provision, Workcover and superannuation costs.		
(b) Superannuation		
Manningham City Council made contributions to the following funds:		
Defined benefit fund		
Employer contributions - Local Authorities Superannuation Fund (Vision Super)	221	228
	221	228
Employer contributions payable as at 30 June	-	-
Accumulation funds		
Employer contributions - Local Authorities Superannuation Fund (Vision Super)	2,461	2,228
Employer contributions - other funds	2,264	1,954
	4,725	4,182
Employer contributions payable as at 30 June	220	203
Refer to note 9.3 for further information relating to Council's superannuation obligations.		
4.2 Materials, services and contracts		
Materials, services and general maintenance	2,317	5,189
Plant and equipment maintenance	554	441
Contracts and services - community building repairs and maintenance	2,723	1,575
Contracts and services - parks, gardens, sporting reserves and street trees	7,058	6,639
Contracts and services - drains, roads and footpaths	3,477	2,707
Contracts and services - waste collection and disposal services	12,900	11,302
Total materials, services and contracts	29,029	27,853
Expenses are recognised as they are incurred and reported in the financial year to which they relate.		
4.3 Depreciation		
Property	4,257	4,317
Plant, machinery and other assets	1,864	1,920
Infrastructure	17,617	17,320
Total depreciation	23,738	23,557
Refer to note 6.1 for a more detailed breakdown of depreciation charges and accounting policy.		

	2022 \$'000	2021 \$'000
Note 4 The cost of delivering services (cont.)		
4.4 Amortisation - Intangible assets		
Software	2,311	2,049
Total amortisation - intangible assets	2,311	2,049
<i>Refer to note 5.2(b) and 6.1 for a more detailed breakdown of amortisation charges and accounting policy.</i>		
4.5 Amortisation - Right of use assets		
Property	321	305
Equipment	24	117
Total amortisation - right of use assets	345	422
<i>Refer to note 5.7 for a more detailed breakdown of amortisation charges and accounting policy.</i>		
4.6 Bad and doubtful debts		
Parking fine debtors	20	233
Other debtors	140	25
Total bad and doubtful debts	160	258
Movement in provisions for doubtful debts		
Balance at the beginning of the year	1,592	1,377
New provisions recognised during the year	160	258
Amounts provided for but recovered/written off during the year	(34)	(43)
Balance at end of year	1,718	1,592
<i>Provision for doubtful debt is recognised based on an expected credit loss model. This model considers both historic and forward looking information in determining the level of impairment.</i>		
4.7 Finance costs - Leases		
Interest - Lease liabilities	55	57
Total finance costs	55	57

	2022 \$'000	2021 \$'000
Note 4 The cost of delivering services (cont.)		
4.8 Other expenses		
Community grants and contributions		
Community grants	1,276	1,465
Library contributions	3,989	3,888
Total community grants and contributions	<u>5,265</u>	<u>5,353</u>
Utilities		
Utilities - electricity, water, other	1,350	1,401
Street lighting	877	778
Total utilities	<u>2,227</u>	<u>2,179</u>
Other miscellaneous expenses		
Auditor's remuneration - VAGO - annual financial statements, performance statement and grant acquittals	67	65
Auditor's remuneration - other parties	22	22
Auditor's remuneration - Internal audit	114	79
Councillors' allowances	411	323
Fire service levy	137	143
Insurance	1,174	1,045
Leases	414	407
Consultants - engineering	263	70
Consultants - human resources	51	74
Consultants - economic and environmental	553	649
Consultants - other	155	468
Bank charges	248	254
Catering (including function centre)	109	24
Legal	904	941
Software licences	3,570	2,827
Telephone	703	524
Postage	306	432
Printing	209	164
Training	259	261
Design fees and maintenance - non capital	6,548	1,250
Volunteer Services	26	26
Other	1,873	964
Total other miscellaneous expenses	<u>18,116</u>	<u>11,012</u>
Total other expenses	<u>25,608</u>	<u>18,544</u>

Note 5: Our financial position

	2022	2021
	\$'000	\$'000
Note 5 Our financial position		
5.1 Financial assets		
(a) Cash and cash equivalents		
Cash on hand	1	2
Cash at bank	12,622	2,803
Term deposits (with term up to 3 months) and at-call with banks	12,000	41,500
Total cash and cash equivalents	24,623	44,305
(b) Other financial assets		
Current		
Term deposits - current	68,179	32,087
Term deposit - refundable Manningham Centre Association bond	500	500
Total current other financial assets	68,679	32,587
Non-current		
Term deposits - non-current	-	11,031
Total non-current other financial assets	-	11,031
Total other financial assets	68,679	43,618
Total financial assets	93,302	87,923
Council's cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:		
- Trust funds and deposits (note 5.3(b))	13,890	13,545
- Reserve funds (note 9.1(b))	14,262	13,198
- Waste initiative fund *	10,824	9,885
Total restricted funds	38,976	36,628
Total unrestricted cash and cash equivalents **	(14,353)	7,677
* The Waste initiative fund is the value of waste charges collected under s162 of the <i>Local Government Act 1989</i> , and is to be applied to fund future waste related activities.		
** It is highly unlikely that settlement of all restricted funds and intended allocations will be required within the next twelve months.		
Intended allocations		
Although not externally restricted the following amounts have been allocated for specific future purposes by Council:		
- Cash held to fund carried forward capital works	12,506	4,759
- Strategic Fund Reserve	14,010	-
- Superannuation defined benefit potential future call	-	8,000
- Asset sales to fund future capital works program	-	4,510
- Grants received in advance	9,711	10,041
- Other intended allocation	464	464
Total funds subject to intended allocations	36,691	27,774
Cash and cash equivalents include cash on hand, deposits at call and other highly liquid investments with maturities of 90 days or less from the date of acquisition, net of outstanding bank overdrafts.		
Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.		
Other financial assets (term deposits) are measured at original cost.		

244 | Manningham Council Annual Report 2021/22

	2022 \$'000	2021 \$'000
Note 5 Our financial position (cont.)		
5.1 Financial assets (cont.)		
(c) Trade and other receivables		
Current		
<i>Statutory receivables</i>		
Rates debtors	11,972	11,001
Infringement debtors	845	845
Special rate schemes	100	109
Net GST receivable	1,274	1,608
<i>Non statutory receivables</i>		
Other debtors	1,932	2,604
Provision for doubtful debts - other debtors	(198)	(88)
Total current trade and other receivables	15,925	16,079
Non-current		
<i>Statutory receivables</i>		
Infringement court	1,520	1,504
Provision for doubtful debts - infringement court	(1,520)	(1,504)
<i>Non statutory receivables</i>		
Other receivables	374	405
Total non-current trade and other receivables	374	405
Total trade and other receivables	16,299	16,484
Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.		
(d) Ageing of receivables		
At balance date other debtors representing financial assets were past due but not impaired. The ageing of the Council's trade and other receivables (excluding statutory receivables) was:		
Current (not yet due)	1,237	1,989
Past due between 31 and 60 days	121	69
Past due between 61 and 90 days	268	172
Past due by more than 91 days	306	374
Total trade and other receivables	1,932	2,604

	2022 \$'000	2021 \$'000
Note 5 Our financial position (cont.)		
5.2 Non-Financial assets		
(a) Other assets		
Accrued income - interest	20	10
Accrued income - other	673	539
Prepayments	1,462	1,275
Inventories	216	211
Total other assets	2,371	2,035
(b) Intangible assets		
Software	6,987	7,443
Total intangible assets	6,987	7,443
Gross carrying amount		
Balance at 1 July	20,153	15,608
Additions from internal developments	1,153	976
Fair value of assets disposed	(3,817)	-
Transfer from work in progress	737	3,569
Balance at 30 June	18,226	20,153
Accumulated amortisation		
Balance at 1 July	(12,710)	(10,661)
Amortisation expense	(2,311)	(2,049)
Amortisation of disposals	3,782	-
Balance at 30 June	(11,239)	(12,710)
Net book value at 30 June	6,987	7,443
Intangible assets with finite lives are amortised as an expense on a systematic basis over the asset's useful life. Amortisation is generally calculated on a straight line basis, at a rate that allocates the asset value, less any estimated residual value over its estimated useful life. Estimates of the remaining useful lives and amortisation method are reviewed at least annually, and adjustments made where appropriate.		
5.3 Payables, trust funds and deposits and unearned income/revenue		
(a) Trade and other payables		
Trade payables	2,957	416
Employee benefits and related costs	2,587	3,265
Accrued expenses	11,270	13,568
Total trade and other payables	16,814	17,249
(b) Trust funds and deposits		
Contract retention	1,146	1,267
Landscape bonds	6,031	6,274
Miscellaneous works deposits	386	412
Asset protection bonds	5,234	4,490
Subdivider deposits	171	171
Refundable Manningham Centre Association bond	500	500
Fire services levy	143	122
Other refundable deposits	279	309
Total trust funds and deposits	13,890	13,545

	2022	2021
	\$'000	\$'000
Note 5 Our financial position (cont.)		
5.3 Payables, trust funds and deposits and unearned income/revenue (cont.)		
(c) Unearned income/revenue		
Grants received in advance - operating	746	771
Grants received in advance - capital	5,942	7,448
Income received in advance - rent	348	505
Income received in advance - rates	822	795
Total unearned income	7,858	9,519

Unearned income/revenue represents contract liabilities and reflect consideration received in advance from customers in respect of rent, rates and grant funding. Unearned income/revenue are derecognised and recorded as revenue when promised goods and services are transferred to the customer. Refer to Note 3.

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Purpose and nature of items

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

5.4 Provisions	Annual leave	Long service leave	Total
	\$ '000	\$ '000	\$ '000
2022			
Balance at beginning of the financial year	5,699	9,503	15,202
Amounts used	(4,110)	(2,092)	(6,202)
Additional provisions	3,956	2,161	6,117
Balance at the end of the financial year	5,545	9,572	15,117
2021			
Balance at beginning of the financial year	4,956	9,420	14,376
Amounts used	(3,659)	(1,364)	(5,023)
Additional provisions	4,402	1,447	5,849
Balance at the end of the financial year	5,699	9,503	15,202

Note 5 Our financial position (cont.)**5.4 Provisions (cont.)**

	2022	2021
	\$'000	\$'000
Employee provisions		
Current provisions expected to be wholly settled within 12 months		
Annual leave	3,564	3,549
Long service leave	538	760
	<u>4,102</u>	<u>4,309</u>
Current provisions expected to be wholly settled after 12 months		
Annual leave	1,981	2,150
Long service leave	7,893	7,289
	<u>9,874</u>	<u>9,439</u>
Total current employee provisions	<u>13,976</u>	<u>13,748</u>
Non-current		
Long service leave	1,141	1,454
Total non-current employee provisions	<u>1,141</u>	<u>1,454</u>
Aggregate carrying amount of employee provisions:		
Current	13,976	13,748
Non-current	1,141	1,454
Total aggregate carrying amount of employee provisions	<u>15,117</u>	<u>15,202</u>
The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.		
<i>Annual leave</i>		
A liability for annual leave is recognised in the provision for employee benefits as a current liability because the Council does not have an unconditional right to defer settlement of the liability. Liabilities for annual leave are measured at:		
- nominal value if the Council expects to wholly settle the liability within 12 months		
- present value if the Council does not expect to wholly settle within 12 months.		
Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.		
<i>Long service leave</i>		
Liability for long service leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is disclosed as a current liability as the Council does not have an unconditional right to defer settlement. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability and measured at present value.		
<i>Key assumptions:</i>		
- discount rate	3.36%	0.93%
- index rate	1.75%	2.00%

	2022 \$'000	2021 \$'000
Note 5 Our financial position (cont.)		
5.5 Financing arrangements		
The Council has the following funding arrangements in place as at 30 June.		
Bank overdraft	1,000	1,000
Credit card facilities	250	250
Total facilities	1,250	1,250
Used facilities	51	44
Unused facilities	1,199	1,206

5.6 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

(a) Commitments for expenditure

2022	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Garbage collection	7,114	6,706	18,300	5,695	37,815
Green waste collection	2,508	3,747	14,570	5,932	26,757
Recycling collection	2,476	2,581	8,465	3,091	16,613
Hard waste collection	1,752	1,889	6,623	2,571	12,835
Tipping waste management	5,811	5,900	5,900	-	17,611
Renewable electricity	541	541	1,263	1,474	3,819
Tree pruning	1,096	471	-	-	1,567
Provision of cleaning services	529	214	10	-	753
Meals for delivery	75	-	-	-	75
Total	21,902	22,049	55,131	18,763	117,845
Capital					
Plant, equipment and other assets	154	154	50	-	358
Computers & telecommunications	1,061	997	1,025	-	3,083
Land & buildings	2,384	-	-	-	2,384
Drainage	2,102	-	-	-	2,102
Roads & footpaths	1,662	-	-	-	1,662
Recreation, open space & others	785	-	-	-	785
Total	8,148	1,151	1,075	-	10,374

5.6 Commitments (cont.)

2021	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Garbage collection	2,818	-	-	-	2,818
Green waste collection	1,200	-	-	-	1,200
Recycling collection	1,407	-	-	-	1,407
Hard waste collection	999	1,067	2,357	-	4,423
Tipping waste management	6,373	5,811	11,800	-	23,984
Renewable electricity	421	421	842	2,316	4,000
Tree pruning	750	750	125	-	1,625
Provision of cleaning services	630	315	-	-	945
Meals for delivery	81	-	-	-	81
Total	14,679	8,364	15,124	2,316	40,483
Capital					
Plant, equipment and other assets	918	-	-	-	918
Computers & telecommunications	1,454	-	-	-	1,454
Land & buildings	1,098	-	-	-	1,098
Drainage	1,775	-	-	-	1,775
Roads & footpaths	5,324	-	-	-	5,324
Recreation, open space & others	7,867	-	-	-	7,867
Total	18,436	-	-	-	18,436

(b) Operating lease receivables

At the reporting date, Council had the following operating leases for the lease of Council owned land and buildings:

These properties held under operating lease have remaining non cancellable lease term of between 1 and 35 years annual

Future undiscounted minimum rentals receivable under non-cancellable operating leases are as follows:

	2022 \$'000	2021 \$'000
Not later than one year	1,603	1,664
Later than one year and not later than five years	5,710	5,681
Later than five years	7,130	7,921
	14,443	15,266

Note 5 Our financial position (cont.)**5.7 Leases**

At the inception of a contract, all entities would assess whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- The customer has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- The customer has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, Council recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentives received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, Council uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that Council is reasonably certain to exercise, lease payments in an optional renewal period if Council is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless Council is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Council has elected to apply the temporary option available under *AASB 16 Leases* which allows not-for-profit entities to not measure right-of-use assets at initial recognition at fair value in respect of leases that have significantly below-market terms.

Peppercorn Leases - Council has one peppercorn lease arrangement of the premises accommodating the Pines Library until 2 December 2024. The lease restricts the permitted use of the leased premises as a Public Library.

5.7 Leases (cont.)

Right-of-Use Assets	Property \$'000	Plant and equipment \$'000	Total \$'000
Balance at 1 July 2021	2,220	50	2,270
Additions	433	-	433
Amortisation charge	(321)	(24)	(345)
Balance at 30 June 2022	2,332	26	2,358

<i>Lease Liabilities</i>	2022	2021
	\$'000	\$'000
Maturity analysis - contractual undiscounted cash flows		
Less than one year	345	366
One to five years	1,422	1,319
More than five years	932	881
Total undiscounted lease liabilities as at 30 June:	<u>2,699</u>	<u>2,566</u>

Lease liabilities included in the Balance Sheet at 30 June:

Current	297	314
Non-current	2,164	2,008
Total lease liabilities	<u>2,461</u>	<u>2,322</u>

Short-term and low value leases

Council has elected not to recognise right-of-use assets and lease liabilities for short-term leases of plant and equipment that have a lease term of 12 months or less and leases of low-value assets (individual assets worth less than existing capitalisation thresholds for a like asset up to a maximum of \$10,000), including some IT equipment. Council recognises the lease payments associated with these leases as an expense on a straight-line basis over the lease term.

Expenses relating to:	2022	2021
	\$'000	\$'000
Short-term leases	140	76
Leases of low value assets	274	331
Total	<u>414</u>	<u>407</u>

Variable lease payments (not included in measurement of lease liabilities)

Non-cancellable lease commitments - Short-term and low-value leases

Commitments for minimum lease payments for short-term and low-value leases are payable as follows:

Payable:

Within one year	345	302
Later than one year but not later than five years	885	853
Total lease commitments	<u>1,230</u>	<u>1,155</u>

Note 6: Assets we manage

Note 6 Assets we manage

6.1 Property, infrastructure, plant, equipment and other fixed assets

Summary of property, infrastructure, plant, equipment and other fixed assets

	Carrying amount 30 June 2021	Additions	Contributions	Revaluation	Depreciation	Disposal	* Transfers	** Write Offs	Carrying amount 30 June 2022
Land	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Buildings	1,321,420	1,272	12,849	131,240	-	(1,505)	1,761	-	1,467,037
Plant, equipment and other fixed assets	217,884	8,900	-	8,521	(4,257)	(885)	977	-	231,130
Infrastructure	11,188	2,054	-	-	(1,864)	(420)	230	-	11,188
Work in progress	630,476	18,555	3,583	86,116	(17,617)	(317)	1,433	-	722,229
	12,603	8,559	-	-	-	-	(5,138)	(2,938)	13,086
	2,193,571	39,340	16,432	225,877	(23,738)	(3,137)	(737)	(2,938)	2,444,670

Summary of work in progress

	Opening WIP 1 July 2021	Additions	Transfers	** Write Offs	Closing WIP 30 June 2022
Property	\$'000	\$'000	\$'000	\$'000	\$'000
Plant, equipment and other fixed assets	1,637	122	(2,738)	1,390	411
Infrastructure	4,395	797	(967)	(2,829)	1,386
	6,571	7,640	(1,433)	(1,499)	11,279
	12,603	8,559	(5,138)	(2,938)	13,086

* The \$0.74M is additions for Intangibles shown in Note 5.2(b)

** The differences between the two transfer totals relate to the classification of each project as budgeted, which appears in the WIP disclosure, compared to the actual classification of the asset determined at the time of capitalisation which appears in the summary of property, infrastructure, plant and equipment table.

Note 6 Assets we manage (cont.)

6.1 Property, infrastructure, plant, equipment and other fixed assets (cont.)

(a) Property	Land - specialised	Land - non-specialised	Land under roads	Total Land	Building - specialised	Building - non-specialised	Total Buildings	Total Property	Work in Progress
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2021	1,302,608	8,683	10,129	1,321,420	393,974	2,874	396,848	1,718,268	1,637
Accumulated depreciation at 1 July 2021	-	-	-	-	(177,512)	(1,452)	(178,964)	(178,964)	-
	1,302,608	8,683	10,129	1,321,420	216,462	1,422	217,884	1,539,304	1,637
Movements in fair value									
Additions of assets at fair value	-	1,272	-	1,272	8,694	206	8,900	10,172	122
Contributed assets	11,102	-	1,747	12,849	-	-	-	12,849	-
Revaluation increments/decrements	129,641	1,599	-	131,240	33,069	272	33,331	164,571	-
Fair value of assets disposed	(1,473)	-	(32)	(1,505)	(150)	(1,423)	(1,573)	(3,078)	-
Impairment losses recognised in operating result	-	-	-	-	-	-	-	-	1,390
Transfers	-	1,759	2	1,761	977	-	977	2,738	(2,738)
	138,270	4,630	1,717	145,617	42,580	(945)	41,635	187,252	(1,226)
Movements in accumulated depreciation									
Depreciation and amortisation	-	-	-	-	(4,228)	(29)	(4,257)	(4,257)	-
Accumulated depreciation of disposals	-	-	-	-	137	541	678	678	-
Revaluation increments/decrements	-	-	-	-	(24,555)	(255)	(24,810)	(24,810)	-
	-	-	-	-	(28,646)	257	(28,389)	(28,389)	-
At fair value 30 June 2022	1,441,878	13,313	11,846	1,467,037	436,554	1,929	438,483	1,905,520	411
Accumulated depreciation at 30 June 2022	-	-	-	-	(206,158)	(1,195)	(207,353)	(207,353)	-
Carrying amount	1,441,878	13,313	11,846	1,467,037	230,396	734	231,130	1,698,167	411

Note 6 Assets we manage (cont.)

6.1 Property, infrastructure, plant, equipment and other fixed assets (cont.)

	Plant, machinery and equipment	Fixtures, fittings and furniture	Computers and telecommunications	Artworks	Total plant, equipment and other assets	Work in Progress
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
(b) Plant, equipment and other fixed assets						
At fair value 1 July 2021	14,498	9,752	4,956	1,959	31,165	4,395
Accumulated depreciation at 1 July 2021	(7,411)	(8,766)	(3,800)	-	(19,977)	-
	7,087	986	1,156	1,959	11,188	4,395
Movements in fair value						
Additions of assets at fair value	1,434	208	402	10	2,054	797
Contributed assets	-	-	-	-	-	-
Revaluation increments/decrements	-	-	-	-	-	-
Fair value of assets disposed	(1,181)	-	(3,250)	-	(4,431)	-
Impairment losses recognised in operating result	-	-	-	-	-	(2,828)
Transfers	146	-	84	-	230	(967)
	389	208	(2,764)	10	(2,147)	(2,969)
Movements in accumulated depreciation						
Depreciation and amortisation	(1,209)	(258)	(397)	-	(1,864)	-
Accumulated depreciation of disposals	948	-	3,063	-	4,011	-
Revaluation increments/decrements	-	-	-	-	-	-
	(261)	(258)	2,666	-	2,147	-
At fair value 30 June 2022	14,897	9,960	2,192	1,969	29,018	1,396
Accumulated depreciation at 30 June 2022	(7,672)	(9,024)	(1,134)	-	(17,830)	-
Carrying amount	7,225	936	1,058	1,969	11,188	1,396

Note 6 Assets we manage (cont.)

6.1 Property, infrastructure, plant, equipment and other fixed assets (cont.)

(c) Infrastructure

	Roads \$'000	Bridges \$'000	Footpaths and cycleways \$'000	Off street car parks \$'000	Drainage \$'000	Recreational, leisure and community \$'000	Parks open spaces and streetscapes \$'000	Waste Management \$'000	Total Infrastructure \$'000	Work in Progress \$'000
At fair value 1 July 2021	421,265	24,463	129,851	19,869	413,779	35,116	40,665	5,415	1,090,423	6,571
Accumulated depreciation at 1 July 2021	(208,171)	(8,097)	(60,263)	(8,738)	(142,815)	(11,637)	(17,603)	(1,623)	(459,947)	-
	212,094	16,366	69,588	11,131	270,964	23,479	23,062	3,792	630,476	6,571
Movements in fair value										
Additions of assets at fair value	6,413	-	2,810	1,781	1,974	2,663	2,914	-	18,555	7,640
Contributed assets	-	-	-	-	3,583	-	-	-	3,583	-
Revaluation increments/decrements	54,303	1,308	22,899	3,002	59,174	-	-	-	140,686	-
Fair value of assets disposed	-	-	-	-	(785)	(8)	(12)	-	(805)	-
Impairment losses recognised in operating result	-	-	-	-	-	-	-	-	-	(1,499)
Transfers	96	-	385	-	717	4	231	-	1,433	(1,433)
	60,812	1,308	26,094	4,783	64,663	2,659	3,133	-	163,452	4,708
Movements in accumulated depreciation										
Depreciation and amortisation	(8,403)	(408)	(1,395)	(285)	(3,437)	(1,655)	(1,673)	(361)	(17,617)	-
Accumulated depreciation of disposals	-	-	-	-	471	5	12	-	488	-
Revaluation increments/decrements	(23,829)	(363)	(7,567)	(988)	(21,823)	-	-	-	(54,570)	-
	(32,232)	(771)	(8,962)	(1,273)	(24,789)	(1,650)	(1,661)	(361)	(71,699)	-
At fair value 30 June 2022	482,077	25,771	155,945	24,652	478,442	37,775	43,798	5,415	1,253,875	11,279
Accumulated depreciation at 30 June 2022	(241,403)	(8,868)	(69,225)	(10,011)	(167,604)	(13,287)	(19,264)	(1,984)	(531,646)	-
Carrying amount	240,674	16,903	86,720	14,641	310,838	24,488	24,534	3,431	722,229	11,279

Note 6 Assets we manage (cont.)**6.1 Property, infrastructure, plant, equipment and other fixed assets (cont.)***Acquisition*

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Asset recognition thresholds and depreciation periods

Asset class	Depreciation Period	Threshold limit \$'000
Property		
Land	Infinite life	0
Land under roads	Infinite life	0
Buildings	75 - 100 years	5
Buildings on leased land	Term of lease or 75 years	
Plant, equipment and other assets		
Plant, machinery and equipment	5 - 25 years	1
Fixtures, fittings and furniture	4 - 20 years	1
Computers and telecommunications	4 - 10 years	1
Artworks	Infinite life	1
Infrastructure		
Road - pavement	30 years	10
Road - sub-pavement	120 years	10
Bridges	60 - 100 years	10
Footpaths and cycleways	60 - 100 years	10
Carparks	60 - 100 years	10
Drainage	120 years	10
Recreational, leisure and community facilities	20 years	10
Parks, open space and streetscapes	20 years	10
Waste garbage bins	20 years	0
Intangible assets		
Software	5 years	1

Land under roads

Land under roads acquired after 30 June 2008 is brought to account at cost adjusted for englobo characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. Council does not recognise land under roads that it controlled prior to that period in its financial report.

Depreciation and amortisation

Buildings, infrastructure, plant, equipment, intangible assets, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.

Note 6 Assets we manage (cont.)**6.1 Property, infrastructure, plant, equipment and other fixed assets (cont.)****Repairs and maintenance**

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

Artworks

Artworks are not depreciated.

Valuation of land and buildings

Valuations were completed as at 30 June 2022 for Council. Valuations for 30 June 2022 are at fair value.

Non-specialised land and non-specialised buildings

Non-specialised land and non-specialised buildings are valued using the market based direct comparison method. Under this valuation method, the assets are compared to recent comparable sales or sales of comparable assets which are considered to have nominal or no added improvement value.

For non-specialised land and non-specialised buildings, a valuation was performed by Council's City Valuer, Mr Ellis Tam AAPI, Certified Practising Valuer (Registration Number 62592) to determine the fair value using the market based direct comparison method. Valuation of the assets was determined by analysing comparable sales and allowing for share, size, topography, location and other relevant factors specific to the asset being valued. From the sales analysed, an appropriate rate per square metre has been applied to the subject asset. The effective date of the valuation is 30 June 2022.

To the extent that non-specialised land and non-specialised buildings do not contain significant, unobservable adjustments, these assets are classified as Level 2 under the market based direct comparison approach.

Specialised land and specialised buildings

The market based direct comparison method is also used for specialised land but adjusted to reflect the specialised nature of the assets being valued. For Council specialised buildings, the current replacement cost method is used, adjusting for the associated depreciation. Specialised assets contain significant, unobservable adjustments, therefore these assets are classified as Level 3 fair value measurements.

An adjustment is made to reflect a restriction on the sale or use of an asset by Council. The adjustment is an allowance made to reflect the difference in value between unrestricted assets and those held by the Council which are impacted by external restraints on their use.

The valuation of Council's specialised land and specialised buildings was performed by Council's City Valuer, Mr Ellis Tam AAPI, Certified Practising Valuer (Registration Number 62592). The valuation was performed using either the market based direct comparison method or depreciated replacement cost, adjusted for restrictions in use. The effective date of the valuation is 30 June 2022.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2022 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation
	\$'000	\$'000	\$'000	
Land	-	13,313	1,441,878	Jun 2022
Land under roads	-	-	11,846	-
Buildings	-	734	230,396	Jun 2022
Total	-	14,047	1,684,120	

	2022	2021
	\$'000	\$'000
Reconciliation of specialised land		
Land under roads	11,846	10,129
Parks, reserves and other	1,441,878	1,302,608
Total specialised land	1,453,724	1,312,737

Note 6 Assets we manage (cont.)**6.1 Property, infrastructure, plant, equipment and other fixed assets (cont.)****Valuation of infrastructure assets**

Infrastructure assets (roads, bridges, footpaths and cycleways, off street car parks and drainage) are valued using the written down replacement cost of each asset. The written down replacement cost is calculated based on the remaining life of the asset, which in turn is determined based on the condition of the asset.

Infrastructure assets contain significant unobservable adjustments, therefore these assets are classified as Level 3.

Infrastructure assets are valued based on the current replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 20 years to 120 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

A valuation of Council's infrastructure assets was performed by Council's Manager, Infrastructure Services, Mr James Paterson *B.Eng (Civil)*. The valuation was performed based on the current replacement cost of the assets. The effective date of the valuation is 30 June 2022.

There were no changes in valuation techniques throughout the period to 30 June 2022.

For all assets measured at fair value, the current use is considered the highest and best use.

Details of the Council's infrastructure information about the fair value hierarchy as at 30 June 2022 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation
	\$'000	\$'000	\$'000	
Roads	-	-	240,674	Jun 2022
Bridges	-	-	16,903	Jun 2022
Footpaths and cycleways	-	-	86,720	Jun 2022
Off street car parks	-	-	14,641	Jun 2022
Drainage	-	-	310,838	Jun 2022
Total	-	-	669,776	

	2022 \$'000	2021 \$'000
Note 6 Assets we manage (cont.)		
6.2 Investments in associates		
Whitehorse-Manningham Regional Library Corporation		
<i>Background</i>		
Manningham City Council has a 34.25% equity interest in the Whitehorse Manningham Regional Library Corporation (WMRLC) that was incorporated on 21 December 1995. Council has reported its interest in the WMRLC on the basis of equity accounting principles. Manningham City Council's share of the movement in net assets as at 30 June 2022, per draft WMRLC financial statements, has been taken up as profit of \$39,569 during the year ended 30 June 2022 (profit of \$299,950 in 2020/21). As neither council has a controlling interest, the participating councils show their contributions towards the operating expenditure of the library as an expense.		
Current assets		
Cash and cash equivalents	2,780	2,799
Trade and other receivables	67	45
Other assets	153	117
	<u>3,000</u>	<u>2,961</u>
Non-current assets		
Property & equipment	7,818	7,882
	<u>7,818</u>	<u>7,882</u>
Total assets	<u>10,818</u>	<u>10,843</u>
Current liabilities		
Payables	618	693
Provisions	1,686	1,578
	<u>2,304</u>	<u>2,271</u>
Non-current liabilities		
Provisions	149	188
	<u>149</u>	<u>188</u>
Total liabilities	<u>2,453</u>	<u>2,459</u>
Net assets	<u>8,365</u>	<u>8,384</u>
<i>Movement in carrying value of investment</i>		
Carrying value of investment at start of year	2,826	2,526
Share of surplus/(deficit) for year	39	300
Carrying value of investment at end of year	<u>2,865</u>	<u>2,826</u>

Associates are all entities over which Council has significant influence but not control or joint control. Council's investment in an associate is accounted for by the equity method as the Council has the ability to influence rather than control the operations of the entity. The investment is initially recorded at the cost of acquisition and adjusted thereafter for post-acquisition changes in the Council's share of the net assets of the entity. The Council's share of the financial result of the entity is recognised in the Comprehensive Income Statement.

Note 7: People and relationships**Note 7 People and relationships****7.1 Council and key management remuneration****(a) Related party***Subsidiaries and Associates*

Interest in associate - Whitehorse Manningham Regional Library Corporation (WMRLC) (Ref Note 6.2)

(b) Key Management Personnel

Key management personnel (KMP) are those people with the authority and responsibility for planning, directing and controlling the activities of Manningham City Council. The Councillors, Chief Executive Officer and Directors are deemed KMP.

Details of KMP at any time during the year are:

Councillors

Anna Chen	Councillor	(1 July 2021 - 30 June 2022)
Andrew Conlon	Mayor	(1 July 2021 - 4 November 2021)
	Councillor	(5 November 2021 - 30 June 2022)
Deirdre Diamante	Councillor	(1 July 2021 - 30 June 2022)
Geoff Gough	Councillor	(1 July 2021 - 30 June 2022)
Michelle Kleinert	Councillor	(1 July 2021 - 4 November 2021)
	Mayor	(5 November 2021 - 30 June 2022)
Carli Lange	Councillor	(1 July 2021 - 30 June 2022)
Tomas Lightbody	Councillor	(1 July 2021 - 30 June 2022)
Laura Mayne	Councillor	(1 July 2021 - 30 June 2022)
Stephen Mayne	Councillor	(1 July 2021 - 30 June 2022)

Chief Executive Officer

Andrew Day	Chief Executive Officer	(1 July 2021 - 30 June 2022)
------------	-------------------------	------------------------------

Other Key Management Personnel

Rachelle Quattrocchi	Director City Services	(1 July 2021 - 30 June 2022)
Angelo Kourambas	Director City Planning and Community	(1 July 2021 - 30 June 2022)
Philip Lee	Director Shared Services	(1 July 2021 - 29 October 2021)
Kerryn Paterson	Director Experience and Capability	(1 July 2021 - 30 June 2022)
Andrew McMaster	Chief Legal and Governance Officer	(1 July 2021 - 30 June 2022)
Jon Gorst	Chief Financial Officer	(1 July 2021 - 30 June 2022)

	2022	2021
	No.	No.
Total number of Councillors	9	14
Total of Chief Executive Officer and other Key Management Personnel	7	7
Total number Key Management Personnel	16	21

(c) Remuneration of Key Management Personnel

Total remuneration of key management personnel was as follows:

	2022	2021
	\$'000	\$'000
Short-term benefits	2,081	1,884
Long-term benefits	39	39
Post employment benefits	156	147
Total	2,276	2,070

Note 7 People and relationships (cont.)**7.1 Council and key management remuneration (cont.)****(c) Remuneration of Key Management Personnel (cont.)**

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:	2022 No.	2021 No.
Less than \$10,000 *	-	4
\$20,000 - \$29,999	-	9
\$30,000 - \$39,999	6	-
\$50,000 - \$59,999	2	-
\$70,000 - \$79,999	-	1
\$90,000 - \$99,999	1	-
\$110,000 - \$119,999	-	1
\$160,000 - \$169,999	1	-
\$190,000 - \$199,999	1	-
\$220,000 - \$229,999	1	2
\$230,000 - \$239,999	1	-
\$250,000 - \$259,999	1	-
\$270,000 - \$279,999	-	1
\$280,000 - \$289,999	-	1
\$290,000 - \$299,999	1	1
\$330,000 - \$339,999	-	1
\$340,000 - \$349,999	1	-
	<u>16</u>	<u>21</u>

* Relates to exiting Councillors in FY 2020-21

(d) Senior Officer Remuneration

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

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

The number of Senior Officers other than Key Management Personnel, are shown below in their relevant income bands and includes Senior Officers who commenced or retired during the year.

Income Range:	2022 No.	2021 No.
less than \$151,000	2	2
\$151,000 - \$159,999	9	3
\$160,000 - \$169,999	7	1
\$170,000 - \$179,999	1	7
\$180,000 - \$189,999	6	6
\$190,000 - \$199,999	4	4
\$200,000 - \$209,999	3	3
\$210,000 - \$219,999	1	2
\$230,000 - \$239,999	2	-
	<u>35</u>	<u>28</u>
	\$'000	\$'000
Total Remuneration, excluding resignation benefits, for the reporting year for Senior Officers	6,211	4,804

Note 7 People and relationships (cont.)**7.2 Related party disclosure****(a) Transactions with related parties**

During the year Manningham City Council provided contributions to Whitehorse Manningham Regional Library Corporation (WMRLC) with the total value of \$3.99m towards running costs as per the agreement. Council also provides accommodation to house libraries within Manningham.

No transactions other than remuneration payments, or the reimbursement of expenses as approved by Council were made with Related Parties during the reporting year (2020/21, nil).

(b) Outstanding balances with related parties

No balances are outstanding at the end of the reporting period in relation to transactions with related parties (2020/21, nil).

(c) Loans to/from related parties

There were no aggregate amount of loans in existence at balance date that have been made, guaranteed or secured by the Council to a responsible person of the Council, or a related party of a responsible person (2020/21, nil).

(d) Commitments to/from related parties

No commitments have been made by the Council to Related Parties during the reporting year 2021/22 (2020/21, nil).

Note 8: Managing uncertainties

Note 8 Managing uncertainties

8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(a) Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council.

As at 30 June 2022, there are no potential contingent assets.

(b) Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council; or
- present obligations that arise from past events but are not recognised because:
 - it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
 - the amount of the obligation cannot be measured with sufficient reliability.

General

Council controls large areas of public open space, provides general and personal services to residents, visitors and ratepayers, has responsibilities and regulatory authorities including the issue of permits and approvals, and controls significant buildings and infrastructure assets. Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council's Risk Management Plan includes securing insurance to cover insurable risks to limit exposure to liabilities arising from actions of the Council or its Officers where it is appropriate to do so. Council carries public liability and professional indemnity insurance and has an excess of \$50,000 per claim on this policy.

Bank guarantees

Council is responsible for the following bank guarantee:
Department of Primary Industries for \$150,000 (2020/21, \$150,000) in connection with Extractive Industry Licence No. 54-1.

Liability mutual insurance

Council is a participant of the MAV Liability Mutual Insurance (LMI) Scheme. The LMI scheme provides public liability and professional indemnity insurance cover. The LMI's Deed of Establishment allows for a call on each member should there be an insufficiency of capital for an insurance year which has an overall financial deficit. The deficit amount can be collected through this call and each member's liability for the amount is in direct proportion to their contribution for that year against the overall contribution pool. At reporting date Council had not been advised of call.

Superannuation contribution

Council has obligations under a defined benefit superannuation scheme, matters relating to this potential obligation are outlined in Note 9.3. As a result of the volatility in financial markets, the likelihood of making such contributions in future periods exists. At this point in time, it is not known if additional contributions will be required, their timing or potential amount.

Parking infringements review - private car parks

A potential issue has arisen in that some infringements may have been issued by Council officers in private car parks outside of the authorised hours in the terms of agreements with private land owners. Council may have a liability to refund monies. Council officers are working to determine the number of invalid infringements, quantum and timing of any refunds and as such this is yet to be finalised at the time of reporting. Council is also undertaking a review of the administration of the traffic management function related to private car parks including a review of the private agreements.

Note 8 Managing uncertainties (cont.)**8.2 Change in accounting standards**

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2022 reporting period. Council assesses the impact of these new standards. As at 30 June 2022 there were no new accounting standards or interpretations issued by the AASB which are applicable for the year ending 30 June 2023 that are expected to impact Council.

8.3 Financial instruments**(a) Objectives and policies**

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

(b) Market risk

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

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Interest rate risk arises from interest bearing financial assets and liabilities. Interest bearing assets are predominantly short term liquid assets. As at 30 June 2022 Council had no long term loans or borrowings and is therefore not exposed to interest rate risk on these classes of financial liabilities.

Interest rate risk on financial assets are managed through Council's investment policy which requires the investment of surplus funds only with financial institutions approved under the Local Government Act 2020. The Council's investment policy provides for investment restrictions such as investment placement with authorised deposit taking institutions (ADIs), placement according to Standard and Poor's credit ratings for investment institutions, staging of investment duration, and for the regular monitoring of investment performance and investment institution credit ratings.

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

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

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council has exposure to credit risk on all financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- council may require collateral where appropriate; and
- council only invest surplus funds with financial institutions which have a recognised credit rating specified in council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

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

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when council provide a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

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

Note 8 Managing uncertainties (cont.)**8.3 Financial instruments (cont.)****(d) Liquidity risk**

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

To mitigate liquidity risk the entity has developed long term financial management strategies containing liquidity and cash flow targets, and regularly monitors budget performance and cash flows against forecasts. The entity has established access to overdraft facilities.

Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to any financial guarantees disclosed in Note 8.1(b), and is deemed insignificant based on prior periods' data and current assessment of risk.

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

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

Council's exposure to liquidity risk is deemed insignificant based on prior periods' data, cash flow and liquidity forecasts, and current assessment of risk.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes a parallel shift of +1.00% and -0.25% in market interest rates from year-end rates of 1.33% are 'reasonably possible' over the next 12 months.

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

8.4 Fair value measurement*Fair value hierarchy*

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

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities.

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Note 8 Managing uncertainties (cont.)**8.4 Fair value measurement (cont.)***Revaluation*

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 6.1, Property, infrastructure, plant, equipment and other fixed assets.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 1 to 3 years. The valuation is performed either by experienced Council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Value in use is the depreciated replacement cost. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

The COVID-19 pandemic has created unprecedented economic uncertainty. Actual economic events and conditions in the future may be materially different from those estimated by Manningham City Council at the reporting date. As responses by government continue to evolve, management recognises that it is difficult to reliably estimate with any degree of certainty the potential impact of the pandemic after the reporting date on Manningham City Council, its operations, its future results and financial position. Council continues to closely monitor and review the financial impacts of COVID-19 on Council's operating budget.

No other matters or circumstances have arisen since the end of the financial year which have significantly affected or may affect the operations of Manningham City Council, the results of the operations or the state of affairs of Manningham City Council in future financial years.

Note 9 Other matters

Note 9 Other matters

9.1 Reserves

(a) Asset revaluation reserves

2022	Balance at beginning of reporting year \$'000	Increment/ (decrement) \$'000	Realised Revaluation Reserve \$'000	Balance at end of reporting year \$'000
Property				
Land	1,095,293	131,240	(1,339)	1,225,194
Buildings	38,849	8,521	(297)	47,073
	<u>1,134,142</u>	<u>139,761</u>	<u>(1,636)</u>	<u>1,272,267</u>
Plant, equipment and other fixed assets				
Plant, machinery and equipment	19	-	(5)	14
Fixtures, fittings and furniture	1,006	-	-	1,006
Computers and telecommunications	75	-	(75)	-
Artworks	887	-	-	887
	<u>1,987</u>	<u>-</u>	<u>(80)</u>	<u>1,907</u>
Infrastructure				
Roads	114,947	30,474	-	145,421
Bridges	5,079	945	-	6,024
Footpaths and cycleways	25,707	15,332	-	41,039
Off street car parks	5,930	2,014	-	7,944
Drainage	163,966	37,351	-	201,317
Parks, open space and streetscapes	205	-	-	205
	<u>315,834</u>	<u>86,116</u>	<u>-</u>	<u>401,950</u>
Total	<u>1,451,963</u>	<u>225,877</u>	<u>(1,716)</u>	<u>1,676,124</u>
2021	Balance at beginning of reporting year \$'000	Increment/ (decrement) \$'000	Realised Revaluation Reserve \$'000	Balance at end of reporting year \$'000
Property				
Land	986,807	108,479	7	1,095,293
Buildings	47,071	(8,222)	-	38,849
	<u>1,033,878</u>	<u>100,257</u>	<u>7</u>	<u>1,134,142</u>
Plant, equipment and other fixed assets				
Plant, machinery and equipment	19	-	-	19
Fixtures, fittings and furniture	1,006	-	-	1,006
Computers and telecommunications	75	-	-	75
Artworks	887	-	-	887
	<u>1,987</u>	<u>-</u>	<u>-</u>	<u>1,987</u>
Infrastructure				
Roads	116,115	(1,168)	-	114,947
Bridges	5,439	(360)	-	5,079
Footpaths and cycleways	28,843	(3,136)	-	25,707
Off street car parks	5,854	76	-	5,930
Drainage	168,941	(4,975)	-	163,966
Parks, open space and streetscapes	205	-	-	205
	<u>325,397</u>	<u>(9,563)</u>	<u>-</u>	<u>315,834</u>
Total	<u>1,361,262</u>	<u>90,694</u>	<u>7</u>	<u>1,451,963</u>

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

Note 9 Other matters (cont.)**9.1 Reserves (cont.)****(b) Other reserves**

	Balance at beginning of reporting year	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting year
	\$'000	\$'000	\$'000	\$'000
2022				
Open Space (resort and recreation) Reserve (a)	11,768	(4,846)	6,237	13,159
Doncaster Hill activity centre DCP Reserve (b)	1,430	(327)	-	1,103
Total	13,198	(5,173)	6,237	14,262
	Balance at beginning of reporting year	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting year
	\$'000	\$'000	\$'000	\$'000
2021				
Open Space (resort and recreation) Reserve (a)	13,489	(8,636)	6,915	11,768
Doncaster Hill activity centre DCP Reserve (b)	797	-	633	1,430
Total	14,286	(8,636)	7,548	13,198

(a) The Open Space (resort and recreation) Reserve was established to control contributions received from developers that will, upon completion of developments be utilised to acquire and create open space, and develop recreation and other facilities for residents in the respective development areas.

(b) The Doncaster Hill activity centre DCP Reserve was established to control contributions levied on developers under the Doncaster Hill Development Contributions Plan Overlay (DCPO) and funds will be utilised to develop social and community infrastructure in accordance with the conditions contained in the DCPO.

	2022 \$'000	2021 \$'000
Note 9 Other matters (cont.)		
9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)		
Surplus/(deficit) for the year	32,120	28,962
Depreciation/amortisation	26,394	26,028
Net gain/(loss) on disposal of property, plant and equipment, infrastructure	2,480	(26)
Contributed assets	(16,432)	(10,670)
Share of gain from associate	(39)	(300)
Adjustment for work in progress write-off to other expenses	2,938	29
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	185	(2,966)
(Increase)/decrease in other assets	9	(465)
Increase/(decrease) in unearned income/revenue	(1,661)	7,158
Increase/(decrease) in trade and other payables	(6,108)	(12,450)
(Decrease)/increase in other assets and liabilities	55	57
(Increase)/decrease in provisions	(85)	826
Net cash provided by operating activities	39,856	36,183

9.3 Superannuation

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

Accumulation

The Fund's accumulation category, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2022, this was 10.0% as required under Superannuation Guarantee (SG) legislation (2021: 9.5%)).

Defined Benefit

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

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

Funding arrangements

Manningham City Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2021, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 109.8%. The financial assumptions used to calculate the VBI were:

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

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

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

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

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

Note 9 Other matters (cont.)**9.3 Superannuation (cont.)****Employer contributions****Regular contributions**

On the basis of the results of the 2021 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2022, this rate was 10.0% of members' salaries (9.5% in 2020/21). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2020 triennial valuation.

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

Funding calls

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

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

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

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

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

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

The 2021 interim actuarial investigation surplus amounts

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

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

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

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

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

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

Manningham City Council was notified of the 30 June 2021 VBI during August 2021 (2020: August 2020).

Note 9 Other matters (cont.)**9.3 Superannuation (cont.)****The 2022 interim actuarial investigation**

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

Superannuation contributions

Contributions by Council (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2022 are detailed below:

Scheme	Type of Scheme	Rate	2022 \$'000	2021 \$'000
Vision super	Defined benefit	10.00% (2020/21: 9.50%)	221	229
Vision super	Accumulation fund	10.00% (2020/21: 9.50%)	2,461	2,229
Other Funds	Accumulation fund	10.00% (2020/21: 9.50%)	2,264	1,963

In addition to the above contributions, Manningham City Council has paid unfunded liability payments to Vision Super totalling \$0 during the 2021/22 year (2020/21 \$0).

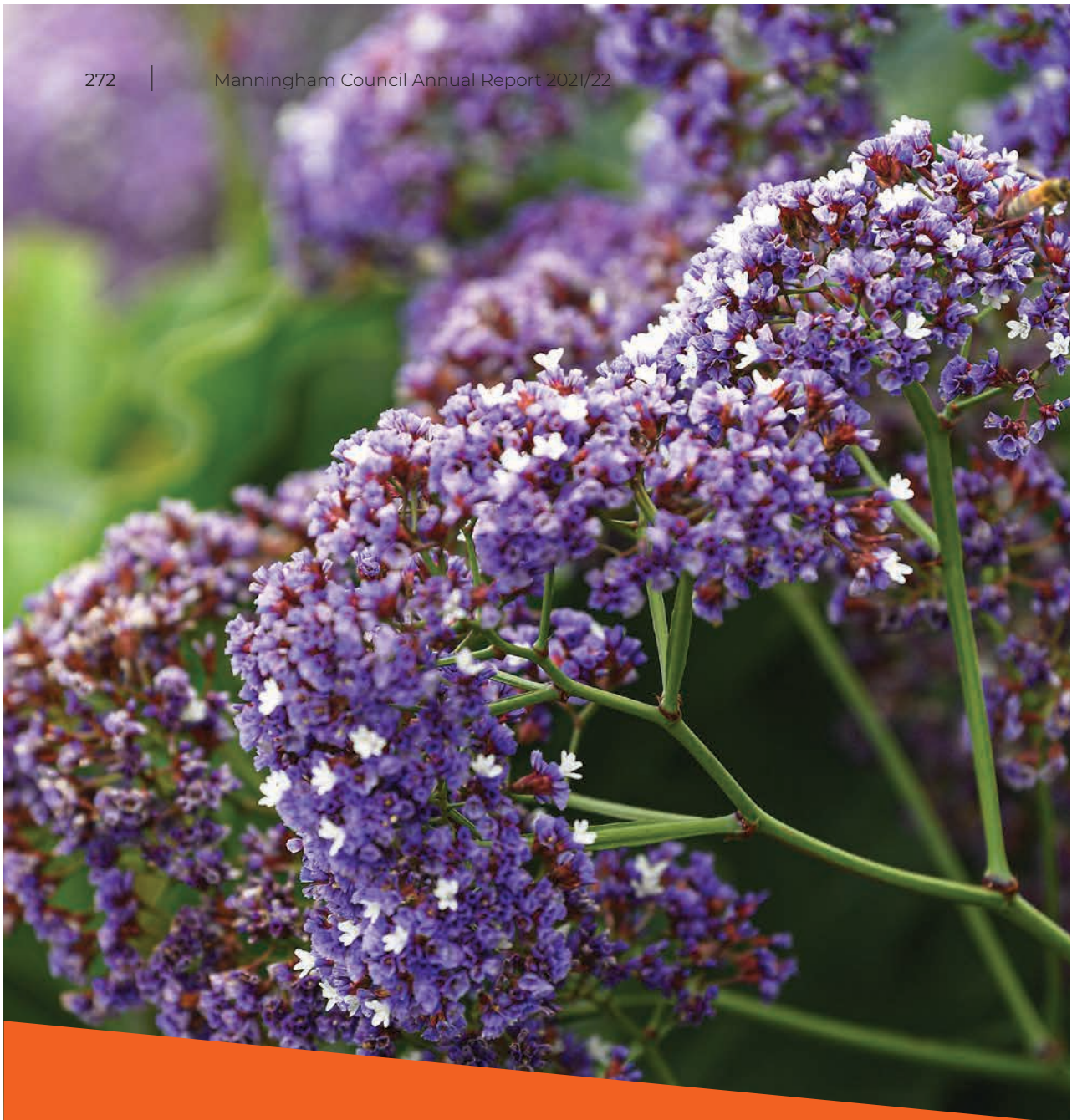
There were no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2022.

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2023 is \$229,000.

Note 10 Change in accounting policy**Note 10 Change in accounting policy**

There have been no changes to accounting policies in the 2021/22 year.

There are no pending accounting standards that are likely to have a material impact on council.



Performance Statement

Performance Statement

For the year ended 30 June 2022

Description of municipality

Manningham City Council is located in Melbourne's north-eastern suburbs, commencing with its western boundary in Bulleen, 12 kilometres from the Melbourne CBD and extending to Wonga Park at its eastern extremity, 32 kilometres from the CBD. The City is bounded by the Yarra River, Banyule City and Nillumbik Shire in the north, Yarra Ranges Shire in the east, Koonung Creek, Maroondah City and the cities of Whitehorse and Boroondara in the south and Banyule City and the Yarra River in the west.

The City encompasses a total land area of 114 square kilometres, including a substantial 17% green open spaces. The non-urban areas include a large tract of the Green Wedge, and are used mainly for rural residential living, conservation and small scale agriculture.

Manningham has a population of 126,924 people across the City. The City covers the suburbs of Bulleen, Doncaster, Doncaster East, Donvale, Nunawading (part), Park Orchards, Ringwood North (part), Templestowe, Templestowe Lower, Warrandyte, Warrandyte South and Wonga Park (part).

Certification of the Performance Statement

In my opinion, the accompanying performance statement has been prepared in accordance with the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.



Jon Gorst (BCom, CPA)
Principal Accounting Officer
13 September 2022
Doncaster

In our opinion, the accompanying performance statement of the Manningham City Council for the year ended 30 June 2022 presents fairly the results of council's performance in accordance with the Local Government Act 2020 and the Local Government (Planning and Reporting) Regulations 2020.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify this performance statement in its final form.



Michelle Kleinert
Mayor
13 September 2022
Doncaster



Deirdre Diamante
Deputy Mayor
13 September 2022
Doncaster



Andrew Day
Chief Executive Officer
13 September 2022
Doncaster

Other Information

For the year ended 30 June 2022

1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's strategic resource plan. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by council in its financial plan on 28 June 2022 and which forms part of the council plan. The financial plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The financial plan can be obtained via Council's website or by contacting council.



Independent Auditor's Report

To the Councillors of Manningham City Council

Opinion	<p>I have audited the accompanying performance statement of Manningham City Council (the council) which comprises the:</p> <ul style="list-style-type: none"> • description of municipality for the year ended 30 June 2022 • sustainable capacity indicators for the year ended 30 June 2022 • service performance indicators for the year ended 30 June 2022 • financial performance indicators for the year ended 30 June 2022 • other information and • certification of the performance statement. <p>In my opinion, the performance statement of Manningham City Council in respect of the year ended 30 June 2022 presents fairly, in all material respects, in accordance with the performance reporting requirements of Part 4 of the <i>Local Government Act 2020 and Local Government (Planning and Reporting) Regulations 2020</i>.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the performance statement	<p>The Councillors are responsible for the preparation and fair presentation of the performance statement in accordance with the performance reporting requirements of the <i>Local Government Act 2020</i> and the <i>Local Government (Planning and Reporting) Regulations 2020</i> and for such internal control as the Councillors determines is necessary to enable the preparation and fair presentation of a performance statement that is free from material misstatement, whether due to fraud or error.</p>

Auditor's responsibilities for the audit of the performance statement

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance Engagements will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance statement.

As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the overall presentation, structure and content of the performance statement, including the disclosures, and whether performance statement represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
26 September 2022



Travis Derricott
as delegate for the Auditor-General of Victoria

Sustainable Capacity Indicators

For the year ended 30 June 2022

Indicator / measure [formula]	2019	2020	2021	2022	Comments - Material Variations
Population					
C1 Expenses per head of municipal population [Total expenses / Municipal population]	\$952	\$996	\$1,000	\$1,084	Over the period, we managed to deliver high-quality services within a responsible budget at an average of \$1,084 per head of municipal population. This demonstrates that we are committed to provide core services and community facilities in a cost effective way.
C2 Infrastructure per head of municipal population [Value of infrastructure / Municipal population]	\$6,802	\$6,857	\$6,765	\$7,703	The increase in infrastructure per head of municipal population is mainly attributable to the large revaluation of Council's buildings and infrastructure assets. We are committed to maintain, renew and upgrade infrastructure assets and each year allocate a minimum of 33% of rate revenue in addition to other funding sources to fund the capital works program.
C3 Population density per length of road [Municipal population / Kilometres of local roads]	206	209	210	208	We have a lower population density per km of road than similar councils. The maintenance and upgrade of local road network is funded by an ongoing capital works program and maintenance funds.
Own-source revenue					
C4 Own-source revenue per head of municipal population [Own-source revenue / Municipal population]	\$955	\$949	\$945	\$996	The result reflects the importance of generating revenue from new and different sources to ensure ongoing financial sustainability.
Recurrent grants					
C5 Recurrent grants per head of municipal population [Recurrent grants / Municipal population]	\$106	\$102	\$96	\$112	In general, we receive a relatively low level of grants allocation and hence heavily rely on rate revenue for the delivery of high-quality services and infrastructure to the community. The increase in the 2021/22 result is mainly due to a 75% advance payment of the 2022/23 Financial Assistance Grant allocation (compared to the usual 50% allocation being received in advance).
Disadvantage					
C6 Relative Socio-Economic Disadvantage [Index of Relative Socio-Economic Disadvantage by decile]	9	9	9	9	We have a low level of socio-economic disadvantage relative to many councils.
Workforce turnover					
C7 Percentage of staff turnover [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	9.6%	11.6%	9.3%	17.8%	Turnover is reporting higher for FY 2021/22 than previous years. This is not unexpected and in line with global trends resulting from 'post-pandemic' impacts on workforce (i.e. "the great resignation"). A number of departures are attributed to employee retirements (7%) which aligns with expected movement in an ageing workforce. Additionally, organisational restructure activity was undertaken throughout the period which also traditionally correlates with higher instances of change related voluntary turnover. It is anticipated that the impacts of factors above will continue to be felt throughout FY 2022/23 with higher than normal turnover expected for the coming 12 months before restablisising.

Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and

(c) contributions to fund capital expenditure from sources other than those referred to above "infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA "SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website "unrestricted cash" means all cash and cash equivalents other than restricted cash.

Service Performance Indicators

Service/ indicator/ measure	2019	2020	2021	2022	Comments
Aquatic Facilities					
Utilisation					
AF6 Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population]	5.3	4.0	1.7	1.4	We have seen our members and visitors decrease compared to the previous year, continuing to reflect the impact from several closures, patron caps and density quotients, as a result of the Victorian Government COVID-19 pandemic restrictions and lockdowns during the year.
Animal Management					
Health and safety					
AM7 Animal management prosecutions [Number of successful animal management prosecutions]	New in 2020	100%	100%	100%	We work to ensure responsible pet ownership and community safety, only prosecuting where appropriate and as a last resort. We continue to be 100% successful in animal management prosecutions.
Food Safety					
Health and safety					
FS4 Critical and major non-compliance outcome notifications [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100	98.4%	97.5%	93.4%	96.1%	We have seen an increase of almost 3% compared to last year as our health team followed up non compliances identified during the Victorian Government's COVID-19 restriction lockdowns.
Governance					
Satisfaction					
G5 Satisfaction with council decisions [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	57	57	58	58	Our Council continues to work to improve community satisfaction with council decisions. We have seen a positive increase in the result for this year from the annual Community Satisfaction Survey. This survey is conducted by an independent research company on behalf of the Victorian Government.
Libraries					
Participation					
LB4 Active library borrowers in municipality [Number of active library borrowers in the last three years / The sum of the population for the last three years] x100	14.7%	14.3%	12.3%	10.9%	We operated our libraries under the Victorian Government's COVID-19 restrictions to keep the community safe. We have seen a decrease in library participation compared to the previous year.
Maternal and Child Health (MCH)					
Participation					
MC4 Participation in the MCH service [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100	79.7%	76.4%	77.4%	77.9%	We have seen participation rates in Maternal Child Health service increase for the third year in a row. This is despite the 4-week Victorian Government's "Code Brown" Covid-19 restrictions, which limited services to 0-8 weeks infants, children with additional concerns and vulnerable families. Following this period, our service team managed the surge response resuming our service support to our Manningham community
MC5 Participation in the MCH service by Aboriginal children [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100	71.0%	82.1%	73.5%	100%	We are very pleased to see the 100% participation rate achieved. We have worked over years on service improvements to engage and support Aboriginal families, including offering the enhanced Maternal Child Health service.

Service/indicator/measure	2019	2020	2021	Comments
Roads				
Satisfaction				
R5 Satisfaction with sealed local roads [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	66	66	64	66 We work hard to maintain our local roads and are pleased to see an increased community satisfaction. This data is collected annually in a Community Satisfaction Survey by an independent research company on behalf of the Victorian Government.
Statutory Planning				
Decision making				
SP4 Council planning decisions upheld at VCAT [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	52.5%	51.4%	63.3%	57.1% We have seen a slight decrease in the overall percentage of decisions that were not set aside at the tribunal from 63% in 2020/2021 to 57% in 2021/2022. The movement of 6% is due to the result of one VCAT decision.
Waste Collection				
Waste diversion				
WC5 Kerbside collection waste diverted from landfill [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100	53.2%	56.4%	55.2%	53.6% We have seen a slight decrease in waste diverted from landfill due to La Niña weather conditions (extreme rainfall) over the last year and less dry garden waste generated. Also recycling tonnages were lower with more people opting for bulk purchasing and reduced direct mail. We are working to introduce the food organic garden organic service in July 2023 to improve our diversion rate.

Definitions

- "Aboriginal child" means a child who is an Aboriginal person
- "Aboriginal person" has the same meaning as in the Aboriginal Heritage Act 2006
- "active library borrower" means a member of a library who has borrowed a book from the library
- "annual report" means an annual report prepared by a council under section 98 of the Act
- "class 1 food premises" means food premises, within the meaning of the Food Act 1984, that have been declared as class 1 food premises under section 19C of that Act
- "class 2 food premises" means food premises, within the meaning of the Food Act 1984, that have been declared as class 2 food premises under section 19C of that Act
- "critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the Food Act 1984, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health
- "food premises" has the same meaning as in the Food Act 1984
- "local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004
- "major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the Food Act 1984, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken
- "MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age
- "population" means the resident population estimated by council

Dimension/Indicator/measure	Forecast					Material Variations			
	2019	2020	2021	2022	2023		2024	2025	2026
Efficiency									
Expenditure level									
E2 Expenses per property assessment [Total expenses / Number of property assessments]	\$2,372	\$2,479	\$2,464	\$2,606	\$2,613	\$2,692	\$2,777	\$2,823	We are continuing to deliver quality services in accordance with its long term plan. The focus continues to be on responsible budgeting while providing cost-effective services and delivering infrastructure projects to meet the needs of our community.
Revenue level									
E4 Average rate per property assessment [General rates and Municipal charges / Number of property assessments]	New in \$ 2020	1,788 \$	1,814	\$1,845	\$1,894	\$1,934	\$1,983	\$2,027	Our average general rate increase was 1.5 per cent in 2021/22 in line with the Victorian Government's rate cap. Rate revenue is a major source of funding for a range of Council services and assists in providing funding to maintain and renew over \$2 billion of community assets such as local roads, community buildings, drains, footpaths, playgrounds and sporting facilities.
Liquidity									
Working capital									
L1 Current assets compared to current liabilities [Current assets / Current liabilities] x100	223.0%	198.3%	174.7%	211.2%	172.3%	157.4%	144.1%	139.2%	We can comfortably meet all short term financial commitments as and when they arise and is in a sound financial position. The forward year forecasts also indicate that Warringtonham is expecting to maintain a strong working capital ratio.
Unrestricted cash									
L2 Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	37.6%	36.9%	-13.1%	-68.2%	28.2%	41.3%	31.5%	33.8%	The reduction in the unrestricted cash ratio is mainly due to an increased allocation of investments in term deposits with a maturity of greater than 90 days to improve interest revenue. Only term deposits with a maturity of 90 days or less are included in the calculation of cash for this ratio. The ratio would be 60.8 per cent in 2021/22. If term deposits with a maturity of greater than 90 days were also included in the calculation.
Obligations									
Loans and borrowings									
O2 Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100	7.1%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	We are debt free. No future loan borrowings are proposed in the forecast period.

Dimension/indicator/measure	2019	2020	2021	2022	2023	2024	2025	2026	Material Variations
O3 Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	0.30%	6.97%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	We are debt free. No future loan borrowings are proposed in the forecast period.
O4 Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	1.1%	3.0%	2.8%	2.6%	2.2%	2.0%	1.8%	1.6%	We continue to have a low level of non-current liabilities compared to revenue.
O5 Asset renewal and upgrade compared to depreciation [Asset renewal and asset upgrade expense / Asset depreciation] x100	New in 2020	161.3%	118.2%	118.0%	145.6%	122.3%	111.9%	104.9%	The 2021/22 result and budget from 2022/23 onwards demonstrates our ongoing commitment to invest in the renewal and upgrade of our existing community infrastructure.
Operating position									
Adjusted underlying result OP1 Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100	10.6%	5.7%	5.8%	2.8%	4.7%	4.1%	3.5%	4.2%	The 2021/22 result is still a positive result despite the financial impact on Council of the COVID-19 pandemic. Adjusted underlying surpluses assist in funding our annual capital works program, which brings major community benefit.
Stability									
Rates concentration S1 Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x100	76.3%	78.6%	80.1%	80.8%	81.1%	80.6%	80.7%	80.6%	We receive a relatively low level of grants allocation and hence we heavily rely on rate revenue for the delivery of high-quality services and infrastructure to the community. We are continuing to identify alternative revenue streams to reduce our reliance on rate revenue.
Rates effort S2 Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.2%	0.2%	0.2%	0.2%	0.2%	0.2%	0.2%	0.2%	This ratio highlights our relatively low and stable rate burden on our community when compared to property values.

Glossary and abbreviations

Advisory committee	A committee that assists council with the decision-making process and has a Councillor representative to assist with the consultation process
Advocacy	Publicly supporting or recommending programs or services on behalf of our community to other tiers of government or service providers for community benefit
Annual Report	An report prepared by a Council annually under sections 98, 99 and 100 of the <i>Local Government Act 2020</i> .
Asset expansion expenditure	Expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to existing beneficiaries
Asset expenditure type	These types of asset expenditure: <ul style="list-style-type: none"> • asset renewal expenditure • new asset expenditure • asset upgrade expenditure • asset expansion expenditure
Asset renewal expenditure	Expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability
Asset upgrade expenditure	Expenditure that: <ul style="list-style-type: none"> • enhances an existing asset to provide a higher level of service; or • increases the life of the asset beyond its original life
Best value	State legislation that requires Council to review services to ensure community expectations and value for money
Budget	Council's originally published budget detailing the projected income, expenditure and financial position of Council.
Capital expenditure	The expenditure on items which are expected to produce future economic benefits for Council with a useful life in excess of 12 months
Capital improved value	The market value of the property at the date of valuation including the value of the land and all improvements built on the land
Capital Works Program	Program of scheduled infrastructure works generally encompassing capital works for road, drainage and building assets
Capitalisation	The process whereby expenditure is charged to an account in the statement of financial position rather than to an expense account

Council Plan	The four-year plan for how we will deliver our nine strategic objectives
Community grants	Council allocates a sum of money for our Community Development Community Grants program as part of the annual budget process. The funding supports not for profit community organisations in Manningham
Community Satisfaction Survey	The survey the state government requires Councils to conduct once a year to gauge the level of community satisfaction with our services
Cultural diversity	Celebrating our community's many different cultures expressed through language, tradition, religion, dress, arts, dance and lifestyle
COVID-19	Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus.
Community Care Program	Home and Community Care (HACC) and the Commonwealth Home Support programs established under Agreements entered into with the Australian and State Governments support people who are frail, have a disability and their families
Community care service	Provides a range of services including domestic assistance, personal care, community respite and delivered meals which assists clients to maximise their independence in the community
Governance	Council's responsibility for the economic and ethical performance of the municipality
Infrastructure	The stock of fixed capital equipment, including roads, public buildings, footpaths, etc.
Key performance indicator	A significant measure used on its own or in combination with other key performance indicators to monitor how well a business is achieving its quantifiable objectives
Liquidity	The ratio of current assets to current liabilities as a percentage that shows how much cash we have on hand
Local Government Model Financial Report	the Local Government Model Financial Report published by Local Government Victoria each year including on localgovernment.vic.gov.au
Local law	The laws adopted by Council that prohibit, regulate and control activities, events, practices and behaviours within Manningham
Local roads	The municipal road network which is maintained by Manningham Council
Manningham Matters	The Council newsletter we deliver to all Manningham homes and businesses that provides residents with information about local activities.

Manningham Planning Scheme	Outlines state and local planning policies including zones, overlays and other provisions
Material variations	Significant changes to a development application, such as those that impact neighbouring properties, alter the description of the development or would affect objections to the original proposal.
Maternal and Child Health (MCH) Service	Service provided by a Council to support the health and development of children within the municipality from birth until school age
Municipal Association of Victoria (MAV)	The lobbying body for Victoria's 79 Councils.
New asset expenditure	Expenditure that creates a new asset that provides a service that does not currently exist
Non-current assets	All assets other than current assets
Non-recurrent grant	A grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a Council's Strategic Resource Plan
North East Link Project (NELP)	The largest road project in the state's history, which will involve seven years of planning, design and construction. It is the biggest infrastructure project to affect Manningham's municipality.
Performance indicator	A statistic identifying the extent of activity in meeting a specific objective
Performance statement	The performance statement prepared by a Council under section 98 and 99 of the <i>Local Government Act 2020</i> .
Placemaking	Activities and initiatives that strengthen the connection between people and the places they share to help build community resilience and make our neighbourhood centres and villages more vibrant.
Principal Accounting Officer	The person designated by a Council to be responsible for the financial management of the Council.
Recurrent grant	A grant other than a non-recurrent grant.
Report of operations	The report outlining details of Council operations prepared under section 98 of the <i>Local Government Act 2020</i> .
Reserves	Monies set aside in the statement of financial position for specific purposes in accordance with statutory and discretionary principles

Revised budget	The revised budget prepared by a Council under section 98 of the <i>Local Government Act 2020</i> .
Risk management	A policy and process for identifying business risks and controlling the likelihood and/or impact of a risk event occurring.
Strategy	A plan of action intended to accomplish specific objectives.
Statement of Capital Works	A statement of capital works prepared in accordance with the Local Government Model Financial Report.
Statement of Human Resources	A statement that shows all Council staff expenditure and the number of full time equivalent Council staff
Sustainable	How we meet present-day needs without compromising future generations' ability to meet their needs
Themes	The overarching strategic objectives or focus areas of Council, as outlined in the Council Plan
Triple bottom line	Measures community well-being by assessing the economic, social and environmental considerations
Vision	A description of the future we aim to achieve for our city and community
Ward	The delineation of a district within a municipality for the purposes of administration and representation
Wellbeing	A general term to encompass health, happiness, welfare, security, comfort, quality of life and a sense of belonging

Abbreviations

AAS	Australian Accounting Standard
ABS	Australian Bureau of Statistics
AMS	Asset Management Strategy
CALD	Culturally and Linguistically Diverse
CEO	Chief Executive Officer
Cr	Councillor
EBA	Enterprise Bargaining Agreement
EMT	Executive Management Team
EO	Equal Opportunity
HACC	Home and Community Care
LGPRF	Local Government Performance Reporting Framework
MAV	Municipal Association of Victoria
MCH	Maternal Child Health
NDIS	National Disability Insurance Scheme
NELP	North East Link Project
SBS	Strategic Briefing Session
UNHCR	United Nations High Commission for Refugees
VEC	Victorian Electoral Commission
WHS	Workplace Health and Safety

Index

A		I	
Abbreviations	287	Information privacy	192
Achievements	28, 36, 44, 52, 58	L	
C		Liquidity	71, 162
Code of conduct	168	M	
Conditions of employment	92	Management	16, 173, 175, 176, 183, 193, 200,
Council meetings	164	Maternal and Child Health	107
Council Plan	20	Message from our Mayor	6
Council wards	13	N	
Councillor allowances	169	NELP	22,
Councillor expenses	169, 170	O	
Councillors	14,15	Occupational Health and Safety	179
D		Our history	12, 85
Domestic Animal Management Plan	193	Our mission	8
E		Our people	86
Employee code of conduct	173	Our strategic direction	8
Expenditure	69, 160, 170	Our suburbs	13
F		Our vision	8
Fraud and corruption control	175	P	
G		Performance statement	273
Glossary	283	Planning and reporting framework	94
Governance	163, 164, 171, 183	R	
H		Resilient environment	42
Healthy community	26	Reward and recognition	93
Home and Community Care	189, 190	Risk management	176
		Road Management Act	193
		Roads	129, 203

S

Senior officers	172
Statement of Capital Works	161,
Strategic briefing sessions	165

V


Vibrant and prosperous economy	50
--------------------------------	----

W

Welcome	2
Well governed council	56



Manningham Council

 Manningham Council, 699 Doncaster Road, Doncaster

 9840 9333

 manningham@manningham.vic.gov.au

 manningham.vic.gov.au

CONNECT WITH US

 [twitter/@manninghamcc](https://twitter.com/manninghamcc)

 [facebook/manninghamcouncil](https://facebook.com/manninghamcouncil)

 instagram/@CityofManningham

 Interpreter service **9840 9355**
普通话 | 廣東話 | Ελληνικά | Italiano | عربي | فارسی

12.2 Manningham Quarterly Report, Quarter 4 (April - June), 2022

File Number: IN22/638
Responsible Director: Director Experience and Capability
Attachments: 1 Manningham Quarterly Report, Quarter 4 (April-June) 2022 [↓](#)

EXECUTIVE SUMMARY

The Manningham Quarterly Report provides an overview of key reporting requirements. Detailing performance in key areas including finance, capital works, progress of 2021-2025 Council Plan, governance, expenses and customer and community engagement for the quarter covering 1 April – 30 June 2022.

COUNCIL RESOLUTION

MOVED: CR STEPHEN MAYNE
SECONDED: CR TOMAS LIGHTBODY

That Council note the Manningham Quarterly Report for Quarter 4, 2022

CARRIED UNANIMOUSLY

2. BACKGROUND

- 2.1 The Manningham Quarterly Report meets the requirements of the Local Government Act and Council policies for areas including finance, capital works and governance as well as progress of the 2021- 2025 Council Plan.
- 2.2 As this report is the end of the financial year, portions of the content have been subject to audit and delayed the report's finalisation.
- 2.3 In our commitment to better demonstrate our outcomes to the community, we have added a community spotlight this quarter. We are featuring Manningham Community Grant recipient, CareNet and the positive community outcomes the funding supported.

3. DISCUSSION / ISSUE

A summary is as follows:

3.1 Capital Works

- 3.1.1 The adopted 2021/22 capital budget includes \$54.37m (million) in new funding plus \$3.92m in carry forwards contained a provision for \$5m in strategic property acquisitions, which was subsequently deferred to 2022/23. This reduced the effective total budget to \$53.2m, which is still a significant increase over previous years.

3.1.2 Total capital expenditure as at the end of the financial year was \$44.1m, which equates to 83% of the adjusted capital budget of \$53.2m.

3.1.3 179 of the 204 projects tracked throughout the financial year were completed by the end of June which corresponds to a completion rate of 88%. \$6.2m in funding allocated to incomplete projects was carried forward to 2022/23.

3.1.4 COVID-19 had a significant negative impact on the execution of the 2021/22 capital works program. Many projects had to be temporarily closed, during the enforced construction industry shutdown in the first part of the financial year. Long material procurement lead times, increasing material costs, low contractor and material availability continued to cause delays through the financial year.

3.1.5 While the completion of 88% of projects and 83% of budget expenditure is less than in previous years and just shy of the capital works performance indicator target, the result is considerably better than many other Councils.

3.1.6 Details are in Section 1 of the Report.

3.2 **Budget and Financial Performance**

3.2.1 The June Financial Report covers the year ending 30 June 2022 and is based on preliminary figures (subject to the final external audit).

3.2.2 At the end of June 2022, Council achieved an Operating Surplus of \$32.12m, \$11.14m or 53.1% favourable compared to the full year adopted budget Operating Surplus of \$20.98m.

3.2.3 Details are in Section 2 of the Report.

3.3 **2021-2025 Council Plan Performance**

3.3.1 All major initiatives and initiatives are on track.

3.3.2 Details are in Section 3 of the Report.

3.4 **CEO and Councillor Expenses**

3.4.1 Councillors are all within allowance

3.4.2 Details are in Section 4 and 5 of the Report.

3.5 **Governance Performance**

3.5.1 Statutory Planning: a reduction in applications made within time is due to COVID-19, staffing and backfill.

3.5.2 Councillor attendance at Council meeting has been 100%. 98% of decisions during the quarter were made open to the public. 1 out of the 47 decisions was confidential as it related to a contractual matter.

3.5.3 Details are in Section 6 of the Report.

3.6 Community Engagement Performance

3.6.1 Key consultations for the quarter included the Manningham Planning Scheme, 10 Year Asset Plan, #manninghamneedsheadspace and Climate Emergency Action Plan. Community feedback is being considered and will be presented to Council separately.

3.6.2 Details are in Section 7 of the Report.

3.7 Customer Performance

3.7.1 The top 5 customer requests included hard and garden waste, rates, bins services, building surveying and animals.

3.7.2 Details are in Section 8 of the Report.

3.8 Chief Executive Key Performance Indicators (KPIs)

3.8.1 Three of the indicator suite are being closely monitored. All other indicators are either completed or on track for completion before the due date of September 2023.

3.8.2 Details are in Section 9 of the Report

4. COUNCIL PLAN / STRATEGY

4.1 The quarterly report covers all themes and goals of the Council Plan.

5. DECLARATIONS OF CONFLICT OF INTEREST

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

Quarter 4
1 April to 30 June 2022

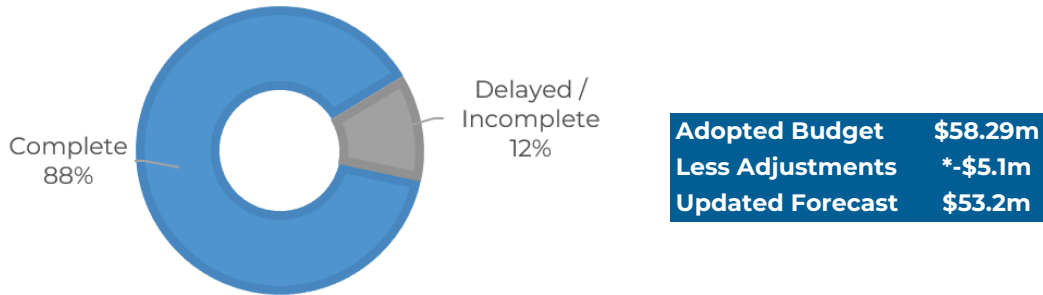
Manningham Quarterly Report

Key information on our performance and governance

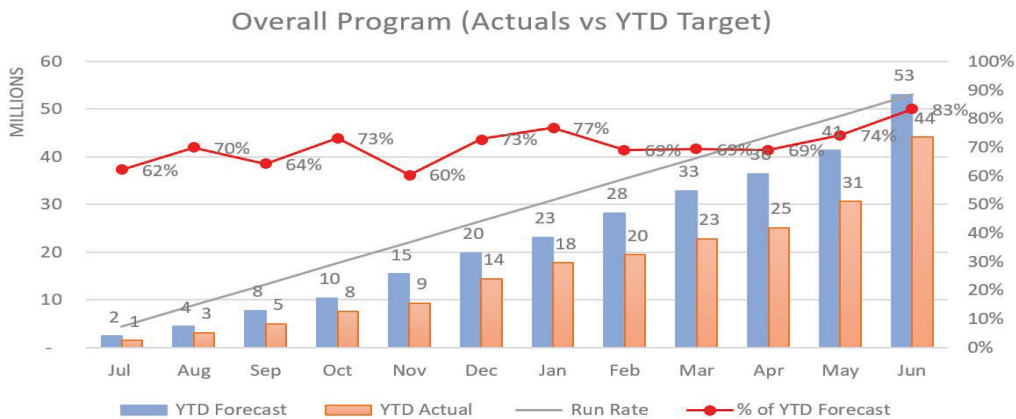


1. Capital Works

Capital Works Projects



Program Complete	Projects Complete	Value of Capital Works	Capital Income & Grants
83%	88%	\$44.1m	\$4.6m



Capital Spotlight

- The adopted 2021/22 capital budget of \$54.37m in new funding plus \$3.92m in carry forwards contained a provision for \$5m in strategic property acquisitions which was subsequently deferred to 2022/23 reducing the effective total budget to \$53.2 million. The reduced figure was still a significant increase over previous years.
- Total capital expenditure as at the end of the financial year was \$44.1m which equates to 83% of the adjusted capital budget of \$53.2m. 179 of the 204 projects tracked throughout the financial year were completed by the end of June which corresponds to a completion rate of 88%. \$6.2m in funding allocated to incomplete projects was carried forward to 2022/23.
- COVID-19 had a significant negative impact on the execution of the 2021/22 capital works program. Many projects had to be temporarily closed down during the enforced construction industry shutdown in the first part of the financial year, and long material procurement lead times, increasing material costs, low contractor and material availability continued to cause delays throughout the remainder of the financial year. While the completion of 88% of projects and 83% of budget expenditure is less than in previous years and below the desired completion rate stated in the KPI, the result is considerably better than many other Councils were able to achieve.
- Changes implemented to improve our community engagement practices has slowed a number of projects, but it is anticipated that these changes will contribute to very positive results going forward.

1. Capital Works

Major Projects - progress update

Overall, many projects are progressing well, despite difficulties associated with COVID-19.

Sporting and Community facilities

Works included resurfacing the **Tom Kelly Athletics Track**, changing places accessible facilities at **Ruffey Lake Park**, and accessible facilities at **Sheahans Reserve**. Works commenced at **Schramms Reserve Pavilion** to provide a modular pavilion with change rooms and associated amenities, storage, and kitchenette. Aquarena's toddler pool was repainted and cafe refurbished.



Program (year to date)	Expenditure	Percentage
Artworks Program	\$82,727.28	0.2%
Buildings Program	\$6,679,662.25	15.1%
Capital Works Management	\$275,766.40	0.6%
Childrens Services Program	\$67,815.20	0.2%
Community Facilities Program	\$405,778.66	0.9%
Drainage Program	\$3,473,558.20	7.9%
Open Space Program	\$3,618,137.28	8.2%
Plant & Equipment Program	\$1,200,623.79	2.7%
Property Acquisition Program	\$1,536,937.78	3.5%
Recreation & Leisure Program	\$9,242,921.00	20.9%
Roads Program	\$11,393,355.30	25.8%
Streetscapes Program	\$980,253.74	2.2%
Sustainability Program	\$344,819.80	0.8%
Technology Program	\$3,887,944.66	8.8%
Transport Program	\$936,794.48	2.1%
Waste Management Program	\$1,060.17	0.0%
TOTAL	\$44,128,155.99	100.0%

Community buildings

Completed drainage and structural works at **Warrandyte Community Childcare**, including retaining wall and footpath works and asphalt paving of **Masonic Avenue** roadside. Works are underway at the **Templestowe RSL** and **Memorial Hall Gardens** with internal building works commenced on site.



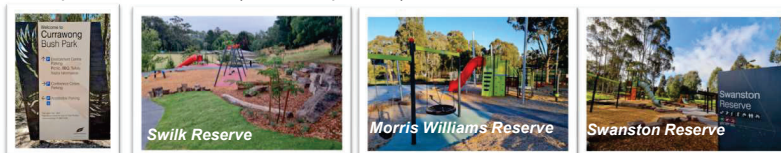
Roads and Footpaths

- Springvale Road footpath: Mitcham Road to Old Warrandyte Road works are completed. A section on Charlwood Court is pending possible works by the Department of Transport.
- Springvale Road Footpath: Reynolds Road to the Mullum Mullum Reserve entrance is complete.
- Jumping Creek Road Upgrade to improve traffic safety and drainage to manage surface water. Pre-construction activities including wildlife protection works are in progress.
- Tuckers Road Upgrade from King St to Bali Hi Blvd to improve surface water management and road safety. Stage one is 85% complete.



Open Space and Playspaces

Currawong Bush Park has new suite of entrance, wayfinding and interpretive signage along with picnic area upgrade. **Swilk Reserve** has a new local playspace to serve local residents and the Templestowe Pre-school. **Swanston Reserve** had the relocation and upgrade of district playspace to avoid a flood zone. **Morris Williams Reserve Playspace** works include a replacement and expanded hard court (still to be painted)



2. Financial Status

Income Statement

Account Group	Annual Adopted Budget	Full Year Actuals	Variance	Variance	Annual Forecast	Annual Forecast Variance (v Full Year Actuals)
	\$'000	\$'000	\$'000	%	\$'000	\$'000
1. Income						
Rates - General	113,818	114,317	499	0.4%	114,315	3
Statutory Charges, Fees & Fines	4,163	3,092	(1,070)	(25.7%)	3,098	(6)
User Charges	9,049	7,017	(2,033)	(22.5%)	6,898	118
Interest Received	375	484	109	29.1%	450	34
Grants & Subsidies	11,730	13,320	1,590	13.6%	13,969	(649)
Capital Grants & Contributions	7,160	6,800	(360)	(5.0%)	7,188	(388)
Other Income	7,655	24,592	16,937	221.2%	9,226	15,366
Net gain/(loss) on disposal of Property, Infrastructure, Plant and Equipment	133	(2,478)	(2,611)	(1963%)	262	(2,740)
Total 1. Income	154,083	167,144	13,061	8.5%	155,406	11,738
2. Expenditure						
Employee Costs	56,259	53,816	2,443	4.3%	55,154	1,338
Materials & Contracts	29,799	29,030	768	2.6%	32,200	3,170
Interest	48	55	(6)	(12.9%)	49	(5)
Utilities	2,135	2,083	52	2.4%	1,982	(101)
Other	16,571	23,645	(7,074)	(42.7%)	17,557	(6,088)
Depreciation	28,292	26,395	1,897	6.7%	27,606	1,211
Total 2. Expenditure	133,104	135,023	(1,919)	(1.4%)	134,548	(475)
Operating Surplus / (Deficit)	20,979	32,121	11,142	53.1%	20,858	11,263

Executive Summary

The June Financial Report covers the year ending 30 June 2022 and is based on preliminary figures subject to the final external audit. At the end of June 2022, Council achieved an Operating Surplus of \$32.12 million, \$11.14 million or 53.1% favourable compared to the full year adopted budget Operating Surplus of \$20.98 million.

The key favourable variances include:

- \$16.94m favourable other income mainly due to \$15.43m favourable non-monetary contributed assets (land, land under roads & other infrastructure) transferred to Council by developers. Also \$1.26m unbudgeted Quarry Royalty income as the quarry has continued to operate into this financial year and unbudgeted capital contributions have also been received (\$258k favourable).
- \$1.59m favourable Operating Grants income mainly due to earlier than expected receipt of some of next year's Grants Commission allocation (\$810k), unbudgeted Business Concierge funding (\$272k), kerbside waste reforms funding (\$139k), Covid Safe Outdoor Activation grant (\$96k), Neighbourhood Battery Initiative (\$83k) and Gender Equality Pilot for Community Development (\$27k).
- Rates - General \$499k favourable due to Interest Received on Rates being greater than budgeted and greater than budgeted Supplementary Rates and Waste Charges income.
- \$2.44m favourable Employee costs due to a number of vacancies across the organisation.
- \$1.90m favourable Depreciation and Amortisation for Intangible Software; Parks, Open Space & Streetscapes; Roads; and Computers & Telecommunications due to timing of delivery of the capital works program.
- \$806k favourable Materials & Contracts mainly due to lower than budgeted expenditure predominantly in Waste, Infrastructure Services, Community Programs and Economic & Community Wellbeing.

These are partly offset by:

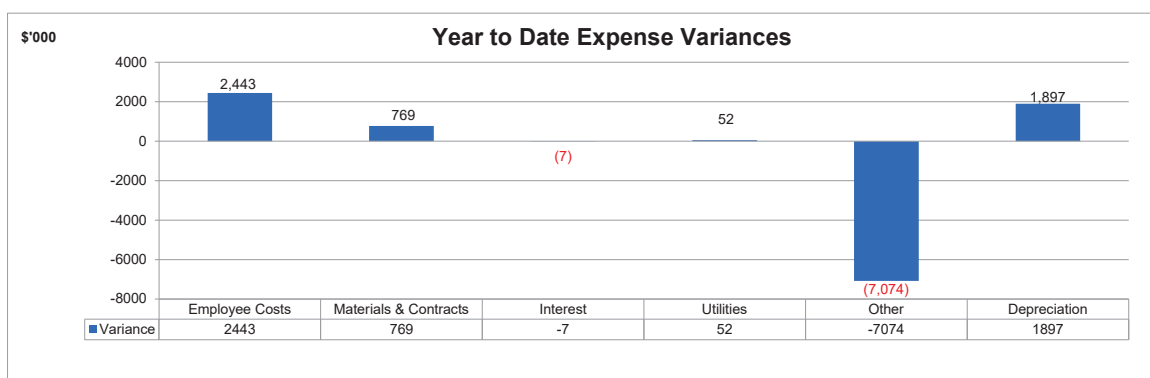
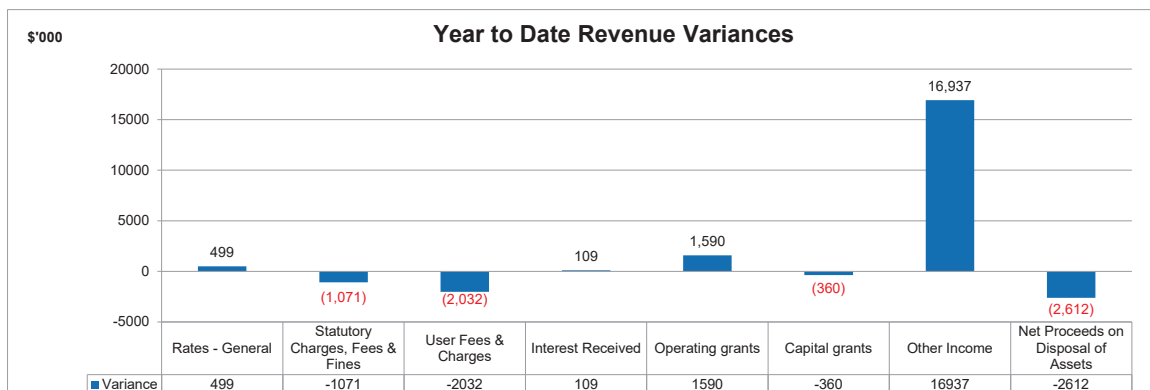
- \$7.04m unfavourable Other Expenses primarily due to \$6.55m of capital program expenditure that is operational (non-capital) in nature and unable to be capitalised. Also Software Subscriptions were \$329k greater than budgeted and Software Licences were \$269k greater than budgeted. Legal expenses were \$227k greater than budget for the year.
- \$2.6m unfavourable Net loss on disposal of assets which was mainly attributable to Council being required to divest \$1.5 million of parcels of land within the North East Link project area to the State Government for nil consideration and four buildings (three residential buildings on Hepburn Rd and one Pettys Reserve toilet block) totalling \$0.9 million being demolished as part of the capital works program to build a park and car park for the community.
- \$2.03m unfavourable Fees and User Charges due to COVID-19 Pandemic Financial Relief provided to Council's tenants Leases & Licenses charges and lower than budgeted income from Community Venues and Catering income (\$965k unfavourable) due to ongoing lockdowns and restrictions. Utility recoveries and Children's Services utilisation are also impacted.
- \$1.07m unfavourable Statutory Charges, Fees & Fines mainly due to Parking Infringement activity being \$636k lower than budgeted. Building Services Permits & Consultancy fees income were \$344k unfavourable.
- \$360k unfavourable Capital Grants: State Capital grants favourable \$544k, Federal Capital grants \$1.37m unfavourable relating to the timing of receipt of these grants to fund various projects. These are partly offset by the early payment of 75% of the 2022/23 Grants Commission capital grant allocation.

Impact of Victorian Government COVID-19 restrictions

Council was financially impacted by COVID-19 Victorian Government restrictions. Council services were impacted through reduced income (user fees, rental income and infringement activity) and increased expenses (community support, cleaning, personal protective equipment and contract variation costs).

2. Financial Status

Year to Date Income and Expenditure Variances by Category



2. Financial Status

Cash and Investments

Council's cash and cash investments balance as at June 2022 is \$93.30 million

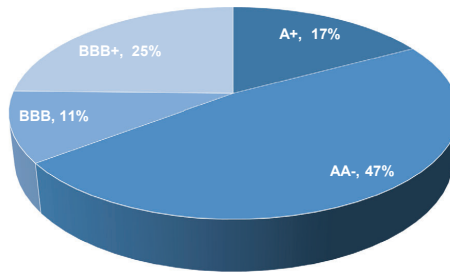
Summary of Council's Investments

Average Weighted interest rate	1.17%
Average monthly interest \$	40,365
Maximum interest rate earned	3.93%

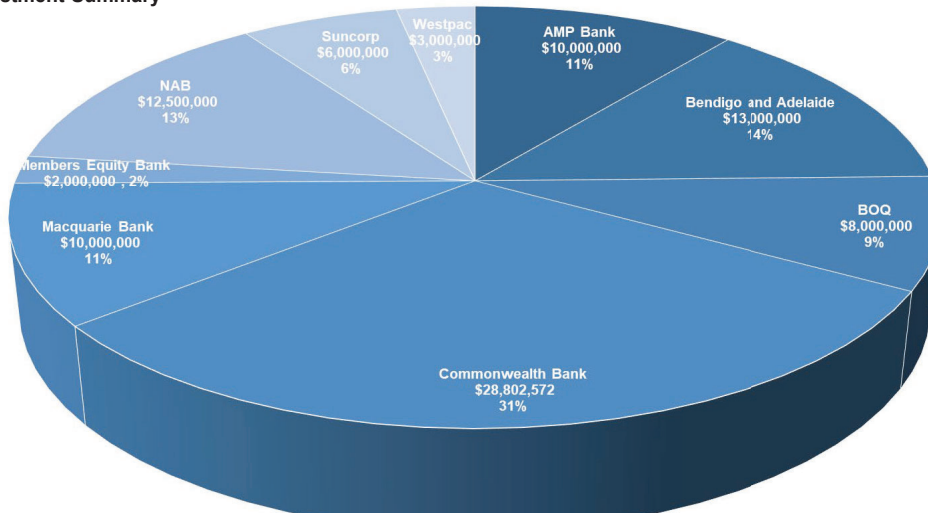
Standard & Poor (S&P) is a universal credit rating. There are 17 ratings, only using four different letters A-D. This is achieved by doubling or tripling letters—the more the better. Ratings can also include a plus sign (which is better than standalone letters) or a minus sign (which is worse than standalone letters).

The best is "AAA." This rating means it is highly likely that the borrower will repay its debt. The worst is "D," which means the issuer has already defaulted.

Investments by risk (S & P Long Term Credit Rating)



Investment Summary



2. Financial Status

Balance Sheet

	June 2022 (\$)	June 2021 (\$)	Movement (\$)
ASSETS			
Current Assets			
Trade and Other Receivables	15,722,672	15,908,770	(186,098)
Accrued Income	692,721	548,754	143,967
Cash and Cash Equivalents	12,622,907	2,805,106	9,817,801
Other Financial Assets	80,679,367	74,086,656	6,592,710
Prepayments	1,461,554	1,275,030	186,523
Trade and Other Receivables	201,496	169,853	31,643
	111,380,716	94,794,170	16,586,546
Non-Current Assets			
Other Financial Assets - Non current	-	11,030,529	(11,030,529)
Investments in associates	2,865,159	2,825,590	39,569
Sundry Debtors - Non Current	590,227	616,284	(26,057)
Infrastructure, Property, Plant & Equipment	2,454,017,279	2,203,285,841	250,731,439
	2,457,472,666	2,217,758,244	239,714,422
TOTAL ASSETS	2,568,853,382	2,312,552,414	256,300,968
LIABILITIES			
Current Liabilities			
Trade and Other Payables	24,684,395	26,779,839	2,095,444
Provisions	14,427,560	14,149,304	(278,256)
Trust Funds and Deposits	13,722,789	13,444,291	(278,498)
	52,834,744	54,373,435	1,538,690
Non-Current Liabilities			
Provisions - Non Current	3,305,477	3,462,022	156,545
	3,305,477	3,462,022	156,545
TOTAL LIABILITIES	56,140,222	57,835,457	1,695,235
NET ASSETS	2,512,713,160	2,254,716,957	257,996,203
EQUITY			
Accumulated Surplus	790,207,403	760,593,232	29,614,171
Reserves	1,690,384,653	1,465,161,419	225,223,234
Current Retained Earnings	32,121,103	28,962,307	3,158,797
TOTAL EQUITY	2,512,713,160	2,254,716,957	257,996,203

Reason for YTD variances

Current Assets

Current assets include cash and cash equivalents (cash held in bank accounts and term deposits or other highly liquid investments with terms of three months or less), other financial assets (term deposits with terms between three and twelve months) and monies owed to Council by ratepayers and others.

As at 30 June 2022, total current assets have increased compared to 30 June 2021 due to a lower than budgeted spend on the capital works program leading to increased cash holdings.

Non Current Assets

Property, infrastructure, plant & equipment and intangible assets represents 99.9 per cent of Council's non-current assets.

As at 30 June 2022, the total non-current assets have increase compared to 30 June 2021 as a result of assets created from the 2021/22 capital works program and the revaluation of Council's assets.

Current Liabilities: As at 30 June 2022, the total current liabilities have decreased compared to 30 June 2021 primarily due to the timing of payments made to creditors (trade and other payables).

Non Current Liabilities: As at 30 June 2022, the total non current liabilities are similar to those at 30 June 2021.

Equity (Accumulated Surplus and Reserves)

Equity includes Accumulated Surplus and Reserves. Reserves include Asset Revaluation reserves and other cash reserves which Council wishes to separately identify as being set aside to meet a specific purpose in the future and to which there is no existing liability. This component includes Reserves such as the Open Space Reserve and the Doncaster Hill Development Contributions Plan Reserve. These amounts are transferred to or from the accumulated surplus of Council and are separately disclosed.

As at 30 June 2022, the increase in Equity compared to 30 June 2021 is essentially related to the surplus for the year & revaluation of Council's assets (land, buildings and infrastructure assets).

2. Financial Status

Open Space Reserve and Doncaster Hill Development Contributions Plan (DCP) - Reserve Summary

	Opening Balance at 1 July 2021	Actual Income for 2021/22	Actual Expenditure for 2021/22	Closing Balance at 30 June 2022
	\$'000	\$'000	\$'000	\$'000
Open Space Reserve	\$11,768	\$6,237	\$4,846	\$13,159
Doncaster Hill DCP Reserve	\$1,430	\$0	\$327	\$1,103

The **Open Space (resort and recreation) Reserve** was established to control contributions received from developers that will, upon completion of developments be utilised to acquire and create open space, and develop recreation and other facilities for residents in the respective development areas.

The **Doncaster Hill activity centre DCP Reserve** was established to control contributions levied on developers under the Doncaster Hill Development Contributions Plan Overlay (DCPO) and funds will be utilised to develop social and community infrastructure in accordance with the conditions contained in the DCPO.

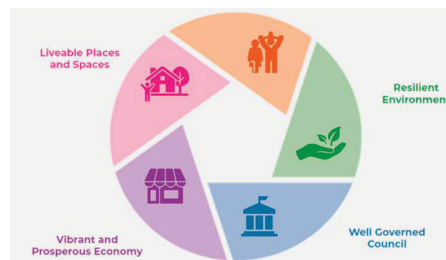
2021/22 Open Space Reserve Contributions Summary

669-671 Doncaster Road, DONCASTER, 3108	672,732	99-101 Old Warrandyte Road, DONVALE, 3111	175,000
330 Manningham Road, DONCASTER, 3108	264,000	70 Chippewa Avenue, DONVALE, 3111	56,000
26 Bordeaux Street, DONCASTER, 3108	240,000	135 Manningham Road, BULLEEN, 3105	144,000
16 Turana Street, DONCASTER, 3108	112,000	188 Manningham Road, BULLEEN, 3105	120,000
29 Lauer Street, DONCASTER, 3108	112,000	126 Mitcham Road, DONVALE, 3111	89,600
49 Turana Street, DONCASTER, 3108	108,000	207 Thompsons Road, BULLEEN, 3105	88,000
18 Wetherby Road, DONCASTER, 3108	107,030	8 Valentine Street, BULLEEN, 3105	79,000
723 Elgar Road, DONCASTER, 3108	104,000	9 Montgomery Place, BULLEEN, 3105	29,400
40 Windella Quadrant, DONCASTER, 3108	77,500	21 Millicent Avenue, BULLEEN, 3105	57,500
3 Nauru Court, DONCASTER, 3108	76,500	38 Dumossa Avenue, BULLEEN, 3105	68,750
19 Boyd Street, DONCASTER, 3108	70,000	37 Rose Avenue, BULLEEN, 3105	67,500
20 Wilsons Road, DONCASTER, 3108	55,000	10 Tobruk Street, BULLEEN, 3105	66,000
6 Malcolm Crescent, DONCASTER, 3108	51,000	17 Vista Street, BULLEEN, 3105	65,000
14 Fairway Road, DONCASTER, 3108	50,000	8 Nirvana Crescent, BULLEEN, 3105	64,750
817 Doncaster Road, DONCASTER, 3108	37,500	142 Parker Street, TEMPLESTOWE, 3106	104,000
7 Tuscany Rise, TEMPLESTOWE, 3106	340,000	2 Hakea Street, TEMPLESTOWE, 3106	83,830
351 High Street, TEMPLESTOWE LOWER, 3107	135,000	15 Smiths Road, TEMPLESTOWE, 3106	81,750
26-28 Parker Street, TEMPLESTOWE LR, 3107	115,000	38 Mandella Street, TEMPLESTOWE, 3106	55,000
267 Manningham Road, TEMPLESTOWE LR, 3107	96,000	2 Trevor Court, NUNAWADING, 3131	50,000
102 Rose Avenue, TEMPLESTOWE LR, 3107	90,000	86 Wood Street, TEMPLESTOWE, 3106	112,000
7 Rooney Street, TEMPLESTOWE LR, 3107	56,250	7 Chippendale Court, TEMPLESTOWE, 3106	90,000
4 Leura Street, DONCASTER EAST, 3109	222,400	14 Princeton Place, TEMPLESTOWE, 3106	50,000
906 Doncaster Road, DONCASTER EAST, 3109	150,000	9 Stafford Court, DONCASTER EAST, 3109	55,000
19 Ascot Street, DONCASTER EAST, 3109	131,040	16 Ireland Avenue, DONCASTER EAST, 3109	69,000
2 Rupert Street, DONCASTER EAST, 3109	120,000	2 Lautrec Court, DONCASTER EAST, 3109	70,000
18 Champion Street, DONCASTER EAST, 3109	110,400	34 Boronia Grove, DONCASTER EAST, 3109	69,500
17 Champion Street, DONCASTER EAST, 3109	105,000		
		Total Year to Date	\$6,237,331

3. Council Plan 2021-2025

Our Council Plan 2021-2025 has five themes:

- Healthy Community
- Liveable Places and Spaces
- Resilient Environment
- Vibrant and Prosperous Economy
- Well Governed Council



We developed goals for each theme in consultation with our local community, partners, Councillors and staff. We progress the Council Plan goals through actions and major initiatives each year

Major Initiatives are significant pieces of work, usually over the four years of the Council Plan. There are 19 major initiatives and initiatives to progress our 2021-25 Council Plan goals. You can find the full details of previous quarters and year’s progress in our Manningham Annual Report at www.manningham.vic.gov.au.

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

Healthy Community

- Goals:**
- Healthy, Safe and Resilient
 - Inclusive and Connected

1. Improve the range of accessible support and services available to young people in Manningham by exploring a youth hub, advocating for improved mental health resources and working collaboratively with youth agencies. ●

- | | |
|--------|---|
| Action | <ul style="list-style-type: none"> ▪ materials developed and young people engaged in new campaign #manninghamneedsaheadspace. ▪ service partnerships with Access Health & Community and EACH, Access Health & Community, Eastern Metro Primary Health Network and discussions with Eastern Melbourne Primary Health Network ▪ advocacy advanced to the stage where a tender for headspace is about to be issued ▪ youth hub included in Community Infrastructure planning |
|--------|---|

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

- | | |
|--------|---|
| Action | <ul style="list-style-type: none"> ▪ finalising our 20-year Plan to guide and maximise the use of our community facilities. ▪ delivered an ongoing operational budget allocation of \$154,000 per annum for increased library operating hours at Doncaster Library and sunday opening at The Pines Library. |
|--------|---|

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

- | | |
|--------|--|
| Action | <ul style="list-style-type: none"> ▪ delivered two Strength Through Connection community forums, one bringing multicultural leaders, community, and Councillors together, and a second with local First Nations People on reconciliation. ▪ delivered our Community Grants Program, Small Grants, and the Community Partnership Grant to the community to assist in progressing Council Plan goals ▪ held an Advisory Committee meet and greet, giving our community and Councillors an excellent opportunity to share ideas. |
|--------|--|

4. Support and educate to connect inclusive and healthy communities (inclusive of our First Nations and culturally diverse communities) through:

- | | |
|--------|--|
| Action | <ul style="list-style-type: none"> ▪ Implementing the Reconciliation Action Plan (RAP) to enhance recognition of First Nation Peoples ● ▪ Resources and information that link our community to understanding of and responses to family violence ▪ ran a cultural immersion program that provided workshop opportunities for young First Nations People to reconnect with culture within their schools ▪ Implementing funding initiatives, including Hearts in Hands in Manningham, Family Violence Free for Women by the Chinese Health Foundation of Australia and Level Playgroup for Multicultural Families in Manningham by the Eastern Domestic Violence Service ▪ developed and Innovate Reconciliation Action Plan (RAP) for formal endorsement by Reconciliation Australia ▪ accredited as an 'Welcoming City' on in recognition of our work and based on commitments to build on a welcoming and inclusive Manningham City. |
|--------|--|

3. Council Plan 2021-2025

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

Progress

	<p>Liveable Places and Spaces</p>	<p>Goals:</p> <ul style="list-style-type: none"> ■ Inviting places and spaces ■ Enhanced parks, open space, and streetscapes ■ Well connected, safe and accessible travel ■ Well utilised and maintained community infrastructure
	<p>5. investigate use of our facilities and identify opportunities to develop or repurpose facilities and the use of Council land for multi-use purposes to meet changing community needs through:</p>	<ul style="list-style-type: none"> ■ Finalising the 20 Year Community Infrastructure Plan by 31 Dec. 22 and implement the Action Plan ■ Assessing and improving the way stadiums are used in conjunction with Stadium Managers ■ Improve access to sport and recreation facilities and spaces for broad community use and benefit
<p>Action</p>	<ul style="list-style-type: none"> ■ ongoing discussions to maximise our facilities for all local sport and recreation activities. Finalising the Community Infrastructure Plan for Council endorsement ahead of community consultation. ■ Reviewing management contracts for our leisure facilities to identify the best management model for future management contracts through benchmarking and stakeholder workshops. This will ensure that our major leisure facilities provide inclusive and innovative programs and services to the Manningham community. 	
	<p>6. Strengthen our principles to guide responsible planning for new developments by:</p>	<ul style="list-style-type: none"> ■ adoption of Liveable City Strategy and Environmental Strategy by 30 June 2022 ■ review the Manningham Planning Scheme (MPS) by 30 June 2022 ■ investigate enhanced planning controls to enhance the protection of our environment.
<p>Action</p>	<p>Pursuing our protection of the environment and responsible planning through the:</p> <ul style="list-style-type: none"> ■ review of the Manningham Planning Scheme. We completed a robust internal and external consultation process to inform the review process ■ adoption of the Liveable City Strategy 2040, following extensive consultation. ■ review of the current Community Local Law. 	
	<p>7. Provide ways for people to connect by:</p>	<ul style="list-style-type: none"> ■ prioritising grant funding to support community inclusion and connections ■ deliver actions in our Transport Action Plan and Bus Network Review 2017 including contributing to the planning of the Suburban Rail Loop (SRL), Doncaster Busway, Bus Rapid Transits, bus network and service improvements and enhancing our walking and cycling network.
<p>Action</p>	<ul style="list-style-type: none"> ■ updated funding criteria to align with our current Council Plan. Allocated the annual grants program. The Community Grant Program Recipients can be found on the Manningham website. ■ made submissions to the Suburban Rail Loop Stage 1 Environmental Effects Statement process and hearings in 2022. Including Suburban Rail Loop planning framework, which was passed by Parliament. ■ met with the Department of Transport on the bus networks review to discuss improvements for the Manningham community. ■ advocated for walking and cycling improvements through the Eastern Transport Coalition. 	
	<p>8. Upgrade our park and recreation facilities (as scheduled): including Petty's Reserve Sporting Development (Stage 2), Rieschiecks Reserve Pavilion Redevelopment and Deep Creek Reserve</p>	
<p>Action</p>	<ul style="list-style-type: none"> ■ We delivered upgrades to our parks and recreation facilities, including progressing the Petty's Reserve Sporting Development (Stage 2), Rieschiecks Reserve Pavilion Redevelopment, and Deep Creek Reserve. 	

3. Council Plan 2021-2025

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

Progress



Liveable Places and Spaces

Goals:

- Inviting places and spaces
- Enhanced parks, open space, and streetscapes
- Well connected, safe and accessible travel
- Well utilised and maintained community infrastructure



9. Implement our Parks Improvement Program including creating a new open space on Hepburn Road, Ruffey Lake Landscape Masterplan, Waldau Precinct Plan and naming of Warrandyte Riverside Park



Action

- renamed the park along the Yarra River in Warrandyte, wonguim wilam. The park has an official opening planned for September 2022
- progressed the creation of a new open space on Hepburn Road and completed demolition of houses. Sculptural art piece commission has been awarded, and the detailed design is progressing
- Ruffey Lake Park Landscape Masterplan and the Waldau Precinct Masterplan continues with projects:
 - new signage for the park
 - new fitness stations and new trees installed
 - path and surface treatment upgrades near The Boulevard completed
 - planning for Victoria Street playspace upgrade with a community reference group and brief for consultant completed.

10. We will continue to work to maintain to a high standard our roads, footpaths and drains.

- detailed design is occurring for Tuckers Road, Jumping Creek Road, Porter/Anderson/James/Swilk/Union street in Templestowe, which all include road, drainage and footpaths
- Stage 2 of the improvement works are underway in Knees Road, Park Orchards with road, drainage and footpath assets included in the works
- Manningham has secured \$1million for works on Brysons Road from the Australian Government as part of the Local Road and Community Infrastructure Program. Planning for delivery to improve road safety and road conditions
- tender to expand our CRM system and replace the current maintenance management with the Field Service Application is currently underway to assist with scheduling works and improve record keeping and programming reactive and programmed works across roads, footpaths and drains.



Resilient Environment

Goals:

- Protect and enhance our environment and biodiversity
- Reduce our environmental impact and adapt to climate

11. Delivery of our Environmental Strategy to:

- Strengthen principles to protect the environment, biodiversity and wildlife
- Advocate to government and business on environmental issues
- Improve management practices of bushland maintenance, pest animal and environmental weed control and monitoring, evaluating and improvement mechanisms
- Explore biodiversity improvement or environmental community engagement programs for local public areas with the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation, Melbourne Water and Parks Victoria
- Explore protection measures in our Community Local Law by 30 June 2022.

Action

- completed robust internal and external consultation to inform the Manningham Planning Scheme review.
- review of the current Community Local Law
- collaborate and advocate as part of the Northern Alliance for Greenhouse Action on climate change and emission reduction initiatives across all levels of government and with private sector partners



12. Support and educate to connect inclusive and healthy communities (inclusive of our culturally diverse communities) through environment education and waste programs

Action

- Waste and environmental education and awareness program delivery in place and continues to be implemented as per program schedule for the year.



Quarter 4

1 Apr - 30 June 2022

Page 10

www.manningham.vic.gov.au

3. Council Plan 2021-2025

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

Progress



Vibrant and Prosperous Economy

Goals:

- Grow our local business, tourism and economy

13. Support local business through:

- Demonstrating leadership to increase procurement with Social Enterprises, Aboriginal Enterprises and Australian Disability Enterprises (collectively known as Social Benefit Suppliers) and local businesses.
- Capacity building and support through the Business Development Program.
- Exploring local opportunities to support local businesses to collaborate via a hub or co-working space
- Implementing the recommendations in the Doncaster Hill Strategy and Economic Development Strategy to encourage and support tourism and employment opportunities

Action

- launched the Local Business Database and work with neighbouring councils on more local business connection forums
- organised a local supplier forum for catering and hospitality businesses to connect with local businesses and present on how to tender with our Council
- driving the strategic approach to engaging local businesses in the sourcing plan process.
- conducting workshops to raise staff awareness and roll out the guidelines on supporting local businesses and achieving sustainable procurement outcomes
- working with Eastern Innovation Business Centre and Flexible Working Australia to take part in a regional Boosting Co-working program. We successfully obtained a \$3,000 grant to support co-working, and local businesses could access a voucher of \$100 to be used at a local co-working location
- undertaking a benchmarking exercise and held discussions with Manningham Uniting Church to investigate opportunities for co-working spaces
- participating in the Victorian Government-funded Business Concierge and Hospitality program provided two Business Liaison Officers who engaged directly with our local businesses on COVID-19 regulations, business permits and the business development program
- developing an increased understanding of the immediate needs of business and created a support program by using the engagement app on our Customer Relationship Management System
- conducting education programs on marketing and Search Engine Optimisation after interest from business, as well as delivering business mentoring and development programs.



Well Governed Council

Goals:

- A financially sustainable Council that manages resources effectively and efficiently
- We value our customers and community in all that we do

14. Maximise public value through the systematic planning and review of our services and effective early and broad engagement on our projects

Action

- embedded a service view into our annual budget cycle to maximise value for our community by better aligning our resources with identified priorities
- started three service reviews on top of the continued focus on continuous improvement and commitment in our planning across all services
- strengthened our focus on early and broad engagement with our community with enhancements to our project management system to capture and report communication and engagement
- improved processes to look at opportunities to include partners, customers and community voices in the progress and outcomes of projects.

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

Action

- We are looking at opportunities to include partners, customers and community voices in the progress and outcomes of projects
- Improved our website and ways to include stronger links to the Council Plan themes, our performance and updating the community on progress and outcomes.

3. Council Plan 2021-2025

Action we have taken to progress the goals of our Council Plan	Progress
<p>16. Ensure our long term financial sustainability by preparing our Budget and 10-year Financial Plan incorporating key strategies to Council by 30 June 2022</p>	
<p>Action</p> <ul style="list-style-type: none"> ▪ adopted 2022/23 Budget and updated 10-year financial plan ▪ early engagement with community to inform draft on Your Say Manningham ▪ early engagement with Councillors in October, November 2021, and February and March 2022 with another session in mid-April 2022 ▪ final adoption planned for 28 June 2022 after a period of community engagement. 	
<p>17. Improve our customer experience to better understand and meet their specific needs</p>	
<p>Action</p> <p>To improve our customers' experience, we worked on</p> <ul style="list-style-type: none"> ▪ an advocacy campaign to be published at the beginning of the next quarter ▪ a process to track engagement with social media content so conversations can continue online ▪ redeveloping our website to improve our online customer experience by increasing self-service options and improving accessibility, accuracy and relevance of content ▪ rolling out proactive communications early in project planning and progress monitoring. 	
<p>18. Explore different ways to improve community satisfaction with our communications on local community issues, services and activities</p>	
<p>Action</p> <ul style="list-style-type: none"> ▪ extending ways for community conversations to continue on our projects through social media ▪ launched new website making it easier for our community to access and find information ▪ developing a strong advocacy campaign on priority issues for upcoming federal election ▪ earlier involvement in capital works and other projects to improve timely communications 	
<p>19. Commence gender equality impact assessments on significant Council policies, services and programs for equitable, inclusive and accessible improvements for prominent issues</p>	
<p>Action</p> <ul style="list-style-type: none"> ▪ developed a Gender Equality Action Plan (GEAP) as required under Victoria's new Gender Equality Act. While our commitment to this work goes far beyond a legal mandate, the development of our GEAP is grounded in legislative gender equality principles ▪ incorporated the assessment as part of the review of policies, services, and programs. This includes the Asset Plan and the Community Infrastructure Plan. We are undertaking gender quality impact assessments on policies, services and programs as they are reviewed. 	
<p>20. 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 and to reduce the construction impact of the project on the community</p>	
<p>Action</p> <p>Met with relevant North East Link Project (NELP) teams to discuss commencement of work on the primary package (tunnel package) as well as:</p> <ul style="list-style-type: none"> ▪ our key objective to retain as much open space along the project corridor with the southern package in the presentation to the Environmental Effects Statement hearings and judicial review. ▪ in reviewing the design packages for various aspects of the project and have made submissions to PSA for the Bulleen Park masterplan ▪ North East Link Tunnels Urban Design and Landscape Plan public exhibition process and designs ▪ Bulleen Park precinct, Bulleen Park and Ride, early works and the central package. Continue to advocate, influence and respond to NELP. Have recently reviewed design packages for various aspects of the project and have made submissions for the Bulleen Park masterplan. 	

4. Councillor Expenses

An allocation of \$13,091 for each Councillor and \$14,870 for the Mayor is budgeted each financial year to reimburse Councillors for expenses incurred while carrying out their official roles.

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

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

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

Councillor	Travel	Car Mileage	Childcare	Information Communication Technology	Conference & Training	General Office Expense	Formal Attendance	Other	Total Qtr	Year to Date	Allowance (Financial Year)
Cr A Chen	\$939	\$310	\$0	\$0	\$899	\$0	\$76	\$1,300	\$3,524	\$4,877	\$13,091
Cr A Conlon	\$0	\$836	\$0	\$745	\$0	\$0	-\$36	\$0	\$1,545	\$1,402	\$13,703
Cr D Diamante (Deputy Mayor)	\$1,419	\$0	\$0	\$0	\$1,058	\$0	\$136	\$0	\$2,614	\$2,617	\$13,091
Cr G Gough	\$1,781	\$537	\$0	\$733	\$1,058	\$0	\$0	\$0	\$4,110	\$4,110	\$13,091
Cr M Kleinert (Mayor)	\$1,924	\$355	\$0	\$179	\$1,058	\$189	\$293	\$22	\$4,019	\$4,624	\$14,257
Cr C Lange	\$1,145	\$1,733	\$0	\$620	\$1,058	\$77	\$136	\$0	\$4,769	\$4,905	\$13,091
Cr T Lightbody	\$846	\$0	\$0	\$0	\$1,058	\$0	\$0	\$0	\$1,904	\$2,172	\$13,091
Cr L Mayne	\$1,456	\$0	\$0	\$309	\$1,058	\$0	\$0	\$0	\$2,823	\$3,364	\$13,091
Cr S Mayne	\$772	\$0	\$0	\$599	\$899	\$0	\$0	\$0	\$2,270	\$2,270	\$13,091

Notes for the Quarter

1. Cr Michelle Kleinert was sworn in as Mayor at Council's Annual Meeting on 4 November 2021. Allowances for Cr Kleinert and outgoing Mayor, Cr Andrew Conlon have been adjusted for the remainder of the financial year on a pro-rata basis
2. National General Assembly - \$1,113.42
3. Mayor car mileage – related to travelling to rural conference in private vehicle, due to unavailability of electric charging stations.

5. Chief Executive expenses

The Chief Executive Officer (CEO) incurs expenses while carrying out the role. Expense categories related specifically to the CEO role are travel, conferences and seminars and miscellaneous. Gifts declared are also included in this report although not an expense to Council. The CEO is required to be transparent in the use of Council resources as per the Employee Code of Conduct.

	Travel	Food and beverage	Conferences and seminars	Gifts declared	Misc.	Total Qtr	Total Year
Andrew Day	\$984.08	\$185.00	\$1,058.18	\$0	\$0	\$2,227.26	\$2,800.99

Notes:

All costs are GST exclusive

Expense categories

Travel

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

Food and Beverage

Costs associated with food or beverages that directly relate to the CEO role within a professional context.

Conferences and seminars

Costs associated with registration fees from attendance by the CEO at conferences, functions and seminars. Meetings such as these are normally held by local government related organisations, professional bodies and institutions, educational institutions and private sector providers on areas and events which impact on the role of the CEO and the City in general. This category also includes memberships and subscriptions to bodies and organisations whose activities are relevant to role of the CEO.

Gifts declared

Any gifts that exceed the token gift threshold (\$50.00) that the CEO is required to declare as per the Token Gift Policy.

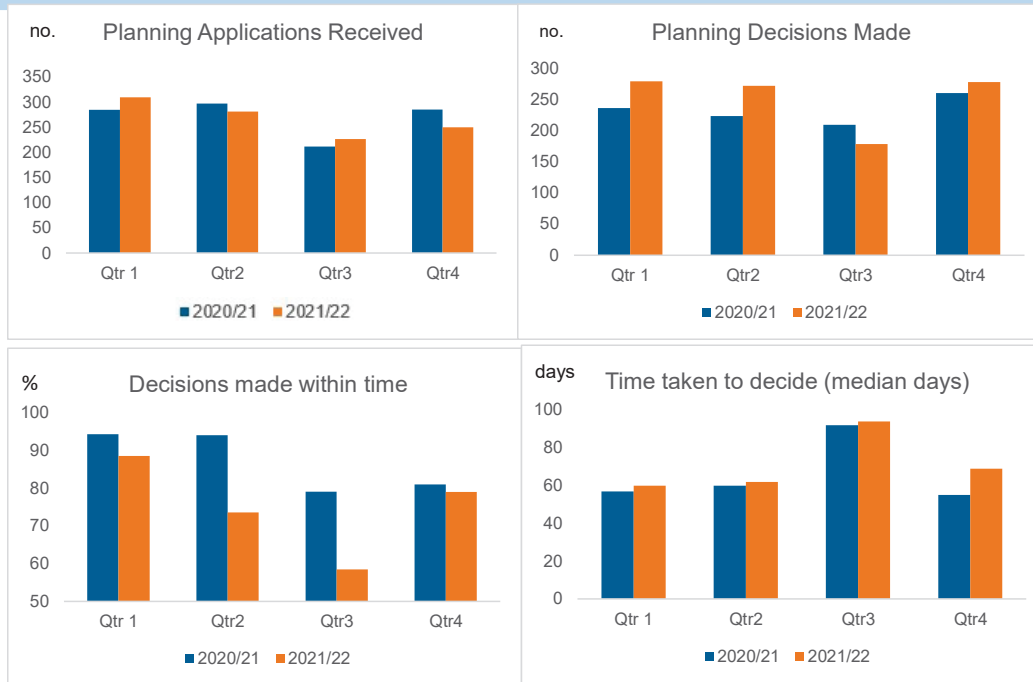
Miscellaneous

Any other costs associated with the CEO role not covered by the categories above.

6. Well Governed

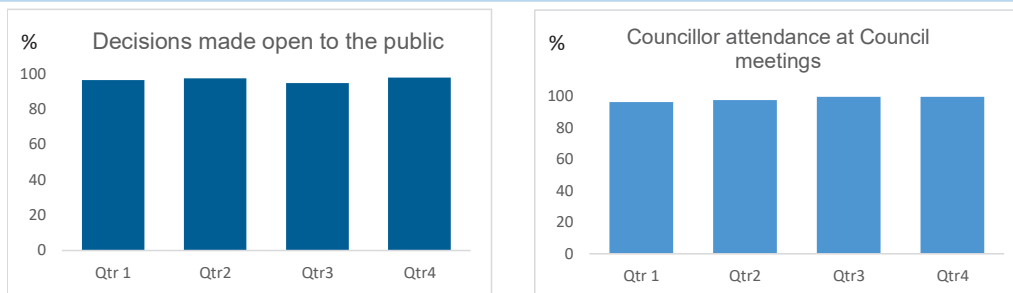
The indicators below are focus areas from the Local Government Performance Reporting Framework. Full data is available on the Know Your Council website

Statutory Planning



A increase in decisions made in time is due to the impact of COVID-19, staffing and backfill.

Decision Making



- 98% decisions or resolutions were made open to the public, with 1 out of 47 resolutions being confidential as they related to contractual matters.
- There was 100% attendance by Councillors at Council meetings this quarter

7. Community Engagement

Live engagement projects for the period:



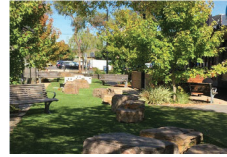
**Jenkins Park
Playspace Renewal**

We're planning an upgrade of the playspace at Jenkins Park, Templestowe.



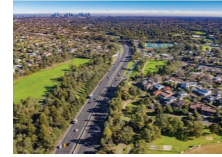
Cat Jump Park

The Park in Donvale links a network of paths to neighbourhoods and is also has drainage for the local area.



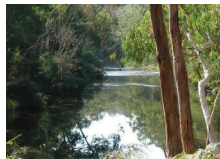
Tunstall Square

We are proposing to build on our pop-up space for people have more options for sitting and eating in a more festive atmosphere.



Manningham Planning Scheme

The Manningham Planning Scheme guides the use, development, and protection of land.



Climate Emergency Action Plan

Review our draft Plan to meet our goal in achieving net zero emissions.



10 Year Asset Plan

Our Plan to guide or planning and resourcing of our key longer-term infrastructure priorities



Templestowe Village

Our draft plan includes public art, more plants, herb garden, share library, community games and fairy lights



#manninghamneedsheadspace

Help raise awareness for the mental health crisis that our local young people are facing and help us call for a headspace in Manningham.

Some of what you told us for what is proposed:

10 Year Asset Plan
Support for all assets. Would like more spent on Footpaths, Shared Paths and Bicycle Paths
38 responses

Tunstall Square Pop up
76.1% support the draft concept plan. Look at seating type, safety for children, smoke free area
384 downloads
91 responses

Cat Jump Park
Most interest in the proposed new playground, toilet and active recreation area.
16 responses

#manninghamneedsheadspace ideas to shape the campaign
'promote mental health campaign and reduce stigma at info stalls, schools, with partners, and on social media and tik-tok'
323 responses

Templestowe Village
76.9% support the draft concept plan
14 responses

YOUR SAY | MANNINGHAM
■ total visits: 4700
■ new registrations: 74

Progress on recent engagements:

- A Manningham Flood Mapping community panel has been appointed.
- a reconnect session will take place in September with the Macedon Square traders and community to rebuild trust and move forward with the square's upgrade.
- our #manninghamneedsheadspace advocacy campaign raised awareness for our lack of youth mental health services and received the feedback of over 1,000 people. We'll be taking this information directly to the government as we continue to advocate for better mental health outcomes for our young people.
- stage two construction for the wonguim wilam play space upgrade will finish this month. We'll be closing the loop with our community at an official opening event on Sunday 18 September.
- We will be completing the Templestowe pop up park upgrade this month with the final installment of artwork and planter boxes. We'll be closing the loop with local residents with an opening event (date TBC).

Register to have your say on upcoming projects at yoursay.manningham.vic.gov.au

Spotlight: Community Grant Program and CareNet

Our Community Grant Program supports groups delivering programs and activities that benefit the community. Our goal is to develop partnerships with not-for-profit groups and organisations that enrich the Manningham area. Since 2015, the Program has awarded more than \$6.7 million to benefit the community.

“Without essential funding to maintain food relief programs residents requiring short or long-term support are at greater risk of ill health and placing their families and themselves in a harmful situation”

Food Relief with Kellie Wishart, CareNet Founder & Coordinator

Manningham Christian Centre received \$200,000 (50,000 over four years) through the 2022-25 Community Partnership Grant Program for their CareNet Food Relief Program. The Centre also received a Community Relief Grant of \$29,950 for the CareNet Café Connect Project to support food security.



How has Manningham Council funding enabled your service to deliver more or different services?

The grant funding allowed CareNet to extend its reach in providing food relief services to community members in need across Manningham. A Social Worker was continued to lead a team of volunteers to deliver food relief programs to Manningham residents. Programs included running the mobile food relief pantry at Wonga Park Community Cottage, Pentecost Church and Warrandyte Neighbourhood House. Many residents who access these programs experience challenges such as financial hardship, social isolation, homelessness and family violence.

How has the grant funding had a positive impact?


Recently, a Manningham family approached CareNet for immediate help. Following an injury to the wife, the couple found themselves unable to continue to work full-time in their small business to care for the injured wife and children. The family were ineligible for Centrelink benefits or other financial support. They were at risk of failing to meet their home loan repayments and provide basic necessities. Doncare (Doncaster Community Care and Counselling Centre) referred the family to CareNet. CareNet supported the family by providing food and personal supplies while they re-established themselves. CareNet were able to refer the family to further supports including debt management and financial services.

What happens if clients can't get this support, or if funding was not provided?

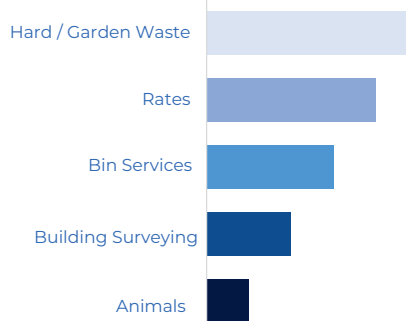
The provisions of food relief services to the community requires significant resource investment to source food provisions and organise distribution to those in need. Volunteers are an integral part of the operation of food relief programs. Their involvement in the delivery of these services provides a meaningful opportunity to develop new skills and make connections in their community. Without essential funding to maintain food relief programs residents requiring short or long-term support are at greater risk of ill health and placing their families and themselves in a harmful situation.

For more information on CareNet visit: www.manninghamcc.org/carenet
For more information on our Community Partnership Grants visit: www.manningham.vic.gov.au

8. Customer Experience

<p>923 Customers chose to connect with us through Live Chat</p>	<p>Average response time 2m 20 seconds</p> <p>↑ 2 mins 2 sec from last quarter</p>
<p>15,817 new customer requests lodged</p>	<p>176 new cases per day average</p>
<p>556 cases lodged via Snap, Send, Solve</p> 	<p>calls answered within 30 seconds</p> <p>60% (KPI is 80% or more)</p>

Top 5 Customer Requests



Our projects to improve our customer's experience

We are continuously working to improve our customer's experience with projects including:

Single View of our Customer: continuing our Customer Experience journey, we have completed the proof of concept for a single view of the customer. The solution will unify customer/citizen data from a number of systems into a single view to unlock meaningful insights towards our customer-centric strategy. This is anticipated to go live next quarter.

Live Chat/ChatBot: the new Live Chat solution went live in early May. It has enhanced our customer experience by being available in approximately 70 different languages.
















Customer Data Enhancements: the last two years have seen Citizen Connect centralise and automate customer transaction data in a Power BI dashboard. This data is available to all managers across the organisation to put the customer at the heart of decision making.

CRM Automation Enhancements: we have completed automatic customer relationship management (CRM) case creation from external sources such as Snap Send Solve, Contact Us and other online forms. This will reduce administrative handling and streamline case resolution for our customers. The integration between Snap Send Solve and CRM is nearing completion with a planned go live of next month (August). Once Snap Send Solve is imbedded, other sources will be integrated.



9. CEO Performance Indicators

Agreed by Council as key focus areas for Chief Executive Officer, Andrew Day to deliver by September 2023.

on track 	monitor 	complete 
A Council approved Streetscape Management Plan and Nature Strip Policy by 30 June 2022.		
Emissions targets are set by 30 December 2021 and progress reported back to Council at least annually. <i>Targets adopted by Council in November 2021.</i>		
FOGO implemented to the Manningham community in 2022/23.		
90% of the Council Plan Major Initiatives and Initiatives are on track at the end of the financial year.		
90% completion of annual capital works program implemented		
Service Management Framework is resourced and implemented.		
Workforce Plan completed by 31 December 2021 and implementation of annual actions as detailed in the Plan. <i>Workforce Plan complete</i> , actions have now been assigned.		
Asset plan to be presented to Council and adopted by 30 June 2022 and actions from 2022/23 to be implemented as per the action plan.		
Finalise the Community Infrastructure Plan by 30 June 2022 and implement the Action Plan.		
Completion of the Gender Equity Action Plan (GEAP) in line with legislative requirements and implementation of annual actions.		
Improved consultation and engagement satisfaction results, from the previous year, in the Community Satisfaction Survey (or equivalent). <i>This survey is managed by the Victorian Government. For 2022, the same result as 2021 was achieved.</i>		
Implement a program of Community Engagement training for officers.		
Delivery of the milestones and timelines as agreed in the advocacy plan for 2021/22 and 2022/23.		



Manningham Council

📍 Manningham Council, 699 Doncaster Road, Doncaster, 3108

☎ 9840 9333

✉ manningham@manningham.vic.gov.au

🌐 manningham.vic.gov.au

CONNECT WITH US

🐦 [twitter/@manninghamcc](https://twitter.com/manninghamcc)

📘 [facebook/manninghamcouncil](https://facebook.com/manninghamcouncil)

📷 instagram/@CityofManningham

 Interpreter service **9840 9355**
普通话 | 廣東話 | Ελληνικά | Italiano | عربي | فارسی

13 CHIEF EXECUTIVE OFFICER

13.1 Council Meeting Schedule for 2023

File Number: IN22/654
Responsible Director: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

Manningham's Governance Rules (the Rules) require Council to fix its meeting schedule for the forthcoming year.

Council meetings are held monthly in the Council Chambers on Tuesdays at 7:00pm unless otherwise provided for in the recommendation. The meeting schedule for 2023 is outlined in the recommendation for Council's consideration and endorsement.

COUNCIL RESOLUTION

MOVED: CR ANDREW CONLON
SECONDED: CR CARLI LANGE

That Council:

A. adopt the following meeting schedule for 2023:

Council meetings will be held in the Council Chambers at 7:00pm on the following dates:

- **28 February 2023 (Tuesday)**
- **28 March 2023 (Tuesday)**
- **26 April 2023 (Wednesday)**
- **30 May 2023 (Tuesday)**
- **27 June 2023 (Tuesday)**
- **25 July 2023 (Tuesday)**
- **22 August 2023 (Tuesday)**
- **26 September 2023 (Tuesday)**
- **31 October 2023 (Tuesday)**
- **28 November 2023 (Tuesday)**
- **12 December 2023 (Tuesday)**

B. set the meeting date for the Annual Meeting of Council for Thursday, 2 November 2023, at 7:00pm in the Council Chamber at the Civic Centre.

C. authorise the Chief Executive Officer to undertake all necessary actions to call the scheduled Council meetings.

CARRIED UNANIMOUSLY

2. BACKGROUND

- 2.1 Manningham's Governance Rules provide that the date, time and place for all Council meetings must be fixed by Council from time to time.
- 2.2 The proposed meeting arrangements for 2023 provide for Council meetings to be held monthly on Tuesdays at 7:00pm unless otherwise provided for in the recommendation.
- 2.3 Additional meetings may be scheduled throughout the year as required and the proposed dates if endorsed by Council may be amended if necessary.
- 2.4 In preparing the meeting schedule, consideration has been given to scheduled public holidays and confirmed local government conferences for 2023.

3. DISCUSSION / ISSUE

- 3.1 This is an administrative report to enable Council to set the meeting dates for the 2023 calendar year.
- 3.2 No meeting is proposed in January however, if a meeting is required to consider any matters before the first scheduled meeting in February 2023, a meeting can be called by the Mayor.

4. COUNCIL PLAN / STRATEGY

The fixing of Council meeting times, dates and places is a requirement of the Rules and forms part of Council's governance obligations.

5. IMPACTS AND IMPLICATIONS

Council meetings provide interested people within the community an opportunity to participate in local democracy. Participation provides for greater understanding of Council decision making processes and promotes open, transparent, and accountable government.

6. IMPLEMENTATION**6.1 Finance / Resource Implications**

There are no finance/resource issues associated with this report.

6.2 Communication and Engagement

The meeting schedule will be published in a newspaper circulating in Manningham, placed on Council's website and social media channels.

6.3 Timelines

The meeting schedule will take effect at the commencement of 2023.

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.

13.2 Informal Meetings of Councillors

File Number:	IN22/636
Responsible Director:	Chief Executive Officer
Attachments:	<ol style="list-style-type: none">1 Planning Consultation Meeting - 8 September 2022 ↓2 Manningham Youth Advisory Committee - 14 September ↓3 Planning Consultation Meeting - 21 September 2022 ↓4 External Briefing - 3 October 2022 ↓5 Strategic Briefing Session - 4 October 2022 ↓6 Councillor and Senior Officer Only Time - 4 October 2022 ↓7 Strategic Briefing Session -11 October 2022 ↓8 Councillor and Senior Officer Only Time - 11 October 2022 ↓9 Health and Wellbeing Advisory Committee - 12 October 2022 ↓

EXECUTIVE SUMMARY

Chapter 6, sub rule 1 of Manningham's Governance Rules requires a record of each meeting that constitutes an Informal Meeting of Councillors to be reported to Council and those records to be incorporated into the minutes of the Council Meeting.

COUNCIL RESOLUTION

MOVED: CR CARLI LANGE
SECONDED: CR DEIRDRE DIAMANTE

That Council note the Informal Meetings of Councillors for the following meetings:

- **Planning Consultation Meeting – 8 September 2022**
- **Manningham Youth Advisory Committee – 14 September 2022**
- **Planning Consultation Meeting – 21 September 2022**
- **External Briefing – 3 October 2022**
- **Strategic Briefing Session – 4 October 2022**
- **Councillor and Senior Officer Only Time – 4 October 2022**
- **Strategic Briefing Session – 11 October 2022**
- **Councillor and Senior Officer Only Time – 11 October 2022**
- **Health and Wellbeing Advisory Committee –12 October 2022**

CARRIED UNANIMOUSLY

1. BACKGROUND

- 1.1 Section 60 of the *Local Government Act 2020*, requires a Council to develop, adopt and keep in force Governance Rules (the Rules).
- 1.2 Chapter 6, sub rule 1 of Manningham's Governance Rules requires the Chief Executive Officer to ensure a summary of matters discussed at an informal meeting is tabled at the next convenient Council meeting and recorded in the minutes of that meeting.
- 1.3 An Informal Meeting of Councillors is a meeting that:
 - is a scheduled or planned meeting of all Councillors (irrespective of how many Councillors attend) with the Chief Executive Officer for the purpose of discussing the business of Council or briefing Councillors; or
 - is a scheduled or planned meeting of all Councillors (irrespective of how many Councillors attend) with the Executive Management Team for the purpose of discussing the business of Council or briefing Councillors; or
 - is a scheduled or planned advisory committee meeting attended by at least one Councillor and one member of Council staff; and
 - is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

2. DISCUSSION / ISSUE

Summaries of the following informal meetings are attached to this report:

- Planning Consultation Meeting – 8 September 2022
- Manningham Youth Advisory Committee – 14 September 2022
- Planning Consultation Meeting – 21 September 2022
- External Briefing – 3 October 2022
- Strategic Briefing Session – 4 October 2022
- Councillor and Senior Officer Only Time – 4 October 2022
- Strategic Briefing Session – 11 October 2022
- Councillor and Senior Officer Only Time – 11 October 2022
- Health and Wellbeing Advisory Committee – 12 October 2022

3. DECLARATIONS OF CONFLICT OF INTEREST

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

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Planning Consultation Meeting				
Date:	Thursday, 8 September 2022				
	<table border="1"> <tr> <td>Time Opened:</td> <td>5:30 pm</td> </tr> <tr> <td>Time Closed:</td> <td>6:40 pm</td> </tr> </table>	Time Opened:	5:30 pm	Time Closed:	6:40 pm
Time Opened:	5:30 pm				
Time Closed:	6:40 pm				
Location:	Zoom (online)				
Councillors Present:	Cr Deirdre Diamante Cr Anna Chen Cr Stephen Mayne				
Officers Present:	Hugh Charlton Janet Edwards Dean Neofitou				
Apologies:	Nil				
Items discussed:	1. Planning Application PLN22/0064 2 Ruda Street, Doncaster				
CONFLICT OF INTEREST DISCLOSURES					
Were there any conflict of interest disclosures by Councillors?	No.				

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Manningham Youth Advisory Committee				
Date:	Wednesday, 14 September 2022				
	<table border="1"> <tr> <td>Time Opened:</td> <td>6:00pm</td> </tr> <tr> <td>Time Closed:</td> <td>7:20pm</td> </tr> </table>	Time Opened:	6:00pm	Time Closed:	7:20pm
Time Opened:	6:00pm				
Time Closed:	7:20pm				
Location:	Council Chambers				
Councillors Present:	Cr L Mayne, Cr A Chen				
Officers Present:	Michelle Zemancheff, Pamela Dewhurst				
Apologies:	Nil				
Items discussed:	<ul style="list-style-type: none"> Youth Representation and Rotary MYAC Membership for 2023 				
CONFLICT OF INTEREST DISCLOSURES					
Were there any conflict of interest disclosures by Councillors?	No				

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Planning Consultation Meeting				
Date:	Wednesday, 21 September 2022				
	<table border="1"> <tr> <td>Time Opened:</td> <td>6:00 pm</td> </tr> <tr> <td>Time Closed:</td> <td>7:00 pm</td> </tr> </table>	Time Opened:	6:00 pm	Time Closed:	7:00 pm
Time Opened:	6:00 pm				
Time Closed:	7:00 pm				
Location:	MS Teams (online)				
Councillors Present:	Cr Anna Chen Cr Carli Lange				
Officers Present:	Julie Mikkelsen Hugh Charlton				
Apologies:	Nil				
Items discussed:	1. Planning Application PLN21/0615 42-44 Victoria Street, Doncaster				
CONFLICT OF INTEREST DISCLOSURES					
Were there any conflict of interest disclosures by Councillors?	No.				

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	External Briefing				
Date:	Monday, 3 October 2022				
	<table border="1"> <tr> <td>Time Opened:</td> <td>6:00pm</td> </tr> <tr> <td>Time Closed:</td> <td>8:00pm</td> </tr> </table>	Time Opened:	6:00pm	Time Closed:	8:00pm
Time Opened:	6:00pm				
Time Closed:	8:00pm				
Location:	Council Chambers				
Councillors Present:	Cr M Kleinert (Mayor), Cr D Diamante, Cr S Mayne, Cr L Mayne, Cr T Lightbody, Cr G Gough, Cr A Chen, Cr A Conlon, Cr C Lange.				
Officers Present:	Lee Robson, Jenny Urbano				
Apologies:	Michelle Zemancheff, Pamela Dewhurst				
Items discussed:	Doncare Annual Report Manningham Youth Services (EACH) Annual Report				
CONFLICT OF INTEREST DISCLOSURES					
Were there any conflict of interest disclosures by Councillors?	No				

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Strategic Briefing Session				
Date:	Tuesday, 4 October 2022				
	<table border="1"> <tr> <td>Time Opened:</td> <td>6:30pm</td> </tr> <tr> <td>Time Closed:</td> <td>8:03pm</td> </tr> </table>	Time Opened:	6:30pm	Time Closed:	8:03pm
Time Opened:	6:30pm				
Time Closed:	8:03pm				
Location:	Council Chambers				
Councillors Present:	Cr Michelle Kleinert (Mayor), Cr Anna Chen, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne, Cr Geoff Gough, Cr Andrew Conlon and Cr Stephen Mayne (was present until 7.19pm)				
Officers Present:	<p>Executive Officers Present</p> <p>Andrew Day, Chief Executive Officer Rachelle Quattrocchi, Director City Services Kerryn Paterson, Director Experience and Capability Lee Robson, Acting Director City Planning and Community Andrew McMaster, Chief Legal and Governance Officer Jon Gorst, Chief Financial Officer</p> <p>Other Officers in Attendance</p> <p>Jude Whelan, Manager Engaged Communities Mehryar SimanPour, Senior Asset Management Planner Anton Peiris, Manager City Assets Krishen Soobrayen, Manager City Projects Linda Merlino, Strategic Property Portfolio Project Lead Kim Tran, Governance Officer</p>				
Apologies:	Cr Deirdre Diamante (Deputy Mayor)				
Items discussed:	<ol style="list-style-type: none"> 1. Annual Report 2021/22 2. Asset Management Annual Report 3. Strategic Property Portfolio (Confidential) 4. MC² Cladding Replacement and Ancillary Works (Confidential) 5. Manningham Quarterly Report, Quarter 4 (April - June), 2022 				
CONFLICT OF INTEREST DISCLOSURES					
Were there any conflict of interest disclosures by Councillors?	No				

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Councillor and Senior Officer Only Time		
Date:	Tuesday, 4 October 2022	Time Opened:	5:30pm
		Time Closed:	6.30pm
Location:	Koonung Room		
Councillors Present:	Cr Kleinert (Mayor), Cr Diamante (Deputy Mayor), Cr Chen, Cr Conlon, Cr Gough, Cr Lange, Cr Lightbody, Cr L Mayne, Cr S Mayne		
Officers Present:	Kerryn Paterson		
Apologies:	Nil		
Items discussed:	1. CEO KPIs 2022/23		

CONFLICT OF INTEREST DISCLOSURES	
Were there any conflict of interest disclosures by Councillors?	No

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Strategic Briefing Session				
Date:	Tuesday, 11 October 2022				
	<table border="1"> <tr> <td>Time Opened:</td> <td>6:30pm</td> </tr> <tr> <td>Time Closed:</td> <td>9:01pm</td> </tr> </table>	Time Opened:	6:30pm	Time Closed:	9:01pm
Time Opened:	6:30pm				
Time Closed:	9:01pm				
Location:	Council Chambers				
Councillors Present:	Cr Michelle Kleinert (Mayor), Cr Deirdre Diamante (Deputy Mayor), Cr Anna Chen, Cr Carli Lange, Cr Tomas Lightbody and Cr Stephen Mayne, Cr Laura Mayne, Cr Geoff Gough, Cr Andrew Conlon				
Officers Present:	<p>Executive Officers Present</p> <p>Andrew Day, Chief Executive Officer Helen Napier, Acting Director City Services Kerryn Paterson, Director Experience and Capability Lee Robson, Acting Director City Planning and Community Andrew McMaster, Chief Legal and Governance Officer Jon Gorst, Chief Financial Officer</p> <p>Other Officers in Attendance</p> <p>Carrie Bruce, Senior Governance Lead Catherine Simcox, Coordinator Social Planning and Community Strengthening Frank Vassilacos, Manager Integrated Planning Keri Kennealy, Manager Aged and Disability Services Veronica Young, Project Manager Healthy Ageing Tina Beltramin, Coordinator Positive Ageing</p>				
Apologies:	Nil				
Items discussed:	<ol style="list-style-type: none"> 1. Manningham Reconciliation Action Plan 2023-25 2. Advisory Committees Review 3. Aged Care Reform Progress (Confidential) 4. Youth Hub and Headspace Facility Options 5. Council Meeting Schedule for 2023 				
CONFLICT OF INTEREST DISCLOSURES					
Were there any conflict of interest disclosures by Councillors?	No				

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Councillor and Senior Officer Only Time				
Date:	Tuesday, 11 October 2022				
	<table border="1"> <tr> <td>Time Opened:</td> <td>5:30pm</td> </tr> <tr> <td>Time Closed:</td> <td>6:30pm</td> </tr> </table>	Time Opened:	5:30pm	Time Closed:	6:30pm
Time Opened:	5:30pm				
Time Closed:	6:30pm				
Location:	Koonung Room				
Councillors Present:	Cr Kleinert (Mayor), Cr Diamante (Deputy Mayor), Cr Chen, Cr Conlon, Cr Gough, Cr Lange, Cr Lightbody, Cr L Mayne, Cr S Mayne				
Officers Present:	Kerryn Paterson and Andrew Day				
Apologies:	Nil				
Items discussed:	<ol style="list-style-type: none"> 1. CEO Remuneration Review (Kerryn Paterson) 2. Outcome of meeting with local Iranian Community Leaders (Andrew Day) 				

CONFLICT OF INTEREST DISCLOSURES	
Were there any conflict of interest disclosures by Councillors?	No

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Health and Wellbeing Advisory Committee				
Date:	Wednesday, 12 October 2022				
	<table border="1"> <tr> <td>Time Opened:</td> <td>6:00pm</td> </tr> <tr> <td>Time Closed:</td> <td>8:00pm</td> </tr> </table>	Time Opened:	6:00pm	Time Closed:	8:00pm
Time Opened:	6:00pm				
Time Closed:	8:00pm				
Location:	Council Chambers				
Councillors Present:	Cr Michelle Kleinert (Mayor)				
Officers Present:	Catherine Simcox, Michelle Zemancheff				
Apologies:	Nil				
Items discussed:	<ol style="list-style-type: none"> 1. Active Manningham Program 2. Mental Wellbeing Resource and forum 3. International Women's Day 2023 theme 4. Other Business: <ul style="list-style-type: none"> • Monkeypox information • Road Safety for older people • Community Local Law – engagement • Items from members relevant to the role of the Advisory Committee 				
CONFLICT OF INTEREST DISCLOSURES					
Were there any conflict of interest disclosures by Councillors?	No				

13.3 Documents for Sealing

File Number: IN22/637
Responsible Director: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

The following document is submitted for signing and sealing by Council.

COUNCIL RESOLUTION

MOVED: CR CARLI LANGE
SECONDED: CR ANDREW CONLON

That the following documents be signed and sealed:

**Consent to Build Over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and Wayland Asia Pacific Estate Pty Ltd
17 Lincoln Drive, Bulleen**

**Community Services Lease
Council and Warrandyte Toy Library Inc.
Part 8 Tarroona Avenue, Warrandyte**

CARRIED UNANIMOUSLY

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 documents 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

There were no items of urgent business.

15 COUNCILLOR REPORTS AND QUESTION TIME

15.1 Councillor Reports

Cr Laura Mayne reported on her recent attendance at the Manningham Civic Awards which recognise residents who have made an exceptional contribution to the Manningham community through volunteer, unpaid or paid work. The 2022 Award recipients are:

- Margaret Kelly – Citizen of the Year
- Stephanie Martinez – Young Citizen of the Year
- Vince Montuoro – Sports Volunteer of the Year
- Varvara Ioannou – Doreen Stoves AM PSM JP Volunteer of the Year
- CareNet Program – Community Achievement Award

Cr Mayne acknowledged and congratulated all award recipients and thanked them for their service.

Cr Deirdre Diamante reported that the Victorian Honour Roll of Women, which recognises women who have demonstrated remarkable leadership and excellence in their field of expertise, interest, endeavour or commitment to the community, has this year recognised two women from the Manningham community.

Firstly, Sahar Gholizadeh, who is a member of the Manningham Health and Wellbeing Advisory Committee and voluntary President of the Australian Iranian Society of Victoria. Sahar is a registered nurse with a background in community health and education. During the pandemic Sahar supported the Iranian community helping people who lost their jobs, businesses or a family member due to covid by referring individuals to services and organisations. Today she is supporting Iranian women who are fighting for their own liberties.

Secondly, Karen Milward, who is a long term member of the Manningham Reconciliation Action Plan working group and a proud Yorta Yorta woman. Karen provides cultural solutions to businesses and community groups all over Australia and is a strong advocate for developing culturally appropriate solutions to address the issues confronting indigenous people. Karen is the chairperson of Community First Development and was previously the chairperson for the Indigenous Leadership Network for a six year term. She's also the chair of the Mullum Mullum Indigenous Gathering Group and a Board Director of Yarra Valley Water.

Cr Diamante noted their contributions to the community and congratulated them both.

Cr Anna Chen reported that the Melbourne Chinese Soccer Association (MCSA) recently received the 2022 Partner Organisation of the Year Award from Football Victoria in recognition of its ability to deal with different stakeholders and the diversity among the association. Cr Chen thanked the MCSA for its contribution to an equitable, inclusive and active community.

Cr Chen also reported on the Eastern Transport Coalition, which is actively running state election advocacy campaigns for better transport in Melbourne's East. During a recent delegates meeting Cr Chen took the opportunity to highlight Manningham's priority transport projects and seek support for an express bus route that mirrors the suburban rail loop alignment to be delivered in the short term before the construction of the Suburban Rail Loop North.

Cr Geoff Gough reported on the recent weather events which have resulted in an increase in potholes on our local roads. Cr Gough called for a briefing report concerning the state of the roads in Manningham and what steps can be taken to improve them.

Cr Stephen Mayne provided an update on a range of sport and recreation matters across the municipality. He noted that there will be extra capacity for some more football at Doncaster Reserve next to Jackson Court due to some recent changes amongst the local sporting clubs. He also noted that the Bulleen Templestowe Cricket Club is delighted with their recently installed synthetic pitch which is being put to good use during training.

Cr Mayne also reported that the Recreation Sport Advisory Committee (RASC) membership is close to being formed with 30 applications received for 16 positions. He noted that he is looking forward to the two year trial of this new advisory committee that will commence in early in 2023.

Cr Tomas Lightbody reported that he, along with a number of fellow councillors recently attended the EV Expo that was held at Manningham Council. The event was organised by the Manningham, Doncaster and Templestowe Rotary Clubs and was well-attended on the day. Cr Lightbody suggested that further electric vehicle exhibitions would be beneficial in the future.

Cr Andrew Conlon reiterated that the EV Expo was a successful event and acknowledged the efforts of the event organisers. Cr Conlon suggested that it would be beneficial for Council to further investigate the progress of electric vehicle technology.

Cr Conlon reported that he and Cr Lange had recently attended the opening of the greens at the Donvale Bowls Club. He noted that the event was well-organised and showcased that the club is prepared for a successful season ahead.

Cr Carli Lange reported that due to recent severe flooding within our municipality it would be advisable to prepare a report on the status of Jumping Creek Road, Warrandyte with reference to the drainage issues and works required in that area.

16 CONFIDENTIAL REPORTS

COUNCIL RESOLUTION

MOVED: CR GEOFF GOUGH
SECONDED: CR ANDREW CONLON

That the Council close the meeting to the public pursuant to sections 66(1) and 66(2)(a) of the *Local Government Act 2020*, to consider the following items:

Item 16.1 CEO Performance and Remuneration Review 2021/22
Item 16.2 Strategic Property Portfolio – Property Investment Project
Item 16.3 Potential Property Acquisition

CARRIED UNANIMOUSLY

The Meeting was closed to the public at 8:14pm to consider the following reports:

16.1 CEO Performance and Remuneration Review 2021/22

This report contains confidential information as defined in the *Local Government Act 2020*. The relevant ground applying is S3(1)f of the Act concerning personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

16.2 Strategic Property Portfolio - Property Investment Project

This report contains confidential information as defined in the *Local Government Act 2020*. The relevant grounds applying are S3(1)a and g(ii) of the Act concerning Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released and private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

16.3 Potential Property Acquisition

This report contains confidential information as defined in the *Local Government Act 2020*. 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.

The Meeting re-opened to the public at 8:45pm.

The meeting concluded at 8:45pm.

Chairperson
CONFIRMED THIS 22 November 2022

Council endorsed the Strategic Property Investment Policy for the Strategic Property Portfolio in the closed meeting and resolved to make the policy publicly available.

16.2 Strategic Property Portfolio - Property Investment Project

Policy Register

Strategic Property Investment Policy for Strategic Property Portfolio

Policy Classification	- City Services
Policy No.	- POL/569
Policy Status	- Current
Responsible Service Unit	- City Projects
Authorised by	- Council
Date Adopted	- 25 October 2022
Next Review Date	- 25 October 2023

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
Strategic Property Investment Policy for
Strategic Property Portfolio



Contents

PURPOSE..... 2

POLICY STATEMENT 2

SCOPE OF POLICY 2

RESPONSIBILITY 3

 Probity 4

 Property Investment Advice 4

DEFINITIONS..... 4

RELATED POLICIES..... 4

SUPPORTING PROCEDURES 5

ACTION PLANS 5

GUIDELINES 5

RELATED LEGISLATION 5

SUPPORTING RESEARCH AND ANALYSIS..... 5

DOCUMENT HISTORY..... 6

Policy Register Strategic Property Investment Policy for Strategic Property Portfolio



PURPOSE

The objective of this policy is to provide the authorization environment for officers to acquire properties as part of Councils Property Investment Project (PIP).

The PIP forms part of councils Strategic Property Portfolio (SPP) Strategy which was endorsed by Council on the 26 April 2022.

The vision endorsed by council was that:

'The Strategic Property Portfolio will provide the City of Manningham with an additional funding source to enhance services and associated infrastructure for the benefit of the community.'

The Strategic Property Portfolio Principle that was endorsed, was for the SPP to:

'Contribute to an alternative income stream to achieve Council's mission to be a financially sustainable Council.'

The PIP will seek to enable Council to benefit from Capital gains from properties acquired over a period.

POLICY STATEMENT

Capital growth through the PIP is intended to provide significant capital funding, or provide sustainable financial resources, to increase Council's capacity to sustainably enhance or expand Council services to the Manningham community. It is therefore essential that Council has clear a policy and guidelines in place in respect of the type of properties purchased for this portfolio.

SCOPE OF POLICY

The scope of the policy is to provide the authorization environment for properties to be acquired as part of the PIP.

The policy also details the Strategy, Criteria and Governance framework to be applied when acquiring properties, which are detailed in document titled, *'Criteria, Strategy and Governance Framework for the Property Investment Project procedure'*.

The acquisition of a property for inclusion within the SPP will typically require that most of the investment criteria have been met.

The criteria are set out below:

- Land and/or property with value add and/or underlying capital growth potential.

Policy Register Strategic Property Investment Policy for Strategic Property Portfolio



- Land and/or property that has minimal ongoing management and repair and maintenance obligations that would need to be undertaken directly by Council staff.
- Land and/or property sites less than or equal to Councils allocated budget for Strategic Property Acquisitions portfolio, adopted by Council as part of the annual Capital works program.
- Land and/or property sites that can be held for a period that allow a level of capital growth / return on the property (anticipated to be at least 5% per annum) that reflects Council's ability to be a patient landowner and create value over the medium term (i.e. 5-10 years).
- Land and/or property sites that located within Victoria, with a preference for properties within Manningham; and
- Land and/or property sites that can be exited / disposed of quickly and easily where necessary without a major risk of significant loss of capital investment.

RESPONSIBILITY

The process for undertaking acquisition in line with policy is identified in document titled, *'Criteria, Strategy and Governance Framework for the Property Investment Project'*. The key groups involved in implementation of the process are policy are:

- **Independent Property Advisor** – The independent property advisor undertakes the market research to provide current opportunities to the project team and analyses the alignment with the acquisitions criteria.
- **Project Team** – Reviews the opportunities presented and works with Councils subject matter experts to make recommendations to the Acquisitions Panel.
- **Acquisitions Panel** – The acquisitions panel reviews the recommendation in line with the governance frameworks, due diligence and provides recommendations to the CEO for approval.
- **The CEO** – Approves acquisitions and executes the relative acquisition documentation for Council. The CEO will be supported in the final decision making by an Independent Property Specialist, to undertake final due diligence that recommendation by the acquisition panel is viable and meets the Policy and framework.
- **Project Control Group** – Supports the SPP by providing expert advice on strategy, identifying risks and review proposed changes to the policy, criteria, strategy, or governance.

Policy Register Strategic Property Investment Policy for Strategic Property Portfolio



Probity

An independent probity advisor is appointed for the project and will be involved in reviewing the recommendations put forward by the project team and acquisition panel.

Property Investment Advice

Council's Property Investment Advisor must be suitably qualified by industry standards to provide the necessary advice. The Advisor must be an independent person who has no actual or potential conflict of interest in relation to investment decisions and the strategy being recommended.

Any property identified through an independent source or alternatively via a third-party agency must be subject to a full review by Council's Property Investment Advisor.

Community engagement on purchases.

In accordance with Council's community engagement policy, Council will inform the community once the purchasing transaction has been complete, consistent with the IAP2 spectrum.

This will provide the community with information to assist them in understanding the opportunity the purchase has provided to council.

Purchasing transacting

Upon approval to purchase the property by the CEO, Council will utilize the services of an undisclosed agent to complete the purchase on behalf of Council. This will ensure best value to Council and community and minimize the risk of price escalation if Council is a known party to the transaction.

DEFINITIONS

- SPP – Strategic Property Portfolio.
- PIP – Property Investment Project.

RELATED POLICIES

- Community Infrastructure Plan (CIP).
- Livable City Strategy (LCS).
- Council's Community Engagement Policy.

Policy Register Strategic Property Investment Policy for Strategic Property Portfolio



SUPPORTING PROCEDURES

- Criteria, Strategy and Governance Framework for the Property Investment Project Procedure.

ACTION PLANS

None.

GUIDELINES

The policy is to be reviewed annually for currency.

The policy is valid for an initial period of 1 year and is renewed automatically each year when Council adopts the annual Capital Works program and allocates funding for Strategic Property acquisition project.

RELATED LEGISLATION

The *Local Government Act 2020* (the Act) sets out Council's powers in relation to land. Part 4, Division 4 of the Act details Council's powers and obligations regarding:

- Acquisitions and compensation
- Creation of easements
- Restrictions on power to sell or exchange land
- Lease of land
- Transfer, exchange, or lease of land without consideration

In addition to these legislative obligations, the purchase or sale of land must also be undertaken in accordance with Council's relevant Instruments of Delegation, namely the Instrument of Delegation from Council to the Chief Executive Officer as amended from time to time, and the Instrument of Sub-delegation from the Chief Executive Officer to Council staff.

SUPPORTING RESEARCH AND ANALYSIS

This policy has been developed in-line with Council direction to develop the property investment portfolio.

The policy has been endorsed by a project control group from departments and stakeholders across Council and developed using best practice.

Extensive market research undertaken by Council officers and external consultants has been undertaken in the development of the policy.

Policy Register
**Strategic Property Investment Policy for
 Strategic Property Portfolio**



DOCUMENT HISTORY

Policy Title:	Strategic Property Investment Policy for the Strategic Property Portfolio
Responsible Officer:	Krishen Soobrayen
Responsible Officer Position:	Manager City Projects
Next Review Date:	25 October 2023
To be included on website?	Yes

Last Updated	Meeting Type - Council or EMT	Meeting Date	Item No.
25 October 2022	Council	25 October 2022	