



COUNCIL MEETING

AGENDA

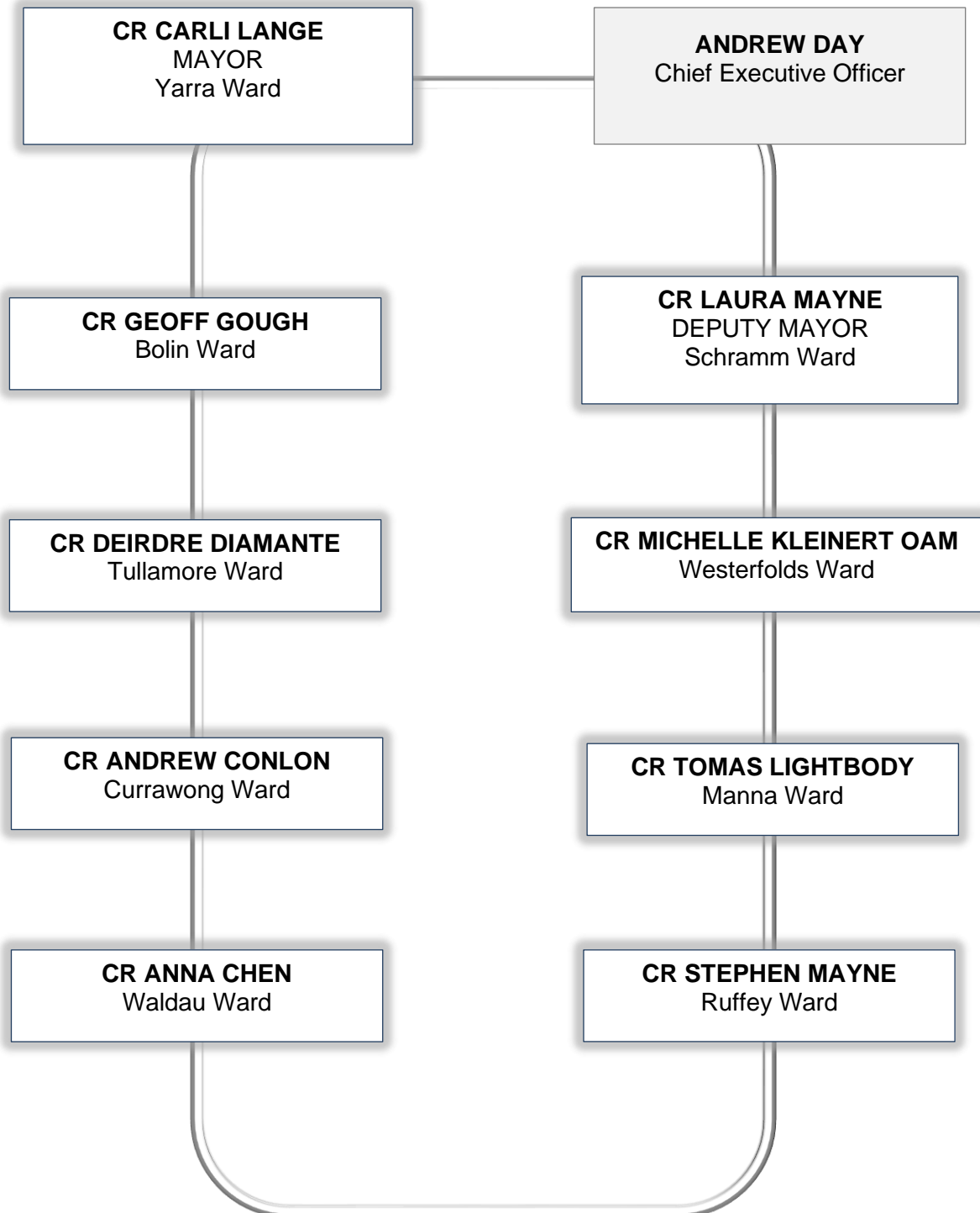
Date:	Tuesday, 27 February 2024
Time:	7:00pm
Location:	Council Chamber, Civic Centre 699 Doncaster Road, Doncaster

This meeting is convened to transact the business listed below.

Andrew Day
Chief Executive Officer

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

COUNCIL MEETING SEATING PLAN



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**1 OPENING PRAYER AND STATEMENTS OF
ACKNOWLEDGEMENT**

2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

3 PRIOR NOTIFICATION OF CONFLICT OF INTEREST

4 CONFIRMATION OF MINUTES

Confirmation of the Minutes of the Council Meeting held on 12 December 2023 and the Council Meeting held on 19 February 2024.

5 PRESENTATIONS

6 PETITIONS

7 PUBLIC QUESTION TIME

8 ADMISSION OF URGENT BUSINESS

9 PLANNING PERMIT APPLICATIONS

There are no planning permit applications that require a decision of Council this month.

10 CITY PLANNING

There are no City Planning reports this month.

11 CONNECTED COMMUNITIES

11.1 Health and Wellbeing Action Plan 2024 - 2025

File Number: IN24/66

Responsible Director: Director Connected Communities

Attachments: 1 Health and Wellbeing Action Plan 2024-2025 [↓](#)

PURPOSE OF REPORT

The purpose of this report is to seek the Council's endorsement of the Health and Wellbeing Action Plan 2024-2025 (Attachment 1) for implementation and endorse the submission of Attachment 1 to the Department of Health for noting.

EXECUTIVE SUMMARY

Council is legislatively required to prepare a Municipal Public Health and Wellbeing Plan every four years under the Public Health and Wellbeing Act 2008. Council endorsed Manningham's Health and Wellbeing Strategy 2021-2025 at its October 2021 meeting.

The Health and Wellbeing Strategy is operationalised through two biennial Action Plans. This is the second of two Action Plans and provides a framework for addressing Manningham's seven priority health areas over a two-year period (2024-2025). This Action Plan will be delivered with partners to help Council accomplish the goals and strategies identified in the Health and Wellbeing Strategy by 2025. The Action Plan also outlines how we will monitor and evaluate these initiatives to measure our impact on the health and wellbeing of the Manningham community.

This Action Plan has three new actions and 26 actions carried over from the previous Action Plan (2021-2023) resulting in 29 actions moving forward.

Once endorsed by Council, the Health and Wellbeing Action Plan 2024-2025 will be submitted to the Department of Health for noting.

1. RECOMMENDATION:

That Council:

- A. endorse the Health and Wellbeing Action Plan 2024-2025 (Attachment 1) for implementation.**
- B. endorse the submission of the Health and Wellbeing Action Plan 2024-2025 (Attachment 1) to the Department of Health for noting.**

2. BACKGROUND

- 2.1 The Municipal Public Health and Wellbeing Plan (MPHWP) is a statutory requirement under the *Public Health and Wellbeing Act 2008* under Section 26 of the Act with an aim to "protect, improve and promote public health and wellbeing within the municipal district." The Act requires Council to prepare a MPHWP within 12 months after each general election of the Council.

- 2.2 The Manningham Health and Wellbeing Strategy 2021-2025 was endorsed by Council on 26 October 2021.
- 2.3 Council also operates under the Victorian Local Government Act 2020, which outlines the critical roles all councils play in addressing the health and wellbeing of their communities.
- 2.4 The Strategy and both Action Plans were developed in consultation with Council advisory committees, local health providers, organisations that support health and wellbeing and Council officers.

DISCUSSION / ISSUE

Approach

- 2.5 The Health and Wellbeing Action Plan 2024-2025 (the Action Plan -Attachment 1) was developed in consultation with the Health and Wellbeing Advisory Committee and the Youth Advisory Committee, relevant external organisations and officers from relevant service areas. It demonstrates the activities, programs and initiatives that will be undertaken to address the priority areas of the Health and Wellbeing Strategy 2021-2025.
- 2.6 Action planning commenced in September 2023 with the delivery of two workshops: one with the Youth Advisory Committee, and the other with the Health and Wellbeing Advisory Committee. These workshops were conducted to identify shared priority health areas and any relevant issues which have emerged since the development of the Health and Wellbeing Strategy.
- 2.7 During these workshops participants reviewed the actions of the 2021-2023 Action Plan and identified any key achievements, gaps, initiatives, and emerging issues that have appeared in the community. Participants also proposed updated and new actions for the Action Plan 2024-2025. These included actions where Council could lead, partner and collaborate.
- 2.8 Finalisation of the Action Plan was supported by engaging with relevant external organisations and officers from relevant service units to refine the Action Plan framework, including actions, progress and impact measures and key data sources to support the evaluation of each initiative.
- 2.9 Conducting engagement in this way ensures the responsible officers have a direct influence on the actions they will be responsible for reporting on. This ensures the actions are practical and developed with subject matter experts to ensure we meet the aims of the State Health and Wellbeing Act to “protect, improve and promote public health and wellbeing within the municipal district.”
- 2.10 This Action Plan (Attachment 1) has three new actions in addition to the 26 actions carried over from the previous Action Plan (2021-2023); resulting in 29 actions moving forward. The three new actions are outlined below:
- Priority Area 2: Increased Healthy Eating
Action 2.3: Investigate food systems to ensure dignified food security for all Manningham residents.
 - Priority Area 6: Prevention of Violence
Action 6.1: Use the Free from Violence Framework to guide actions and build partnerships.

- Priority Area 7: Increase connection and engagement in community life
Action 7.3: Auspice the Manningham Multicultural Network.

2.11 The 29 broad actions go across the seven priority areas:

1. Improved social and emotional wellbeing
2. Increased healthy eating
3. Increased active lifestyle
4. Increase adaptation to the health impacts from climate change
5. Reduced injury and harm
6. Prevention of violence
7. Increased connection and engagement in community life.

2.12 Several 'priority cohorts' were identified during the development of the strategy. These cohorts are at greater risk of experiencing poorer health and wellbeing outcomes across each of the priority areas. They include:

- People from specific age groups across the lifespan
- People with disability
- People experiencing economic disadvantage
- Multicultural communities
- People of different genders
- People who identify as LGBTQIA+
- First Nations people.

2.13 Each initiative in the Action Plan has been aligned to one or more of the priority cohorts. The Health and Wellbeing Action Plan 2024-2025 addresses emerging issues that have developed since the endorsement of the Strategy in 2021. An example of this is the rise in e-cigarette usage among young people.

2.14 The Health and Wellbeing Action Plan 2024-2025 has also been revised to reflect updates in service operations to align with the new Neighbourhood House grants. These grants focus on Manningham Health and Wellbeing priorities, operationalising a commitment to a strengthened community development approach.

2.15 Due to the broad and complex nature of some of the actions, it was anticipated when developing the 2021-2023 Action Plan that there will be activities that span across the four-year life of the strategy. These actions have been carried over to the Health and Wellbeing Action Plan 2024-2025.

2.16 To avoid duplication, actions addressing the priority areas that are contained in other Council strategies and action plans are not replicated in the Health and Wellbeing Action Plan. For example, Council and its partner's commitments to address climate change are reflected in Manningham Climate Emergency Response Plan. Reference is made to these key documents throughout the Action Plan where relevant.

Partnerships

2.17 Importantly, some actions are delivered by Council's partner organisations (as required under the Health and Wellbeing Act) as well as Council.

- 2.18 Initiatives led by both Council service units and partner organisations are included in the Action Plan. For example, external partnerships formed with VicHealth and Active Manningham which were not in place when the Strategy was initially developed.

Monitoring and Evaluation

- 2.19 Both long-term and short-term measures have been developed for each initiative in the Action Plan to assess their progress and impact.
- 2.20 Short term progress measures allow us to track our progress and ensure we are delivering actions on time.
- 2.21 Long term measures provide us with indicators to assess our impact in addressing the health priority area.
- 2.22 The Action Plan will be monitored every six months and reported on annually to Council for noting. The next progress report will be presented to Council for noting in June 2024. This will report the progress of the 2021-2023 Action Plan from January 2023 to December 2023.

3. COUNCIL PLAN / STRATEGY

- 3.1 The Health and Wellbeing Strategy 2021-2025 is aligned to the Council Plan 2021-2025 theme, Healthy Community, and the two goals that sit under this, which are:
- 3.1.1 A healthy, safe and resilient community; and
 - 3.1.2 A connected and inclusive community.
- 3.2 The Health and Wellbeing Strategy 2021-2025 has seven key priority areas that identify the change we want to see in our community's health and wellbeing by 2025, along with action areas and measures that will tell us if we made a difference. This report provides an outline of the actions that will be delivered with partners to help Council accomplish the goals and strategies identified in the Health and Wellbeing Strategy by 2025.

4. IMPACTS AND IMPLICATIONS

- 4.1 Finance / Resource Implications
- 4.1.1 The development of the Action Plan responds to Council's legal requirements under the *Local Government Act 2020* and *Public Health and Wellbeing Act 2008*.
 - 4.1.2 The Action Plan plays a key role in creating supportive environments for optimal health and wellbeing for those who live, work, study and play in Manningham.
 - 4.1.3 Implementation of the two-year Action Plan will continue within existing budget commitments with the support of our key partners and the acquisition of external funding.

4.2 Communication and Engagement

4.2.1 The review of the 2021-2023 Action Plan was undertaken in collaboration with the Health and Wellbeing Advisory Committee and the Youth Advisory Committee to meet the legislative requirements of an annual review.

4.2.2 The Health and Wellbeing Strategy and the Action Plan are publicly available via Council's website.

4.2.3 Individual actions from within the Health and Wellbeing Strategy are promoted via relevant communication tools such as Manningham Matters, Facebook and with the support of partnering organisations.

5. IMPLEMENTATION

5.1 Communication and Engagement

Stakeholder Groups	<ol style="list-style-type: none"> 1. Health and Wellbeing Advisory Committee 2. Youth Advisory Committee 3. Relevant external organisations 4. Council officers
Is engagement required?	Yes
Where does it sit on the IAP2 spectrum?	<p>Involve – We work directly with the Advisory Committees to ensure concerns and aspirations are consistently understood and considered.</p> <p>Collaborate – We partner across the four directorates of Council and with relevant external organisations to develop the preferred solutions.</p>
Approach	<p>Individual meetings were conducted with Council officers from across the four directorates and with relevant external organisations.</p> <p>Focus Groups were conducted with the Health and Wellbeing Advisory Committee and the Youth Advisory Committee.</p> <p>Focus Groups were conducted with Council officers from across all four directorates.</p> <p>Meeting conducted with all Managers with allocated responsibilities within the Action Plan.</p> <p>Action Plan responsibilities signed off by responsible service area Manager and/or external organisation.</p>

5.2 Timelines

5.2.1 The Action Plan 2024-2025 will commence implementation following Council consideration for endorsement at the February 2024 meeting.

5.2.2 Although there is no legal requirement for the Action Plan to be submitted to the State Government Department of Health, Council has committed to doing so as best practice. Once endorsed, the Action Plan will be submitted to the Department for noting.

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.



Health and Wellbeing Action Plan 2021-2025



Acknowledgement of Country

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 People’s as Traditional Owners of lands and waterways across Country, and encourages reconciliation between all.



Introduction

The Victorian Health and Wellbeing Act (2008) requires Council to prepare a health and wellbeing strategy within the period of 12 months after each Council election. Our [Health and Wellbeing Strategy 2021 – 2025](#) (the Strategy) was adopted in October 2021. The Strategy is a community-focused document that supports Manningham’s Community Vision 2040 and [Council Plan 2021 – 2025](#) and will work towards addressing the Healthy Community theme through seven health and wellbeing priority areas:

COUNCIL PLAN		HEALTH AND WELLBEING STRATEGY
Theme	Goals	Priority Areas
Healthy Community	A healthy, safe and resilient community	Improved social and emotional wellbeing
		Increased healthy eating
		Increased active lifestyles
		Increase adaptation to the health impacts from climate change
		Reduced injury and harm
		Prevention of violence
	A connected and inclusive community	Increased connection and engagement in community life

Table 1: Manningham’s Health and Wellbeing Framework 2021-2025

The Health and Wellbeing Action Plan 2024 – 2025, (the Action Plan), is the second of two Action Plans that operationalise the Strategy. These internal working documents outline *how* Manningham Council plans to address the seven health priority areas.



Scope

We support the health and wellbeing of the Manningham Community through services delivered across Council, grants funded by Council, and partnerships with community organisations. This Action Plan focuses on improving health and wellbeing outcomes for the community through the delivery of new initiatives.

The scope does not include repetition of:

- Actions that are delivered through other Council strategies and action plans (listed below); and
- Actions undertaken that are considered ‘business as usual’ for Council.

This streamlined approach reduces duplication of effort in terms of reporting, but also provides Council with the opportunity to have a greater impact on the health and wellbeing of the Manningham community through more targeted initiatives. There is also a focus on actions at the community level that are within Council’s realm of control in terms of influencing health and wellbeing outcomes. These include advocacy efforts, the provision of community services and awareness raising initiatives.

Partnerships

Council will work in partnership with Victorian Government departments and other agencies undertaking public health initiatives, projects and programs to accomplish the goals and strategies identified in the Health and Wellbeing Strategy. This Action Plan involves partnerships with internal service units across Council, as well as key local service providers, peak bodies and community groups. Council will engage with community members through relevant Advisory Committees and networks such as:

- | | |
|--|---|
| • Health and Wellbeing Advisory Committee | • Gender Equality & LGBTQIA+ Advisory Committee |
| • Disability Advisory Committee | • Multicultural Communities Advisory Committee |
| • Reconciliation Action Plan (RAP) Working Group | • Youth Advisory Committee |
| • Healthy Ageing Advisory Committee | • Recreation and Sports Advisory Committee |
| • Arts Advisory Committee | • Liveable Places and Spaces Advisory Committee (under recruitment) |

It should be noted that only confirmed partnership commitments are identified in this document against each action. The aim is to build on these partnerships, and create new partnerships, throughout the life of the Action Plan as opportunities and emerging issues arise.

Monitoring and evaluation

The evaluation framework is provided to demonstrate how Council will track its progress in improving the community's health and wellbeing. The framework includes:

- Community Indicators: These are derived from the Health and Wellbeing Strategy and are based on the indicators included in the Council Plan 2021-2025. Community indicators provide a baseline level on the health and wellbeing of the Manningham community and will be monitored to observe change over time. These indicators are influenced by a variety of individual, local, national and global effects. These indicators may assist Council in fostering political and social commitment, which in turn, can lead to further actions to promote and sustain a healthier Manningham.
- Impact Measures: Impact measures consider *how* the action will have an impact on the community’s health and wellbeing through the delivery of targeted initiatives.
- Progress Measures: Progress measures involve reporting on the status of each task to inform Council if the action is on track.



The table below provides an overview of each priority area and a rationale to support Council’s approach to addressing each issue.

	Priority Area						
	Improved social and emotional wellbeing	Increased healthy eating	Increased active lifestyles	Increase adaptation to the health impacts from climate change	Reduced injury and harm	Prevention of violence	Increased connection and engagement in community life
Why is it important?	Social and emotional wellbeing is essential to overall health and wellbeing. Being socially and emotionally well enables a person to realise their abilities, cope with the normal stresses of life, work productively and contribute to their community. The rise in cost of living following theCOVID-19 pandemic has had a significant impact on mental health and the ability to connect with other people.	Eating the right amount of food from a balanced diet supports healthy development in children and young people, and optimum health in adults. Consuming highly processed foods, foods high in sugar, salt, and saturated fats can lead to chronic health conditions such as obesity, diabetes and diseases of the circulatory and cardiovascular systems. Healthy eating improves quality of life and reduces demand on our health system.	Sedentary occupations significantly reduce the amount of incidental exercise people experience during their working day. Physical activity improves cardiovascular health and lung function, improves mental wellbeing, and reduces obesity which improves quality of life and reduces demand on our health system.	Climate change affects health in many ways: directly by the increased intensity and frequency of extreme weather events such as prolonged heatwaves, floods and bushfires; and indirectly through worsening air quality, changes in the spread of infectious diseases, risks to food security, safety and drinking water quality. All of these factors can have an impact on an individual’s mental and physical health.	Addiction affects people of all ages and backgrounds. Addiction to gambling nicotine, E-cigarettes, alcohol and other drugs results in significant harm to the person with the addiction and to those closest to them, necessitating a range prevention, intervention and other supports. Accidental falls are significant cause of injury and death among Manningham’s older (female) population. Furthermore, a lower perception of safety among women and older people prevents them from thoroughly participating in life – resulting in negative impacts on mental and physical health.	Family violence is a serious problem in Australia. Violence takes many forms, including intimate partner violence, sexual assault (partner and non-partner), workplace sexual harassment and street harassment. It includes physical, sexual, emotional, psychological, social, cultural, spiritual, religious, financial and technology-facilitated violence or abuse, and stalking. This violence occurs in the home, in workplaces, in social settings and public spaces, in residential care, in institutions and online. It can be a one-off incident, or an ongoing pattern of deliberately coercive and controlling behaviour. Violence disproportionately affects women; people with disabilities; people who identify as gender diverse; and, increasingly, children and older people. Violence is never acceptable and has no place in Manningham.	Relationships with family and friends, and which develop through employment, involvement in religious groups, sporting clubs, cultural groups, service clubs and other interest groups provide important opportunities for connection that support health and wellbeing. The development and maintenance of a broad network of relationships provides access to additional social, emotional, financial and physical resources which can be drawn upon during times of need.
The rationale behind our approach	Increased access to mental health services for vulnerable cohorts and targeted initiatives to reduce social isolation and loneliness will support social and emotional wellbeing.	Increased healthy eating involves working with community, food vendors, policy makers and service providers to support behaviour change (e.g. healthy food choices) and create a food system where healthy food is more accessible and affordable.	Partnering with leisure providers, sporting clubs and community groups to create accessible, affordable and inclusive opportunities for key cohorts to increase their active and passive recreation and enjoy improved overall health and wellbeing.	Building awareness and understanding of the health impacts of climate change will enable and support behaviour change.	Preventing addiction is key, and responding effectively involves supporting the person with the addiction and those closest to them. The delivery of safe spaces and social programs can provide healthy alternatives for people experiencing gambling addiction, whilst also creating opportunities for participation among women and older people who may feel less safe in their community - particularly after dark. By partnering with service providers, we can raise awareness and increase support for older people who may be at greater risk of harm from accidental falls.	Violence against women and gender diverse people is both a symptom and a cause of gender inequality, and a barrier to its achievement. Initiatives designed to increase gender equality aim to reduce violence against women and gender diverse people.	Creating a safe environment and opportunities which reduce the risk and cost of participation will enable people – particularly those who may be experiencing disadvantage – to participate in community life.

Table 2: The rationale behind our approach



Health and Wellbeing Action Plan 2021-2023

Council Plan		Health and Wellbeing Strategy		Health and Wellbeing Action Plan													
Theme	Goals	Priority Area	Community Indicators	Action	Progress Measures	Impact Measures	Other Council Strategies supporting this priority area	Primary Cohort – Advocating for the intersectional voice									Confirmed Partner(s)
								Infants/ Parents	Young people	Older people	People experiencing economic disadvantage	All genders	Multicultural communities	People with disabilities	People who identify as LGBTQIA+	First Nations peoples	
Healthy Community	A healthy, resilient and safe community	1. Improved social and emotional wellbeing	Reduced proportion of adolescents with psychological distress	1.1. Work with partners to deliver initiatives to encourage positive youth mental health	Deliver the VicHealth local government partnership project on youth mental health and wellbeing to audit current primary prevention initiatives and address gaps.	Monitor use of resources to ensure relevance and accessibility for young people to improve social and emotional wellbeing	Manningham Youth Service Action Plan										Community Wellbeing and Partnerships
			Increased proportion of adolescence with high level of resilience														
			Reduced proportion of people who die by suicide		Advocate for additional services for improving youth mental health	Record successful and unsuccessful grant submissions and number of advocacy initiatives			Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships	
			Reduced proportion of parents who experience postnatal depression	1.2. Deliver initiatives to encourage positive mental wellbeing for new parents	Encourage initiatives for new parents to participate and build positive connections delivered	Number of initiatives delivered to support positive mental health for new parents		Y	Y		Y	Y	Y	Y	Y	Community Wellbeing and Partnerships	
																	Economic & Community Activation
																	Community Participation
																	Women’s Health East
																	Doncare
																	Access Health and Community

Council Plan		Health and Wellbeing Strategy		Health and Wellbeing Action Plan													
Theme	Goals	Priority Area	Community Indicators	Action	Progress Measures	Impact Measures	Other Council Strategies supporting this priority area	Primary Cohort – Advocating for the intersectional voice									Confirmed Partner(s)
								Infants/ Parents	Young people	Older people	People experiencing economic disadvantage	All genders	Multicultural communities	People with disabilities	People who identify as LGBTIQ+	First Nations peoples	
					Information on postnatal depression and support services are readily available	Initiatives delivered to inform parents of support services available		Y	Y		Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships Women’s Health East Doncare Access Health and Community
			Increased proportion of people who are satisfied with life. Reduced proportion of people who self-rate their health as fair/poor	1.3. Work with partners to facilitate and provide initiatives that combat loneliness across the life course	Through the Council community grants program support initiatives to encourage social participation and reduce loneliness	Number of community organisations delivering initiatives to actively combat loneliness		Y	Y	Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships Economic and Cultural Activation Neighbourhood Houses Active Manningham
					Encourage initiatives that support intergenerational connections	Track the number of community grant recipients and Council programs that encourage intergenerational connections.	Inclusive Manningham: An Age-friendly City Action Plan 2020-2022	Y	Y	Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships Manningham Youth Services VicHealth Doncare Swinburne University



Council Plan		Health and Wellbeing Strategy		Health and Wellbeing Action Plan													
Theme	Goals	Priority Area	Community Indicators	Action	Progress Measures	Impact Measures	Other Council Strategies supporting this priority area	Primary Cohort – Advocating for the intersectional voice									Confirmed Partner(s)
								Infants/ Parents	Young people	Older people	People experiencing economic disadvantage	All genders	Multicultural communities	People with disabilities	People who identify as LGBTQIA+	First Nations peoples	
Healthy Community	A healthy, resilient and safe community	2. Increased healthy eating	Increased proportion of infants exclusively breastfed to three months of age	2.1. Promote awareness of infant nutrition	Explore ways to increase lactation services to support families to breastfeed	Track the number of babies breastfed to at least three months of age		Y	Y		Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships Active Manningham Access Health and Community VicHealth
			Increased proportion of adults and young people who consume sufficient fruits and vegetables per day	2.2. Learn about healthy food offerings and build partnerships to enhance the range of healthy food systems available	Partnerships established to build a better understanding of food systems within Manningham	Track the range of food systems available to provide food security		Y	Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships Community Participation Active Manningham Access Health and Community VicHealth	
			Reduced proportion of adults and young people who are overweight or obese														
		Reduced proportion of residents who ran out of food and could not afford to buy more	2.3. Investigate food systems to ensure dignified food security for all Manningham residents	Partnerships established; feasibility models relevant to the local context identified and advocacy plan developed	Track the range of food systems available to enhance food security		Y	Y	Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships Food Relief Network	
		3. Increased active lifestyles	Increased proportion of people participating in organised sport and active recreation	3.1. Leverage existing sports and recreation assets to increase participation	Activities to activate all sports and recreation facilities implemented in partnership with Active Manningham	Track number of residents engaged in organised sport	Active For Life Recreation Strategy 2010-2025	Y	Y	Y	Y	Y	Y	Y	Y	Y	Community Participation Active Manningham Manningham Learns VicHealth

Council Plan		Health and Wellbeing Strategy		Health and Wellbeing Action Plan													
Theme	Goals	Priority Area	Community Indicators	Action	Progress Measures	Impact Measures	Other Council Strategies supporting this priority area	Primary Cohort – Advocating for the intersectional voice									Confirmed Partner(s)
								Infants/ Parents	Young people	Older people	People experiencing economic disadvantage	All genders	Multicultural communities	People with disabilities	People who identify as LGBTIQ+	First Nations peoples	
			Increased proportion of people who meet physical activity guidelines	3.2. Support the promotion of positive and inclusive messages to increase participation in active recreation	Deliver the VicHealth local government partnership project on <i>This Girl Can</i> to create and promote opportunities for women and girls to get active	Track the number of people who meet physical activity guidelines	Active For Life Recreation Strategy 2010-2025	Y	Y	Y	Y	Y	Y	Y	Y	Y	Community Participation
			Increased proportion of journeys that use active transport	3.3. Deliver and advocate for improved amenity along key pedestrian routes	Active transport considered as part of the Liveable City Strategy	Track the number of journeys that use active transport in Manningham	Ready, Set, Pedal: Manningham Bicycle Strategy 2013 Doncaster Hill Travel Behaviour Change Plan 2016 Manningham Transport Action Plan 2021	Y	Y	Y	Y	Y	Y	Y	Y	Y	Integrated Planning
					Enhanced amenity projects scoped, and funding identified												VicRoads
																	VicHealth



Council Plan		Health and Wellbeing Strategy		Health and Wellbeing Action Plan														
Theme	Goals	Priority Area	Community Indicators	Action	Progress Measures	Impact Measures	Other Council Strategies supporting this priority area	Primary Cohort – Advocating for the intersectional voice										Confirmed Partner(s)
								Infants/ Parents	Young people	Older people	People experiencing economic disadvantage	All genders	Multicultural communities	People with disabilities	People who identify as LGBTIQ+	First Nations peoples		
Healthy Community	A healthy, resilient and safe community	4. Increase adaptation to the health impacts from climate change	Increased proportion of the community who are more resilient to the impacts of climate change	4.1. Provide information on reducing the health impacts of climate change	Initiatives to increase community awareness and support behaviour change delivered	Survey participants of behaviour change adaptation programs to understand resilience within the community to the impacts of climate change	Climate Emergency Response Plan	Y	Y	Y	Y	Y	Y	Y	Y	Y	Sustainable Futures	
				4.2. Facilitate actions that reduce the health impacts from climate change at Council facilities	Initiatives to reduce food waste and increase water reuse at Council facilities delivered	Track food waste and water reuse at Council facilities	Climate Emergency Response Plan	Y	Y	Y	Y	Y	Y	Y	Y	Y	Sustainable Futures	
		5. Reduced injury and harm	Reduced proportion of hospitalisation rates due to falls in older adults	5.1. In partnership with allied health agencies and Active Manningham enable activities that will reduce injury to older adults	Partnerships established and initiatives identified and delivered through Council community grants programs and partnerships support initiatives that work to reduce falls in older adults	Track the number of community grant recipients and initiatives that aim to reduce falls in older adults	Inclusive Manningham: A Dementia-Friendly City Action Plan 2020-2022				Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships
						Track reported hospitalisations rates due to falls in older adults. adults	Inclusive Manningham: An Age-friendly City Action Plan 2020-2022											Access Health and Community
																		Active Manningham

Council Plan		Health and Wellbeing Strategy		Health and Wellbeing Action Plan													
Theme	Goals	Priority Area	Community Indicators	Action	Progress Measures	Impact Measures	Other Council Strategies supporting this priority area	Primary Cohort – Advocating for the intersectional voice									Confirmed Partner(s)
								Infants/ Parents	Young people	Older people	People experiencing economic disadvantage	All genders	Multicultural communities	People with disabilities	People who identify as LGBTIQ+	First Nations peoples	
			Reduced alcohol consumption (Proportion of adults and adolescents who consume excess alcohol)	5.2. Support the responsible management of alcohol in the municipality	Develop and implement the Alcohol Harm Prevention Action Plan	Track the number of alcohol consumption related incidents following the implementation of the Alcohol Harm Prevention Action Plan	DRAFT Alcohol Harm Prevention Action Plan 2024										Community Wellbeing and Partnerships Integrated Planning Economic Development Access Health and Community Action on Alcohol Flagship Group VicHealth
			Reduced illicit drug use (Rate of illicit drug related ambulance attendances per 10,000 population)	5.3. To improve safety in our Neighbourhood Activity Centres through the preparation of the Activity Centre Guidelines which will encourage passive surveillance and activation of laneways	Develop the <i>Activity Centre Design Guidelines</i>	Use relevant data to monitor overall feelings of safety within the Manningham community		Y	Y	Y	Y	Y	Y	Y	Y	Y	
			Reduced electronic gaming machine losses per year (Number of electronic gaming machine losses per year)	5.4. Support the responsible management and regulation of gambling including advocating for the prevention of gambling harm	Review the Manningham Gambling Policy and Action Plan 2012-2017 to encourage initiatives to prevent gambling harm	Track gambling losses in Manningham and initiatives that aim to prevent the harmful impact of gambling		Y	Y	Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships Alliance for Gambling Reform VLGA Gambling Action Working Group MAV (information only)
				5.5. In partnership support activities that reduce the	Partnerships established and initiatives identified	Use relevant data to monitor harm caused by gambling, e-		Y	Y	Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships



Council Plan		Health and Wellbeing Strategy		Health and Wellbeing Action Plan													
Theme	Goals	Priority Area	Community Indicators	Action	Progress Measures	Impact Measures	Other Council Strategies supporting this priority area	Primary Cohort – Advocating for the intersectional voice									Confirmed Partner(s)
								Infants/ Parents	Young people	Older people	People experiencing economic disadvantage	All genders	Multicultural communities	People with disabilities	People who identify as LGBTIQ+	First Nations peoples	
				harms caused by gambling, e-cigarettes, alcohol and illicit drug use		cigarettes, alcohol and illicit drug use											Alliance for Gambling Reform VLGA Gambling Action Working Group MAV VicHealth
				5.6. Provide information on the harms caused by gambling, e-cigarettes, alcohol and illicit drug use	Information on the harms cause by gambling, alcohol and illicit drug use and support services readily available	Council’s communication tools provide links to relevant support services			Y	Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships Alliance for Gambling Reform VLGA Gambling Action Working Group VicHealth MAV
			Increased proportion of people who feel safe when walking in Manningham after dark Reduced proportion of adults who never, or not often, feel safe when walking down their streets after dark	5.7. Establish the <i>Welcoming Cities Framework</i> 5.8. Implement the <i>Manningham Placemaking framework</i>	Deliver the VicHealth local government partnership project on young people impacted by racism Placemaking Framework used to inform key planning and projects	Monitor the number of reported incidents linked to safety in public settings Number of projects which have utilised the <i>Place Making framework</i>	Manningham Placemaking framework Welcoming Cities Framework Manningham Liveable City Strategy 2024 Reconciliation Action Plan 2023-2025 Manningham Open Space Strategy 2014	Y	Y	Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships Economic Development Integrated Planning Victoria Police VicHealth



Council Plan		Health and Wellbeing Strategy		Health and Wellbeing Action Plan													
Theme	Goals	Priority Area	Community Indicators	Action	Progress Measures	Impact Measures	Other Council Strategies supporting this priority area	Cohort – Advocating for the intersectional voice									Confirmed Partner(s)
								Infants/ Parents	Young people	Older people	People experiencing economic disadvantage	All genders	Multicultural communities	People with disabilities	People who identify as LGBTIQ+	First Nations peoples	
Healthy Community	A healthy, resilient and safe community	6. Prevention of violence	Reduced rate of family violence incidents recorded by police	6.1. Use the <i>Free from Violence</i> framework to guide actions and build partnerships	Number of events and awareness raising campaigns implemented	Track number of community grants recipients and initiative which aim to increase gender equity and respectful relationships											Community Wellbeing and Partnerships Manningham Youth Services Women’s Health East Access Health and Community FVREE Eastern Community Legal Centre Orange Door Active Manningham Victoria Police Doncare
				6.2. Provide awareness raising as part of 16 days of activism		Track the rate of family violence incidents recorded by Victoria Police		Y	Y	Y	Y	Y	Y	Y	Y	Y	
				6.3. In partnership advocate, facilitate and enable actions which will reduce the incidence of elder abuse	Through Council community grants program and partnerships support initiatives to reduce the incidence of elder abuse Raise awareness of the role of legal services in reducing harm	Track number of community grants recipients and initiative which aim to address elder abuse Track the rate of elder abuse incidents recorded by police				Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships
				6.4. Implement local governments requirements under the	Submit Progress Report to the Commission for Gender Equality for the Public	Track the number of Gender Impact Assessments completed.	Gender Equality Act 2020	Y	Y	Y	Y	Y	Y	Y	Y	Y	People Experience



				Gender Equality Act	Sector by February 2024												
Connected and Inclusive Community	7. Increased connection and engagement in community life	Increased proportion of people who feel valued	7.1. Align Council functions to better support inclusion and reconciliation	Deliver the Reconciliation Action Plan 2023-2025	Track the number of people who have sense of community and participation in community activities	Reconciliation Action Plan 2023-2025	Y	Y	Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships	Wurundjeri woi-wurrung Cultural Heritage Aboriginal Corporation
		Increased proportion of people who respect our multicultural community as adding value to where they live	7.2. Maintain an effective Multicultural Communities Advisory Committee 7.3. Continue to auspice the Manningham Multicultural Network	Deliver the VicHealth local government partnership project on community led partnerships to initiate opportunities for groups from a variety of backgrounds to spend time together and address race-based discrimination	Track the number of people who feel valued and connected in the community							Y			Community Wellbeing and Partnerships	Manningham Multicultural Network VicHealth	
		Increased proportion of people who attend or participate in local cultural or art activities	7.4. Facilitate and provide initiatives that encourage community participation in local cultural or art activities	Council engagement, communications, arts, events and grant programs are more inclusive	Track community participation in Council programs, festivals, events and celebrations		Y	Y	Y	Y	Y	Y	Y	Y	Y	Economic and Cultural Activation	Communications VicHealth
		Increased proportion of adults and young people who are part of an organised group	7.5. Increase connection and engagement in community life among key cohorts	Through the Council community grants program support initiatives that encourage connection and engagement in community life	Track the number of grants received that aim to increase the proportion of adults and young people who are part of an organised group	Active For Life Recreation Strategy 2010-2025 Manningham Youth Service Action Plan		Y	Y	Y	Y	Y	Y	Y	Y	Community Partnerships and Wellbeing	Manningham Youth Services Active Manningham Doncare VicHealth

			Increased proportion of people living in Manningham who volunteer	7.6. In partnership with EV provide meaningful volunteering opportunities	Initiatives to enhance the range of volunteer opportunities Awareness raising initiatives to promote and celebrate volunteering	Track the number of people living in Manningham who volunteer and initiatives provided that are aimed to increase new volunteer placements	EV Service Agreement	Y	Y	Y	Y	Y	Y	Y	Y	Y	Community Wellbeing and Partnerships EV
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11.2 Manningham Draft Gambling Policy & Action Plan 2024

File Number: IN24/60

Responsible Director: Director Connected Communities

Attachments: 1 Draft Manningham Gambling Policy & Action Plan 2024 [↓](#)

PURPOSE OF REPORT

The purpose of this report is to inform Council of the development of the draft Manningham Gambling Policy 2024 and to seek approval for the draft to be publicly exhibited for a period of four weeks.

EXECUTIVE SUMMARY

Council is committed to reducing the impact of gambling harm in the community through its Council Plan 2021-2025 and Health and Wellbeing Strategy 2021-2025. The existing Manningham Gambling Policy and Action Plan 2012-2017 is now out of date and recent legislative reforms have resulted in significant changes to the broader gambling environment.

In response to these changes, a new draft Manningham Gambling Policy and Action Plan 2024 has been developed to ensure Council's approach responds to the current regulatory context. The draft Policy has been informed by a review of the existing policy, a Councillor workshop and extensive stakeholder engagement. The Policy identifies four broad priority areas through which Council can address gambling-related harm in the Manningham community.

Endorsement of the public exhibition of the Draft Manningham Gambling Policy and Action 2024 is sought.

The final Manningham Gambling Policy and Action Plan 2024 is scheduled for Council's consideration at the May 2024 Council Meeting.

1. RECOMMENDATION

That Council:

- A. note the draft Manningham Gambling Policy and Action Plan 2024.**
- B. endorse a four-week public exhibition period for the draft Policy.**
- C. request officers to prepare a report for the 28 May 2024 Council meeting advising of the community's response to the public exhibition of the Draft Gambling Policy and Action Plan.**

2. BACKGROUND

- 2.1 The draft Manningham Gambling Policy provides a framework for Council decision-making in relation to gambling and outlines strategies for Council to assist in minimising the harms related to gambling for the Manningham community.

- 2.2 The 2012-2017 Policy and Action Plan is now out of date, and recent legislative changes have influenced the response to gambling-related harm at the State level.
- 2.3 A review of the Policy has been undertaken to ensure it aligns with the current regulatory context and decision-making framework.
- 2.4 An extensive community engagement process, including a community survey, individual meetings with interested stakeholders and consultation with Council's Advisory Committees has informed the development of the draft Manningham Gambling Policy and Action Plan 2024 (Attachment 1).

3. DISCUSSION / ISSUE

- 3.1 Some of the key themes that emerged from the stakeholder engagement process included:
 - Community concern regarding the gambling industry's influence on young people (particularly through advertising)
 - Community concern regarding the accessibility and availability of gambling (particularly online gambling) and its normalisation within Australian culture
 - An identified need to provide alternative spaces and programs to the community to encourage non-gambling behaviour and increase social connection opportunities, and
 - An opportunity to leverage Council's existing touchpoints within the community to address gambling harm e.g. through community grants, leasing agreements, Maternal and Child Health and Healthy Ageing teams.
- 3.2 Overall, community engagement has demonstrated that our community does not have a high level of understanding of the harms caused by gambling or the risks of such harm occurring. An identified need has emerged to focus on community education and awareness of the risks of gambling harm as an initial priority.
- 3.3 To reflect this, the Action Plan has a focus on providing education, raising awareness and advocacy with a targeted approach for young people, sporting clubs, older people and women. Through these avenues, Council can affect behaviour change by educating the community on the harms associated with gambling.
- 3.4 This foundational work is required before significant change can be affected locally in response to gambling. It will result in greater awareness and stronger engagement with targeted programs and services to address the issue in the long term.

- 3.5 These findings resulted in the development of four broad areas for Council to address gambling-related harm in the community through the Policy:

Theme	Objective
1. Education and capacity building	To increase community awareness and understanding of the risks of gambling harm.
2. Programs and services	To provide options for social connection and community activities as alternatives to gambling.
3. Advocacy	To advocate to state and federal governments for evidence-based methods to prevent harm from Electronic Gaming Machines (EGMs) and other forms of gambling.
4. Planning and regulation	To demonstrate leadership in the planning, management and regulation of gambling within Manningham.

- 3.6 There are a number of actions that sit within each theme. The Action Plan acknowledges that successful implementation requires a collaborative effort with stakeholders both internal and external to the organisation, and that Council cannot always take on a lead role in program delivery. As a result, each action also identifies Council's role as one (or more) of the following:

- **Provider:** To implement projects, programs and campaigns for the community that address gambling harm.
- **Facilitator:** To establish partnerships and collaborate with stakeholders, to create programs and community participation opportunities.
- **Advocator:** To support a reduction in gambling harm through promotion and influencing decision making, rather than direct involvement.
- **Regulator:** To assess applications and perform other compliance functions to protect the public interest in relation to gambling harm.

- 3.7 The actions in each theme build on Council's current effort and reflect changing systems and structures as a primary approach to support public health and wellbeing at a population level. This is consistent with Council's Health and Wellbeing Strategy.

- 3.8 Actions will be reviewed annually with all stakeholders. A progress report will be presented to Council as part of the annual Health and Wellbeing Strategy Progress Report.

- 3.9 In updating the Policy, some of the key changes from the previous Gambling Policy include:
- A greater focus on harm prevention, rather than supporting individuals only once harm has occurred;
 - A greater focus on the broader gambling environment, rather than on individual behaviour or responsibility;
 - Consideration of the impact of gambling harm on specific cohorts within the community, including young people, older adults, people with a disability, multicultural communities, women and those who identify as LGBTQIA+;
 - Targeted actions for identified at risk cohorts and settings, including young people and sporting clubs and their connection to the gambling industry;
 - Consideration of gambling behaviour and risks of harm beyond the use of electronic gaming machines (EGMs) e.g. online gaming; and
 - Consideration of Council's broader sphere of influence beyond the assessment of applications for new gaming machines. This includes a range of responses to address gambling harm such as advocacy, community education, and the delivery of alternative community programs and spaces.
- 3.10 Pending endorsement, it is proposed that broader community consultation on the draft Policy and Action Plan occurs over a four-week period in March 2024, before the final strategy is presented to Council for endorsement in May 2024.

4. COUNCIL PLAN / STRATEGY

- 4.1 The review and update of Council's Gambling Policy aligns with the Council Plan 2021-2025 Goal 1.1. A healthy, resilient and safe community and the action to: "Pursue strategies to reduce the impact of gambling on the community, considering areas such as poker machines and advertising on Council buildings".

5. IMPACTS AND IMPLICATIONS

- 5.1 The endorsement of a revised Gambling Policy and Action Plan will ensure that Council is responding to the current legislative climate in relation to gambling-related harm. It ensures greater alignment with the strategic directions of peak body partner agencies such as the Victorian Commission for Gambling and Casino Control (VGCCC) and the Victorian Responsible Gambling Foundation.
- 5.2 The draft Policy highlights the importance of a collaborative approach to addressing harm from gambling. Strong partnerships with stakeholders will be crucial in Council's approach to affect change at the community level.

6. IMPLEMENTATION

6.1 Implementation of the Manningham Gambling Policy and Action Plan 2024 will be resourced through existing operational budgets and led by the Social Planning and Community Strengthening team in partnership with key stakeholders.

6.2 Communication and Engagement

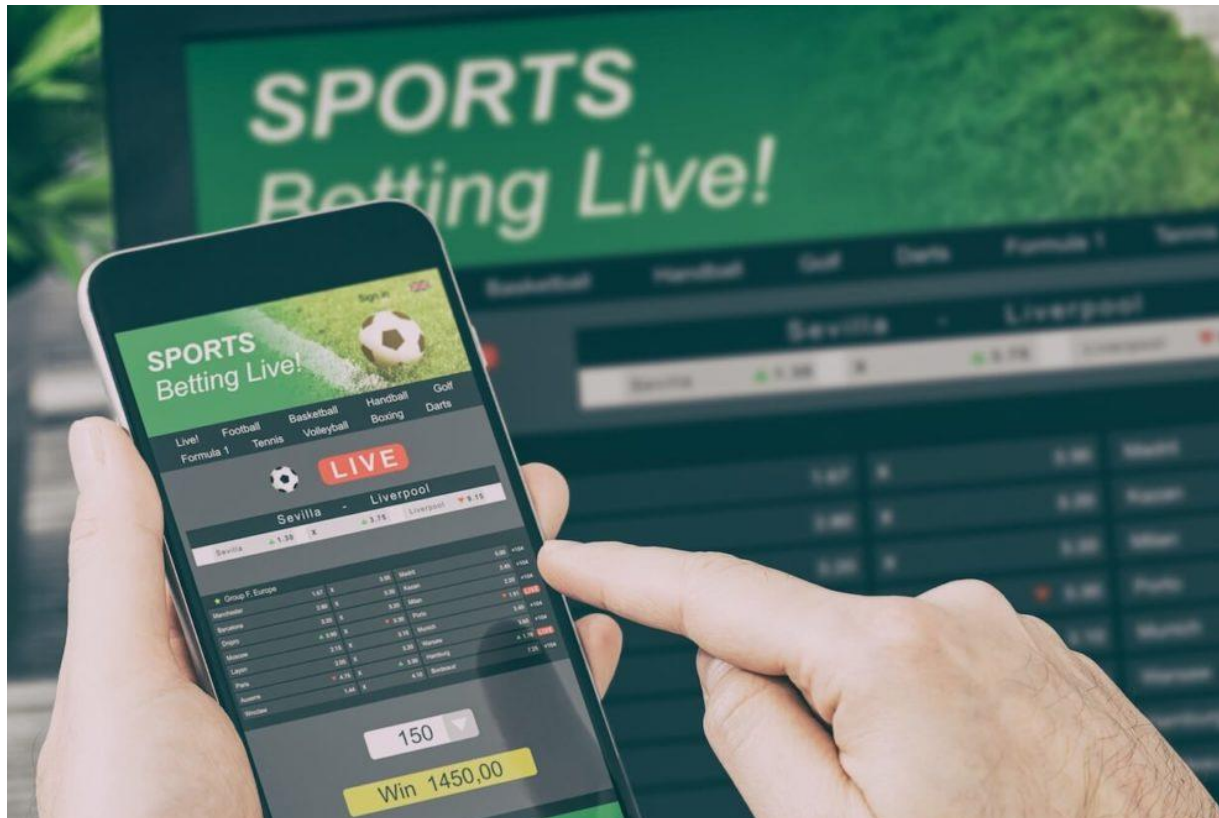
Is engagement required?	Yes
Stakeholder Groups	<p>External stakeholders:</p> <ol style="list-style-type: none"> 1. The Victorian Commission for Gambling and Casino Control (VGCCC) 2. The Alliance for Gambling Reform 3. Gambler's Help Eastern 4. Eastern Community Legal Centre 5. Local Government Working Group on Gambling 6. Broader networks of Social Planning & Community Strengthening service area 7. Local sporting clubs and community groups 8. Local gaming venues 9. Access Health and Community 10. Neighbourhood Houses and Learning Centres <p>Internal stakeholders:</p> <ol style="list-style-type: none"> 1. Recreation & Sport service area 2. Statutory Planning service area 3. Engaged Communities service area 4. Economic and Cultural Activation service area 5. Community Wellbeing 6. Aligned Leisure 7. Manningham Youth Services (EACH) 8. Whitehorse Manningham Libraries 9. Councillors
Where does it sit on the IAP2 spectrum?	Involve
Approach	<p>Communication material provided for community to engage on the draft Policy and Action Plan (website info, social medial posts, printed material etc).</p> <p>Targeted conversations will be held with local gaming venues and Manningham seniors groups.</p>

6.3 Timelines

Month	Key activities
March 2024	<ul style="list-style-type: none">Public exhibition period for draft Policy and Action Plan (4 weeks)
April 2024	<ul style="list-style-type: none">Revise draft in line with feedback
May 2024	<ul style="list-style-type: none">Final Policy and Action Plan to Council for endorsement – 28 May

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 Gambling Policy

2024 DRAFT



Interpreter service

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Acknowledgement of Country

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 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.

Manningham Council also values the contribution made to Manningham over the years by people of diverse backgrounds and cultures.

1 Executive Summary

The Manningham Gambling Policy 2024 (the Policy) is a long-term plan designed to reduce the level of harm experienced by the Manningham community as a result of gambling. It reflects recent changes in the gambling environment, including State legislation.

The Policy goes beyond directing people to support services to assist them once gambling has become a problem. It considers the causes and risk factors of gambling harm, and how these can be limited or prevented before harm occurs. The Policy emphasises the importance of working across a range of areas in partnership with key stakeholders and recognises the need for targeted initiatives aimed at key cohorts within the community.

The Policy is built around four key themes:

1. Education and capacity building
2. Programs and services
3. Advocacy
4. Planning and regulation

Each theme is accompanied by specific objectives, outcomes and actions to be implemented. The Policy aims to address gambling harm in Manningham by challenging community perceptions, leveraging key advocacy groups and support networks and creating social connection and community participation opportunities.

The Policy's success will be measured by its impact on community wellbeing, participation opportunities and advocacy to higher levels of government. It serves as a roadmap for Council and key stakeholders to collaborate and work towards creating a healthy, safe and resilient community.

2 Introduction

2.1 Background and purpose

Manningham Council recognises that, at harmful levels, gambling can have significant health, social and economic impacts to individuals, families and communities.

Participation in gambling activities is now more accessible than ever, with online, mobile and other forms of gambling.

The Manningham Gambling Policy 2024 ("the Policy") outlines Council's commitment to reducing harm from gambling within the municipality, and guides Council in its decision making on gambling harm prevention.

Manningham Council has had a Gambling Policy in place since 2004. Council's previous gambling policies have focused predominantly on gambling harm related to electronic gaming machines (EGMs, also known as poker machines or pokies). To reflect the current evidence on gambling harm, this Policy will take a public health approach to addressing harm from various forms of gambling, including EGMs and other legal gambling products. This approach recognises the range of systemic factors that contribute to gambling harm, beyond the behaviour of the individual.

This Policy builds upon the Manningham Gambling Policy and Action Plan 2012-2017 and reflects recent changes in State and Federal legislation in relation to gambling.

2.2 Policy context

2.2.1 Federal Government

Although State Governments are responsible for the regulation of EGMS and other forms of gambling, the Federal Government has a role to play in the regulation of interactive gambling services. The Australian Government, together with the State and Territory Governments, has introduced a suite of minimum consumer protections for people who gamble online through the National Consumer Protection Framework for Online Wagering.

The National Framework consists of 10 measures to empower individuals and minimise the harm from online gambling. The measures provide easy-to-use tools and information to support people to better control their gambling. They include a voluntary opt-out pre-commitment scheme and BetStop, the national self-exclusion register. The National Framework applies to all licensed online wagering service providers and will offer protection to all active account holders.

2.2.2 State Government

The policy landscape surrounding gambling in Victoria has recently seen significant legislative change. In July 2023 the State Government introduced a set of landmark reforms in an effort to reduce gambling-related harm at venues with electronic gaming machines (EGMs). These measures included:

- Mandatory venue closures for gaming machine areas in all venues (with the exception of Crown Casino) from 4am – 10am, to be introduced by mid-2024;
- Mandatory pre-commitment limits and carded play, with set loss limits of no more than \$100 loaded at a time (down from \$1,000); and

- Reducing the spin rates on new EGMs to three seconds per game to slow games down and limit the amount that can be lost.

Gambling regulator, the Victorian Gambling and Casino Control Commission (VGCCC), has also introduced a ban on betting for all under 19 sports competitions, and any betting on the performance of individual players who are under 18 in junior and senior sport. The ban commenced on 3 August 2023.

Additionally, from mid-2024 the Victorian Gambling and Casino Control Commission (VGCCC) will assume a larger role in gambling harm minimisation, taking over most of the functions of the Victorian Responsible Gambling Foundation.

The Manningham Gambling Policy 2024 has considered these recent changes to the State and Federal gambling policy landscape.

2.3 Other key stakeholders

Council works closely with the following stakeholders to reduce harm from gambling:

- Local Government Working Group on Gambling (LGGWG) – run by the Victorian Local Government Association (VLGA)
- Victorian Gambling and Casino Control Commission (VGCCC) – the independent statutory authority that regulates Victoria's gambling industries
- Alliance for Gambling Reform – a national advocacy organisation that works to prevent and minimise the harm from gambling
- Gambler's Help Eastern – provides a range of professional support services for those impacted by gambling harm in the Eastern Metropolitan Region of Melbourne
- Victorian Responsible Gambling Foundation – statutory authority created to fund research and other activities that add to the knowledge and understanding of gambling harm
- Eastern Community Legal Centre – provides free legal assistance to people who live, work and study in Melbourne's east. This includes community education sessions.
- Access Health and Community – Manningham's local community health service that provides a range of support services, including counselling.

2.4 Gender impact assessment (GIA)

A Gender Impact Assessment (GIA) was undertaken in 2021 for the Manningham Gambling Policy and Action Plan 2012-2017.

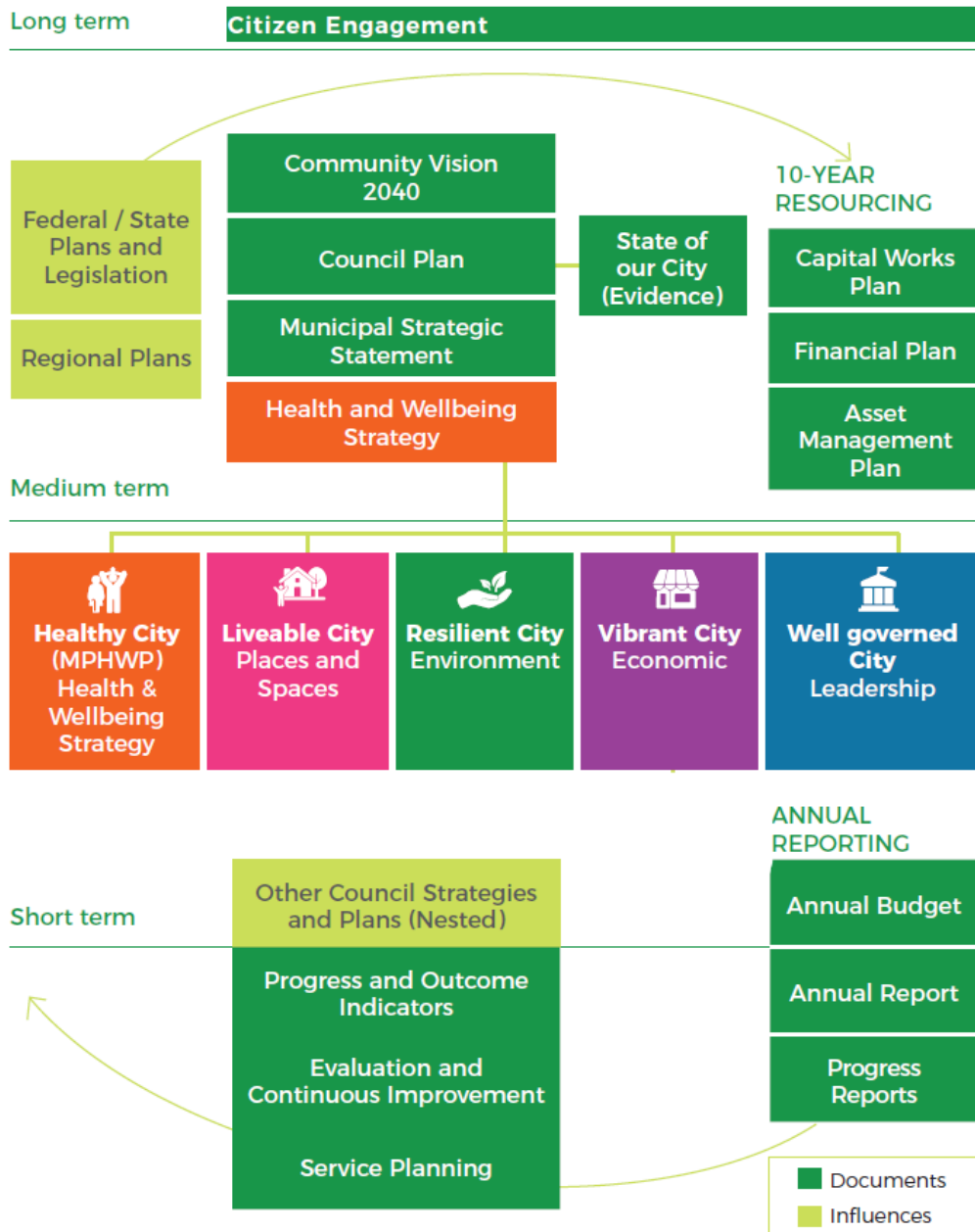
Recommendations from the GIA included:

- The development of a gambling policy that adopts a public health approach;
- Engaging people of different gender identities in the policy development and consultation process;
- The gambling policy should consider all forms of gambling, including online gambling;
- The research underpinning the policy should consider the gendered nature of gambling-related harm and the underlying drivers of gambling which cause harm; and
- Strategies should include provision of alternative spaces, programs, increased education and awareness-raising and advocacy.

Findings from the GIA have been used to inform the development of this Policy. Council is committed to considering the impact of gender and intersectionality in future initiatives and actions.

2.5 Strategic alignment

Gambling is an action area of the Council Plan and Health and Wellbeing Strategy 2021-2025. The Policy sits beneath the Healthy City priority of the Council Plan, aligning with and supporting council and community ambitions in many strategic areas.



3 Gambling harm in Manningham

Gambling is recognised as a significant, global public health concern. All forms of gambling have the potential to affect the health and wellbeing of individuals and families. Gambling harm refers to any negative consequence experienced by an individual, family unit or community due to participation in gambling. Gambling-related harm involves more than losing money or experiencing financial problems. It can also include:

- health problems including emotional, psychological distress or physical issues;
- issues with relationships with family or friends;
- problems with work or study;
- cultural problems; and
- criminal activity.

It is becoming increasingly recognised that gambling-related harm has direct impacts on the person who gambles and indirect impacts on others including their families, friends and the wider community. EGMs are recognised as posing the greatest risks to existing and potential problem gamblers. However, harms from participation in other forms of gambling, such as online gambling, are of increasing concern.

Council is already undertaking activities to minimise harms to the Manningham community from gambling. This includes implementation of internal organisational policies such as: prohibiting access to gambling-related material on IT devices in all Council buildings, including the Civic Centre, Depot and Whitehorse Manningham Library branches; not providing financial support to organisations that are directly involved in gambling; and working with partners to advocate to the State Government for legislative change.

Nonetheless, additional, targeted efforts are required to increase community understanding and awareness of the risks and signs of gambling harm to strengthen our preventative public health approach. This approach is outlined further in Section 4.

3.1 Gaming venues

Manningham currently has six gaming venues with EGMs; four of which are hotels and two of which are clubs. Five of these venues also have TAB (racing and sports betting) facilities, with an additional three standalone TAB outlets within the municipality.

Venue	Address	Gaming Facilities
1. Cherry Hill Tavern	189 Reynolds Road, Doncaster East	EGM, TAB
2. Doncaster Hotel	855 Doncaster Road, Doncaster	EGM, TAB
3. Manningham Club	1 Thompsons Road, Bulleen	EGM, TAB
4. Shoppingtown Hotel	13-21 Williamsons Road, Doncaster	EGM, TAB
5. Templestowe Hotel	23-29 Parker Street, Lower Templestowe	EGM, TAB
6. Veneto Club	191 Bulleen Road, Bulleen	EGM
7. Bulleen TAB	9-15 Templestowe Road, Bulleen	TAB
8. Macedon Square Shopping Centre	35/37 Macedon Road, Templestowe Lower	TAB
9. Tunstall Square Shopping Centre	Shop 6&7, 7 Tunstall Square, Donvale	TAB

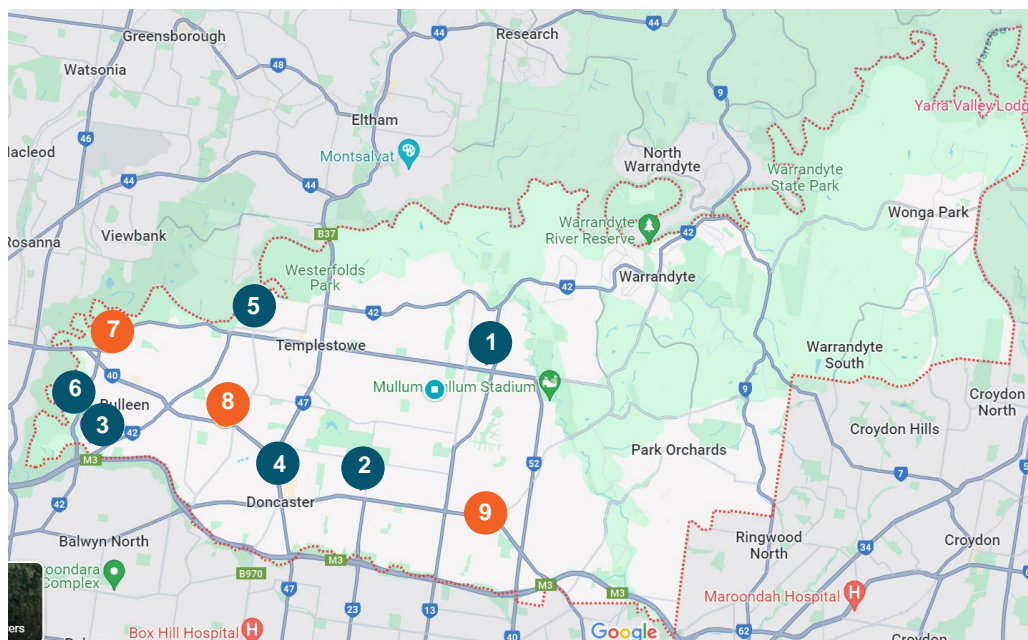


Figure 1: Location of Manningham gaming venues

3.2 Electronic gaming machines (EGMs)

There are currently 500 licensed EGMs in Manningham. The municipality is currently 483 EGMs below the municipal cap of 945 EGMs.

In the 2022/23 financial year, expenditure on EGMs in Manningham was \$60.3 million. In this Financial Year, compared to metropolitan municipalities and Victoria:

- Manningham's average venue size was larger and the average expenditure per venue was higher; and
- Expenditure per attached EGM entitlement in Manningham was just below the average for metropolitan municipalities and higher than the average for Victoria.

Between 2021/22 and 2022/23 financial years EGM expenditure in Manningham increased by 37 per cent. This is slightly lower than EGM expenditure across all metropolitan municipalities (38 per cent) but higher than EGM expenditure for all Victorian municipalities. In the 2022/23 Financial Year the Shoppingtown Hotel had both the highest expenditure and the highest expenditure per attached EGM entitlement in Manningham.

Venue	Address	Attache d EGM Entitlem ents	Licensed EGM's	Venue Type	Exp 2022/23	Exp per Attached EGM Entitlement 2022/23
1. Cherry Hill Tavern	189 Reynolds Road, Doncaster East	50	50	Hotel	\$8,084,906	\$161,698
2. Doncaster Hotel	855 Doncaster Road, Doncaster	85	100	Hotel	\$16,069,149	\$160,691
3. Manningham Club	1 Thompsons Road, Bulleen	90	100	Club	\$4,065,993	\$40,660
4. Shoppingtown Hotel	13-21 Williamsons Road, Doncaster	87	100	Hotel	\$18,366,273	\$183,663
5. Templestowe Hotel	23-29 Parker Street, Lower Templestowe	60	60	Hotel	\$8,434,791	\$140,580
6. Veneto Club	191 Bulleen Road, Bulleen	90	90	Club	\$5,337,239	\$59,303
Total Manningham		462	500		\$60,358,351	N/A
Average venue size						
Manningham		77				
Metro		61				
Victoria		54				
Average expenditure per venue						
Manningham					\$10,059,725	\$124,432
Metro					\$7,663,313	\$125,601
Victoria					\$6,204,651	\$114,962

Table 1: EGM expenditure, 2022/23 financial year. Source: VGCCC

In the 2022/23 financial year, EGM expenditure in the municipality was the highest it has been in the past decade:

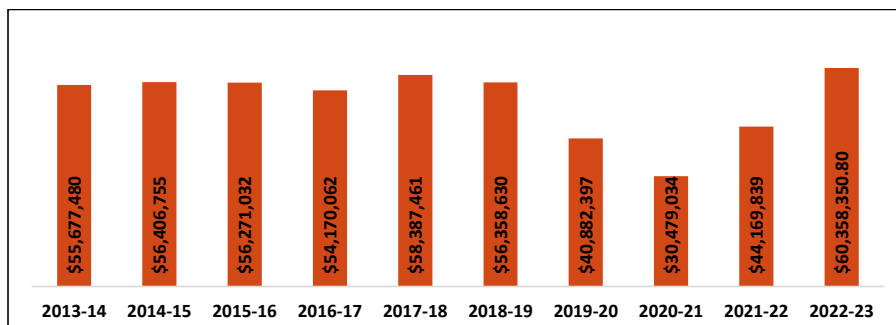


Figure 2: EGM expenditure, Manningham 2012/13 to 2022/23. Source: VGCCC

Following a reduction in EGM expenditure due to the closure of gaming venues during the COVID-19 pandemic, Manningham has experienced a sharp increase in average monthly EGM expenditure and average monthly expenditure per attached EGM when venues opened in the 2022/23 financial year.

3.3 Sports and online gambling

There is growing concern about the harm caused by online gambling and sports betting using the internet and mobile apps.

Online gambling is difficult to regulate, widely promoted and covers a wide range of sporting codes and other topics. Local data on participation in online forms of gambling is limited, however participation in sports betting is on the rise, and according to the Australian Institute of Health and Welfare was the gambling product with the third highest participation rate in 2022 (34%), behind lotteries (64%) and race betting (38%).

A 2022 National Gambling Trends Study conducted by the Australian Gambling Research Centre surveyed Australian adults who bet online on sports or races on a regular basis (at least fortnightly). The following were key findings from the study:

- Most participants spent money betting on horse racing (91%) and sports (86.7%), followed by gambling on lotteries (81.7%) and poker machines/'pokies' (67.6%).
- Participants spent around \$768 per month (median) across all types of gambling, including \$125 on horse racing and \$80 on sports, with over 1 in 4 (26.7%) reporting using credit cards to gamble
- Median monthly expenditure on gambling activities was higher for men and the younger age group (18-34 years).
- Participants' most recent session of online betting lasted 2.5 hours on average (median) and almost two-thirds (63.0%) reported that they had gambled alone.
- More than half (55.1%) reported having multiple online betting accounts and 13.3% had used an offshore (illegal) online betting account during the past 12 months.
- Only a minority (6.3%) of regular online bettors reported seeking help for gambling harm (in the past year). The most common reasons reported for not seeking help were embarrassment (46.5%) and not thinking help would change their gambling (23.8%).

While online gambling and sports betting is outside the remit of Council's direct jurisdiction, we

recognise the importance of working towards minimising levels of expenditure and participation on this type of gambling, as well as the 'normalisation' of gambling in Australia.

3.4 Community sport and recreational clubs

There are a number of ways that local sporting clubs may be associated with gambling:

- Through ownership or operation of electronic gaming machines;
- Receiving direct sponsorship or benefits from a gambling venue;
- Gambling fundraisers that clubs host – poker nights, raffles etc;
- Normalising gambling through club practices/culture e.g. having horse racing on tv's or encourage patronage of gambling venues;
- Receiving sponsorship or benefits from a betting company; or
- Hosting events or functions at gambling or racing venues.

Gaming venues that hold a club licence (for Manningham the Veneto Club and Manningham Club) are required by law to provide community benefit that is equal to at least 8.33 per cent of its net gaming machine revenue. This can be provided through supporting a range of community groups or sporting clubs.

Whilst Council recognises the economic benefit to community groups and clubs through this arrangement, it could be argued that the harmful public health impacts of EGMs outweigh these financial contributions. This policy does not seek to end such contributions. The aim is to learn more about the relationship between all parties and the ways gambling is being promoted on Council owned or managed land.

This policy also seeks to dissuade sporting clubs and community groups from owning or operating EGMs in facilities that are on Council-owned or managed land. One way this is already being supported is by restricting eligibility for financial support from Council for clubs who receive funding from organisations whose primary focus is gambling. This is implemented by way of Manningham's Community Grants Policy 2022-25.

There are currently no EGMs on Council-owned or managed land in Manningham. Council seeks to maintain this position to support a reduction in gambling related harm for the Manningham community.

3.5 Vulnerable groups

Anyone can experience gambling harm and any gambling behaviour can be harmful. However, research indicates that some groups are more likely to experience harm from gambling than others. These include:

- **Young people:** young people are influenced by a range of factors, including an increased likelihood of risk-taking behaviour, availability and accessibility of gambling, and the influence of gambling advertising;
- **Older adults:** older adults face later life transitions such as retirement, fewer opportunities to socialise, loss of a partner or friends. This social isolation can result in an increase in gambling behaviour; and

- **Women who are experiencing family violence:** gambling related stressors such as financial losses or relationship stress can also lead to escalating violence. In some cases, women experiencing violence may use gaming venues as a safe space away from home.

4 Our approach

Previous approaches to addressing gambling harm have focused on the responsibility of the individual to change their behaviour in order to prevent harm. This approach has been reinforced through the use of terms such as “problem gambling” or “responsible gambling”.

Council challenges this approach, as it fails to acknowledge the influence of the gambling industry and the addictive nature of harmful gambling products.

Through this Policy, council affirms its commitment to a comprehensive public health approach to preventing harm from gambling. Public health measures aim to prevent harm from occurring in the first place or reduce harm when it is occurring in its early stages through early intervention.

This approach is consistent with council’s role to protect, improve and promote public health and wellbeing, as required under the Public Health and Wellbeing Act 2008.

“A comprehensive public health approach to gambling:

- a) Recognises that gambling harm is caused by a complex interplay of individual, socio-cultural, environmental, commercial and political determinants; and*
- b) Advocates for independent (i.e. free from gambling industry influence) policies and strategies that seek to prioritise health and wellbeing, protect individuals, their communities and families from being harmed by the gambling industry, its products and practices”*

- Health Promotion Journal of Australia, 2023

Put simply, a public health approach recognises the shared responsibility to address gambling harm, from individuals and community groups, to businesses, corporations and governments at all levels. Through this approach, council is not looking to prohibit gambling activities, but to ensure that harm from these activities is minimised.

5 Key themes

Our key themes to address gambling related harm are informed by an extensive consultation campaign, including:

1. Workshop with Councillors to understand their perspective on council’s role in addressing gambling harm
2. A community survey to understand knowledge of gambling harm in Manningham
3. One on one conversations with community members
4. Workshops with each of Manningham’s advisory committees to understand how Council should prioritise its resources in addressing gambling harm

The following themes have been developed to respond to identified need and are deemed to be the most influential within council's area of influence in reducing the risk of harm. The themes aim to maximise Council's investment and provide a strategic structure to guide future actions.

The four themes are:

1. Education and capacity building
2. Programs and services
3. Advocacy
4. Planning and regulation

Each theme includes an objective, outcomes and actions on how it will be achieved. Each action identifies Council's role as per the table below.

Council's Role	Example
Provider: To implement projects, programs and campaigns for the community that address gambling harm.	Initiate campaigns, incentives or educational support programs.
Facilitator: To establish partnerships and collaborate with stakeholders, to create programs and community participation opportunities.	Partner with key stakeholders and provide contribution (knowledge, expertise, funding, network opportunities) to roll out programs.
Advocator: To support a reduction in gambling harm through promotion and influencing decision making, rather than direct involvement.	Advocate to key stakeholders, including higher levels of government, to address gaps and influence government decision making.
Regulator: To assess applications and perform other compliance functions to protect public interest in relation to gambling.	Apply provisions of the Manningsham Planning Scheme to ensure land-use planning reflects community need and strategic directions of the Municipal Strategic Statement and Health and Wellbeing Strategy.

For gambling related harm to be reduced or prevented, key stakeholders must have commitment to and understanding of the Strategy and their organisation's role in driving it. Maintaining and expanding cross-sector relationships is critical to the Policy's success.

The actions in each priority area build on Council's current effort and reflect changing systems and structures as a primary approach to support public health and wellbeing at a population level. This is consistent with Council's Health and Wellbeing Strategy. Actions will be reviewed annually with all stakeholders. A progress report will be presented to council as part of the annual Health and Wellbeing Strategy Progress Report.

6 Action plan

6.1 Theme 1: Education and capacity building

Objective: To increase community awareness and understanding of the risks of gambling harm.

No.	Action	Indicator Measure	Timing	Council Role	Lead	Stakeholder
1.1	Use evidence-based public health messaging to increase awareness of gambling harm among key cohorts	Minimum three community education sessions on all forms of gambling delivered with key partners	2024/25	Provider Facilitator	Social Planning & Community Strengthening	Eastern Community Legal Centre Gambler's Help Eastern
1.2	Support national gambling harm awareness campaigns	Participation in Gambling Harm Awareness Week activities	Annually	Facilitator	Engaged Communities	Social Planning & Community Strengthening
1.3	Source and maintain accurate data to understand the extent of harm from all forms of gambling in Manningham	Gambling data and relevant planning permits monitored	Ongoing	Provider Facilitator	Social Planning & Community Strengthening	VGCCC Statutory Planning
1.4	Work with sporting clubs and community groups to increase awareness of the risks of gambling harm and reduce reliance on the gambling industry as a revenue stream	Community education session on gambling harm and sponsorship delivered	2026/2027	Provider Facilitator	Aligned Leisure	Local sporting clubs Social Planning & Community Strengthening Alliance for Gambling Reform

6.2 Theme 2: Programs and services

Objective: To provide opportunities for social connection and community activities as alternatives to gambling.

No.	Action	Indicator Measure	Timing	Council Role	Lead	Stakeholder
2.1	Investigate opportunities to increase operating hours at key community facilities to provide safe community spaces and activities	Libraries After Dark program at Warrandyte Library delivered. Options to expand the program explored	2024/2025	Provider Facilitator	Facilities Management	Whitehorse Manningham Libraries Social Planning & Community Strengthening
2.2	Identify opportunities to increase participation in social, leisure, entertainment and recreation activities	Social connection programs delivered in partnership with key stakeholders	Ongoing	Provider Facilitator	Social Planning & Community Strengthening	Recreation Access Health and Community Neighbourhood Houses
2.3	Support organisations that provide non-gambling activities or services that address the impacts of gambling harm	Included as a selection criterion within the Community Grants Guidelines as part of annual review	Annually	Facilitator	Community Grants	Social Planning & Community Strengthening

6.3 Theme 3: Advocacy

Objective: To advocate to state and federal governments for evidence-based methods to prevent harm from EGMs and other forms of gambling.

No.	Action	Indicator Measure	Timing	Council Role	Lead	Stakeholder
3.1	Continue to work with peak bodies to advocate for regulatory change	Advocacy campaigns supported	Ongoing	Advocator Facilitator	Alliance for Gambling Reform LGWGOG	Social Planning & Community Strengthening
3.2	Remain agile in line with changing legislation, regulation and gambling industry behaviour to guide advocacy efforts	Active participation in regional networks e.g. LGWGOG	Ongoing	Advocator Facilitator	Social Planning & Community Strengthening	Neighbouring LGAs VLGA Alliance for Gambling Reform
3.3	Explore opportunities for additional funding to support advocacy efforts in Manningham	Annual funding opportunities sought	Annually	Advocator Facilitator	Social Planning & Community Strengthening	LGWGOG
3.4	Keep the community informed of Council's advocacy role and efforts in addressing gambling related harm	Biannual updates provided via Manningham Matters, council website and social media	Biannually	Provider Facilitator	Social Planning & Community Strengthening	Engaged Communities

6.4 Theme 4: Planning and regulation

Objective: To demonstrate leadership in the planning, management and regulation of gambling within Manningham.

No.	Action	Indicator Measure	Timing	Council Role	Lead	Stakeholder
4.1	Implement measures to eliminate gambling activities on council owned/managed land	Council leasing agreements reviewed Gambling venues prohibited from using Council-owned assets	2025/2026	Regulator Provider	Facilities Management	Social Planning & Community Strengthening
4.2	Implement measures to eliminate gambling advertising on council owned/managed land	Council leasing agreements reviewed Usage of electronic scoreboards at local sporting grounds reviewed	2024/2025	Regulator Provider Facilitator	Facilities Management Recreation	Social Planning & Community Strengthening
4.3	Consider the social and economic impacts of applications for new gaming machines	Gaming machine applications assessed against the Manningham Planning Scheme and each application considered on its individual merits.	Ongoing	Regulator Advocator	Social Planning & Community Strengthening	Statutory Planning
4.4	Explore opportunities to strengthen Council's influence through the Manningham Planning Scheme	Planning Scheme amendments proposed as required	2024/2025	Regulator Advocator	Social Planning & Community Strengthening	Statutory Planning



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12 CITY SERVICES

12.1 Quarterly Capital Works Status Report - Quarter 2

File Number: IN24/87

Responsible Director: Director City Services

Attachments: 1 Quarterly Capital Works Status Report - Q2 [↓](#)

PURPOSE OF REPORT

The purpose of this report is to provide a quarterly update to the councillors on the progress of the infrastructure program. To ensure key risks associated with the program are being managed accordingly and to support the delivery of the program at an organisational level.

EXECUTIVE SUMMARY

As of 31 January 2024, \$20.35 million had been spent on capital infrastructure projects which equates to 40.93% of the total infrastructure budget. The program is proceeding well with all indicators suggesting that both KPIs; percentage of budget spent, and percentage of projects completed to be met by the end of the financial year.

1. RECOMMENDATION

That Council notes the quarterly capital works status report for Quarter 2 (Oct-Dec) 2023/24

2. BACKGROUND

- 2.1 The purpose of this report is to provide a monthly update to the councillors on the progress of the capital program.
- 2.2 The Infrastructure Works Program Quarterly Status Report details how well the capital program is performing and the expenditure forecasts. To ensure the Councillors are well informed of the overall health of the program, and to raise any issues that may impact on the program delivery.
- 2.3 The adopted 2023/24 Infrastructure Works Program budget is \$76.5 million that consists of \$53.86 million total capital expenditure and \$22.64 million operating expenditure. Subsequent adjustments have changed the full year total capital expenditure forecast from \$53.86 million to \$53.21 million, and total council works expenditure to \$77.40 million as at the end of December 2023.

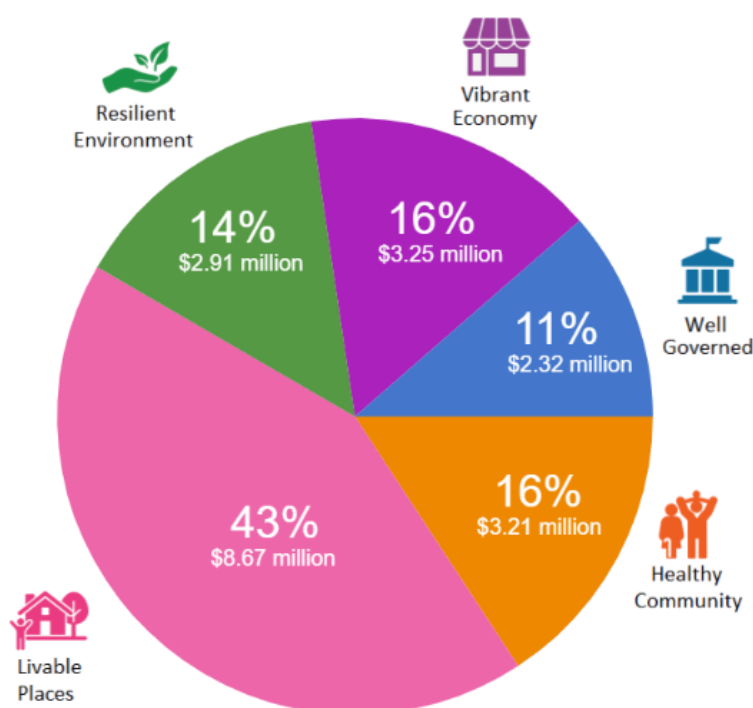
3. DISCUSSION / ISSUE

- 3.1 This report provides a summary of the status of the 2023/24 Infrastructure Works Program as of 31 January 2023. More detailed analysis is provided in attachment 1.

- 3.2 To the end of January \$20.81 million in expenditure on infrastructure projects had been recorded which equates to 40% of the full year budget, which is a very strong result in comparison to the same period last financial year. The projection at this stage is that over 90% of the budget will be expended by financial year's end.
- 3.3 There are 180 projects currently listed in the capital program. Details of the progress and projects at risk included within the summary attachment. At this point in time, it is anticipated that approximately 93% of projects will be completed by the end of the 2023/24 financial year.

4. COUNCIL PLAN / STRATEGY

- 4.1 The delivery of the Infrastructure Works Program is integral to all five Council themes, and the image below shows our best estimate of the percentage of current capital expenditure that contributes to the realisation of each theme.



2023-24 Capital Infrastructure Expenditure by Council Theme

5. IMPACTS AND IMPLICATIONS

5.1 Project Governance

The introduction of the Infrastructure Project Management Office (IPMO) team in 2022, has allowed for increased levels of governance, reporting and transparency in the capital works program development and delivery across the organisation. The team has improved the level of information and data which can be provided to EMT and Council in a clear and concise manner, whilst also developing programs which de-risk future delivery through robust processes.

5.2 Finance / Resource Implications

The Infrastructure Works Program requires a budget of \$811 million (infrastructure, property, infrastructure maintenance and technology) over 10 years, and a significant amount of staff time is devoted to planning, delivering, and monitoring, the program.

6. IMPLEMENTATION

6.1 Communication and Engagement

Is engagement required?	Yes
Stakeholder Groups	1. Project Advocates 2. Project Managers 3. Council 4. Community**
Where does it sit on the IAP2 spectrum?	Involve
Approach	Monthly Steering Committee & Capital Works Performance Meetings.

6.2 Timelines

6.2.1 Quarterly status reports will be provided Councillors.

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.

Capital Works Program 2023-24 Year-to-Date 31 January 2024 Status Report



Interpreter service

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1. Executive Summary

1.1. 2023-24 Council Works Program Budget and Forecast

- The adopted 2023/24 Council Works Program budget was **\$76.5 million** consisting of \$53.86 million total capital expenditure and \$22.64 million total operating expenditure.
- Subsequent adjustments have resulted in the modified the forecast detailed below:

Capital Works Category	Full Year Budget	Full Year Forecast
Capital Infrastructure Expenditure	\$50.67m	\$49.72m
Property Acquisition	\$3.86m	\$3.49m
Total Capital Expenditure	\$53.86m	\$53.21m
Technology - Operating	\$2.68m	\$2.68m
Circular Economy - Operating	\$0.00m	\$1.56m
Maintenance	\$19.93m	\$19.95m
Total Operating Expenditure	\$22.64m	\$24.19m
Total Capital Works Program	\$76.50m	\$77.40m

1.2. Expenditure

Capital Works

Actual year-to-date (YTD) capital expenditure as of 31 January was **\$20.35 million** (40.93% of the total capital forecast spent).

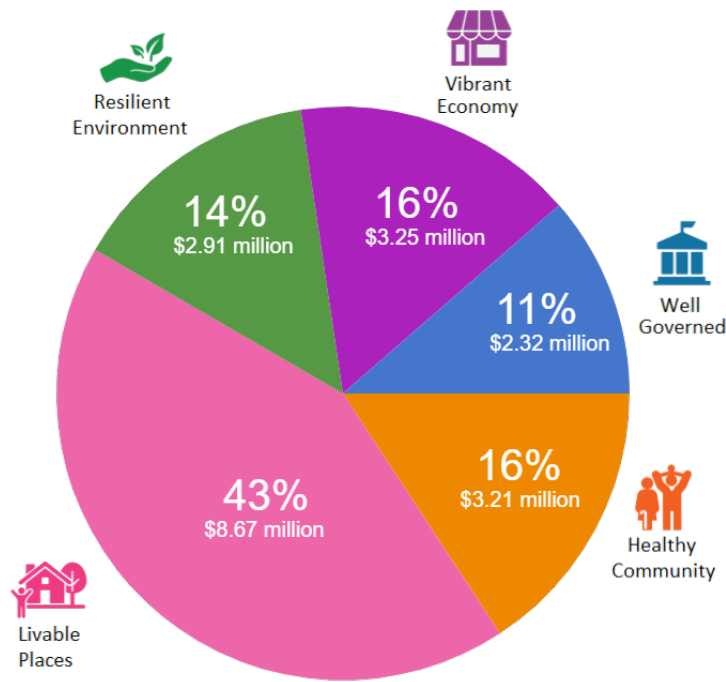
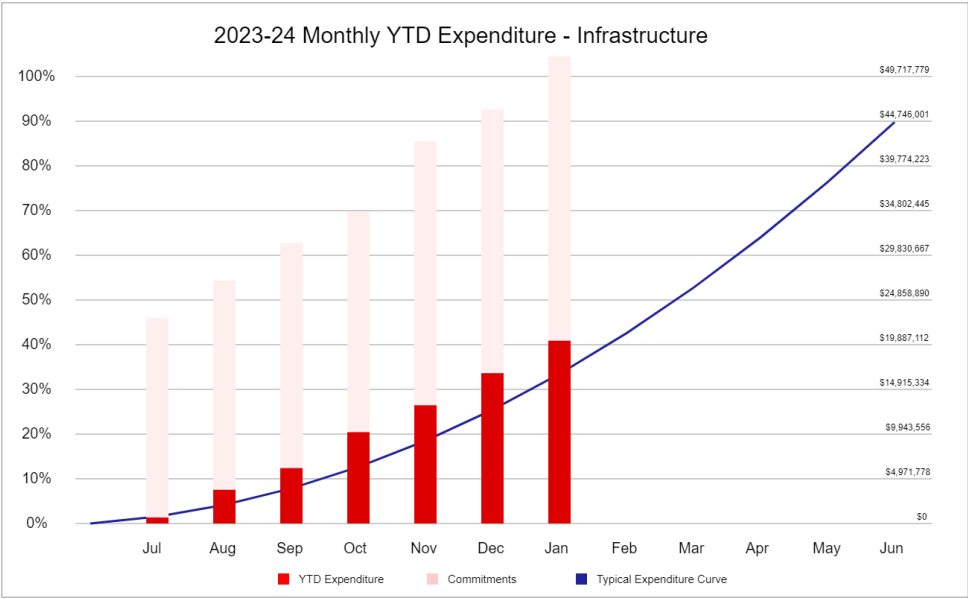
Property

Actual year-to-date (YTD) property acquisition expenditure as of 30 November was **\$0.01 million** on consultancy to Youth Services Property Search.

Maintenance/Operating

Actual year-to-date (YTD) maintenance/ technology operating expenditure as of 31 January was **\$12.51 million**.

Capital Works Category	Full Year Forecast	Actual	% Complete
Capital Infrastructure Expenditure	\$49.72m	\$20.35m	40.9%
Property Acquisition	\$3.49m	\$0.00m	0%
Total Capital Expenditure	\$53.21m	\$20.35m	38.2%
Technology - Operating	\$2.68m	\$0.46m	17.2%
Circular Economy - Operating	\$1.56m	\$0.15m	9.6%
Maintenance	\$19.95m	\$11.90m	59.6%
Total Operating Expenditure	\$24.19m	\$12.51m	51.7%
Total Capital Works Program	\$77.40m	\$32.86m	42.5%



2023-24 Capital Infrastructure Expenditure by Council Theme



1.3. Income

Budgeted Income

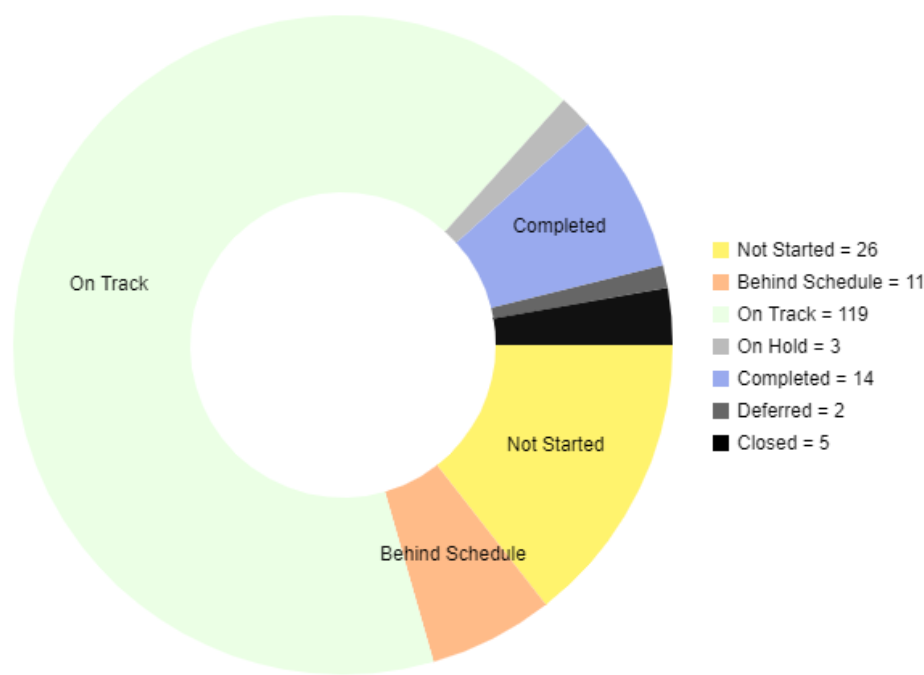
ID	Project	Funding Source	Amount
PRJ-00152	Plant Replacement Project	Asset Sales	\$743,000.00
PRJ-00205	Road Surfacing (Reseals)	Federal Assistance Grant	\$1,067,840.00
PRJ-01030	Fitzsimons Lane and Main Road Corridor	Federal Government Grant (Other)	\$1,000,000.00
PRJ-00205	Road Surfacing (Reseals)	LRCIP	\$536,402.00
PRJ-01460	Currawong Tennis Club Court 1 & 2 Resurfacing & 6	Other Contributions	\$163,125.00
PRJ-00205	Road Surfacing (Reseals)	Roads to Recovery	\$536,000.00
PRJ-01217	Tunstall Square Kindergarten expansion and MCH min	State Government Grant	\$670,230.00
PRJ-01248	Banksia Park Shared Path Bridge	State Government Grant	\$440,000.00
TOTAL			\$5,156,597.00

Income Received

ID	A/C No.	Project	Amount	Type
PRJ-00163	C27034	Miscellaneous Building Refurbishment Works	\$7,226.84	Contribution
PRJ-00349	C96137	Miscellaneous Open Space Projects	\$14,409.09	Contribution
PRJ-00881	C99246	141-157 Berringa Rd Park Orchards Easement Drainage	\$8,500.00	Contribution
PRJ-00193	C23518	Footpaths - Roads	\$168,367.00	Federal
PRJ-00205	C23514	Road Surfacing (Reseals)	\$360,660.00	Federal
PRJ-01119	C62099	Rieschiecks Reserve Sports Field Floodlight Construction	\$15,000.00	Federal
PRJ-00611	C28067	McGowans Road, Donvale Local Footpath	\$52,497.00	Federal
PRJ-00820	C28038	Porter Street Footpath	\$59,998.00	Federal
PRJ-00599	C28066	James Street Footpath	\$74,997.00	Federal
PRJ-00390	C25735	Deep Creek Reserve Pavilion Redevelopment	\$48,000.00	State
PRJ-01205	C99348	Donvale Reserve Northern fields floodlight upgrade	\$1,262.00	State
PRJ-01372	C99388	Ruffey Lake Park Exercise Station - Boulevard Hill	\$10,852.60	State
TOTAL			\$821,769.53	

1.4. Non-Financial Outcomes (Capital Only)

Of the **180** current capital projects, 119 are on track, 26 are yet to start, 5 have been closed, 2 have been deferred, 11 are behind schedule, 3 are on hold and 14 have been completed. (7 additional projects have been added to the program since the last report.)



1.5. Key Performance Indicators

The table below shows current Capital Works KPIs forecast.

Attribute	KPI	Target	Confidence Level
Financial	Percentage Spent	90%	High
Non-Financial	Capital Works Program Projects Completed	90%	High



1.6. Funding Transfers

To date, transfers to the value of \$7,543,493 have been approved & processed and the 2023/24 Capital Works Program has been amended accordingly. Four transfers were processed in the two months of December & January as detailed below.

TRANSFER # 20 - 5 December 2023 - N/A		
Project ID	Project Name	Amount
PRJ-01216	Major Road Lights - LED & Smart Controls Retrofit	-\$1,135,990
PRJ-01851	Circular Economy Initiatives - Operating	\$850,990
PRJ-00427	Water Initiatives	\$145,000
PRJ-01829	Ruffey Lake Park - WSUD Church Rd South	\$40,000
PRJ-01853	Raingarden Renewal	\$100,000
Rationale: Project PRJ-01216 was reclassified as operational in nature by Finance and the majority of funding was transferred to the operational budget. \$285,000 was retained in the capital budget and allocated to other Circular Economy projects.		

TRANSFER # 21 - 11 January 2024 - D24/2004		
Project ID	Project Name	Amount
PRJ-01096	Ruffey Lake Park Master Plan Implementation (inc Waldau)	-\$300,000
PRJ-01828	Ruffey Lake Park Paths - Section C 1000 steps	\$38,000
PRJ-01834	Ruffey Lake Park Paths - Section G-Shared Path along Victoria Street from Waldau Court to Playspace	\$30,000
PRJ-01840	Ruffey Lake Park Fencing Upgrades	\$66,000
PRJ-01841	Ruffey Lake Park Entrance Improvements	\$30,000
PRJ-01827	Ruffey Lake Park Paths - Section B Paths at Waldau Crt and Church Rd (completed in 22/23)	\$136,000
Rationale: Funding from the more generic PRJ-01096 was transferred to the more specific projects.		

TRANSFER # 22 - 12 January 2024 - D23/106526		
Project ID	Project Name	Amount
PRJ-00622	Studley Park (paths) Tullamore Interface	-\$20,000
PRJ-01133	Public Lighting in Reserves	\$20,000
Rationale: The Studley Park paths project has been delayed.		

TRANSFER # 23 - 29 January 2024 - D24/5513		
Project ID	Project Name	Amount
PRJ-01830	MC2 Electrical Upgrades and Ancillary Works	-\$138,250
PRJ-01544	Domeney Recreation Centre Kitchen Upgrade	\$138,250
Rationale: TBA		

1.7. Additional Funding Requests

The following projects are currently underfunded by the amounts indicated below, but will be allowed to proceed as per the [CEO Capital Works MEMO](#) issued in December 2023 and by the approval of the Manager City Projects. Where possible any eventual over-expenditure associated with these projects will be covered by savings associated with other projects and/or adjustments to the 2024/25 Capital Works Program.

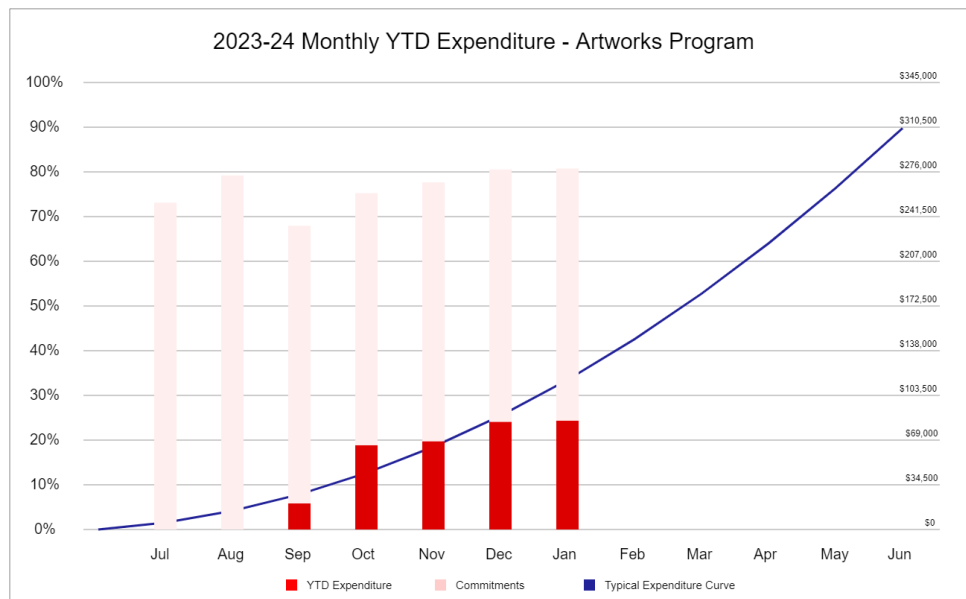
Project No.	Project	Est. Additional Cost
PRJ-01133	Public Lighting in Reserves	\$80,000
PRJ-00803	Miscellaneous Drainage Improvements	\$250,000
PRJ-00155	Wonguim Wilam, Warrandyte River Reserve	\$45,000
PRJ-00192	Sporting Reserves Renewal	\$84,000
PRJ-01838	Jackson Court Parking Adjustments & Safety	\$500,000
PRJ-01839	Tunstall Square Parking Adjustments & Safety	\$100,000
PRJ-01791	Hepburn Public Art	\$70,000
PRJ-01854	Migrant Peace Project	\$45,000
PRJ-01332	Serpells Road shared path (Williamsons Road to 81 Serpells Road)	\$13,000
PRJ-01786	Safety and Amenity works - Macedon Square	\$500,000
PRJ-00193	Footpaths - Roads	\$487,000
PRJ-00633	Jumping Creek Road	\$600,000
IDEA-1149	Youth Hub at MC2	\$150,000
	Total	\$2,924,000

2. Capital Works Performance by Program

2.1. Artworks Program

As of February 1, 2024:

- \$83,961 had been spent on Artworks Program projects. (24.34% of budget).
- \$194,615 in [commitments](#) were recorded in [Finance 1](#).



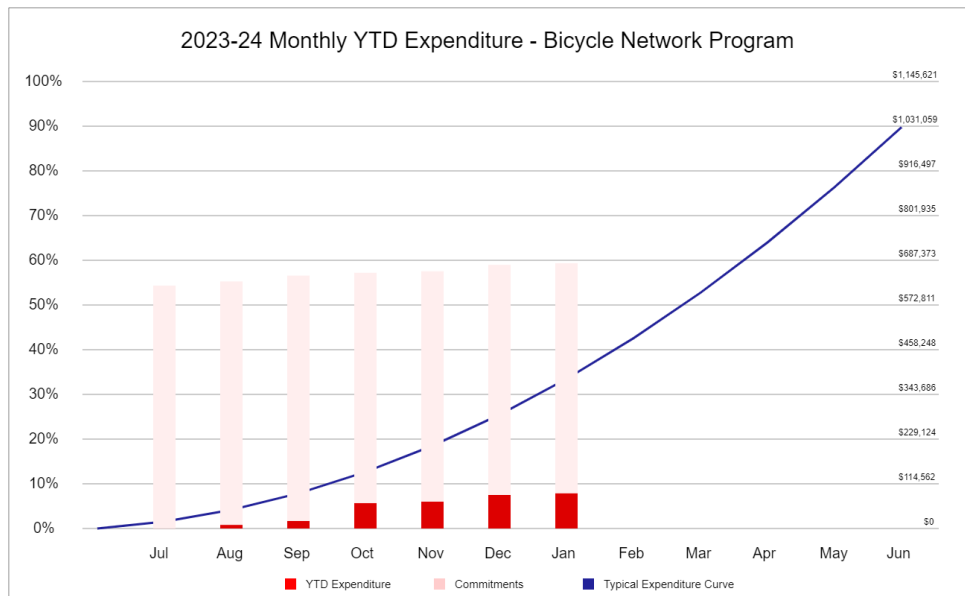
Artworks Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00124	Art Collection Conservation	\$10,000	\$3,416	\$8,789	On Track
PRJ-00464	Art Collection Acquisitions	\$30,000	\$0	\$83,506	On Track
PRJ-00827	Commissioning of public art	\$148,000	\$23,118	\$63,320	On Track
PRJ-01624	Ruffey Lake Park Public Art Commission	\$57,000	\$57,427	\$39,000	On Track
PRJ-01699	Mullum Mullum Public Art Commission	\$100,000	\$0	\$0	On Track
PRJ-01791	Hepburn Public Art	\$0	\$0	\$0	On Track
Total:		\$345,000	\$83,961	\$194,615	

2.2. Bicycle Network Program

As of February 1, 2024:

- \$90,531 had been spent on Bicycle Network Program projects. (7.9% of budget).
- \$589,457 in [commitments](#) were recorded in [Finance 1](#).



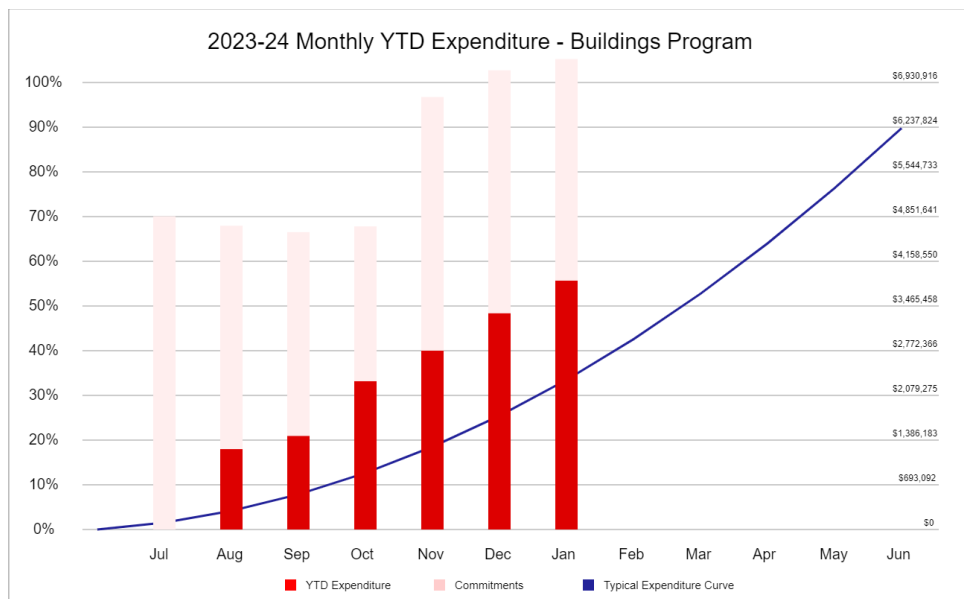
Bicycle Network Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00310	Taroona Avenue Shared Path	\$350,000	\$15,213	\$11,609	On Track
PRJ-01248	Banksia Park Shared Path Bridge	\$440,000	\$57,234	\$565,348	On Track
PRJ-01332	Serpells Road shared path (Williamsons Road to 81 Serpells Road)	\$195	\$1,404	\$12,500	Deferred
PRJ-01337	High Street shared path and refuge (Ayr St to Doncaster park and ride)	\$426	\$0	\$0	Closed
PRJ-01338	Tunstall Road shared path (Beverley St to St Clems reserve)	\$205,000	\$6,627	\$0	On Track
PRJ-01358	Hillcrest Reserve shared path (Eastlink trail connection)	\$150,000	\$10,052	\$0	Behind Schedule
Total:		\$1,145,621	\$90,531	\$589,457	

2.3. Buildings Program

As of February 1, 2024:

- \$3.86 million had been spent on Buildings Program projects. (55.69% of budget).
- \$3.43 million in [commitments](#) were recorded in [Finance 1](#).



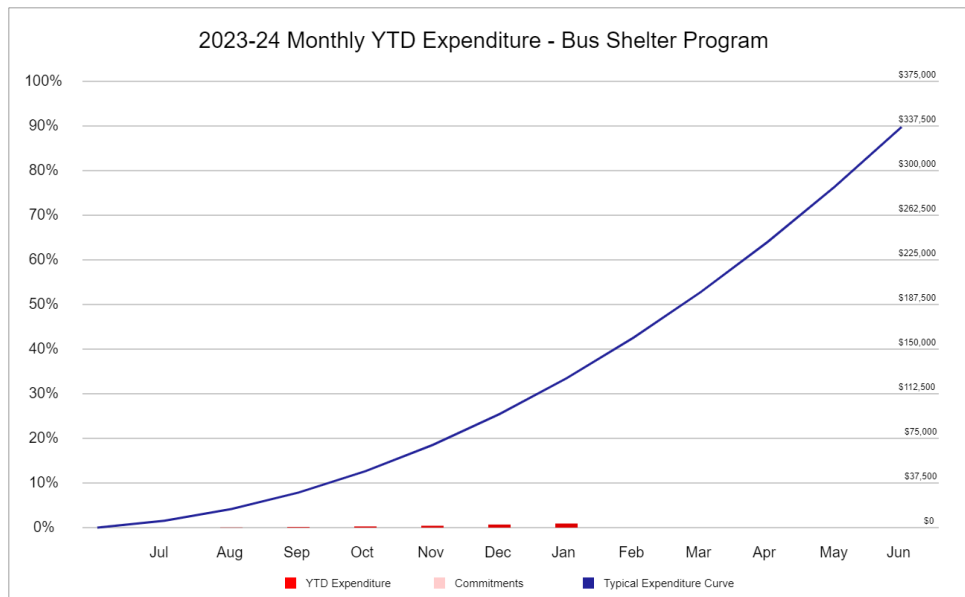
Buildings Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00159	Aquarena Renewal	\$300,000	\$69,878	\$20,548	On Track
PRJ-00163	Miscellaneous Building Refurbishment Works	\$460,000	\$210,556	\$22,895	On Track
PRJ-00169	MC2 (Capital Minor Works)	\$100,000	\$20,918	\$56,005	On Track
PRJ-00170	Indoor Stadium Renewal (Highball Facilities)	\$321,000	\$23,496	\$0	On Track
PRJ-00171	Emergency Management Initiatives	\$50,000	\$0	\$0	On Track
PRJ-00390	Deep Creek Reserve Pavilion Redevelopment	\$350,000	\$280,405	\$114,565	Behind Schedule
PRJ-00718	Finns reserve Scouts upgrade AMS Buildings	\$825,000	\$676,360	\$84,002	Completed
PRJ-00785	Office Accommodation Renewal	\$350,000	\$250,300	\$190,492	On Track
PRJ-00795	MC2 Exterior	\$1,768,166	\$2,035,452	\$446,177	On Track
PRJ-01106	Public Toilet Strategy Implementation	\$400,000	\$101,298	\$788,403	On Track
PRJ-01201	Rieschiecks Reserve Athletic Pavilion Redevelopment	\$25,000	\$1,751	\$0	On Track
PRJ-01226	Replacement Lifts Civic Centre	\$250,000	\$6,419	\$371,900	On Track
PRJ-01234	Doncaster Library Internal Layout Changes	\$0	\$0	\$0	Closed
PRJ-01544	Domeney Recreation Centre Kitchen Upgrade	\$250,000	\$29,551	\$7,113	On Track
PRJ-01698	Bulleen Library Internal Layout Changes	\$20,000	\$0	\$0	On Track
PRJ-01793	Airconditioning Sheahans Road, Bulleen Basketball Stadium	\$100,000	\$0	\$0	Not Started
PRJ-01830	MC2 Electrical Upgrades and Ancillary Works	\$1,361,750	\$153,451	\$1,331,709	On Track
Total:		\$6,930,916	\$3,859,836	\$3,433,810	

2.4. Bus Shelter Program

As of February 1, 2024:

- \$3,449 had been spent on Bus Shelter Program projects. (0.92% of budget).
- \$0 in [commitments](#) were recorded in [Finance 1](#).



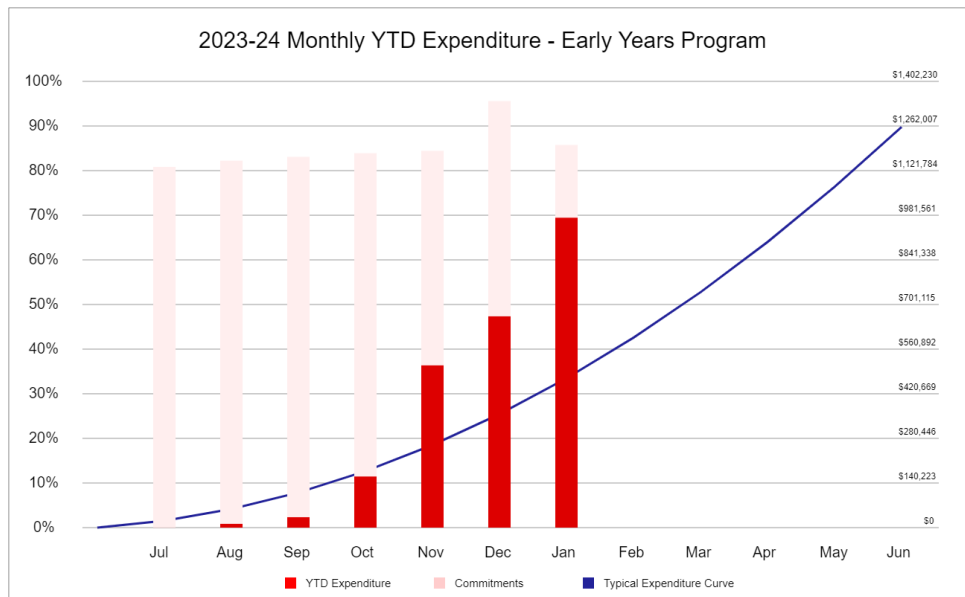
Bus Shelter Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-01576	42 High Street Bus Shelter	\$75,000	\$256	\$0	On Track
PRJ-01577	115-119 Manningham Road Bus Shelter	\$75,000	\$383	\$0	On Track
PRJ-01767	Andersons Creek Road Bus Shelter (opposite 1 Longstaff Court)	\$75,000	\$767	\$0	On Track
PRJ-01768	Williamsons Road Bus Shelter (behind 9 Hawtin Street)	\$75,000	\$639	\$0	On Track
PRJ-01769	52 King Street Bus Shelter	\$75,000	\$1,404	\$0	On Track
Total:		\$375,000	\$3,449	\$0	

2.5. Early Years Program

As of February 1, 2024:

- \$974,151 had been spent on Early Years Program projects. (69.47% of budget).
- \$228,092 in [commitments](#) were recorded in [Finance 1](#).



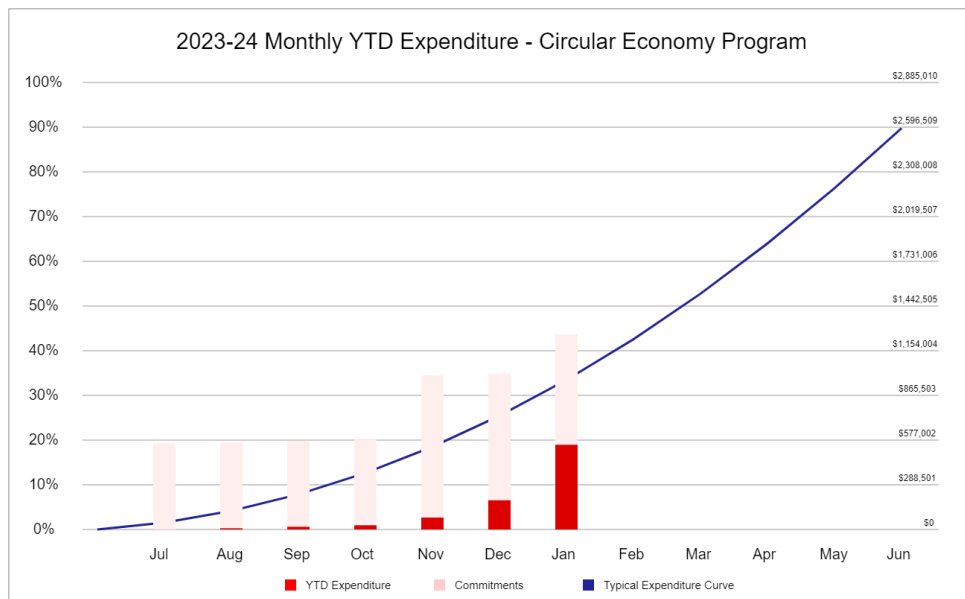
Early Years Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00344	Childrens Services Projects	\$70,000	\$31,813	\$5,887	On Track
PRJ-01217	Tunstall Square Kindergarten expansion and MCH minor works	\$1,232,230	\$936,611	\$222,205	On Track
PRJ-01704	Aggregated Kindergarten Renewal Projects	\$100,000	\$5,727	\$0	On Track
Total:		\$1,402,230	\$974,151	\$228,092	

2.6. Circular Economy Program

As of February 1, 2024:

- \$547,499 had been spent on Circular Economy Program projects. (18.98% of budget).
- \$710,621 in [commitments](#) were recorded in [Finance 1](#).



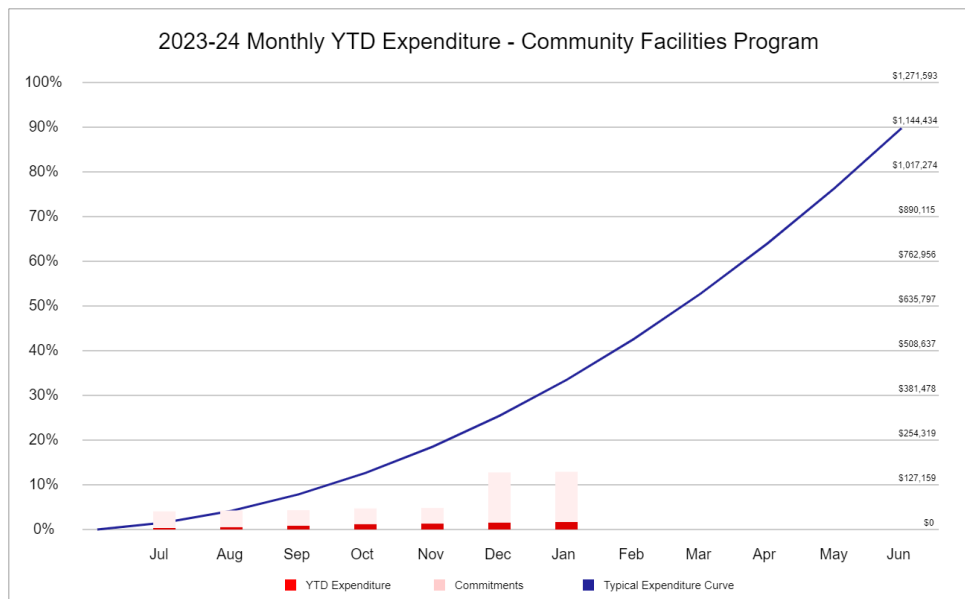
Circular Economy Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00427	Water Initiatives	\$195,000	\$0	\$0	On Track
PRJ-00468	Energy Efficient Public Lighting Program	\$200,000	\$0	\$0	On Track
PRJ-01122	Solar Panel Installation Program	\$500,000	\$368,770	\$591,139	On Track
PRJ-01216	Major Road Lights - LED & Smart Controls Retrofit - Operating	\$664,010	\$0	\$0	On Track
PRJ-01373	Environmental Sustainable Design & Installation Program	\$290,000	\$21,366	\$25,826	On Track
PRJ-01829	Ruffey Lake Park - WSUD Church Rd South	\$40,000	\$8,323	\$39,240	On Track
PRJ-01851	Circular Economy Initiatives - Operating (\$118)	\$500,000	\$0	\$0	On Track
PRJ-01853	Raingarden Renewal	\$100,000	\$0	\$0	Not Started
PRJ-01871	Bolin Bolin Billabong Maintenance (6204)	\$100,000	\$149,040	\$64,416	Not Started
PRJ-01873	Sites of Biological Significance Review (6279)	\$296,000	\$0	\$0	Not Started
Total:		\$2,885,010	\$547,499	\$710,621	

2.7. Community Facilities Program

As of February 1, 2024:

- \$21,574 had been spent on Community Facilities Program projects. (1.7% of budget).
- \$142,434 in [commitments](#) were recorded in [Finance 1](#).



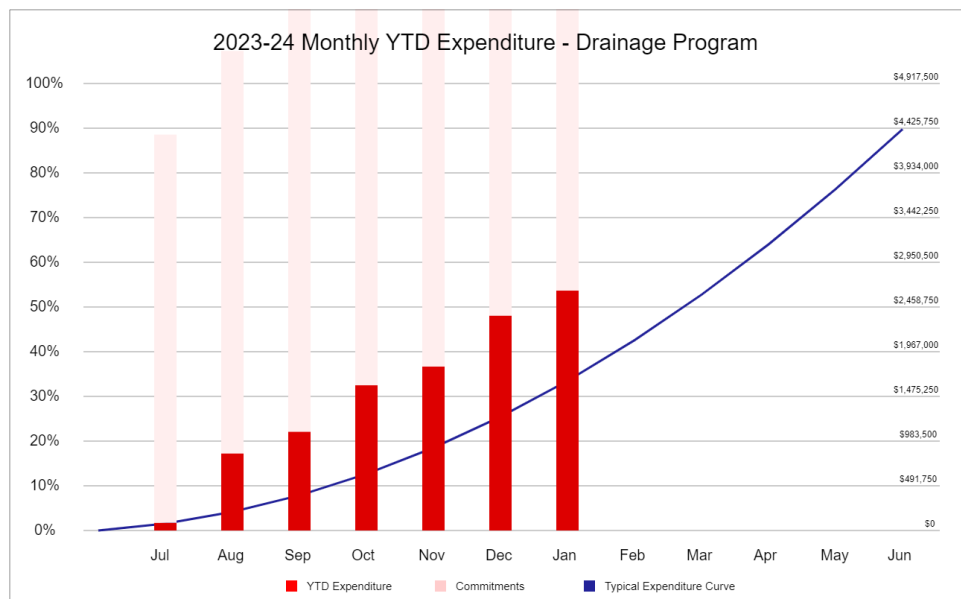
Community Facilities Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00453	Community Facilities Play Equipment AMS	\$48,000	\$2,352	\$1,545	On Track
PRJ-00627	Schramm's Cottage Museum Complex Visitor Centre	\$823,593	\$19,222	\$104,266	On Track
PRJ-01235	(SPP) 300 Blackburn Road, Doncaster East - Remediation works	\$100,000	\$0	\$0	On Track
PRJ-01327	Pines Community Hub & Library	\$300,000	\$0	\$36,622	Behind Schedule
Total:		\$1,271,593	\$21,574	\$142,434	

2.8. Drainage Program

As of February 1, 2024:

- \$2.64 million had been spent on Drainage Program projects. (53.66% of budget).
- \$3.79 million in [commitments](#) were recorded in [Finance 1](#).



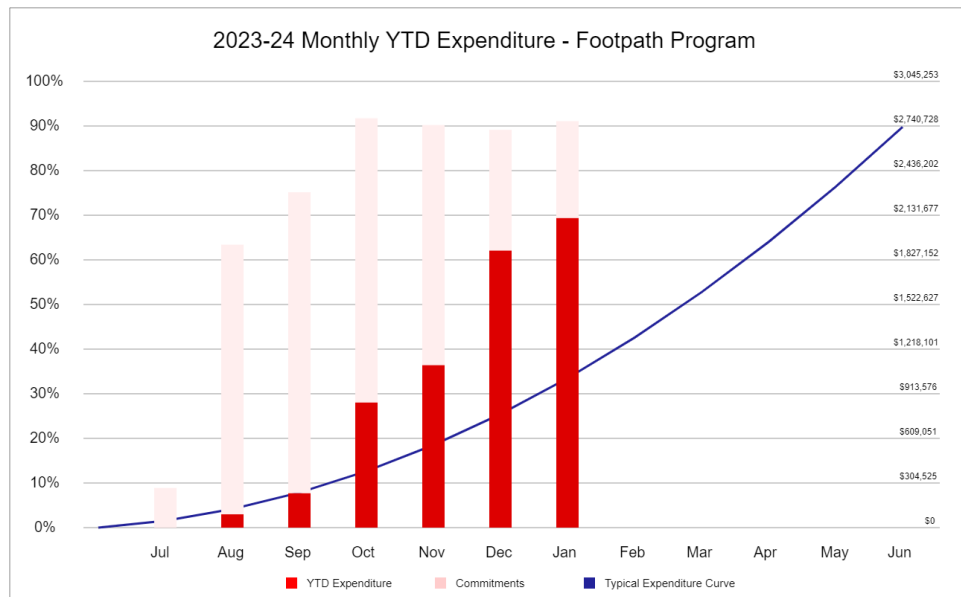
Drainage Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00207	Underground / Open Drainage	\$200,000	\$101,188	\$225	On Track
PRJ-00313	Melbourne Hill Road Drainage Upgrade Early and Main Works	\$1,500,000	\$932,571	\$1,549,184	On Track
PRJ-00557	69 Atkinson Street, Templestowe Drainage	\$400,000	\$311,563	\$318,565	Completed
PRJ-00559	Everard Drive Drainage Upgrade	\$600,000	\$433,024	\$590,062	Behind Schedule
PRJ-00803	Miscellaneous Drainage Improvements	\$405,000	\$144,501	\$217,041	On Track
PRJ-00877	Mitchell Ave Warrandyte Catchment Drainage	\$50,000	\$10,270	\$2,126	On Track
PRJ-00880	106-147 BRACKENBURY STREET WARRANDYTE ROW DRAINAGE	\$700,000	\$22,204	\$656,090	Behind Schedule
PRJ-00881	141-157 Berringa Rd Park Orchards Easement Drainage	\$8,500	\$6,603	\$58,987	Completed
PRJ-00882	BLAIR STREET WARRANDYTE - STREET DRAINAGE	\$25,000	\$11,436	\$32,220	On Track
PRJ-00884	ARUNDEL ROAD & PINE AVENUE PARK ORCHARDS- Drainage	\$700,000	\$623,389	\$95,482	Completed
PRJ-00887	Corriedale Cres Park Orchards Catchment Drainage	\$75,000	\$12,981	\$38,821	Not Started
PRJ-00913	Dalry Ave Park Orchards Drainage Improvement -Stage 1	\$50,000	\$0	\$0	Not Started
PRJ-01379	Easement Drain - 31 - 39 Robert Street, Bulleen	\$20,000	\$0	\$0	Closed
PRJ-01604	Easement Drain Upgrade - 1 - 7 Elizabeth Street	\$110,000	\$21,744	\$117,745	On Track
PRJ-01822	Dalry Ave Park Orchards Drainage Improvement - Stage 2	\$74,000	\$7,490	\$117,728	On Track
Total:		\$4,917,500	\$2,638,964	\$3,794,276	

2.9. Footpath Program

As of February 1, 2024:

- \$2.11 million had been spent on Footpath Program projects. (69.4% of budget).
- \$660,258 in [commitments](#) were recorded in [Finance 1](#).



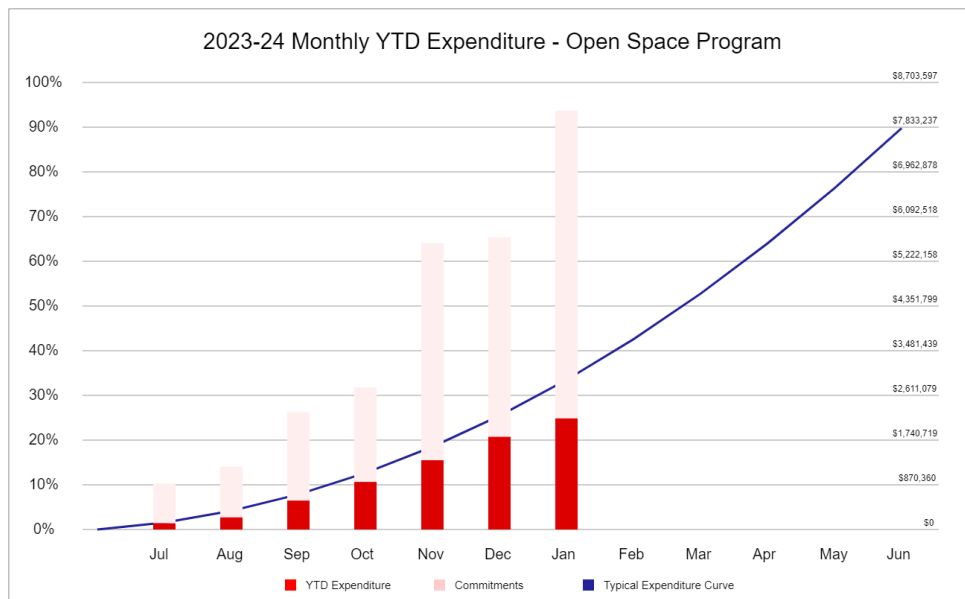
Footpath Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00190	Footpaths - Parks	\$20,000	\$18,846	\$13,620	On Track
PRJ-00193	Footpaths - Roads	\$500,000	\$252,448	\$286,970	On Track
PRJ-00257	Dudley Road Stage 2 PPN	\$25,000	\$2,533	\$0	On Track
PRJ-00600	Yarra Street, Warrandyte Local Footpath	\$109,379	\$107,665	\$81,547	On Track
PRJ-00609	Parker Street (McLachlan to Milne), Templestowe Local Footpath	\$300,000	\$3,489	\$0	On Track
PRJ-00612	Pound Road, Warrandyte Local Footpath	\$30,000	\$4,517	\$3,285	On Track
PRJ-00696	368 Yarra Rd to Homestead New Footpath PPN	\$25,000	\$5,152	\$0	Not Started
PRJ-00775	Blackburn Road Footpath (8 Havelock to Andersons Creek, Zerbe to Chestnut)	\$20,000	\$19,347	\$0	Completed
PRJ-01303	Wood Street Footpath (Milne st to McLachlan st)	\$450,000	\$147,036	\$289,427	On Track
PRJ-01306	Anderson Creek Road path (Blackburn road to Service road)	\$25,000	\$10,884	\$9,173	On Track
PRJ-01307	Hovea Street - Yarra Valley Preschool to Glendale Ave	\$20,000	\$2,604	\$0	Not Started
PRJ-01308	Tindals Road Footpath - Ringwood-Warrandyte Road to Stintons Road RAB	\$50,000	\$10,324	\$0	On Track
PRJ-01309	Reynolds Road Footpath - Tindals Road to Arnold Drive	\$50,000	\$0	\$0	Not Started
PRJ-01789	Yarra Trail Renewal	\$1,420,874	\$524,769	\$953,600	On Track
Total:		\$3,045,253	\$1,109,615	\$1,637,622	

2.10. Open Space Program

As of February 1, 2024:

- \$2.17 million had been spent on Open Space Program projects. (24.89% of budget).
- \$5.99 million in [commitments](#) were recorded in [Finance 1](#).



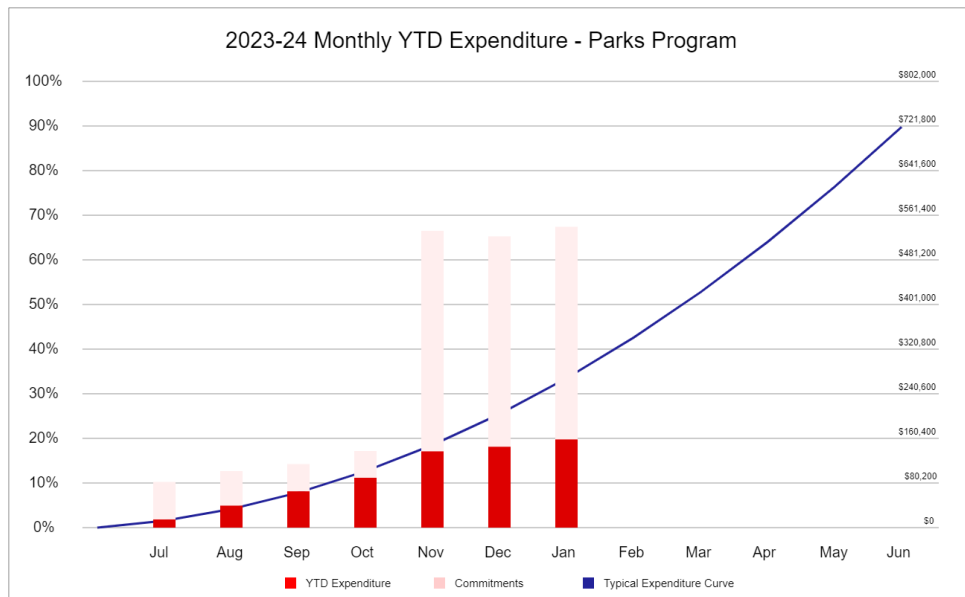
Open Space Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00155	wongum wilam, Warrandyte River Reserve	\$0	\$0	\$38,182	On Hold
PRJ-00349	Miscellaneous Open Space Projects	\$31,000	\$34,072	\$23,336	On Track
PRJ-00429	Stiggart Reserve Playspace Renewal/ Warrandyte River Reserve	\$120,000	\$5,212	\$63,047	On Track
PRJ-00435	Main Yarra Trail Extension to Warrandyte	\$50,000	\$17,259	\$0	Not Started
PRJ-00439	Mullum Mullum Linear Park Stage 5 (Heid-Warr Rd to Reynolds Rd)	\$100,000	\$9,200	\$14,807	Behind Schedule
PRJ-00465	Koonung Creek Linear Park Management Plan	\$80,000	\$37,857	\$34,743	Behind Schedule
PRJ-00479	Hepburn Reserve	\$2,300,000	\$90,248	\$2,314,579	On Track
PRJ-00622	Studley Park (paths) Tullamore Interface	\$0	\$0	\$0	Deferred
PRJ-00626	Ruffey Lake Park Playground Upgrade - Victoria Street (Waldau)	\$1,302,597	\$103,961	\$434,144	On Track
PRJ-00844	Footie Street Pedestrian Operated Signals	\$800,000	\$27,463	\$22,340	On Track
PRJ-00845	Domeneys Reserve Management Plan Implementation	\$56,000	\$55,695	\$0	Completed
PRJ-00942	Astelot Reserve Playspace Renewal	\$150,000	\$0	\$9,028	On Track
PRJ-00945	Cat Jump Park Playspace Renewal	\$347,000	\$325,657	\$0	On Track
PRJ-00948	Doncaster Reserve Playspace Renewal	\$20,000	\$4,434	\$0	On Track
PRJ-00949	Donvale Reserve Playspace Renewal	\$200,000	\$22,097	\$87,208	On Track
PRJ-00954	Joroma Reserve Playspace Renewal	\$110,000	\$79,795	\$0	On Track
PRJ-00956	Maggs Reserve Playspace Renewal	\$15,000	\$0	\$0	On Track
PRJ-00960	Mossdale Reserve Playspace Renewal	\$15,000	\$1,400	\$0	On Track
PRJ-00962	Ted Ajani Reserve Playspace Renewal	\$250,000	\$259,911	\$6,000	On Track
PRJ-00996	Aggregated Open Space Development Projects	\$20,000	\$0	\$0	Not Started
PRJ-01012	Ted Ajani Reserve Open Space Development	\$15,000	\$0	\$0	On Track
PRJ-01038	Small Reserves Concept Plans	\$50,000	\$12,140	\$0	On Track
PRJ-01096	Ruffey Lake Park Master Plan Implementation (inc Waldau)	\$0	\$0	\$0	On Track
PRJ-01124	Swanston Reserve Skate Facility Renewal	\$650,000	\$427,443	\$45,927	Completed
PRJ-01133	Public Lighting in Reserves	\$40,000	\$40,583	\$0	On Hold
PRJ-01255	Hodgson Reserve Playspace Renewal	\$135,000	\$30,848	\$95,720	On Track
PRJ-01257	Morna Reserve Playspace Renewal	\$135,000	\$32,208	\$88,322	On Track
PRJ-01258	Katrina Reserve Playspace Renewal	\$15,000	\$0	\$0	On Track
PRJ-01264	Michael Reserve Playspace Renewal	\$135,000	\$31,270	\$74,732	On Track
PRJ-01368	Ruffey Lake Park Signage	\$90,000	\$24,082	\$57,538	On Track
PRJ-01370	Ruffey Lake Park Paths- Section A Wombat Crossing	\$157,000	\$32,455	\$0	On Track
PRJ-01371	Ruffey Lake Park Pedestrian Bridges and Boardwalk	\$830,000	\$8,661	\$2,350,000	Not Started
PRJ-01372	Ruffey Lake Park Exercise Station - Boulevard Hill	\$150,000	\$219,220	\$5,050	Completed
PRJ-01641	Kerry Reserve Playspace Renewal	\$135,000	\$14,122	\$157,300	On Track
PRJ-01827	Ruffey Lake Park Paths - Section B Paths at Waldau Crt and Church Rd	\$136,000	\$123,553	\$12,108	On Track
PRJ-01828	Ruffey Lake Park Paths - Section C 1000 steps	\$38,000	\$11,467	\$33,841	Not Started
PRJ-01834	Ruffey Lake Park Paths -Section G-Shared Path along Victoria Street from Waldau Court to Playspace	\$30,000	\$7,893	\$21,406	Not Started
PRJ-01840	Ruffey Lake Park Fencing Upgrades	\$66,000	\$49,340	\$0	Not Started
PRJ-01841	Ruffey Lake Park Entrance Improvements	\$30,000	\$26,967	\$0	On Track
Total		\$8,703,597	\$2,166,515	\$5,989,362	

2.11. Parks Program

As of February 1, 2024:

- \$158,769 had been spent on Parks Program projects. (19.8% of budget).
- \$381,806 in [commitments](#) were recorded in [Finance 1](#).



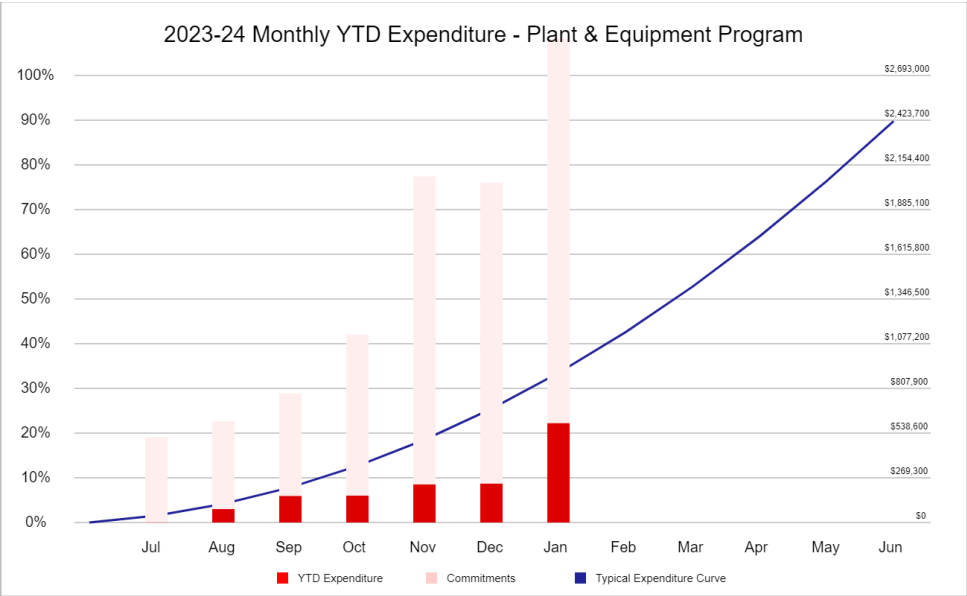
Parks Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00184	Fencing	\$100,000	\$34,735	\$3,850	On Track
PRJ-00201	Play Spaces Renewal	\$90,000	\$100,155	\$735	On Track
PRJ-01125	Templestowe Memorial Reserve Upgrade	\$440,000	\$9,864	\$375,771	Behind Schedule
PRJ-01161	Parks and Recreation Asset Renewal	\$72,000	\$6,816	\$0	Behind Schedule
PRJ-01766	Warrandyte RSL Landscaping Works	\$100,000	\$7,200	\$1,450	On Track
Total:		\$802,000	\$158,769	\$381,806	

2.12. Plant & Equipment Program

As of February 1, 2024:

- \$599,334 had been spent on Plant & Equipment Program projects. (22.26% of budget).
- \$2.31 million in [commitments](#) were recorded in [Finance 1](#).



Plant & Equipment Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00152	Plant Replacement Project	\$2,693,000	\$599,334	\$2,314,318	On Track
Total:		\$2,693,000	\$599,334	\$2,314,318	

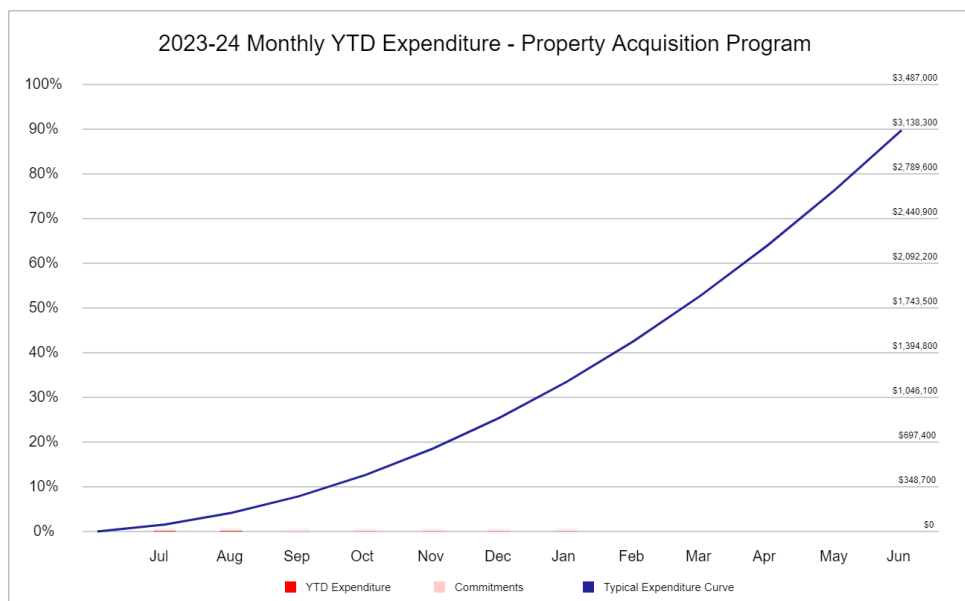


2.13. Property Acquisition Program

As of February 1, 2024:

- \$2,910 had been spent on Property Acquisition Program projects. (0.08% of budget).
- \$18,935 in commitments were recorded in Finance 1.

As always property acquisitions are very dependent on the availability of suitable properties, so there is no guarantee of this program being fully expended, and as such the program is noted as a separate line item in the Capital Works Program approved by Council in June this year and is excluded from the 90% expenditure KPI.



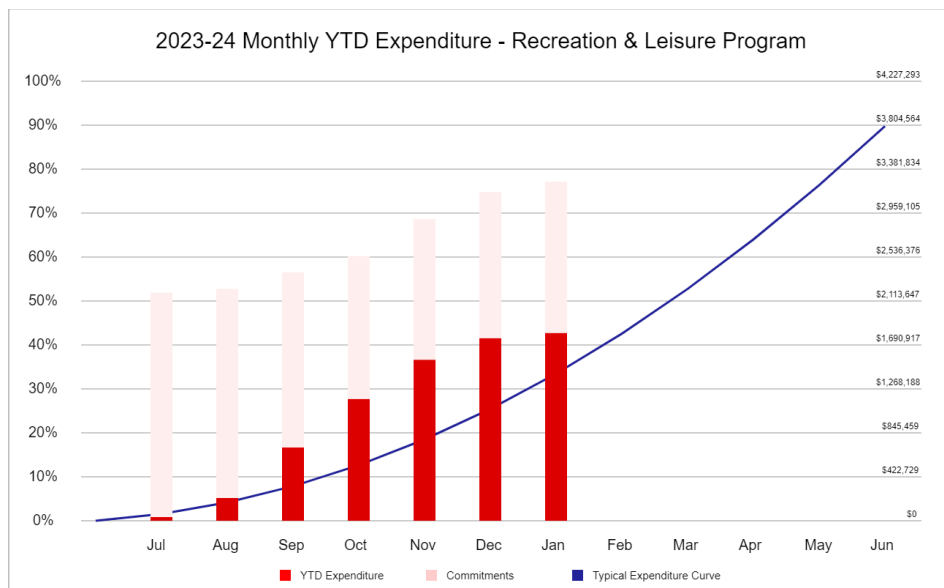
Property Acquisition Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00799	Land Acquisition Program - Open Space for Manningham	\$1,800,000	\$0	\$0	Not Started
PRJ-01183	(SPP) Manningham Property Acquisition Project	\$1,587,000	\$0	\$18,935	On Track
PRJ-01632	Carawatha/Koolkuna Demolition and DD	\$100,000	\$2,910	\$0	On Track
Total:		\$3,487,000	\$2,910	\$18,935	

2.14. Recreation & Leisure Program

As of February 1, 2024:

- \$1.81 million had been spent on Recreation & Leisure Program projects. (42.74% of budget).
- \$1.45 million in [commitments](#) were recorded in [Finance 1](#).



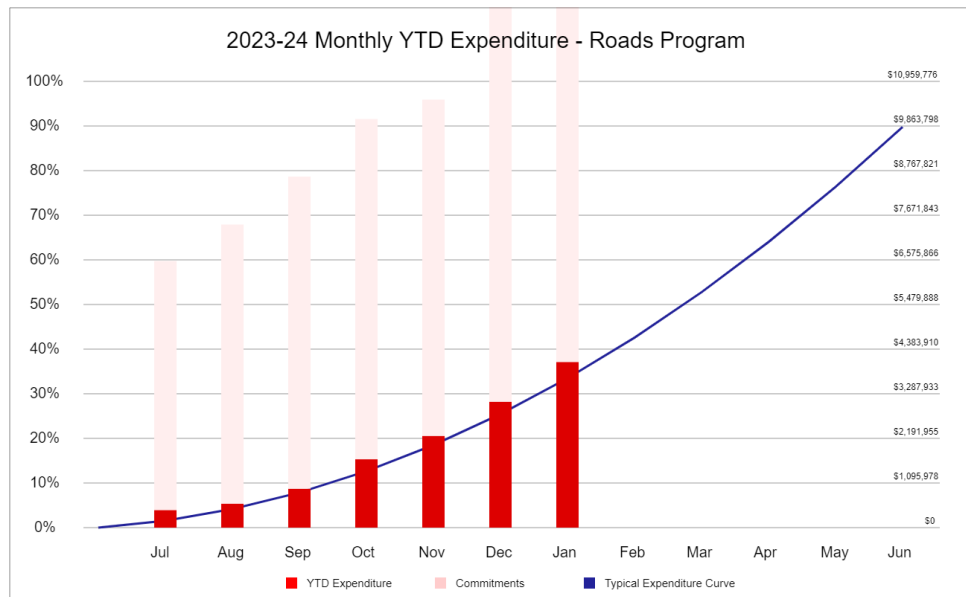
Recreation & Leisure Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00146	Miscellaneous General Leisure	\$287,000	\$308,409	\$56,206	Completed
PRJ-00402	Tennis Court Strategy (Donvale)	\$305,631	\$311,791	\$117,199	Completed
PRJ-00446	Donvale Bowls North Field Synthetic Conversion	\$39,000	\$22,475	\$32,483	On Track
PRJ-00470	Bin Cages at Sporting Facilities	\$20,000	\$22,220	\$22,220	Not Started
PRJ-00480	Rieschiecks Reserve Management Plan (inc Waldau)	\$400,000	\$80,456	\$164,674	On Track
PRJ-00982	Aquarena Redevelopment (50m Pool & Outdoor Master Plan)	\$700,000	\$5,292	\$74,800	On Track
PRJ-01005	Aggregated Leisure and Community Projects	\$65,000	\$61,370	\$36,100	On Track
PRJ-01113	Manningham Templestowe Leisure Centre Master Plan	\$50,000	\$15,000	\$3,500	On Track
PRJ-01202	Serpells Reserve Upgrade of sports field floodlighting to training standard	\$290,000	\$128,852	\$46,327	On Track
PRJ-01203	Templestowe Park Tennis Club Upgrade of courts 6 and 7 and new floodlighting	\$406,282	\$198,090	\$259,795	On Track
PRJ-01204	Park Orchards Tennis Club Court Upgrade	\$251,000	\$250,078	\$270,165	Completed
PRJ-01206	Active Reserve Facility Development Plans	\$30,000	\$0	\$0	Behind Schedule
PRJ-01297	Donvale Reserve Cricket Nets	\$189,575	\$196,101	\$59,047	Completed
PRJ-01298	Public Tennis Court Improvement Works (Koonung Park)	\$393,805	\$164,345	\$205,813	Completed
PRJ-01330	Aquarena Redevelopment (see PRJ-00982)	\$0	\$0	\$0	Closed
PRJ-01331	Donvale Indoor Sports Centre Redevelopment	\$50,000	\$0	\$0	Not Started
PRJ-01460	Currawong Tennis Club Court 1 & 2 Resurfacing & 6 court floodlight upgrade	\$240,000	\$14,935	\$106,041	On Track
PRJ-01532	Bulleen Tennis Club Court 7 & 8 Resurfacing, floodlights	\$10,000	\$10,333	\$0	On Track
PRJ-01535	Wonga Park Netball Court Redevelopment & Floodlight Upgrade	\$500,000	\$16,967	\$0	Not Started
Total:		\$4,227,293	\$1,806,715	\$1,454,369	

2.15. Roads Program

As of February 1, 2024:

- \$4.07 million had been spent on Roads Program projects. (37.12% of budget).
- \$9.57 million in [commitments](#) were recorded in [Finance 1](#).



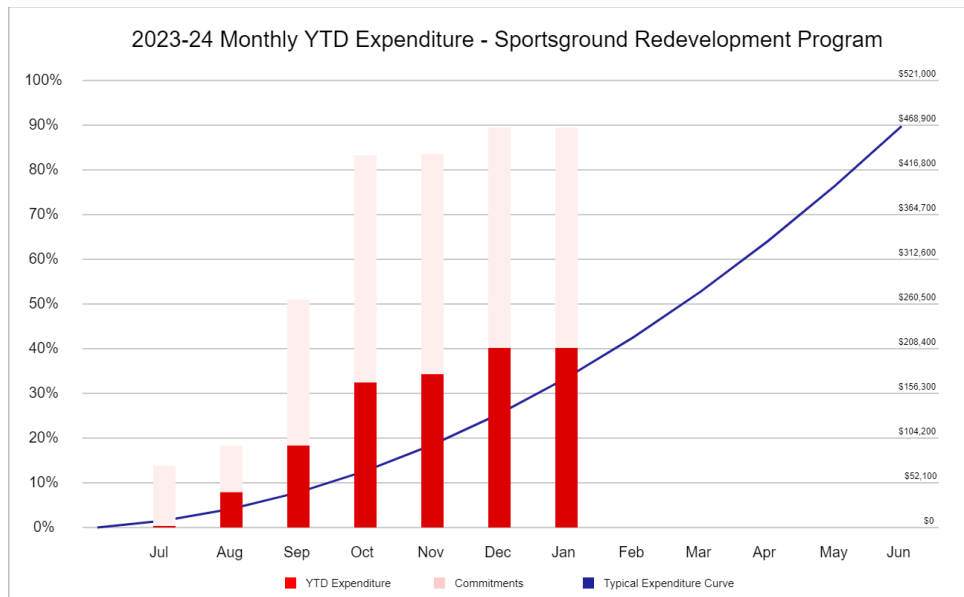
Roads Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00182	Arterial Road Pavements (Link & Collector)	\$200,000	\$0	\$0	Not Started
PRJ-00183	Bridges / Culverts - Roads & Reserves	\$100,000	\$8,965	\$44,853	On Track
PRJ-00185	Carpark Resurfacing & Minor Upgrades	\$100,000	\$0	\$0	On Track
PRJ-00186	Concrete ROWs	\$30,000	\$1,630	\$33,120	On Track
PRJ-00188	Pavement Design	\$25,000	\$0	\$0	On Track
PRJ-00198	Pram Crossings	\$60,000	\$60,545	\$0	On Track
PRJ-00202	Road Restoration	\$500,000	\$0	\$0	On Track
PRJ-00204	Road Retaining Wall / Structure	\$10,000	\$0	\$0	Not Started
PRJ-00205	Road Surfacing (Reseals)	\$3,809,126	\$1,233,031	\$2,904,201	On Track
PRJ-00206	Road Renewal - Kerb & Channel	\$540,000	\$17,851	\$141,408	On Track
PRJ-00282	Tram / Merlin Traffic Signals	\$2,278,650	\$405,446	\$3,181,540	On Track
PRJ-00455	Table Drain Sealing	\$75,000	\$0	\$0	On Track
PRJ-00543	Websters Road, Templestowe	\$1,000,000	\$915,862	\$248,933	On Track
PRJ-00633	Jumping Creek Road	\$545,805	\$847,738	\$2,465,973	On Track
PRJ-00935	Pedestrian Refuge, Russell Rd/Mullens Rd/Ringwood Warrandyte Rd	\$25,000	\$19,661	\$2,795	On Track
PRJ-01030	Fitzsimons Lane and Main Road Corridor (Templestowe Route)	\$1,000,000	\$397,856	\$544,899	On Track
PRJ-01095	Manningham Road service road access changes	\$195	\$5,303	\$0	On Track
PRJ-01333	Pound Road Warrandyte Road intersection reconfiguration	\$150,000	\$10,513	\$4,070	On Track
PRJ-01335	Traffic Signal Controller and Lantern LED upgrade	\$80,000	\$72,080	\$0	On Track
PRJ-01336	King Street pedestrian refuge @ Ruffey Creek/The Boulevard	\$60,000	\$0	\$0	Not Started
PRJ-01548	Milgate Primary School Pick Up / Drop Off Facility	\$80,000	\$82,226	\$0	On Track
PRJ-01556	Victoria Street Pedestrian Operated Signals (Ruffey Lake Masterplan)	\$81,000	\$0	\$0	Not Started
PRJ-01558	Stintons Road, btw Falconer and Knees Roads - Road Safety Upgrade	\$50,000	\$0	\$0	On Track
PRJ-01560	Reynolds Road/Smiths Road Intersection Traffic Study	\$50,000	\$0	\$0	Not Started
PRJ-01561	Springvale Road (Mullum Mullum stadium) - Pedestrian Refuge including lighting upgrade	\$120,000	\$0	\$0	Not Started
PRJ-01566	Activity Centre ad-hoc safety improvements	\$0	\$0	\$0	Closed
Total:		\$10,959,776	\$4,068,709	\$9,571,792	

2.16. Sportsground Redevelopment Program

As of February 1, 2024:

- \$209,420 had been spent on Sportsground Redevelopment Program projects. (40.2% of budget).
- \$256,770 in [commitments](#) were recorded in [Finance 1](#).



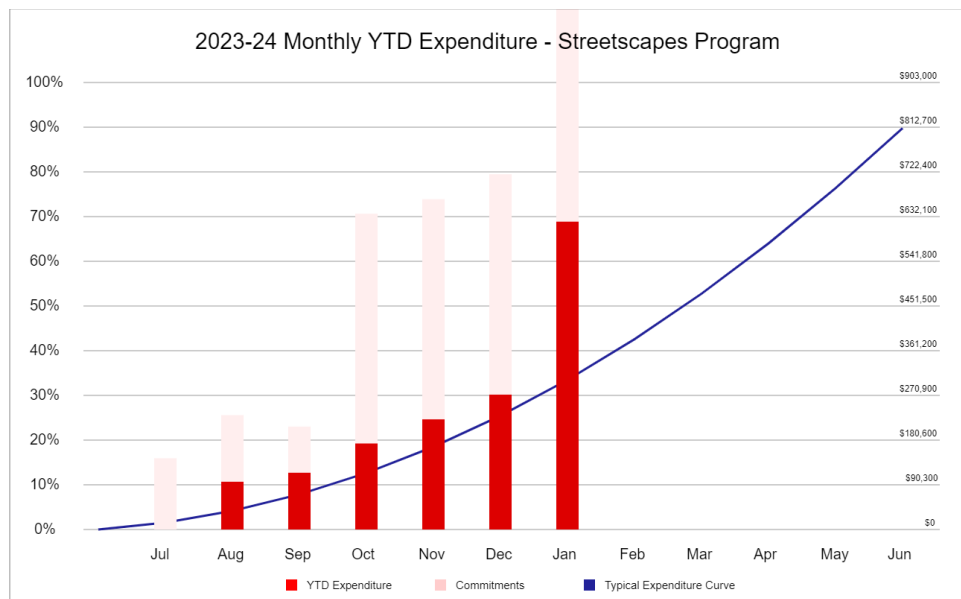
Sportsground Redevelopment Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00192	Sporting Reserves Renewal	\$306,000	\$195,595	\$135,176	On Track
PRJ-01429	Deep Creek Sports Field Redevelopment	\$215,000	\$13,825	\$121,594	On Track
Total:		\$521,000	\$209,420	\$256,770	

2.17. Streetscapes Program

As of February 1, 2024:

- \$622,264 had been spent on Streetscapes Program projects. (68.91% of budget).
- \$1.75 million in [commitments](#) were recorded in [Finance 1](#).



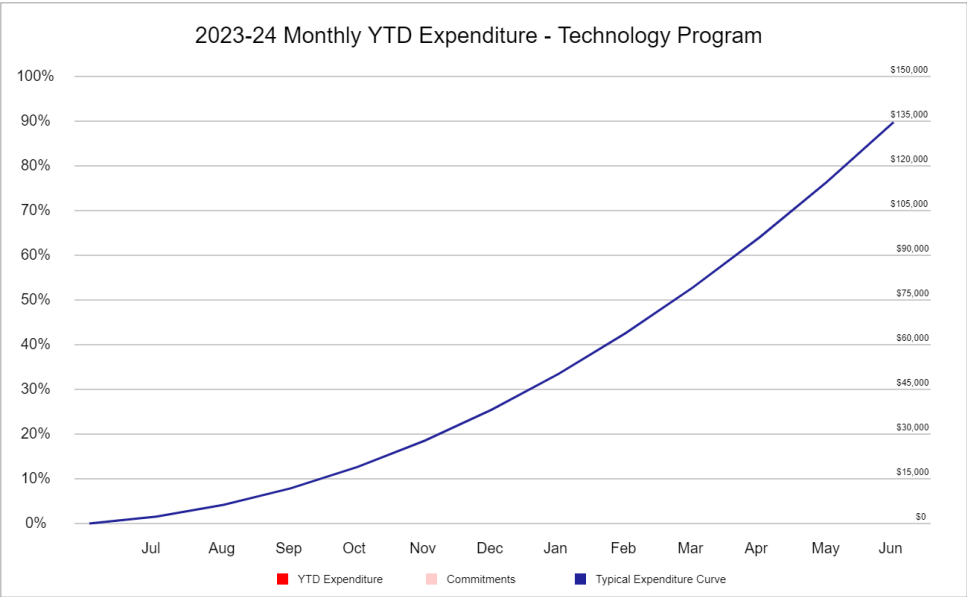
Streetscapes Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00200	Road Furniture / Signs / Bins / Seats	\$65,000	\$4,200	\$0	Not Started
PRJ-00222	Street Lighting Replacement Program	\$45,000	\$37,942	\$42,120	On Track
PRJ-00448	Additional Street Lighting	\$53,000	\$7,972	\$4,997	On Track
PRJ-00462	City Signage Program	\$100,000	\$86,451	\$3,230	On Track
PRJ-01136	Templestowe Village Streetscape Upgrade	\$50,000	\$0	\$0	Behind Schedule
PRJ-01786	Safety and Amenity works - Macedon Square	\$500,000	\$346,450	\$632,786	On Track
PRJ-01790	Jackson Court Gateway Sign Refurbishment	\$90,000	\$7,599	\$75,724	Not Started
PRJ-01838	Safety and Amenity works - Jackson Court	\$0	\$129,011	\$905,752	On Track
PRJ-01839	Safety and Amenity works - Tunstall Square	\$0	\$2,638	\$82,000	On Hold
Total:		\$903,000	\$622,264	\$1,746,609	

2.18. Technology Program

As of February 1, 2024:

- \$0 had been spent on Technology Program projects. (0% of budget).
- \$373 in [commitments](#) were recorded in [Finance 1](#).



Technology Program

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00235	IT Infrastructure	\$150,000	\$0	\$373	Not Started
Total:		\$150,000	\$0	\$373	



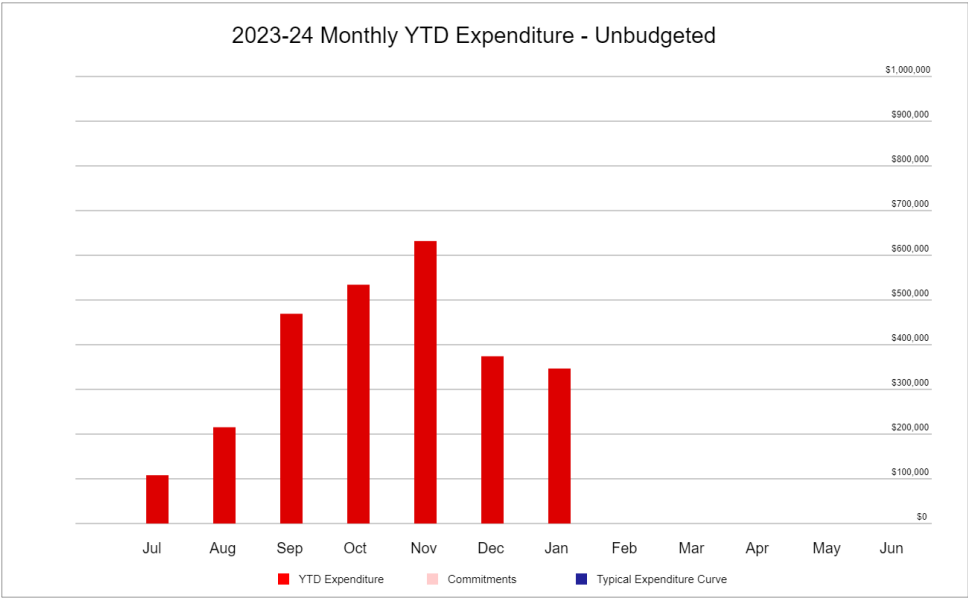
2.19. Unbudgeted Capital Expenditure

As of February 1, 2024, \$346,6779 had been spent on projects without budgets. This has happened for a few different reasons, e.g.,

- The arrival of late invoices associated with a project thought to have been completed in the previous financial year.
- Invoices being incorrectly associated with a wrong account number.

These irregularities will be dealt with as indicated in the table below:

Project No.	AC/No	Project	Expenditure	Proposed Action
PRJ-00142	C95001	Furniture and Equipment (Municipal Offices)	\$690	EOFY Under/Overs
PRJ-00256	C23057	5 Mount View Rd Catchment Drainage Improvements	\$2,950	EOFY Under/Overs
PRJ-00259	C23060	Manningham Rd (Hazel Drv to Marcus Rd) Shared Path - Bicycle Strategy	\$36,550	EOFY Under/Overs
PRJ-00267	C26101	Jumping Creek Road Stage 1A & 1B	\$5,298	Journal
PRJ-00432	C99288	Implementation of Boronia Reserve Management Plan	\$379	EOFY Under/Overs
PRJ-00541	C66209	Tuckers Road & Footpath Reconstruction	\$2,824	EOFY Under/Overs
PRJ-00551	C97169	CSP (Stabilisation - ECM, ECR & SaaS)	\$4,995	EOFY Under/Overs
PRJ-00569	C23048	Blackburn Road Service Road Footpath (Maxia Road to School Crossing)	\$28,675	EOFY Under/Overs
PRJ-00579	C27106	463 Doncaster Road Bus Shelter	\$6,609	EOFY Under/Overs
PRJ-00594	C28074	Walker Street Footpath (Whittens to Hepburn)	\$4,404	EOFY Under/Overs
PRJ-00797	C23070	Church Rd, north of George St - shared path	\$4,005	EOFY Under/Overs
PRJ-00852	C26520	Capital Works Project Management & Administration	\$87,591	Journal
PRJ-00955	C99257	Leawarra Reserve Playspace Renewal	\$2,220	EOFY Under/Overs
PRJ-00992	C27542	Warrandyte Scout Hall	\$5,096	EOFY Under/Overs
PRJ-01023	C27112	193-195 Reynolds Road Bus Shelter	\$45,303	EOFY Under/Overs
PRJ-01114	C99220	Ted Ajani Sports Field Floodlight Upgrade	\$11,161	EOFY Under/Overs
PRJ-01116	C23505	Schramms Reserve #2 Modular Pavilion	\$2,485	EOFY Under/Overs
PRJ-01119	C62099	Rieschiecks Reserve Sports Field Floodlight Construction	\$18,793	EOFY Under/Overs
PRJ-01205	C99348	Donvale Reserve Northern fields floodlight upgrade	\$12,099	EOFY Under/Overs
PRJ-01245	C99338	Road and Assets Design (Templestowe Triangle)	\$701	EOFY Under/Overs
PRJ-01323	C99420	533 Blackburn Road Bus Shelter	\$29,904	EOFY Under/Overs
PRJ-01324	C99365	241 Heidelberg-Warrandyte Rd (School) Bus Shelter	\$29,533	EOFY Under/Overs
PRJ-01359	C99399	Airds Road Stanlake Rise splitter island	\$41,344	Transfer
PRJ-01362	C99377	Deep Creek Reserve LED Scoreboard	\$3,504	EOFY Under/Overs
PRJ-01363	C99378	Ruffey Lake Park Disc Golf Course	\$630	EOFY Under/Overs
PRJ-01823	C99451	Dalry Ave Park Orchards Drainage Improvement - Stage 3	\$6,470	EOFY Under/Overs
Total			\$394,211	

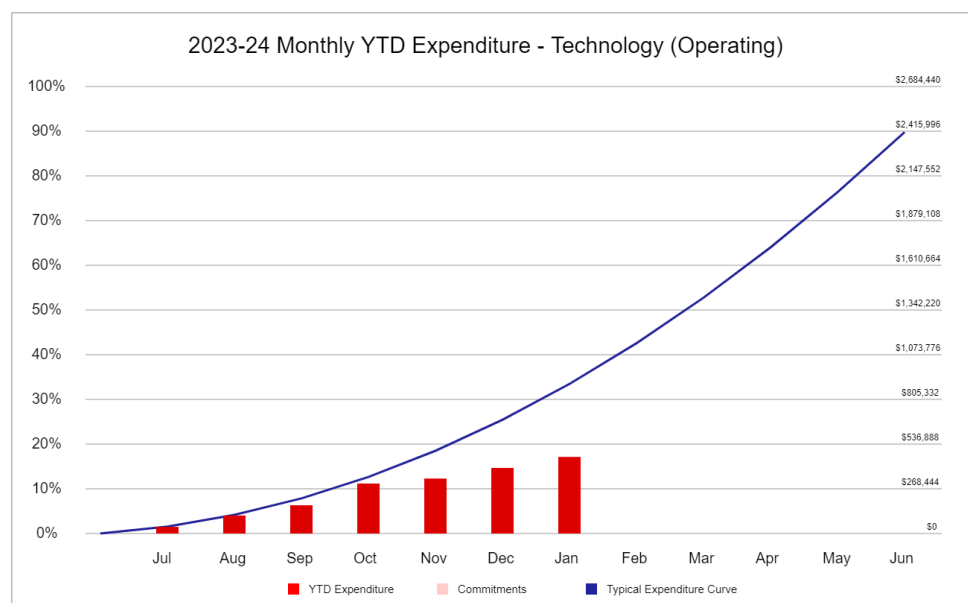


3. Maintenance/Operating Performance

3.1. Technology Operating

As of February 1, 2024:

- \$460,000 had been spent on Technology (Operating) projects. (17.14% of budget).



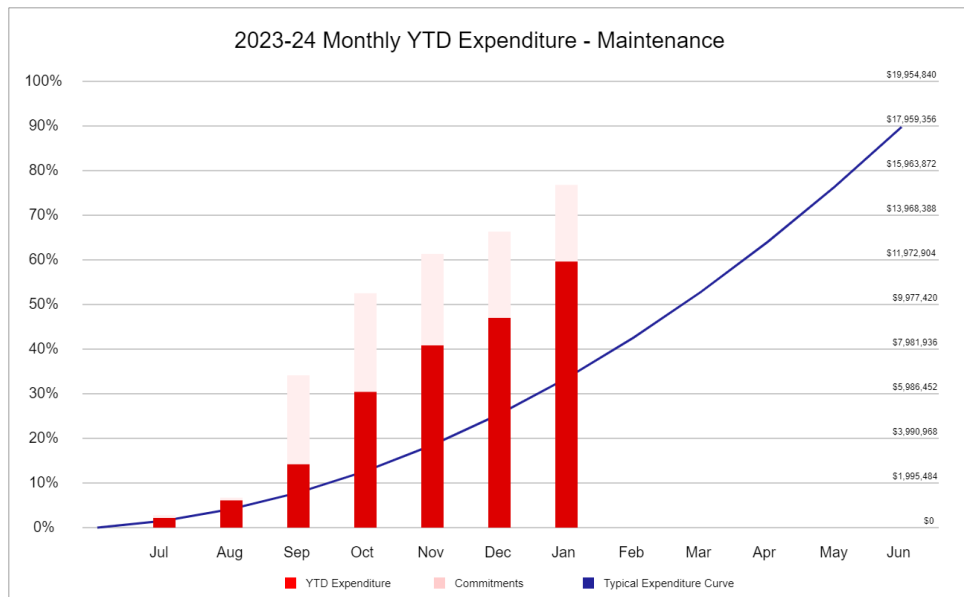
Technology (Operating)

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-00144	Enterprise Project Management Office Projects (2601)	\$2,399,440	\$460,000	\$0	On Track
PRJ-00629	IT Strategy Initiatives - Operating (2408)	\$285,000	\$0	\$0	On Track
Total:		\$2,684,440	\$460,000	\$0	

3.2. Maintenance

As of February 1, 2024:

- \$11.9 million had been spent on Maintenance projects. (59.65% of budget).
- \$3.42 million in [commitments](#) were recorded in [Finance 1](#).



Maintenance

No.	Project	Budget	Expenditure	Commitments	Status
PRJ-01382	Unsealed Carpark Maintenance (6329)	\$232,540	\$180,297	\$199,930	On Track
PRJ-01383	Sealed Roads Maintenance (6337)	\$779,700	\$340,962	\$283,492	On Track
PRJ-01481	Street Cleaning & Sweeping (6305)	\$587,208	\$258,678	\$90,909	On Track
PRJ-01482	Foothpath & Paver Maintenance (6314)	\$685,781	\$464,554	\$572,618	On Track
PRJ-01483	Underground Drain & Pit Maintenance (6323)	\$1,161,666	\$875,205	\$916,051	On Track
PRJ-01484	Programmed Drainage Maintenance (6324)	\$360,000	\$113,573	\$19,240	On Track
PRJ-01485	Open Drain Maintenance (6331)	\$993,461	\$509,131	\$356,669	On Track
PRJ-01486	Park Sign Maintenance (6342)	\$129,384	\$74,297	\$0	On Track
PRJ-01487	Roadside Street Furniture & Signs Maintenance (6343)	\$365,273	\$264,890	\$118,769	On Track
PRJ-01488	Bridge & Culverts Maintenance (6351)	\$94,831	\$0	\$11,500	Not Started
PRJ-01489	Gravel Footpath Maintenance (6357)	\$100,961	\$78,080	\$89,510	On Track
PRJ-01490	The Pines Community Centre Maintenance (6755)	\$47,000	\$19,332	\$0	On Track
PRJ-01491	Child Care Centre Maintenance (6762)	\$165,000	\$76,011	\$0	On Track
PRJ-01492	Community Facility Maintenance (6763)	\$355,000	\$408,850	\$0	On Track
PRJ-01493	Council Work Place Maintenance (6764)	\$465,000	\$197,151	\$0	Not Started
PRJ-01494	Rented Dwelling Maintenance (6765)	\$6,000	\$2,621	\$0	On Track
PRJ-01495	Heritage Building Maintenance (6766)	\$6,000	\$4,290	\$0	On Track
PRJ-01496	Library Maintenance (6767)	\$21,000	\$25,166	\$0	On Track
PRJ-01498	Public Toilet Maintenance (6773)	\$394,000	\$245,930	\$0	On Track
PRJ-01499	Scout & Guide Hall Maintenance (6774)	\$6,000	\$3,362	\$0	Not Started
PRJ-01500	Sporting Facility Maintenance (6775)	\$230,000	\$219,487	\$0	On Track
PRJ-01502	Street Tree Maintenance (6228)	\$1,236,016	\$765,548	\$0	On Track
PRJ-01503	Park Tree Maintenance (6236)	\$799,433	\$550,454	\$0	On Track
PRJ-01504	Landscape Maintenance (6268)	\$871,879	\$576,571	\$3,000	On Track
PRJ-01505	Open Space Asset Inspection & Maintenance (6204)	\$447,773	\$149,040	\$54,416	On Track
PRJ-01506	General Building Maintenance - Salaries (6710)	\$1,085,506	\$671,152	\$3,980	On Track
PRJ-01507	Fence Maintenance (6216)	\$120,000	\$48,813	\$1,348	On Track
PRJ-01508	Electrical Line Clearance Maintenance (6232)	\$1,034,632	\$281,005	\$19,650	On Track
PRJ-01510	Tree Planting (6237)	\$610,000	\$263,441	\$35,506	On Track
PRJ-01511	Sports Ground Maintenance (6240)	\$1,205,396	\$876,305	\$244,457	On Track
PRJ-01512	Bushland Maintenance (6265)	\$724,383	\$524,126	\$1,045	On Track
PRJ-01513	Park Landscape Maintenance (6272)	\$969,929	\$530,604	\$0	On Track
PRJ-01514	Playground Maintenance (6276)	\$205,624	\$101,098	\$1,800	On Track
PRJ-01515	Open Space Grass Cutting and Maintenance (6292)	\$1,999,165	\$1,251,620	\$0	On Track
PRJ-01516	Open Space Fire Mitigation Maintenance (6296)	\$451,832	\$287,752	\$0	On Track
PRJ-01517	Bus Shelter Maintenance (6650)	\$120,560	\$81,454	\$121,390	On Track
PRJ-01518	Road Line Marking Maintenance (6349)	\$132,479	\$134,718	\$69,646	On Track
PRJ-01519	Graffiti Removal (6720)	\$91,500	\$41,596	\$18,404	On Track
PRJ-01621	Leisure Centre Maintenance (3601)	\$293,086	\$244,089	\$4,271	On Track
PRJ-01623	Open Space VicRoads Grass Cutting and Maintenance (6201)	\$369,842	\$160,867	\$184,587	On Track
Total:		\$19,954,840	\$11,902,121	\$3,422,188	

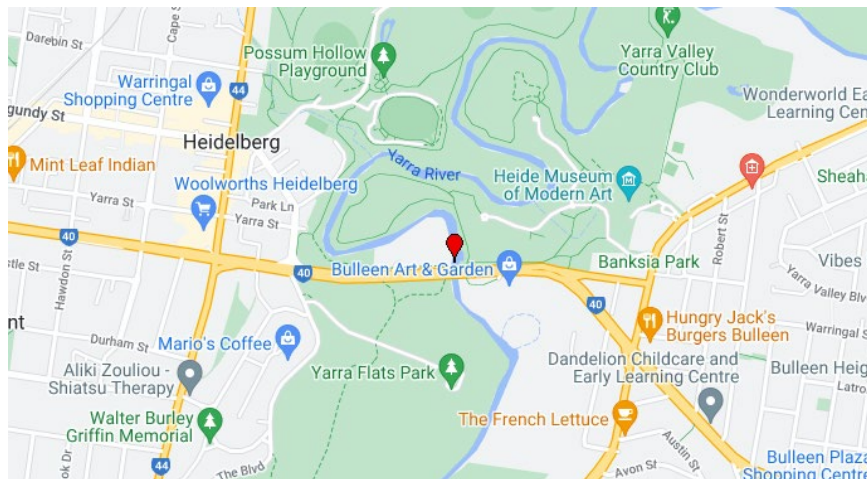
4. Key Projects

4.1. Aquarena Redevelopment – Pool & Masterplan



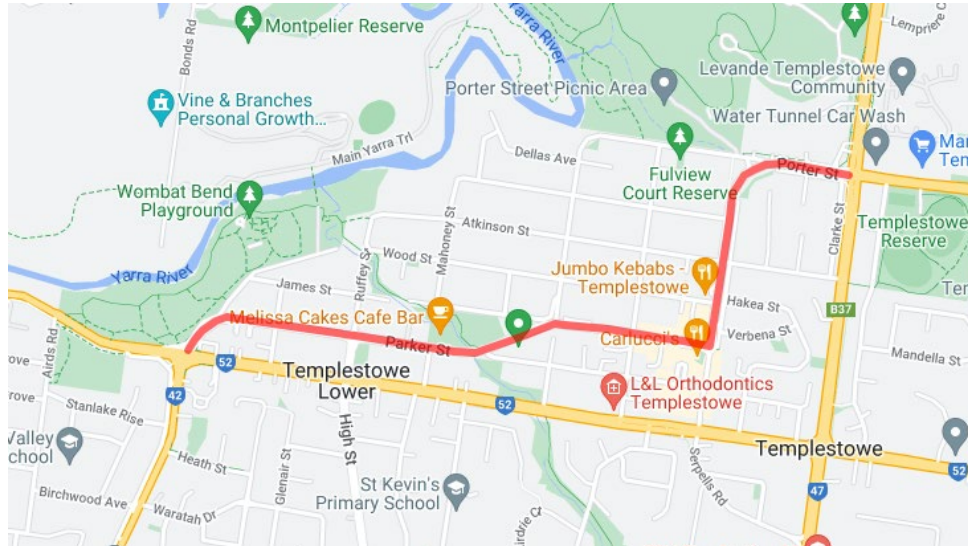
- Consultancy services tender has been closed and is being evaluated.

4.2. Banksia Park Shared Path Bridge



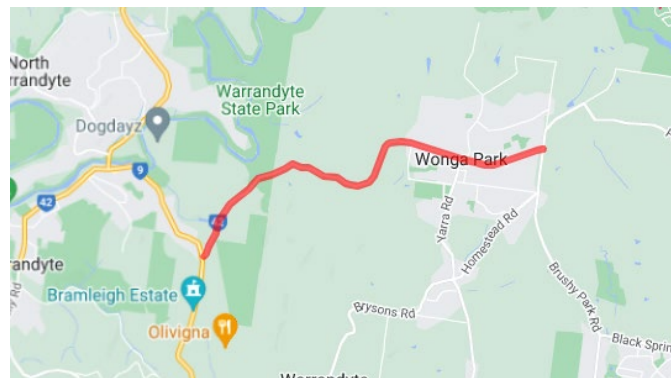
- Bridge civil and architectural designs completed.
- Design 90% Completed.
- Structural design awaiting PV access permit to be finalised.

4.3. Fitzsimons Lane and Main Road Corridor



- The project's overall design is in progress. Awaiting IFC to be issued by the consultant. expected by the end Oct 2023.
- Early works packages 1 & 2 have been completed.
- Early Works Package No.3 has been awarded and is awaiting DTP approval to proceed.

4.4. Jumping Creek Road



- Project overall design has reached detailed design stage.
- Recreational trail works are in progress.

4.5. Melbourne Hill Road Drainage Upgrade



- The contractor has temporarily relocated to work on the Everard Drive Drainage project and is expected to return to the Melbourne Hill Road Drainage project by mid-February 2024.

4.6. Tram / Merlin Traffic Signals



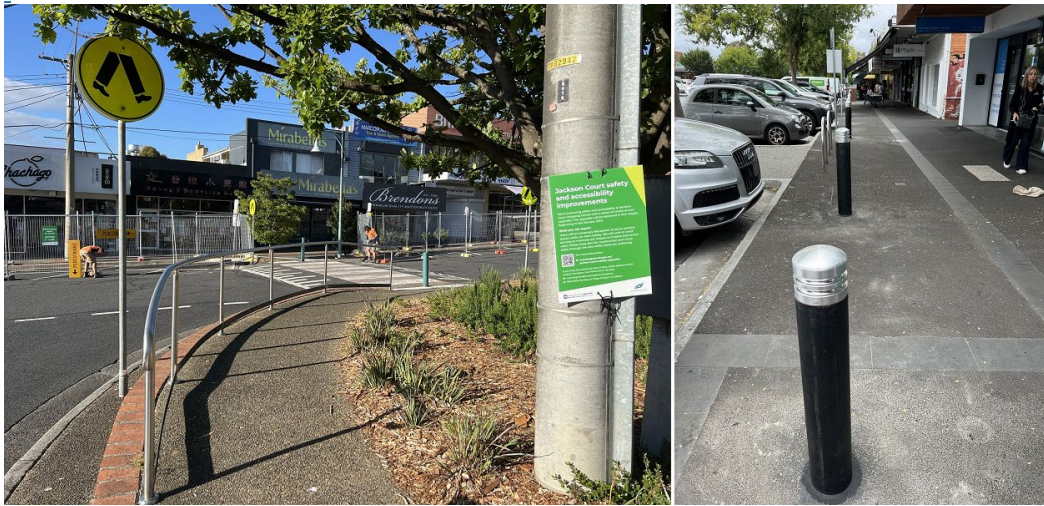
- Yarra Valley Water assets have been relocated.
- The agreement with DTP has been executed.
- Power pole relocation works awarded.

5. Other Program Highlights

5.1. Wood Street Footpath



5.2. Activity Centre Safety & Amenity Works



5.3. Timber Ridge Fencing



5.4. Plant Acquisitions



5.5. Road Resurfacing Program



12.2 Cyclic Block Pruning and Tree Maintenance Contract Award

File Number: IN24/88
Responsible Director: Director City Services
Attachments: 1 Tender Evaluation Report (confidential)

PURPOSE OF REPORT

To recommend a panel of suppliers for reactive based tree works. Council approval is required as the cumulative spend over the course of the contract exceeds the Chief Executive Officer's financial delegation.

EXECUTIVE SUMMARY

The current tender for tree pruning expires in March 2023. A tender was released to the market in October 2023 with the intention to replace the expiring contract.

This tender comprises 2 parts – a lump sum component for cyclic block pruning (including electrical line clearance which is a legislated requirement for Manningham) and reactive works based on schedule of rates pricing.

Council received two (2) submissions for lump sum component and twelve (12) submissions for the schedule of rates component.

The tender evaluation panel is recommending to Council that the schedule of rates component of the contract be awarded to a panel of suppliers. The lump sum component for cyclic block pruning is not recommended for award given the sharp increase in pricing from previous years. Electric line clearance will continue to be undertaken through a quotation process utilising the panel of suppliers. Manningham's electric line clearance obligations will continue to be met through this process.

1. RECOMMENDATION

That Council:

- A. Accepts the tenders shown below for Cyclic Block Pruning and Tree Maintenance, at their tendered schedule of rates for a period of 4 years, with the option of 2 x 1 year extensions at Council's discretion, allowing for a maximum contract term of 6 years:
- | | |
|--|---|
| <ul style="list-style-type: none">• The Tree Company• TreeServe• ArborCo• Lucas Tree Services• Royal Tree Services | <ul style="list-style-type: none">• Stevens Specialist Tree Services• Active Tree Services• Aspect Tree Management• Stumpmasters & Rootcontrollers• Leaf and Limb Tree Services |
|--|---|
- B. Note the annual contract cost is estimated to be \$2 million per annum which, over the full term of the contract of 4 years, has potential to be in the order of \$8 million including GST;
- C. Note if the extension options are executed, then the contract cost is estimated to be in the order of \$10 million including GST;

- D. Note expenditure in 2023/24 is allocated within the budget, and expenditure in future years will be in accordance with the approved budget allocations;**
- E. Authorise the Chief Executive Officer and/or nominated delegate to execute the contract agreements with the above contractors; and**
- F. Authorise the Chief Executive Officer and/or nominated delegate to negotiate and execute contract extensions to the maximum 6 year term.**

2. BACKGROUND

- 2.1 Manningham Council is responsible for the management of all trees located on Council land and areas where Manningham has been designated as the responsible authority.
- 2.2 Tree management is a complex area and has significant requirements ranging from risk management to climate action. As of May 2023, Manningham has over 90,000 trees logged on its data base and this is expanding with the implementation of new proactive programs and a significant advanced tree planting program.
- 2.3 To manage tree related requirements Manningham's Arboriculture department is split into 'Proactive' and 'Reactive' areas that oversee the different areas of tree management as follows:

Manningham's Arboriculture Department	
<i>Proactive</i>	Tree Risk Inspection Program, Tree Planting Program, Formative Pruning, and mulching program.
<i>Reactive</i>	Customer Response, Storm Events, Block Pruning and Electric Line Clearance.

3. DISCUSSION / ISSUE

- 3.1 The programmed and reactive works included in the contract are for works considered of high risk, that require a high-risk work licence with certain high risk equipment and plant. This contract will be utilised by the tree management team and other areas of the organisation when required.
- 3.2 This contract is seeking to appoint a panel of suppliers for programmed and reactive based tree works. Tree services will include:
 - a) Cyclic Block Pruning
 - b) Cyclic Electric Line Clearance
 - c) Reactive Tree Works
 - d) Proactive Tree Works
 - e) Stump Grinding
 - f) Root Management
 - g) Tree Inspections
 - h) Tree Pest and disease Management

- 3.3 Included in the contract will be cyclic block pruning, maintenance of street trees and any trees that are in proximity to power lines within the declared areas of Manningham. The electric line clearance component is a legislated requirement and essential work that needs to be undertaken on a cyclic basis to provide vegetation clearance from the powerlines in line with Energy Safe Victoria Electric Line Clearance regulations and Manningham’s Electric Line Clearance Management Plan. The block pruning component is a requirement to maintain road clearance, pedestrian access and general amenity pruning of trees to encourage vigour.

Tender Evaluation

- 3.4 A tender was released to the market in October 2023. Eleven tenders were received for the schedule of rates component and two tenders were received for the lump sum component.
- 3.5 The tender evaluation panel consisted of suitably qualified panel members experienced in the evaluation of these types of works. All members of the panel members declared that they had no conflict of interest or association with any of the submitting tenderers.
- 3.6 Confidential Attachment 1 provides further details of the tender evaluation.

4. IMPACTS AND IMPLICATIONS

- 4.1 Finance / Resource Implications
- 4.1.1 The annual amount of the contract is estimated at \$2 million, over the full term of the contract of 4 years and has potential to be in the order of \$8 million including GST.
- 4.1.2 If the extension options are executed, then the total schedule of rates component of the contract sum is in order of \$10 million including GST.
- 4.1.3 Expenditure in 2023/24 is allocated within the budget, and expenditure in future years will be in accordance with the approved budget allocations.

5. IMPLEMENTATION

- 5.1 Communication and Engagement

Is engagement required?	No
Stakeholder Groups	N/A
Where does it sit on the IAP2 spectrum?	Inform
Approach	N/A

- 5.2 Timelines

Award of this contract will ensure a seamless transition of service delivery from the current contract which expires on 3 March 2024. Given the tight timeline between the end of contract date and commencement of the new contract; there is provision in place for priority works, through a minor works quotation process.

6. RECOMMENDATION

- 6.1 Council accepts the tenders submitted for the Schedule of Rates component, as recommended by the Evaluation Panel, for the services of Cyclic Block Pruning, Cyclic Electric Line Clearance, Reactive Tree Works, Proactive Tree Works, Stump Grinding, Root Management, Tree Inspections and Tree Pest and disease Management, for a maximum contract term of 6 years.

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 EXPERIENCE AND CAPABILITY

13.1 2024/25 Deliberative Panel

File Number: IN24/69
Responsible Director: Director Experience and Capability
Attachments: Nil

PURPOSE OF REPORT

This report provides an option for the Council to either stay with the legislatively mandated deliberative work on our strategic documents or develop an extended 2024/25 deliberative community panel that can understand council business and provide recommendations on key projects beforehand.

EXECUTIVE SUMMARY

Our Council Plan and Community Engagement Policy both emphasise the importance of genuine community engagement.

As we plan for the next Council Plan, this report recommends building on our past success and learning with deliberative engagement and developing an extended 2024/25 deliberative community panel rather than moving forward with the legislatively mandated deliberative work on our strategic documents.

An extended 2024/25 deliberative panel will support Council continue to advanced our approach to deliberative engagement, leading to more representative voices and quality input on the the topics deliberated on, whilst also increasing community trust. The approach is also similar to the direction of other Councils.

1. RECOMMENDATION

That Council endorse the implementation of an extended deliberative panel for the 2024/25 financial year to deliberate on topics to be determined by Council at a future date, as well as deliberate on the key strategic documents leading up to the next Council Plan.

2. BACKGROUND

2.1 Our Council Plan and Community Engagement Policy both emphasise the importance of genuine community engagement. Manningham Council has been delivering on this commitment to our community during this Council term.

- 2.2 As a result of strong Council leadership, our first ever Community Panel was set up in 2021 to respond to the Local Government Act 2020 (the Act) requirement for deliberative engagement on our strategic documents. While the Act is not prescriptive in how councils do this, we established a panel of 40 randomly selected residents who deliberated over four sessions to develop recommendations, which were formally presented at a special Council meeting in April 2021. Following best practices and commitment to the process, the Council accepted these recommendations and incorporated into the Council Plan 2021 – 2025. The good practices displayed by Manningham Council were noted in an independent study of selected local governments running panels in 2021.
- 2.3 While deliberative engagement, like a panel, is not always relevant and necessary (or feasible), it is the most advanced approach to engagement for complex and significant projects.
- 2.4 In the leadup to considering the deliberative engagement required for the next Council Plan, there is a choice to either move forward with a 'business as usual' approach to deliberative engagement as part of the legislative requirements or to extend that approach to involve other initiatives/projects.
- 2.5 Over the past few months, we have researched Australian and international best practices in deliberative engagement, focussing on standing panels. There are many different models of standing panels and organisations can be creative in setting them up.

It is important to remember, however, that the design of a panel needs to be rooted in a problem that an organisation is attempting to solve. Two Councils in Victoria that have established a type of standing panel, each with a different focus, are:

- Mornington Peninsula Shire¹

Format: 50 randomly selected participants (invitations based) following a stratified sample – meeting ten times a year (3h sessions).

Remit: The Panel discusses and influences a range of issues that impact the community: environmental management, arts and culture, planning and infrastructure, coastal management, green wedge and transport, as well as services planning and programs such as roads and assets maintenance and community health and wellbeing.

- City of Kingston²

Format: Kingston's Representative Community Panel (RCP) comprises 220 community members (EOI-based), forming a statistically representative group. A Collaborative Engagement Group (CEG) of 45 people meets six times a year.

Remit: "Discuss and share their feedback on complex local issues and key strategic plans".

¹ <https://www.mornpen.vic.gov.au/About-Us/Community-Engagement/Citizens-Panel>

² <https://www.yourkingstonyoursay.com.au/panelupdate>

- Overseas examples

Ongoing panels have been implemented in several European countries. Brussels, for example, has an ongoing deliberative mechanism that mixes elected members and community members, while the Eastern Region of Belgium has established a deliberative body that works in parallel to the parliament and has agenda setting power.³ Paris also created a permanent Citizens' Council⁴ and similar initiatives exist in the United Kingdom⁵ and Germany.⁶

3. DISCUSSION / ISSUE

- 3.1 From our research and after talking to other Councils we recommend that an extended one year panel would be a positive step toward more robust deliberative engagement with our community.
- 3.2 A one year extended panel would not be a full standing panel like the aforementioned cases but, instead, would build upon the panel that needs to be set up for our four strategic documents by starting the deliberative engagement earlier and broadening its remit (increasing the number of topics covered by the participants – a list of potential projects is offered below (3.11)).
- 3.3 Choosing the right remit(s) (in a deliberative context, the remit is a plain English question/problem to solve through deliberation between citizens) is important. For example, the City of Melbourne recently ran a deliberative panel with the following remit "How can we increase affordable housing in the City of Melbourne?".
- 3.4 There is a trade-off between the breadth of remit(s) (quantity of things to analyse and draft recommendations about) and depth of analysis. Given that deliberative engagement favours quality over quantity of public input, attention must be paid to limiting the breadth of the remit(s). In other words, one well-analysed topic is better than four topics quickly rushed through.
- 3.5 Importantly, the Mayor will lead the process and remit(s) will be vetted by the Council. If the extended panel is endorsed, remit(s) will be tabled for endorsement by Council later and before the panel commences.
- 3.6 As per our first deliberative panel in 2021, elected members would not participate in the panel to keep the deliberative process free from influences.
- 3.7 The deliberative Community panel (either option) will not replace advisory committees but will work in tandem with the relevant advisory committees. The relevant advisory committees will function as advisors to the deliberative panel, and their input will inform deliberation. After analysing information from diverse sources (including the advisory committees), the panel will make recommendations to Council.

³ <https://congress.crowd.law/case-belgian-sortition-models.html>

⁴ https://www.sortitionfoundation.org/paris_creates_permanent_citizens_council

⁵ <https://www.newham.gov.uk/news/article/656/newham-launches-the-country-s-first-permanent-citizen-s-assembly-this-weekend>

⁶ <https://www.buergerrat.de/en/citizens-assemblies/local-citizens-assemblies/>

- 3.8 The participants' report would be presented to Council and become a public document. This would be done within our existing governance framework, with Engaged Communities tabling the participant's report to Council. Depending on the timing of the deliberation session and reports, these may be presented to the next Council (e.g. from November 2024).
- 3.9 Deliberative engagement best-practice requires authorities to endorse recommendations made by a deliberative panel. However, elected members have the last say and are free to reject recommendations in part or in totality. Our response would be provided to the participants in a public document. In the case of partial or total rejections of the recommendations, we would need to justify the rationale behind the rejection.
- 3.10 Officers will be requested to provide participants with neutral information about topics. This will require time and resources from relevant teams who will be required to prepare or present at the sessions.
- 3.11 The table below compares a standard panel (option A) and an extended panel (option B).

	Option A - Standard panel	Option B - Extended panel
Purpose	Ensure we are in compliance with the Victoria Act 2020	Going one step beyond minimalistic legal requirements and embracing a more advanced engagement approach
Projects covered	Council Plan Assets Plan Budget Community vision	Council Plan Assets Plan Budget Community vision + number of topics TBD based on size and scale of the project (1-4) eg Community Engagement Policy, Resedintial Strategy, budget, etc.
Pros	Less impact on resources	A more advanced approach to deliberative engagement, which leads to: <ul style="list-style-type: none"> • More trust from the community • More representative voices • Better quality input from the community
Cons	Minimalist approach to deliberative engagement	More resource intensive
Finances	Approx. \$150,000 (this is inline with previous panel expenditure, with indexing, and is already included in the budget)	Approx. \$225,000 (can vary based on number of sessions). Noting \$150K is already budgeted. Additional cost is approx. \$75,000.

Duration	4 months	12 months
Timeline	<p>Aug 2024: Recruitment for panel starts</p> <p>Sept/Oct – Caretaker period</p> <p>Feb – May 2025: Deliberative panel for Strategic Documents.</p> <p>June 2025: Panel closed</p>	<p>Feb 2024: Council Meeting</p> <p>April 2024: Recruitment for the panel starts</p> <p>July – Sept 2024: Deliberative panel sessions</p> <p>Sept/Oct: Caretaker period</p> <p>Nov – Dec: Panel sessions continue</p> <p>Feb – May 2025: Deliberative panel for Strategic Documents.</p> <p>June 2025: Panel closed</p>

3.12 The extended panel (Option B) is recommended as it would allow the Council to invest in better quality and more representative engagement and enable the community to have more impact on decisions that are important to them. The benefits of this option include:

- It would enable us to gather qualitatively more valuable inputs from the community on important projects in 2024.
- It would help us build trust with the community.
- It would give us a more representative view of our diverse communities' preferences by enabling hardly reached and less vocal voices to be heard.
- It would show that our organisation is committed to quality and innovative engagement techniques, consistent with the Councillors' request via the CEO KPIs (2.2.1).

4. COUNCIL PLAN / STRATEGY

4.1 The input from the deliberative process should have a positive impact on our next council plan and strategies.

5. IMPACTS AND IMPLICATIONS

5.1 Finance / Resource Implications

\$150,000 has been allocated in the 2024/25 Budget for the deliberative engagement panel. This amount is inline with the expenditure on the previous panel, plus indexation to allow for increased pricing in the market.

The approximate cost of the extended panel is \$225,000. This is based on an estimated eight days of deliberation, which could be scaled up or down depending on the remit(s).

Additional costs are for the higher number of facilitation and planning sessions, and additional honorarium paid to the participants noting, The cost to recruit the panel would be the same for either panel.

6. IMPLEMENTATION

6.1 Communication and Engagement

Is engagement required?	Yes
Stakeholder Groups	1. EMT 2. Councillors 3. Key officers
Where does it sit on the IAP2 spectrum?	Empower
Approach	Meetings Presentations

6.2 Timelines

For an extended panel:

- Dec 2023: Locked consultant in
- Feb 2024: SBS
- March 2024: Council meeting + meetings with consultant
- April 2024: Recruitment for 2024/25 extended deliberative community panel
- May 2024: Recruitment
- June 2024: Communications about the panel
- July – September 2024: Deliberative panel sessions
- September/October: Caretaker period
- Feb – May 2025: Deliberative panel for Strategic Documents
- June 2025: Panel closed

For a standard panel:

- Dec 2023: Locked consultant in
- October 2024: Recruitment for 2025 deliberative community panel
- November 2024: Recruitment
- February 2025: Communications about the panel
- Feb – May 2025: Deliberative panel for Strategic Documents
- June 2025: Panel closed

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 Manningham Quarterly Report, Quarter 2 (Oct-Dec), 2023/24

File Number: IN24/72
Responsible Director: Director Experience and Capability
Attachments: 1 Manningham Quarterly Report, Quarter 2 (Oct-Dec), 2023/24 [↓](#)

PURPOSE OF REPORT

The report is to provide Council with a performance overview for the quarter to meet legislative requirements, and in areas of particular interest in the delivery of the Council Plan 2021-2025.

EXECUTIVE SUMMARY

The Manningham Quarterly Report (Report) details performance in key areas including finance, capital works, progress of the 2021-2025 Council Plan, environment, governance, expenses, customer, community engagement, and CEO Performance Indicators for Quarter 2, from 1 October – 31 December 2023.

1. RECOMMENDATION

Council note the Manningham Quarterly Report for Quarter 2 (Oct-Dec) 2023/24.

2. BACKGROUND

2.1 The Manningham Quarterly Report (Report) meets the reporting requirements of the Local Government Act 2020, and Council policies for finance, capital works, governance, and progress of the 2021- 2025 Council Plan.

2.2 Report Improvements

To honour our commitment to increase transparency and accountability, additional information has been included in the Report from this quarter on financial, climate response and environment and customer performance including:

2.2.1 Financial Performance

- Separate rates revenue and waste charges (Report pages 3 and 4).
- Graphs on rental income and the Active Manningham Leisure Service contract income have been added (Report page 6).

2.2.2 Climate Response and Environment Performance (new section) (Report page 18)

- Council endorsed climate targets of net zero emissions by 2028 for Council operations and net zero emissions by 2035 for the Manningham Community.
- We are committed in achieving these emission targets and are well on our way to achieve council operation net zero emissions by 2028.

- With a strong shared commitment in meeting our emission targets for the Manningham community, we are working in partnership with our community to increase community climate action.
- Environmental performance is now included to monitor and report progress on Council's commitments in the Climate Emergency Response Plan. The Plan stems from Council's Climate Emergency Declaration in January 2020, and includes four action areas:
 - i. Managing Our Waste and Resource Recovery
 - ii. Reducing our carbon emissions and increasing our renewable energy capacity
 - iii. Responding to Climate Change through adaptation and reduction measures
 - iv. Enhancing Nature for a thriving natural environment
- The Report will include progress on the total emissions trackers and rotate across one of the four actions areas each quarter. This proposed rotation approach has been taken to highlight the significant work being undertaken in each area and to optimise the data available on a quarterly basis.
- The focus for this quarter is the action area Managing Our Waste and Resource Recovery on Report page 18 (detailed in 2.7 below).

2.2.3 Customer Section (new section) (Report page 20)

- This section achieves the CEO KPI to 'add customer metrics to the quarterly report' to improve the transparency of both Customer Service and Organisation performance in responding to customer requests.
- It is anticipated that as the reporting of this information will develop as our process and systems mature.

3. DISCUSSION / ISSUE

Full details are in the Manningham Quarterly Report (attached).

The summary of each section as at 31 December 2023 is:

3.1 Section 1: Capital Works

- 3.1.1 The Capital Works Program is progressing very well this financial year, with expenditure exceeding expectations so far. Providing this trend continues it is probable that both the financial and non-financial key performance indicators will be met:
 - \$16.69m spent on Infrastructure projects (33.58% of budget).
 - \$29.25m recorded in commitments.
- 3.1.2 Assets and facilities that have benefited from significant expenditure in the first half of the financial year include MC2 (Manningham City Square), Yarra Trail, Websters Road, Melbourne Hill Road Drainage, Jumping Creek Road, Tunstall Square Kindergarten, Arundel Road & Pine Avenue Drainage, Finns Reserve Scout Hall.

3.2 Section 2: Financial Status

3.2.1 Revised Budget: Under the Local Government Act 2020, the Chief Executive Officer is required to consider Council's half year financial position and include a statement as to whether a revised budget is, or may be, required. The Chief Executive Officer, Andrew Day, is of the opinion that a revised budget is not required. This is in accordance with Section 95 and Section 97 of the Local Government Act 2020.

3.2.2 As at 31 December 2023, Council's year to date (YTD) Operating Surplus was \$139k or 0.2% unfavourable compared to the YTD Adopted Budget.

3.3 Section 3: 2021-2025 Council Plan

3.3.1 All Major Initiatives are on track.

3.4 Sections 4: Councillor Expenses and 5: Chief Executive Expenses

3.4.1 All Councillors are within allowance.

3.5 Section 6: Climate Response and Environment

3.5.1 The total emissions tracker demonstrates that Council is on track to meet the zero net emissions target by 2028.

3.5.2 Focus Area: **Managing Our Waste and Resource Recovery:**

- i. Council's target is for zero net tonnes (t) of greenhouse gas (GHG) by 2028. At the last reporting period, Council's emissions is at 2130 net tonne of GHG (t).
- ii. Please note that the emissions calculation for Council has not included waste, water and utilities paid by tenants in Council facilities. Including these figures is more transparent and in alignment with better practice standards and we are investing in systems improvements to capture this information. As we start to include these emissions in the calculation, they will have a small effect on the results from the next financial year.
- iii. We introduced FOGO (Food Organics, Green Organics) from July 1, 2023. The graphs reflect the reduction in garbage and increase in FOGO from households over the last 4 years and 6 months.
- iv. The 3-month bin inspection shows an average contamination of 5% in recycle bins and 4% in FOGO bins. Contamination in other Councils vary between 5-20%.

3.6 Section 7: Community Engagement

3.6.1 Community engagement activities included the 2024/25 Budget, Manningham's Gambling Policy and a number of footpath upgrades. Feedback will be presented to Council separately.

3.7 Section 8: Customer Experience

3.7.1 Customer performance information is presented with the actual result for the period against the Service Level Agreement (SLA) targets. The Agreements are internal targets that factor in available resources, our customer promise and community expectations.

3.7.2 For the quarter:

- Calls handled exceeded the SLA target by 15%. We were unable to meet some time based KPI's due to staff secondments.
- Hard waste calls were up < 200% compared to last quarter and accounted for the largest portion of calls. This is a seasonal trend and can be contributed to allocations expiring on 31 December.
- Another popular call for December were 170 enquiries about our Community Calendar.
- Calls for 'bin repairs' continue to feature highly given the volume of waste collections across the municipality.
- Strong numbers of tree and animal related calls make up the largest components of 'Other' calls.

3.8 Section 9: Well Governed

3.8.1 *Statutory Planning*: continued to process planning applications in a timely manner achieving 93.1% of standard stream applications decided within 60 statutory days.

3.8.2 *Council Decision Making*: 41 out of 42 (or 98%) decisions were made open to the public, with 100% Councillor attendance at Council Meetings.

3.9 Section 10: Chief Executive Key Performance Indicators (CEO KPIs)

3.9.1 The Chief Executive and Councillors develop an annual set of KPIs for the Chief Executive's particular focus in areas to improve outcomes for our community, municipality and, in organisational excellence.

3.9.2 The new suite of indicators is for 1 September 2023 – 30 September 2024. There are 31 CEO KPIs on improving outcomes through the delivery of Council Plan, key infrastructure and environmental projects, financial sustainability, service quality and asset management, customer experience, community engagement, governance and organisational development. Progress will be included each quarter in this Report.

3.9.3 At the conclusion of this first reporting period, 30 indicators are on track, 1 is complete.

4. COUNCIL PLAN / STRATEGY

4.1 The Manningham Quarterly Report includes all themes of the Council Plan, Council's mission and the Community Vision 2040.

5. IMPLEMENTATION**5.1 Communication and Engagement**

Stakeholder Groups	Council and the community
Is engagement required?	No
Where does it sit on the IAP2 spectrum?	Inform
Approach	The Quarterly Report will be on Council's website.

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.

Quarter 2

1 October to 31 December 2023

Manningham Quarterly Report

Key information on our performance and governance

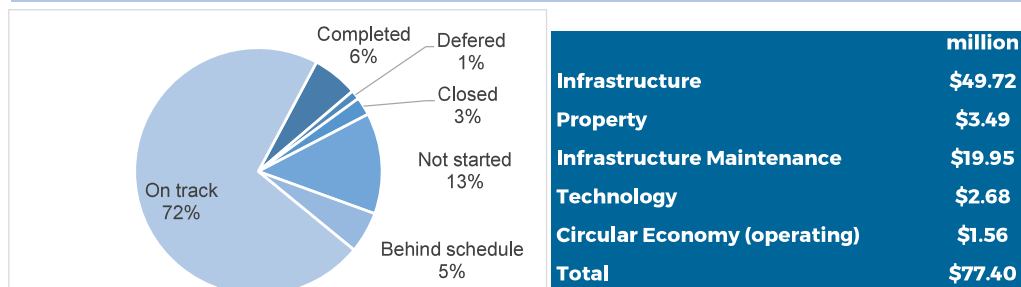


Ruffey Lake Park
Boulevard Hill Ninja Warrior Course



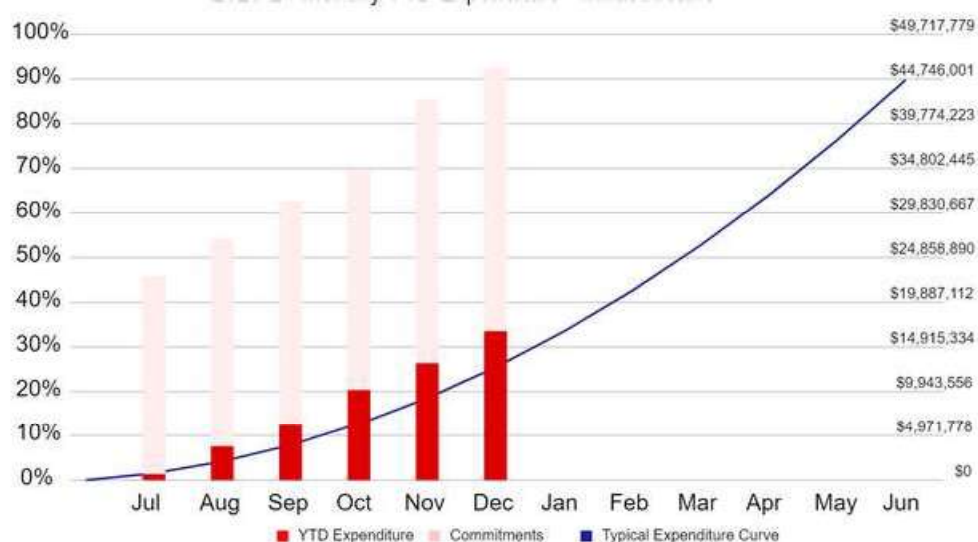
1. Capital Works

Project Overview



Program	Projects	Value of Capital	Capital Income
Complete	Complete	Works	& Grants
34%	8%	\$49.72m	\$5.3m

Year to Date Expenditure



Capital Spotlight

- The Capital Works Program is progressing very well this financial year, with expenditure continuing to exceed expectations so far. It is very likely that both the financial and non-financial key performance indicators for the Program will be met and exceeded.
- As of 31 December 2023:
 - \$16.69m has been spent on Infrastructure projects. (33.58% of budget).
 - \$29.25m in commitments were recorded.
 - Assets and facilities that have benefited from significant expenditure in the first half of the financial year include MC² (Manningham City Square), Yarra Trail, Websters Road, Melbourne Hill Road Drainage, Jumping Creek Road, Tunstall Square Kindergarten, Arundel Road and Pine Avenue Drainage and Finns Reserve Scout Hall.

1. Capital Works

Major Projects - recent highlights

Sporting and Community Facilities completed



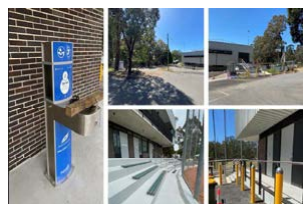
Boulevard Hill Exercise Station



Public Art, wonguin wilam
Artist: Simone Thomson



Public Art, Warrandyte Community Centre,
Artist: Angharad Neal-Williams



Deep Creek Reserve Pavilion
new foundation, posts, retaining wall, path, synthetic grass and shed



Donvale Cricket Nets



Tunstall Square Kindergarten
building nearing completion



Finns Reserve Scout Hall
refurbishment in progress



Park Orchards Tennis Club Courts
synthetic resurfacing, new fencing, and net posts/nets.



Joroma Reserve
playground upgrade, picnic table and landscaping

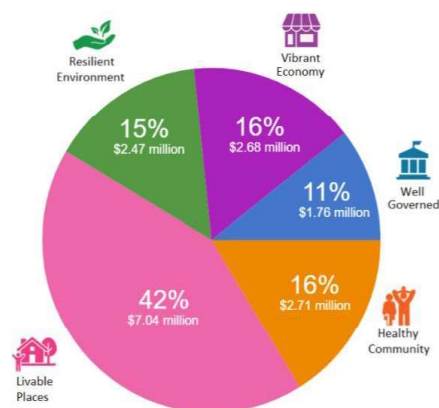
Roads and Drainage Works



Everard Drive, Warrandyte
(in progress)



Reached detailed design stage



2023-24 Capital Infrastructure Expenditure by Council Theme

2. Financial Status

Year to Date (YTD) Income Statement

Account Group	YTD Current Budget \$'000	YTD Actuals \$'000	YTD Variance \$'000	YTD Variance %	Annual Adopted Budget \$'000	Annual Forecast \$'000
1. Income						
Rates - General	104,132	103,927	(205)	(0.2%)	104,854	104,851
Rates - Waste	17,475	17,558	83	0.5%	17,496	17,558
Statutory Charges, Fees & Fines	1,895	1,522	(373)	(19.7%)	3,588	3,238
User Charges	4,790	4,568	(222)	(4.6%)	9,397	9,108
Interest Received	1,600	2,101	501	31.3%	3,200	3,700
Grants & Subsidies	4,110	4,160	50	1.2%	9,273	9,582
Capital Grants & Contributions	525	734	209	39.9%	3,953	4,985
Other Income	2,774	2,060	(714)	(25.7%)	6,433	6,630
Net gain/(loss) on disposal of Property, Infrastructure, Plant and Equipment	97	1,227	1,131	1167.7%	186	1,287
Total 1. Income	137,398	137,858	460	0.3%	158,380	160,938
2. Expenditure						
Employee Costs	30,841	30,212	630	2.0%	59,108	58,616
Materials & Contracts	16,720	16,772	(52)	(0.3%)	34,809	37,293
Interest	12	6	6	47.4%	42	42
Utilities	1,263	1,049	213	16.9%	2,492	2,341
Other	12,991	13,511	(521)	(4.0%)	19,309	20,483
Depreciation	15,584	16,459	(875)	(5.6%)	31,168	32,463
Total 2. Expenditure	77,411	78,009	(599)	(0.8%)	146,928	151,240
Operating Surplus / (Deficit)	59,987	59,848	(139)	(0.2%)	11,452	9,698

Executive Summary

At the end of December 2023, Council's year to date (YTD) Operating Surplus was \$139k or 0.2% unfavourable compared to the YTD Adopted Budget.

The key favourable variances includes:

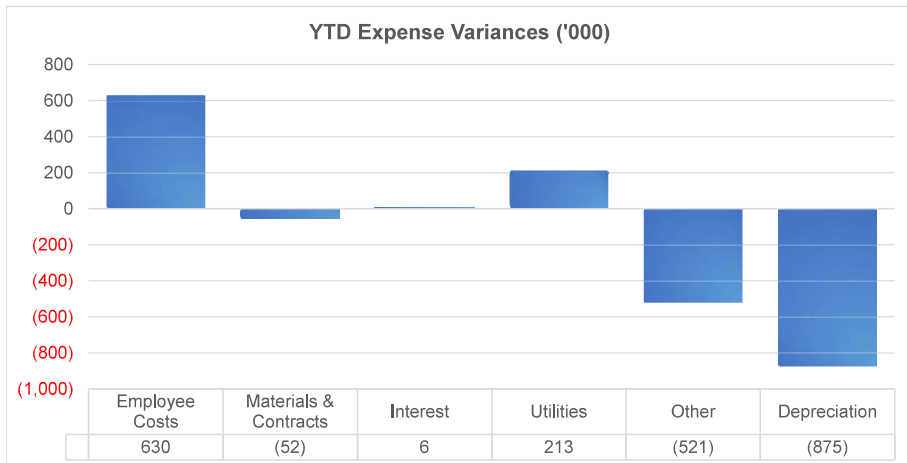
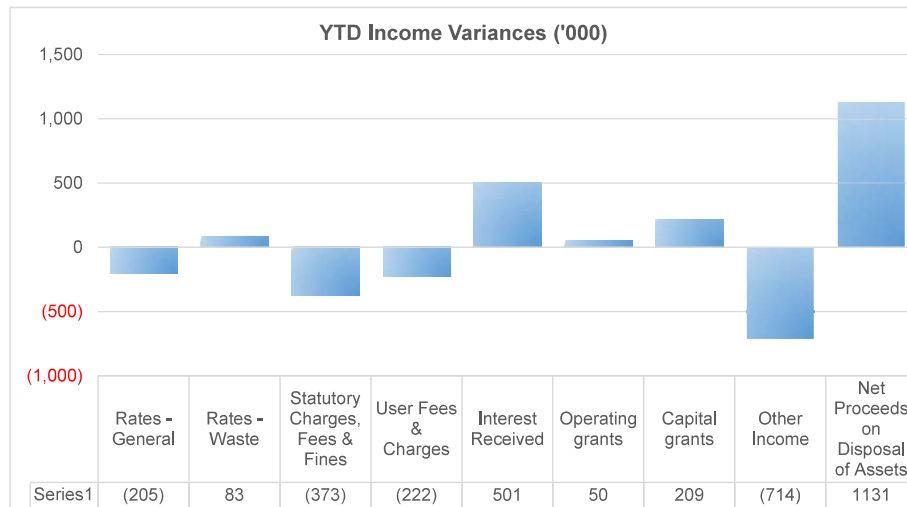
- \$1.13m favourable Disposal of Assets from the sale of land (Fitzsimons Lane upgrade compulsory acquisition by the State Government) and depot machinery sales.
- \$630k favourable Employee Costs due to a large number of vacancies across the organisation.
- \$501k favourable Interest Received due to a continuation of higher than average interest rates.
- \$213k favourable Utilities - City Infrastructure \$137k - LED street lighting \$103k favourable permanent savings, and timing for electricity and water payments.
- \$209k favourable Capital Grants income due to a combination of early receipt of Federal grants and unbudgeted Local Roads and Community Infrastructure Program Phase 2 final payment.

The key unfavourable variances includes:

- Depreciation \$875k - mainly due to the increase in the value of Roads and Drainage assets at the end of last financial year, leading to higher annual depreciation expenses.
- \$714k unfavourable Other Income predominantly due to Developer Contributions being \$610k lower than budgeted.
- \$521k unfavourable Other Expenses - software licences (\$464k unfavourable) and unanticipated legal expenses \$105k and insurance claims \$122k - partly offset through favourable consultancy expenditure \$368k.
- \$373k unfavourable Statutory Charges Fees & Fines due to \$219k lower than anticipated Parking Infringement income, Statutory Planning income and Emergency Management fire infringements income.
- \$222k unfavourable User Charges - Community Participation (Function Centre and venue hire) \$315k unfavourable, Community Wellbeing & Partnerships \$45k unfavourable and Economic & Cultural Activation \$32k unfavourable, partly offset by City Planning \$79k favourable and CEO's Office \$97k favourable.
- \$205k unfavourable Rates income - mainly Supplementary Rates income adjustments due to properties acquired by the State Government for the NEL Project no longer being rateable.

2. Financial Status

Year to Date Income and Expenditure Variances by Category



2. Financial Status

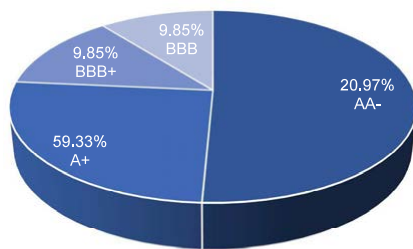
Cash and Investments

Council's cash and cash investments balance as at 31 December 2023 is \$81.20 million

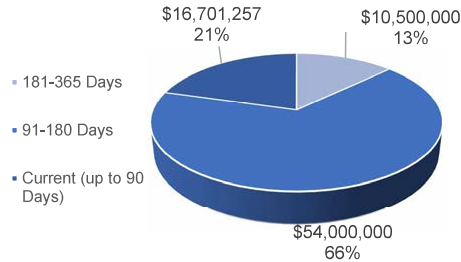
Summary of Council Investments

Average Weighted interest rate	4.97%
Average monthly interest \$	\$350,192
Maximum interest rate earned	5.45%

Investment by Risk (S & P Long Term Credit Rating)



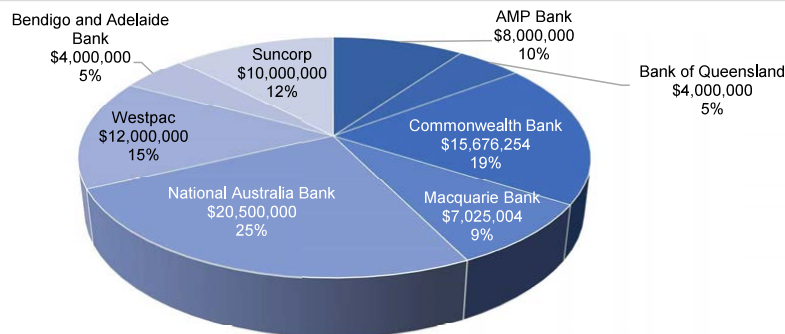
Investment Term



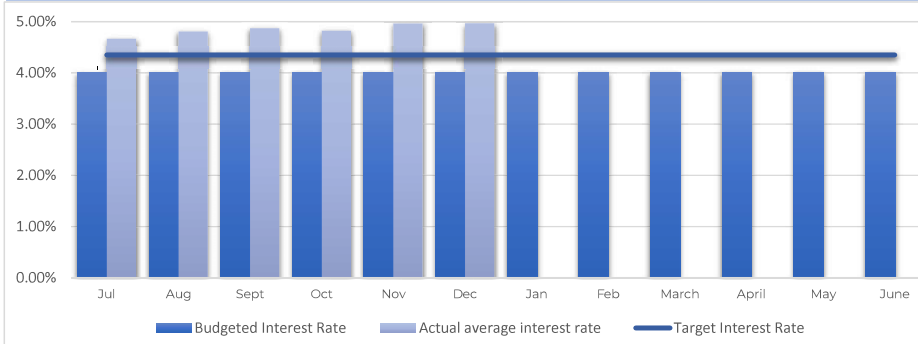
What is the Standard & Poor (S & P) Risk Rating?

The S & P is a universal credit rating. There are 17 ratings, using letters A-D. This is achieved by doubling or tripling letters—the more the better. Ratings can include a plus sign (which is better than just letters) or a minus sign (which is worse than just 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.

Investment Summary (by Institution)

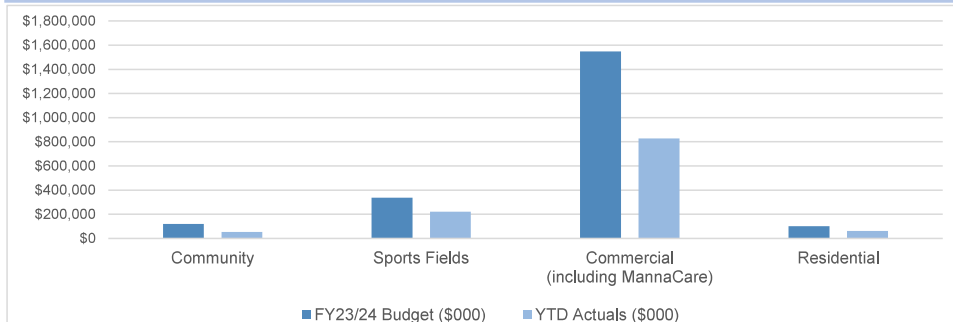


Investment Benchmark Indicator

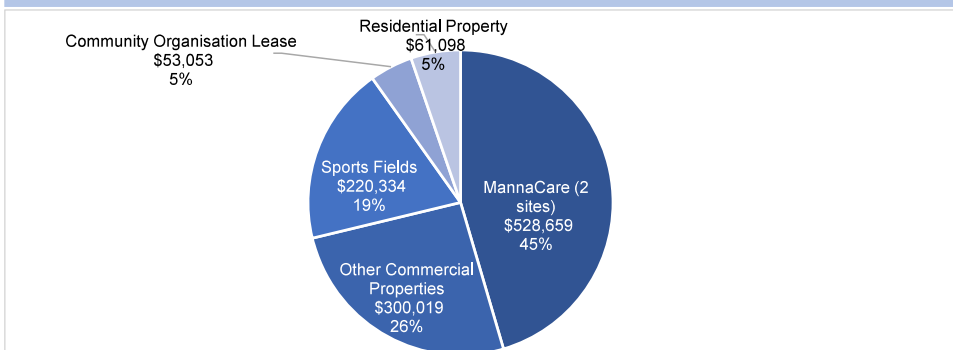


2. Financial Status

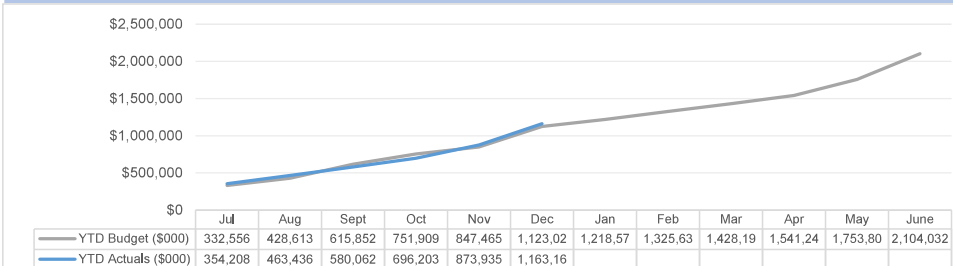
Rental Income by Property Type (Full Year Budget vs YTD Actual)



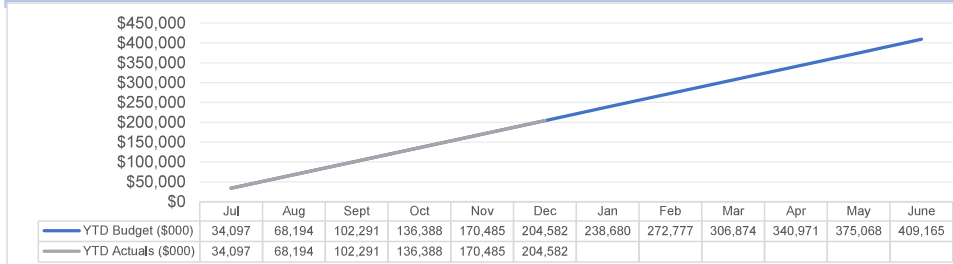
Rental Income (YTD)



Rental Income (YTD)



Leisure Services Contract Income (YTD)



2. Financial Status

Balance Sheet

	December 2023 (\$)	June 2023 (\$)	Movement (\$)
Assets			
Current Assets			
Trade and Other Receivables	80,302,390	17,861,947	62,440,443
Accrued Income	1,571,326	1,984,245	(412,919)
Cash and Cash Equivalents	9,701,142	9,501,646	199,496
Other Financial Assets	71,500,000	80,500,000	(9,000,000)
Prepayments	163,212	1,875,524	(1,712,312)
	163,238,070	111,723,362	51,514,708
Non-Current Assets			
Investments in associates	3,155,658	3,155,658	0
Sundry Debtors - Non Current	610,823	634,546	(23,723)
Infrastructure, Property, Plant & Equipment	2,644,557,854	2,644,953,484	(395,630)
	2,648,324,335	2,648,743,688	(419,353)
Total Assets	2,811,562,405	2,760,467,050	51,095,355
Liabilities			
Current Liabilities			
Trade and Other Payables	19,694,577	25,986,269	6,291,692
Provisions	13,392,284	15,309,475	1,917,191
Trust Funds and Deposits	12,751,837	13,295,881	544,044
	45,838,698	54,591,625	8,752,927
Non-Current Liabilities			
Provisions - Non Current	3,501,564	3,501,564	0
	3,501,564	3,501,564	0
Total Liabilities	49,340,262	58,093,189	8,752,927
Net Assets	2,762,222,143	2,702,373,860	59,848,283
Equity			
Accumulated Surplus	830,740,051	822,677,546	8,062,505
Reserves	1,871,633,808	1,872,098,399	(464,591)
Current Retained Earnings	59,848,284	7,597,915	52,250,369
Total Equity	2,762,222,143	2,702,373,860	59,848,283

Reason for YTD variances

Current Assets total current assets (trade and other receivables) have increased compared to 30 June 2023 due to the 2023/24 annual rates and charges being raised during July 2023.

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.

Non Current Assets slightly decreased compared to the 30 June 2023 figure mainly due to year to date depreciation and disposals, partly offset by an increase in work in progress.

Non-current assets include property, infrastructure, plant & equipment and intangible assets represents 99.9 per cent of Council's non-current assets.

Current Liabilities decreased compared to 30 June 2023 primarily due to the timing of payments to be made to creditors (trade and other payables).

Non Current Liabilities are in line with the 30 June 2023 figure.

Equity has increased compared to 30 June 2023 and is essentially related to the Year to Date Surplus.

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.

2. Financial Status

Cash Reserves

The Open Space (resort and recreation) Reserve was established to control contributions received from developers that will, upon completion of developments be utilised to acquire and create open space, and develop recreation and other facilities for residents in the respective development areas.

The Doncaster Hill activity centre DCP Reserve was established to control contributions levied on developers under the Doncaster Hill Development Contributions Plan Overlay (DCPO) and funds will be used to develop social and community infrastructure in accordance with the conditions contained in the DCPO.

\$'000	Opening Balance at 1 July 2023	YTD Actual Income at 31 Dec 2023	Forecast Expenditure 2023/24	Projected Reserve Balance
Open Space Reserve	\$14,898	\$1,890	\$5,163	\$11,625
Doncaster Hill DCP Reserve	\$977		\$438	\$539

2023/24 Open Space Reserve Contributions Summary

Property	Amount
Bulleen 3105	
130 Manningham Road BULLEEN	\$73,600
Doncaster 3108	
22 Bayley Grove DONCASTER	\$140,000
3 Thomas Court, DONCASTER	\$75,000
6 Mervyn Street, DONCASTER	\$30,600
23 Buckingham Crescent DONCASTER	\$72,500
37 Thiele Street DONCASTER	\$104,000
38 Frederick Street DONCASTER	\$120,000
Doncaster East 3109	
96 Beverley Street DONCASTER EAST	\$246,000
23 Churchill Street DONCASTER EAST	\$160,000
218 Blackburn Road DONCASTER EAST	\$132,000
3 Lord Street, DONCASTER EAST	\$126,000
20 Talford Street DONCASTER EAST	\$120,000
16 Amdura Road DONCASTER EAST	\$116,000
3 Dryden Street DONCASTER EAST	\$83,750
27 Baratta Street DONCASTER EAST	\$72,500
69 Bowen Road DONCASTER EAST	\$57,500
7 Marlene Close DONCASTER EAST	\$20,000
Donvale 3111	
354 Springvale Road DONVALE	\$5,088
Templestowe 3107	
15 Hazel Drive TEMPLESTOWE LOWER	\$135,000
Total Year to Date	\$1,889,538

3. Council Plan 2021-2025

Our Community Vision 2040

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.

We're continuing to deliver on our Community Vision and Council Plan. For 2023/24 this includes:

- \$38 million for a Healthy Community
- \$24 million for Liveable Places and Spaces
- \$22 million for a Resilient Environment
- \$5 million for a Vibrant Prosperous Economy
- \$31 million for a Well Governed Council

Our Council Plan 2021-2025 has five themes:

- Healthy Community
- Liveable Places and Spaces
- Resilient Environment
- Vibrant and Prosperous Economy
- Well Governed Council

We have developed goals for each theme in consultation with our local community, partners, Councillors and staff. We are progressing the 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 16 major initiatives to progress our 2021-25 Council Plan goals. You can find the full details of previous quarters and our full year's progress in our Manningham Annual Report at www.manningham.vic.gov.au.







Tracking our progress: On Track ● Complete ● Off Track ●

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

Progress

	Healthy Community	Goals: ▪ A healthy, safe and resilient community ▪ An inclusive and connected community
Action	<p>1. We will undertake evidence-based planning for equitable, inclusive, and accessible services and infrastructure improvements for prominent issues.:</p> <p>i. continue Gender Impact Assessments (GIA) on Council policies, services, and programs,</p> <ul style="list-style-type: none"> ▪ We are completing Gender Impact Assessments (GIA) as needed in line with our commitment to gender equality and fulfill the requirements of the Victorian Gender Equality Act 2020. ▪ A GIA template, guidelines, and training have been developed to support a high quality of any assessment policy, service, or program. We are looking to automate the process to reduce manual handling and improve the ability to analyse the data. ▪ There have been ten GIAs in the last quarter. These include the Health and Wellbeing Action Plan and the Donvale Tennis Club Courts 1 & 2 Floodlight Upgrade. 	<p>1. We will undertake evidence-based planning for equitable, inclusive, and accessible services and infrastructure improvements for prominent issues.:</p> <p>i. continue Gender Impact Assessments (GIA) on Council policies, services, and programs,</p>
	<p>ii. improve the range of accessible supports and services available to young people within Manningham, exploring a youth hub, advocating for improved mental health resources and working collaboratively with youth agencies</p> <p>Action</p> <ul style="list-style-type: none"> ▪ The youth services review is now complete, with a report coming to Council in the next quarter. The outcomes of the review will inform how we can better support youth agencies to improve local youth services. 	<p>ii. improve the range of accessible supports and services available to young people within Manningham, exploring a youth hub, advocating for improved mental health resources and working collaboratively with youth agencies</p>

3. Council Plan 2021-2025

Actions we have taken to progress the goals of our Council Plan		Progress
iii. continue collaborative forums to engage with businesses, community leaders, community groups and residents from culturally diverse backgrounds		
Action	<ul style="list-style-type: none"> We partnered with Swinburne University on a 6-week intergenerational project with secondary students from Templestowe High School. We continued to support residents from all cultures, and hear advice on our major projects through the quarterly meeting of the Multicultural Communities Advisory Committee and the monthly meeting of the Multicultural Communities Network. 	
iv. investigate extended use of community facilities, including libraries, through a new Community Infrastructure Plan		
Action	<ul style="list-style-type: none"> Our Community Infrastructure Plan and 20-year implementation plan have been adopted by Council to guide the use of community facilities. 	
2. We will work to progress and deliver community outcomes in consultation with our advisory committees and local service providers, community groups, organisations and networks.		
Action	<ul style="list-style-type: none"> We continued to work with our Advisory Committees as they meet quarterly on issues of interest and provided advice on recent Council projects, policies and strategies, State and Federal Reviews and significant events and communications. We recently recruited members for our advisory committees, including the new Healthy Ageing and Arts and Culture Advisory Committees, through an expression of interest process out to the community. Members have been contacted and meetings will start in early 2024. 	
3. We will support and educate to connect inclusive and healthy communities (inclusive of our First Nations and culturally diverse communities) through:		
i. environmental and waste program		
Action	<ul style="list-style-type: none"> Our community education included Cloth Nappy workshops in August, and Garden Waste Disposal Days for residents in bush fire-prone areas in September and October. We educated kids on composting, seed bombs and beeswax wraps during the school holidays. Our Waste Drop Off Day in October was our largest ever, with 1342 residents taking the opportunity to dispose of items unable to be recycled or placed in household bins like paint, gas bottles, and e-waste. 	
ii. implementing the Reconciliation Action Plan (RAP) to enhance recognition of First Nation People		
Action	<ul style="list-style-type: none"> We held an Eastern Reference Group First Nations Network forum on cultural safety and employment strategies. We have started planning a forum on First Nations procurement early this year. Our activate planning has started for NAIDOC Week and National Reconciliation Week in July. Our internal RAP roadshow to raise awareness and understanding is 75% complete. We also held cultural emersion training with Wurundjeri Woi-wurrung Corporation and Councillors. 	
iii. resources and information that link our community to understanding of and responses to family violence		
Action	<ul style="list-style-type: none"> For Safety Month in October, we launched our Wellbeing Support Guide and website information to promote safety information across Manningham signage, cards/card holder, and window stickers. The information includes contact details for support agencies for those involved in family violence. 	



3. Council Plan 2021-2025

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

Progress



Liveable Places and Spaces

Goals:

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

4. We will implement our principles to guide responsible planning for new developments and enhance the protection of the environment through implementation of high-priority recommendations of the Manningham Planning Scheme Review 2022.

Action

- We continue to guide responsible planning by updating our Manningham Residential Strategy. We are preparing a Neighbourhood Character Study and a Housing Demand and Capacity Analysis.
- A draft report analysing Manningham's existing neighbourhood character is well underway. The housing demand analysis is currently being assessed by an external analyst.

5. We will provide ways for people to connect by:

i. funding to support community inclusion and connections to respond to priority community needs.

Action

- We are preparing to award 12 Small Grants and 5 Neighbourhood House Grants.
- Planning is underway for our annual grants to open applications on 5 February for the Community Development, Festival, and Events and Arts grants.
- We are developing a grant to support Seniors Club and Healthy Ageing to start in July 2024.

ii. providing transport options through the 2021 Transport Action Plan and contribute to the planning of the Suburban Rail Loop, Doncaster Busway, Bus Rapid Transit, bus network and service review and enhancing the walking and cycling network

Action

- We promoted Bus Awareness Week to recognise the critical and valued role buses play in our City. We continued to work with the Suburban Rail Loop Authority on options for a future station in Doncaster Hill and actively engaged with the Department of Transport and Planning on the Eastern Suburbs Bus Review and bus reform.

iii. community safety in and around schools through traffic and parking management programs

Action

- We continued to work with Serpells Primary School to improve traffic access and parking availability after the completion of Tuckers Road and associated footpaths and shared paths.
- We have held meetings with the School Leadership seeking approval of suggested changes, following sharing information with the school community in several languages.

6. We will continue to improve our local road, parks, and recreation facilities (as scheduled) to a high standard:

i. drains including Melbourne Hill Road Drainage Upgrade

Action

- We have completed significant parts of key drainage projects including Everard Drive (nearing completion, delayed due to Telstra works) and Melbourne Hill Road. Projects are expected to be completed before June.

ii. Road Improvement Program including Jumping Creek Road, Templestowe Route, and Tram/Merlin Traffic signals

Action

- We have progressed the Road Improvement Program significantly with projects either in the procurement phase or underway (see page 2 of this report).

3. Council Plan 2021-2025

Actions 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

iii. Parks and Recreation Facilities upgrade including Ted Ajani playspace, Joroma Reserve playspace, Astelot Reserve playspace

Action

- Our Parks and Recreation facilities upgrades continue as we have re-opened Ted Ajani and Joroma Reserve playspaces to the community at the completion of works. At Joroma Reserve, the upgrade works included new balance beam / tyre obstacle course, triple swing set, spring rocker, seat and picnic table, landscape rocks and slide/climbing unit.
- The Ted Ajani Reserve upgrade included new playground equipment, double slide/climbing units, swing set, basket swing, see-saw, frog sculpture with life story trail, picnic table, basketball/netball court and paths.
- The Astelot Reserve playspace upgrade will start shortly.

7. We will continue to advocate the North East Link Project (NELP) for improved outcomes for the Manningham community, particularly around urban design.

Action

- We have been in contact regularly with the NELP authority to advocate for improved outcomes.
- We have reviewed plans and are liaising with NELP / SPARK & NELSA (the consortium in charge of constructing the Tunnels) in association with the central tunnel package works and the southern package alliance about their Urban Design and Landscape Plan (UDLP).

8. We will investigate and review current facility use and opportunities to develop or re-purpose existing facilities and use of Council land for multi-use purposes and to meet changing community needs through:

i. finalising the Community Infrastructure Plan and implementing the 20-year Action Plan

Action

- Following extensive consultation, the Community Infrastructure Plan was adopted to guide Manningham's community facilities now into the future. Work is now being done to progress the 20-year action plan.

ii. strengthening utilisation and performance of stadiums in conjunction with stadium managers

Action

- Aligned Leisure continued to work with local sporting associations and clubs to increase sporting and recreation use and participation across the Manningham indoor stadiums including:
 - across 12 sessions, 69 people flew their model aeroplanes at Mullum Mullum Stadium.
 - The Manningham Pickleball Association bookings were on the rise at Leeds Street Stadium
 - Community badminton and table tennis ran four times per week at Donvale Indoor Sports Centre.
 - Other users of Manningham stadiums included U3A, Onemda Association, Soccertime Kids, SoccerJoeys, Ready Steady Go Kids and the Probus Club.

➢ improving community access to sports and recreation facilities and spaces for broad community use and benefit.

Action

- Co-funded with VicHealth, we ran This Girl Can week to celebrate diversity in sport and physical activities.
- We held 'All Aboard' Skateboarding sessions for school children and young people of all abilities.
- In response to growing community need, Mullum Mullum Stadium has improved accessibility, with new widened and automatic doors at courts and changeroom facilities to provide equal access and opportunities for all athletes. The new doors cater to athletes who use a wider set wheelchair during sport. The stadium is now fit for purpose to host wheelchair basketball, rugby, and football competition.
- The Active Manningham Street Team visited the Park Orchards and Warrandyte markets and The Pines Shopping Centre to raise awareness and chat to the community about the brand and facilities. Free passes were given to promote membership opportunities. Feedback gathered will help our planning.
- Multilingual signs in simplified Chinese and Arabic were added in the facilities to including safety signs, pricing lists, café menus and translation across the Active Manningham website.

3. Council Plan 2021-2025

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

Progress



Resilient Environment

Goals:

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

9. We will deliver environmental activities to:

i. strengthen principles to protect the environment, biodiversity and wildlife

Action

- We continued to improve our environmental practices through the delivery of the Climate Emergency Action Plan with ambitious zero emissions targets. Examples include the transition to electric cars for several Council's fleet services.
- We have started a review of the Sites of Biological Significance Report (2004) with the mapping completed. This project will inform a review of the Manningham Planning Scheme to implement overlays to protect the Green Wedge.

ii. advocate to government and business on environmental issues

Action

- We continued to advocate through forums and networks.

iii. improve management practices of bushland maintenance, pest animal and environmental weed control and monitoring, evaluating and improvement mechanisms

Action

- We continued to collaborate with a range of government organisations and local community environment groups to deliver biodiversity improvement programs.
- We progressed environmental actions in our Reconciliation Action Plan and Climate Emergency Action Plan to achieve the ambitious zero emissions targets.
- We created new bushland management plans and added a Conservation & Engagement role to improve bushland practices. We are reviewing the area for more improvement opportunities.

ii. 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

Action

- We have delivered a program of events combining biodiversity action/awareness and cultural engagement by partnering with the Wurundjeri Land Council for program development and delivery such as Country walks.

iii. stewardship in building sustainable waste management practices with the community

Action

- We demonstrated stewardship in waste management with the community and delivered:
 - community education programs including the Garden Waste Disposal Days for residents who live in bush fire-prone areas in September and October.
 - school holiday waste programs including kids composting, seed bombs and bees wax wraps.
 - our largest ever Waste Drop Off Day on 7 October with 1342 registrations. The Waste Drop Off Day provided residents with the opportunity to dispose of items that cannot be recycled or placed into their household bins such as paint, gas bottles, e-waste and x-rays.

3. Council Plan 2021-2025

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

Progress



Vibrant and Prosperous Economy

Goals:

- Grow our local business, tourism and economy

10. We will support local business and the City through:

- increased procurement with organisations that produce economic, environmental, and social outcomes for Manningham

Action

- We have embedded the desired economic, environmental, and social outcomes in our procurement process and templates. We have started to explore ways we capture and report the outcomes.

ii. capacity building and support through business development activities

Action

- The Jackson Court Trader Association delivered its first initiative, an event that brought many thousands to the centre.
- The second version of the 30 Faves in 30 Days campaign has been launched (below). We asked locals to show us what they like to do on their ultimate day out in Manningham - where they like to visit, shop, eat, or play through the show us your 'faves' campaign.
- The trader group development program is currently being designed to bring higher levels of service to businesses through increased levels of engagement and resource allocation.

iii. exploring local opportunities to support local businesses to collaborate via a Hub / co-working space

Action

- We have presented an options paper on potential locations for a co-working space. Further work will be completed on preferred locations with a cost-benefit analysis undertaken before providing a final recommendation.

iv. activities to encourage and support tourism and employment opportunities.

Action

- A new contract has been signed with Yarra-Ranges Tourism to deliver services, demonstrating a high level of cooperation, and savings to Council.
- We are recruiting for a Senior Economic Development Officer to identify employment opportunities through a workforce plan. Additional resources will also focus on business growth and development including the creation of local job opportunities.
- We have launched Manningham Council's first Graduate Program, with 5 positions situated across the organisation. The roles were advertised extensively including on our website, SEEK, Indeed, LinkedIn, Careers at Council and 7 university partner career portals across Victoria.
- Applications were open for 4 weeks and 838 applicants applied in total, indicating a high interest.
- We anticipate the successful applicants will start in March. Once appointed, we will support the graduates with an initial candidate induction session and an organisational induction in April, a mentor/buddy within their Service Unit and regular candidate check-ins with the People Experience team. The Graduate Program will be evaluated to inform any future program.



Quarter 2
1 October - 31 December 2023

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www.manningham.vic.gov.au

3. Council Plan 2021-2025

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

Progress



Well
Governed
Council

Goals:

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

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



Action

- We improved the information we will send to residents when updates are needed about roads, footpaths, and drainage work activity. The information will be more consistent and provide clearer directions for multicultural communities. Our website has been updated with this and new information on bus stops.
- We are working on how we can include interactive maps on our webpages.

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



Action

- We have prepared and included a new customer and environment sections in our quarterly report as well as additional financial information to improve transparency and reporting outcomes.

13. Improve our customers experience to better understand and meet their specific needs.



Action

- We strengthened proactive quality assurance for our customer service with measures to learn from our customers and improve service delivery.
- Our voice of customer program will guide major initiatives to further customer experience awareness and improvement.
- We have now finalised and embedded Manager Key Performance Indicators into the (Customer Experience) CX dashboard to improve monitoring and accountability in improving our customers' experience.

14. We will ensure our long-term financial sustainability by preparing our Budget and 10-year Financial Plan incorporating key strategies to Council by 30 June 2024.



Action

- We have started early work on the draft 2024/25 Budget and Long-Term Financial Plan with community engagement undertaken on YourSay Manningham with a record number of responses from our community and a Budget Planning session conducted with Councillors in December 2023.

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



Action

- We have five services reviews planned for 2023/24. One has been completed, two are in progress, and two are yet to start.
- We have engaged on the 24/25 Budget, Gambling Policy, Doncaster Reserve Playspace, and several footpath upgrades.

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



Action

- We have created a working group to identify more opportunities to increase our transparency.
- We have started to explore the creation of a transparency page on Council's website, where certain data sets are available to access and review by the community. The website is aiming to go live by July 2024.

4. Councillor Expenses

An allocation of \$10,473 for each Councillor and \$11,896 for the Mayor is budgeted each financial year to reimburse Councillors for expenses incurred while carrying out their official roles.

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

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

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

Councillor	Travel	Car Mileage	Child-care	Information Communication Technology	Conference & Training	General Office Expense	Formal Attendance	Member -ship	Other	Total Qtr	Year to Date
Cr A Chen	\$100	\$607	\$0	\$0	\$0	\$0	\$112	\$0	\$0	\$1,306	\$1,870
Cr A Conlon	\$0	\$665	\$0	\$73	\$0	\$0	\$0	\$0	\$0	\$1,701	\$1,532
Cr D Diamante (Mayor)	\$349	\$0	\$0	\$0	\$0	\$64	\$15	\$0	\$0	\$1,119	\$2,840
Cr G Gough	\$27	\$566	\$0	\$242	\$0	\$0	\$160	\$0	\$0	\$1,666	\$1,890
Cr M Kleinert	\$940	\$0	\$0	\$206	\$0	\$55	\$283	\$0	\$0	\$2,109	\$3,634
Cr C Lange (Mayor)	\$628	\$736	\$0	\$56	\$0	\$69	\$0	\$0	\$0	\$3,355	\$944
Cr T Lightbody	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$523	\$1,831
Cr L Mayne (Deputy Mayor)	\$14	\$0	\$0	\$259	\$0		\$15	\$0	\$0	\$500	\$5,747
Cr S Mayne	\$128	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$128	\$935

Notes for the Quarter

- Cr Carli Lange was elected Mayor along with Councillor Laura Mayne as Deputy Mayor on 2 November 2023. Allowances have been adjusted accordingly. L Mayne attend Australian Institute of Company Directors which is amortised over two ds.
- Cr Laura Mayne attend Australian Institute of Company Directors which is amortised over two financial year periods.
- Depending on the payment method, Councillor expenses for the quarter may include GST. We will include any minor necessary GST adjustments, in the following quarter, after the payments are processed.

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
CEO	\$631	\$136	\$110	\$0	\$0	\$877	\$1,218

Notes

Expense categories

Travel

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

Food and Beverage

Costs associated with food or beverages that directly relate to the CEO role within a professional context.

Conferences and seminars

Costs associated with registration fees from attendance by the CEO at conferences, functions and seminars. Meetings such as these are normally held by local government related organisations, professional bodies and institutions, educational institutions and private sector providers on areas and events which impact on the role of the CEO and the City in general. 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) that the CEO is required to declare as per the Token Gift Policy.

Miscellaneous (Misc.)

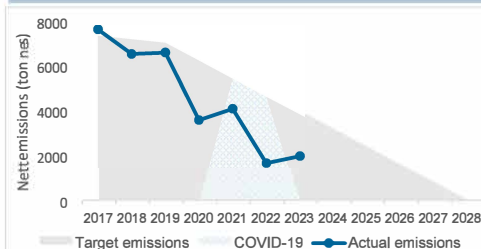
Any other costs associated with the CEO role not covered by the categories above.

6. Climate Response and Environment

Council has endorsed climate targets of net zero emissions by 2028 for Council operations and net zero emissions by 2035 for the Manningham Community. We are committed in achieving these emission targets, and are well on our way to achieve council operation net zero emissions target by 2028. With a strong shared commitment in meeting our target for the Manningham community, we are working in partnership to increase community climate action. Each quarter will include emissions trackers and a focus on one of the action areas in our Climate Emergency Response Plan:

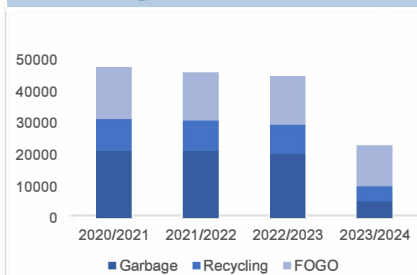
1. **Managing Our Waste and Resource Recovery (focus for this quarter).**
2. Reducing our carbon emissions and increasing our renewable energy capacity
3. Responding to Climate Change through adaptation and reduction measures
4. Enhancing Nature for a thriving natural environment

Total emissions tracker for Manningham Council

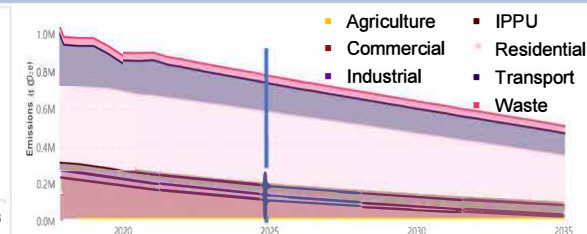


Please note that the emissions calculation for Council does not include waste, water and utilities in Council facilities that are paid by tenants.

Waste Tonnage and Household Bin Contamination

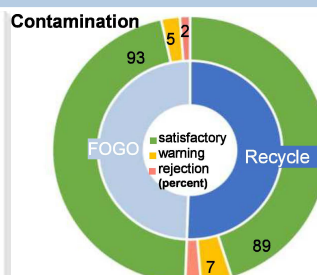


Total emissions tracker for the Manningham



of the approximately 1million tonnes of municipal emissions:

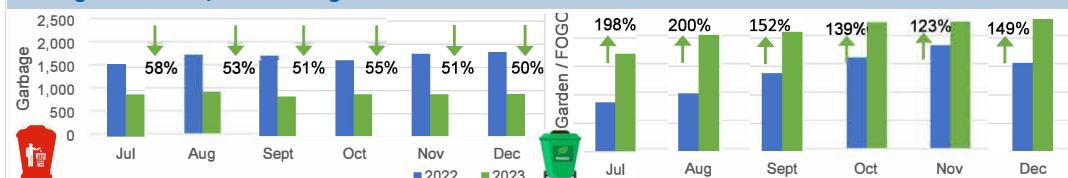
- 65% : residential electricity, transport and gas
- 25% : commercial and industrial electricity, transport and gas.
- 4 % : waste and 6% is IPPU (industrial processes and product use)



We introduced FOGO (Food Organics, Green Organics) from 1 July 1 2023. The graphs reflect the reduction in garbage and increase in FOGO from households over the last 4 years and 6 months.

The 3 month bin inspection shows an average contamination of 5% in recycle bins and 4% in FOGO bins. Contamination in other Councils vary between 5-20%.

Garbage and Garden / FOGO tonnage collection



Key Achievements

- We are the first Council to introduce the Container Deposit Scheme within the Northern region of Metropolitan Melbourne.
- Since starting in November, the community has deposited 315,270 containers at the Reverse Vending Machine at Rieschieks Reserve, providing \$31,527 investment back to our community. The 4 newly appointed sites are located at Mullum Mullum Stadium, Templestowe Reserve, Ted Adjani and Pettys Reserves, with a further Reverse Vending Machine to be installed in Warrandyte.
- We recently introduced a litter prevention program and as a result received zero complaints for overfull bins or litter within our retail activity centres, parks, and reserves over the holiday period. This follows an increase in resources to enable a more efficient and proactive service for Manningham to collect litter, investigate dumped waste, gather evidence, and notify enforcement officers (where relevant).

Opportunities / Challenges

- We are promoting the reduction of clothing waste across Manningham. Australia recognised as the second largest textile consumer in the world per capita. With the average Victorian generating 28kg of textile waste each year.
- We are raising awareness and providing education to our community on the safest way to dispose of batteries as a fire preventative.
- We continue to work in collaboration across the sector on the newly announced Ministerial Good Practice Guidelines for Waste charges to find cost effective ways for our waste resource recovery efforts.

7. Community Engagement

Engagement Projects



Annual Budget

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



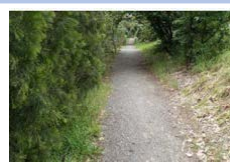
Manningham Gambling Policy

Understanding the effects of gambling harm in Manningham.



Footpath upgrade, Pound Road

We're upgrading the footpath from number 3 Dudley Road to Wonga Park Primary School in Wonga Park.



Footpath upgrade, Yarra Road, Wonga Park

We're upgrading the footpath on the eastern side of the road, between 368 Yarra Road and the Homestead Road roundabout.

What you told us

Manningham Gambling Policy

- There is community concern about the influence of gambling advertising, especially for young people.
- There is support for Council to use its existing areas of influence to implement strategies to reduce gambling-related harm e.g. through Council's Community Grants Program.
- There is support for the provision of community programs and spaces as alternatives to gambling.
- An identified need for community education on the risks and impacts of gambling harm.

Progress on recent engagement

Templestowe Route Upgrade

The Templestowe Route Upgrade will reconstruct 1.8km of road between Templestowe Road and Williamson Road, including Parker, Swilk, James & Anderson Streets.

The consultation on our proposed improvements for Templestowe Route closed on 29 November and 135 people participated in our survey. The survey highlighted the following:

- Roundabouts: community shows relative support for the solution
- Speed reduction to 40km between the two roundabouts: community relatively split but small support for the solution
- Speed reduction to 50km for the remainder of the route: community almost evenly split on the solution
- Pedestrian crossing: Community shows support for that solution

Manningham Gambling Policy

Manningham Council's Gambling Policy is due for an update with the latest evidence, data and community input. We recognise that gambling is a legal form of recreation, however in certain situations gambling can cause harm. Council has a role under the Health and Wellbeing Act 2008 to prevent harm within the community - this includes harm from gambling. To understand our communities' perspectives regarding harm from gambling, our engagement approach included: An online survey (29 responses received). We had planned two community sessions in November 2023.

From the responses received throughout the consultation process, it could be considered that people were more comfortable sharing their thoughts online (via the survey). We've also seen this with other gambling-related initiatives where online anonymous sessions or workshops have a greater number of participants than alternative options that are not anonymous.

We can also conclude from the low level of interest in the face-to-face sessions that the survey was adequate for people to provide us with their thoughts.

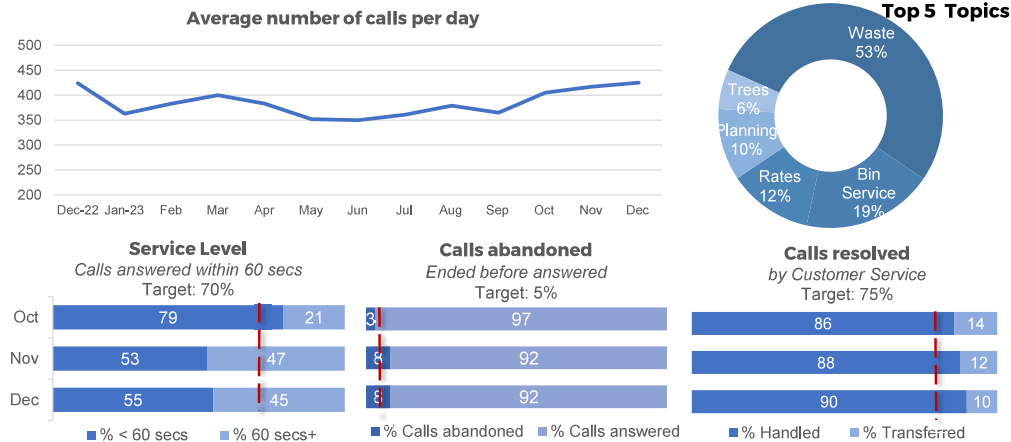
Example of feedback received and why the workshop did not go ahead:

"I'm sorry but thinking about tonight's gambling forum is upsetting me too much as it's bringing back painful memories for me. The rippling effects of gambling still persist in my family".

Thanks but I won't be participating."

8. Customer

Telephony - Contact Centre Performance

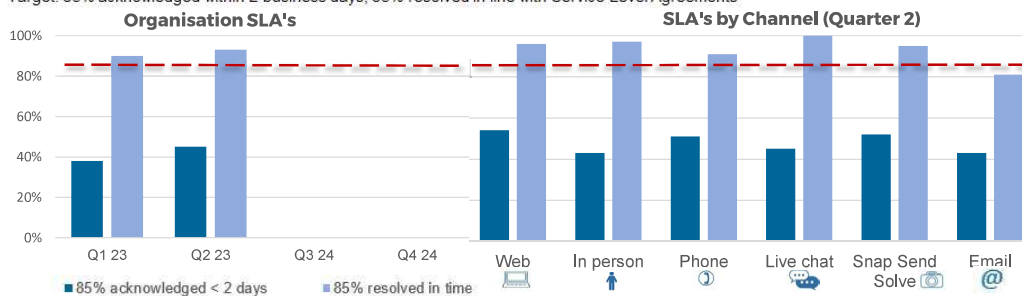


Telephony analysis

- The number of calls per day for December were almost identical to the same period last year.
- Calls handled exceeded target by 15%. We were unable to meet some time based KPI's due to staff secondments.
- Hard waste calls were up < 200% compared to last quarter and accounted for the largest portion of calls. This is a seasonal trend and can be contributed to allocations expiring on 31 December.
- Another popular call for December were 170 enquiries about our Community Calendar
- Calls for 'bin repairs' continue to feature highly given the volume of waste collections across the municipality.
- Strong numbers of tree and animal related calls make up the largest components of 'Other' calls.

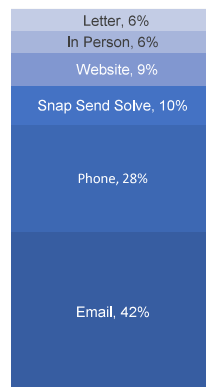
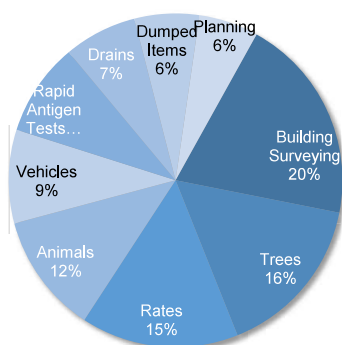
Customer Requests (Organisation Performance)

Target: 85% acknowledged within 2 business days, 85% resolved in line with Service Level Agreements



Customer Requests by Topic and Channel

5217 New cases



Analysis

- The number of customer cases remained consistent in comparison to previous year with 5329 cases logged in Dec '22.
- A decrease of approx. 1000 cases from the previous month can be attributed to fewer rates related cases (2nd instalment was due at the end of November) and a general reduction across the board. This has been consistent over the last few years where we have seen a drop in the number of cases logged in November to December.
- Trees related requests for pruning and removal keep our tree maintenance teams busy while illegally parked cars

6. Governance

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

Statutory Planning

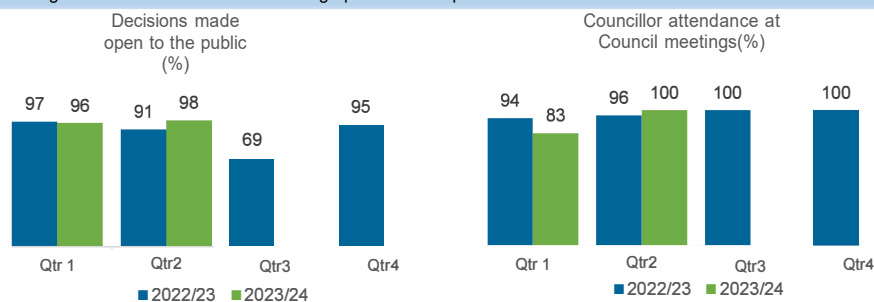
Statutory planning services include the assessment of planning permit applications for new development proposals and changes to land use activities under the Planning and Environment Act 1987.



Statutory Planning: continued to process planning applications in a timely manner achieving 93.1% of standard stream applications decided within 60 statutory days.

Council decision making

Manningham Council is committed to being open and transparent Council



The decisions made closed to the public included a contractual matter. The Local Government Act 2020 defines confidential matters, which include contractual and property matters and information that would prejudice the Council's position in commercial negotiations if prematurely released.

10. CEO Performance Indicators

CEO Key Performance Indicators (KPIs) are agreed by Councillors and our CEO Andrew Day, for his focus in particular areas that benefit the community, City or in good governance and organisation excellence. The KPIs below are for 1 September 2023 – 30 September 2024, with some having specific due dates, as noted. *The corrective action we are taking if progress is being monitored or is off track is in italics.*

Key	on track (green) 31	monitor (yellow) 0	off track (red) 0	Complete (purple) 1	
Council, Infrastructure and Environment: progressing key plans, projects and programs					
Council Plan 100% actions delivered or corrective action reported.	Climate Emergency Response Plan 100% actions delivered or corrective action reported.	Aquarena aquatic facility Final outdoor design and resolution on the procurement strategy achieved.	The Pines (Doncaster) Masterplan progressed by September 2024.	Local Business Hub Select site by March. Implementation plan presented by June.	
Financially Sustainable: initiatives towards Council's mission to be financially sustainable					
Strategic Property Portfolio Project options presented.	MC² (Community Square) utilisation Report to Council by June.	Asset revenue Explore opportunities and present a report to Council by August .		VAGO Financial indicators Maintain low risk levels.	
Service Quality and Asset Management: assets and services that meet the needs of the community.					
Service reviews Deliver annual program to identify gaps and improve outcomes.	Service performance Maintain or improve our Indicator results from 2022/23.	Leisure & recreation contract Manage and report on agreed outcomes.		Deliver Capital Works 60% of budget met by March and 90% met by June.	
Customer Experience: make it easy, celebrate, choice, serve consistently, respond in a timely way.					
Customer channels Report on customer contact channels by June.	Snap Send Solve Report on integration by March.	Requests in time 85% of customer requests acknowledged in 2 business days.	Requests resolved 85% of customer requests resolved in agreed times.	Reporting Add customer metrics to the Quarterly Report.	Improvement Initiatives Report to Council by June.
Community Engagement: reviewing our existing and trialing new ways to better communicate and engage.					
New ways to engage Trial new techniques on at least two projects by June.	New ways to communicate Trial at least new two communication initiatives by June.	Manningham Matters Review magazine and present outcomes by June.	Social media Increase reach of across channels, with consideration of new.		Ways to communicate Improve information sharing with the community on North-East Link Project.
Well Governed and Organisational Development: growing a team that delivers great outcomes.					
Transparency Provide a briefing on new opportunities for transparency in Council.	Statutory planning Provide quarterly reports to Council.	Gender Equality Action Plan Report progress of the Plan, indicators and initiatives in the culture report.	Leadership development Report in the culture report.	Work health and Safety Implement initiatives aimed at improving on work, health and safety indicators. Report in the culture report.	
Advocacy: continuing to advocate for improved outcomes for Manningham.					
North- East Link Report on outcomes and achievements to progress Council's advocacy priorities from meetings with NELP Executive Director, local MPs and Ministerial portfolio representatives.		Aged Care Prepare advocacy statement on aged care funding and service quality by September.		Bus Network reform Provide half yearly outcome reports to Council on the Victorian Government's pilot project.	

14 CHIEF EXECUTIVE OFFICER

14.1 Appointment of Authorised Officers - Planning and Environment Act 1987

File Number:	IN24/10
Responsible Director:	Chief Executive Officer
Attachments:	<ol style="list-style-type: none">1 S11A Instrument of Appointment and Authorisation - Rosalba (Rose) Stalio ↓2 S11A Instrument of Appointment and Authorisation - Stewart Martin ↓3 S11A Instrument of Appointment and Authorisation - Ariane Halliday ↓

PURPOSE OF REPORT

The purpose of this report is to appoint three Council officers as Authorised Officers under the Planning and Environment Act 1987 (the Act).

EXECUTIVE SUMMARY

In accordance with the Act, Council is required to authorise officers for the purpose of enforcing the provisions of the Act. It is proposed to appoint the Council officers detailed below as an Authorised Officer pursuant to Section 147(4) of the Act.

The Local Government Act 1989 also empowers Council to appoint a person, other than a Councillor, to be an authorised officer for the purposes of the administration and enforcement of any Act, regulations or local laws which relate to the functions and powers of the Council.

A person who is appointed to a position has the powers of that position under the legislation which they have been appointed. Authorisations are necessary to facilitate the efficient and effective function of councils as they enable authorised officers to carry out compliance or enforcement under legislation related to their functions and powers of the Council.

Authorised officers will continue to be appointed under s224 of the Local Government Act 1989, as there are no provisions for appointing authorised officers under the Local Government Act 2020.

1. RECOMMENDATION

In the exercise of the powers conferred by section 224 of the *Local Government Act 1989* and the other legislation referred to in the attached instrument of appointment and authorisation, Council resolves that:

A. the following Council Officers be appointed as an authorised officer:

- Rosalba (Rose) Stalio
- Stewart Martin
- Ariane Halliday

- B. the instrument will come into force immediately upon execution and will remain in force until Council determines to vary or revoke the Instrument or the officer ceases their employment with Council; and**
- C. the Instrument be signed and sealed.**

2. BACKGROUND

- 2.1 The *Planning and Environment Act 1987* (the Act) regulates enforcement of the Act and is reliant on authorised officers acting on behalf of the Responsible Authority which is Council.
- 2.2 The Act, unlike the *Local Government Act 1989*, does not permit appointments to be made by the Chief Executive Officer and therefore in order for the officer to legally undertake the duties of their position under the Act, it is necessary for Council to make appointments by formal resolution.
- 2.3 The Instrument of Appointment and Authorisation has been prepared based on advice from Maddocks Lawyers and empowers the relevant officer to exercise those powers granted in the Instrument.
- 2.4 The appointment will come into force immediately upon its execution under the Seal of Council and will remain in force until varied or revoked by Council or the officer ceases employment with Council.
- 2.5 In addition to the appointment under the Act, Council pursuant to Section 224 of the *Local Government Act 1989*, may appoint any person other than a Councillor to be an authorised officer for the purposes of the administration and enforcement of most other Acts, Regulations or Local Laws which relate to the functions and powers of Council. This broader Instrument of Appointment and Authorisation has already been carried out, in respect to the designated officers, under the delegated authority of the Chief Executive Officer as the first part of a dual appointment process.
- 2.6 The appointment will be recorded in the Authorised Officers Register that is required to be kept by Council and is available for public inspection.

3. IMPLEMENTATION

3.1 Communication and Engagement

Stakeholder Groups	Nominated Council officers
Is engagement required?	No. Council is required to make these administrative appointments.
Where does it sit on the IAP2 spectrum?	N/A
Approach	N/A

4. DECLARATIONS OF CONFLICT OF INTEREST

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

**Instrument of Appointment and Authorisation
(Planning and Environment Act 1987)**

In this instrument "officer" means -

Rosalba (Rose) Stalio

By this instrument of appointment and authorisation Manningham City Council -

- 1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
- 2. under section 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument comes into force immediately upon its execution and remains in force until varied or revoked.

This instrument is authorised by a resolution of the Manningham City Council on 27 February 2024.

The Common Seal of)
Manningham City Council)
was hereunto affixed)
in the presence of:)

Mayor

Chief Executive Officer

Date:

**Instrument of Appointment and Authorisation
(*Planning and Environment Act 1987*)**

In this instrument "**officer**" means -

Stewart Martin

By this instrument of appointment and authorisation Manningham City Council -

- 1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
- 2. under section 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument comes into force immediately upon its execution and remains in force until varied or revoked.

This instrument is authorised by a resolution of the Manningham City Council on 27 February 2024.

The Common Seal of)
Manningham City Council)
was hereunto affixed)
in the presence of:)

Mayor

Chief Executive Officer

Date:

**Instrument of Appointment and Authorisation
(*Planning and Environment Act 1987*)**

In this instrument "**officer**" means -

Ariane Halliday

By this instrument of appointment and authorisation Manningham City Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under section 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument comes into force immediately upon its execution and remains in force until varied or revoked.

This instrument is authorised by a resolution of the Manningham City Council on 27 February 2024.

The Common Seal of)
Manningham City Council)
was hereunto affixed)
in the presence of:)

Mayor

Chief Executive Officer

Date:

14.2 Informal Meetings of Councillors

File Number:	IN24/44
Responsible Director:	Chief Executive Officer
Attachments:	<ol style="list-style-type: none">1 Strategic Briefing Session - 5 December 2023 ↓2 Manningham Disability Advisory Committee - 6 December 2023 ↓3 Manningham Gambling Policy – Councillor update - 8 December 2023 ↓4 Councillor and CEO Only Time - 12 December 2023 ↓5 Multicultural Communities Advisory Committee - 14 December 2023 ↓6 Strategic Briefing Session - 6 February 2024 ↓7 Gender Equality and LGBTQIA+ Advisory Committee - 8 February 2024 ↓8 Councillor and CEO Only Time - 13 February 2024 ↓9 Strategic Briefing Session - 13 February 2024 ↓

PURPOSE OF REPORT

The purpose of this report is to promote transparency in Council's business by providing a record of informal meetings attended by Councillors.

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.

1. RECOMMENDATION

That Council note the Informal Meetings of Councillors for the following meetings:

- **Strategic Briefing Session – 5 December 2023**
- **Manningham Disability Advisory Committee – 6 December 2023**
- **Manningham Gambling Policy – Councillor update – 8 December 2023**
- **Councillor and CEO Only Time – 12 December 2023**
- **Multicultural Communities Advisory Committee – 14 December 2023**
- **Strategic Briefing Session – 6 February 2024**
- **Gender Equality and LGBTQIA+ Advisory Committee Meeting – 8 February 2024**
- **Councillor and CEO Only Time – 13 February 2024**
- **Strategic Briefing Session – 13 February 2024**

2. BACKGROUND

- 2.1 Section 60 of the *Local Government Act 2020*, requires a Council to develop, adopt and keep in force Governance Rules (the Rules).
- 2.2 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.
- 2.3 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.

3. DISCUSSION / ISSUE

Summaries of the following informal meetings are attached to this report:

- Strategic Briefing Session – 5 December 2023
- Manningham Disability Advisory Committee – 6 December 2023
- Manningham Gambling Policy – Councillor update – 8 December 2023
- Councillor and CEO Only Time – 12 December 2023
- Multicultural Communities Advisory Committee – 14 December 2023
- Strategic Briefing Session – 6 February 2024
- Gender Equality and LGBTQIA+ Advisory Committee Meeting – 8 February 2024
- Councillor and CEO Only Time – 13 February 2024
- Strategic Briefing Session – 13 February 2024

4. IMPLEMENTATION

4.1 Communication and Engagement

Stakeholder Groups	Councillors, Officers and members of Manningham's Advisory Committees
Is engagement required?	No. This information is provided in the interests of public transparency.
Where does it sit on the IAP2 spectrum?	N/A
Approach	N/A

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.

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS

Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 5 December 2023	Time Opened:	6:30pm
		Time Closed:	8:01pm
Location:	Council Chambers, Civic Centre		
Councillors Present:	Cr Carli Lange (Mayor), Cr Laura Mayne (Deputy Mayor), Cr Anna Chen, Cr Geoff Gough, Cr Michelle Kleinert OAM and Cr Stephen Mayne		
Officers Present:	<p>Executive Officers Present</p> <p>Andrew Day, Chief Executive Officer Jon Gorst, Chief Financial Officer Kerryn Paterson, Director Experience and Capability Rachelle Quattrocchi, Director City Services (virtual attendance item 6.2) Michelle Zemancheff, Acting Director Connected Communities Andrew McMaster, Acting Director City Planning Carrie Bruce, Acting Chief Legal and Governance Officer</p> <p>Other Officers in Attendance</p> <p>Kim Tran, Acting Senior Governance Lead Jude Whelan, Manager Engaged Communities Fiona Troise, Manager Statutory Planning Simone Dionisio, Coordinator Statutory Planning Hugh Charlton, Principal Planner Keri Kennealy, Manager Aged and Disability Services Vivienne Green, Organisational Development Coordinator</p>		
Apologies:	Cr Tomas Lightbody, Cr Andrew Conlon and Cr Deirdre Diamante		
Items discussed:	<ol style="list-style-type: none"> 1. Communicating with our Multicultural Communities update 2. Planning Application PLN22/0109 at Tram Road Reserve, Rear Of 2-18 Tram Road, 6 Whittens Lane, 32 Grange Park Avenue Doncaster, for the use and development of the land for a utility installation (Waste water recycling facility) 3. Aged Care Future Directions (Confidential) 4. Endorsement of Liveable Places and Spaces Advisory Committee (LPSAC) Community Members 		

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 Disability Advisory Committee		
Date:	Wednesday, 6 December 2023	Time Opened:	6:00pm
		Time Closed:	8:00pm
Location:	Koonung Room, Civic Centre		
Councillors Present:	Cr Lange (Mayor)		
Officers Present:	Catherine Simcox, Felicity Raper, Pamela Dewhurst		
Apologies:	Michelle Zemancheff		
Items discussed:	<ol style="list-style-type: none"> 1. Matters Arising 2. Harm from Gambling Workshop 3. Health and Wellbeing Action Plan 4. Review of 2023 Advisory Committee achievements – snapshot of the year, feedback on the year/committee operations 5. Other business 		

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 Gambling Policy – Councillor update		
Date:	Friday, 8 December 2023	Time Opened:	12:30pm
		Time Closed:	1:30pm
Location:	Councillors Lounge, Civic Centre & Microsoft Teams		
Councillors Present:	Cr Lange (Mayor), Cr L Mayne (Deputy Mayor), Cr Kleinert OAM		
Officers Present:	Pamela Dewhurst, Catherine Simcox, Janae Scott (virtual)		
Apologies:	Nil		
Items discussed:	Manningham Draft Gambling Policy 2023		

CONFLICT OF INTEREST DISCLOSURES

Were there any conflict of interest disclosures by Councillors?	No
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Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS

Meeting Name: Councillor and CEO Only Time

Date: Tuesday, 12 December 2023

Time Opened: 5:30pm

Time Closed: 6:15pm

Location: Councillors Lounge, Civic Centre

Councillors Present: Cr Lange (Mayor), Cr L Mayne (Deputy Mayor), Cr Chen, Cr Conlon, Cr Diamante, Cr Gough, Cr Kleinert OAM, Cr S Mayne

Officers Present: Andrew Day (CEO)

Apologies: Cr Lightbody

Items discussed:

- Council Agenda Review

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:	Multicultural Communities Advisory Committee		
Date:	Thursday, 14 December 2023	Time Opened:	6:20pm
		Time Closed:	8:20pm
Location:	Koonung Room, Civic Centre		
Councillors Present:	Cr Lange (Mayor), Cr Chen, Cr S Mayne		
Officers Present:	Michelle Zemancheff, Catherine Simcox		
Apologies:	Nil		
Items discussed:	<div>1. Actions Arising from previous meeting – Federal Government review of Multicultural Policy</div> <div>2. Harm from Gambling Workshop</div> <div>3. Dinner discussion on impact of global tensions and how Manningham residents are scared and seek Council support</div> <div>4. Welcoming Cities Priorities for 2024</div> <div>5. Significant Dates and Events 2024 – International Day for the Elimination for Racial Discrimination 21 March 2024</div> <div>6. Review of 2023 Advisory Committee achievements – snapshot of the year, feedback on the year/committee operations</div>		
CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	

(Please note that Cr Chen and Cr S Mayne left at 7:30pm)

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 6 February 2024	Time Opened:	6:30pm
		Time Closed:	9:56pm
Location:	Council Chambers, Civic Centre		
Councillors Present:	Cr Carli Lange (Mayor), Cr Laura Mayne (Deputy Mayor), Cr Anna Chen, Cr Andrew Conlon, Cr Deirdre Diamante, Cr Geoff Gough, Cr Michelle Kleinert OAM, Cr Tomas Lightbody and Cr Stephen Mayne		
Officers Present:	<p>Executive Officers Present</p> <p>Andrew Day, Chief Executive Officer</p> <p>Jon Gorst, Chief Financial Officer</p> <p>Kerryn Paterson, Director Experience and Capability</p> <p>Rachelle Quattrocchi, Director City Services</p> <p>Lee Robson, Director Connected Communities</p> <p>Andrew McMaster, Acting Director City Planning</p> <p>Carrie Bruce, Acting Chief Legal and Governance Officer</p> <p>Other Officers in Attendance</p> <p>Linda Merlino, Project Lead – Strategic Property Portfolio</p> <p>Jude Whelan, Manager Engaged Communities</p> <p>Paul Bonnici, Coordinator City Compliance</p> <p>Stewart Martin, Manager City Safety</p> <p>Michelle Zemancheff, Manager Community Wellbeing</p> <p>Catherine Simcox, Coordinator Social Planning and Community Strengthening</p> <p>Felicity Raper, Social Planning Lead</p> <p>Janae Scott, Social Planning and Community Development Officer</p>		
Apologies:	Nil		
Items discussed:	<ol style="list-style-type: none">1. Market Sounding Update (Confidential)2. Community Pre-Budget Pitch Opportunity3. Short Stay Accommodation4. Manningham Draft Gambling Policy & Action Plan 20235. Health and Wellbeing Action Plan 2024 – 2025		
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:	Gender Equality and LGBTQIA+ Advisory Committee Meeting		
Date:	Thursday, 8 February 2024	Time Opened:	6:00pm
		Time Closed:	8:10pm
Location:	Council Chambers, Civic Centre		
Councillors Present:	Cr Lightbody		
Officers Present:	Michelle Zemancheff, Catherine Simcox		
Apologies:	Cr L Mayne		
Items discussed:	<div><div>1. Business arising</div><div>2. Housekeeping<ul style="list-style-type: none">- Terms of Reference/Code of Conduct – review and confirm for 2024- Feedback from 2023 survey</div><div>3. PRIDE Events<ul style="list-style-type: none">- PRIDE March- Active Manningham Swim and Gym Night-Share what your organisation is doing for PRIDE month</div><div>4. International Women’s Day<ul style="list-style-type: none">- Share what your organisation is doing for International Women’s Day</div><div>5. Discuss priorities for 2024<ul style="list-style-type: none">- Council priorities and link to Advisory Committee</div><div>6. Strengthening Food Relief in Manningham<ul style="list-style-type: none">Share and discuss the impacts of food insecurity with a gender and LGBTQIA+ focus</div><div>7. Social and Community Resilience Grant<ul style="list-style-type: none">- Discussion on increasing social and economic participation, belonging, wellbeing</div></div>		
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 CEO Only Time		
Date:	Tuesday, 13 February 2024	Time Opened:	5:30pm
		Time Closed:	6:35pm
Location:	Councillors Lounge, Civic Centre		
Councillors Present:	Cr Lange (Mayor), Cr L Mayne (Deputy Mayor), Cr Chen, Cr Conlon, Cr Diamante, Cr Gough, Cr Kleinert OAM, Cr Lightbody, Cr S Mayne		
Officers Present:	Andrew Day (CEO)		
Apologies:	Nil		
Items discussed:	<ul style="list-style-type: none">• Local Government Reforms 2024 Consultation Paper• ALGA 2-4 July Conference 2024• 2024 Mayoral Event• Gaza conflict		
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, 13 February 2024	Time Opened:	6:30pm
		Time Closed:	8:05pm
Location:	Council Chambers, Civic Centre		
Councillors Present:	Cr Carli Lange (Mayor), Cr Laura Mayne (Deputy Mayor), Cr Anna Chen, Cr Andrew Conlon, Cr Deirdre Diamante, Cr Geoff Gough, Cr Michelle Kleinert OAM, Cr Tomas Lightbody and Cr Stephen Mayne		
Officers Present:	<p>Executive Officers Present</p> <p>Andrew Day, Chief Executive Officer Jon Gorst, Chief Financial Officer Kerryn Paterson, Director Experience and Capability Rachelle Quattrocchi, Director City Services Lee Robson, Director Connected Communities Andrew McMaster, Acting Director City Planning Carrie Bruce, Acting Chief Legal and Governance Officer</p> <p>Other Officers in Attendance</p> <p>Kim Tran, Acting Senior Governance Lead Jude Whelan, Manager Engaged Communities</p>		
Apologies:	Nil		
Items discussed:	1. 2024/25 Deliberative Panel 2. Manningham Quarterly Report, Quarter 2 (Oct-Dec), 2023/24 3. MAV Motions 2024 4. State Government Advocacy - 5 Ways Intersection in Warrandyte		

CONFLICT OF INTEREST DISCLOSURES

Were there any conflict of interest disclosures by Councillors? No

14.3 Documents for Sealing

File Number: IN24/43
Responsible Director: Chief Executive Officer
Attachments: Nil

PURPOSE OF REPORT

The purpose of this report is to seek Council's authority to sign and seal the document outlined in the recommendation.

EXECUTIVE SUMMARY

The following documents are submitted for signing and sealing by Council.

1. RECOMMENDATION

That the following document be signed and sealed:

**Consent to Build Over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and LLL Tang
Land: 12 Claremont Lane, Bulleen**

**Consent to Build Over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and Pardis Pty Ltd
Land: 33 Foote Street, Templestowe Lower**

**Licence
Council and Rotary Club of Warrandyte Donvale Inc.
Licenced Area: Part Stiggants Reserve, 45-55 Yarra Street, Warrandyte**

**Licence
Council and Rotary Club of Warrandyte Donvale Inc.
Licensed Area – Crown Allotment 8 Section 11, Crown Allotment 11 Section 12
and Part Crown Allotment 9 Section 13, Township and Parish of Warrandyte and
known as part 45A Yarra Street, Warrandyte**

**Community Services Lease
Council and the Uniting (Victoria and Tasmania) Limited
Premises: 2-4 Damala Street, Doncaster East**

**Lease
Council and Warrandyte and District Pre-School Association Inc.
Premises: 10 Taroona Avenue, Warrandyte**

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. IMPLEMENTATION**3.1 Communication and Engagement**

Stakeholder Groups	The other parties to the agreements
Is engagement required?	No. This information is provided in the interests of public transparency.
Where does it sit on the IAP2 spectrum?	N/A
Approach	N/A

4. DECLARATIONS OF CONFLICT OF INTEREST

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

15 NOTICES OF MOTION

15.1 Notice of Motion by Cr Tomas Lightbody (NOM No. 1/2024)

File Number: IN24/89

Attachments: Nil

INTRODUCTION

Manningham Council acknowledges the Local Government Act 2020 states the role of a Council is “to provide good governance in its municipal district for the benefit and wellbeing of the municipal community” and that we do not hold any role, responsibility or authority in relation to international conflicts or affairs.

We respect that while we have no authority or powers in relation to international conflicts or affairs, we nonetheless condemn violence and human rights abuses everywhere and, in line with this, support Australian Government actions which are seeking to end violence and human rights abuses.

In line with this, as a local government authority, it is within our remit to advocate on behalf of our residents and ensure that they are heard and supported through times of crisis such as this and much of our community is experiencing alot of pain as a direct result of what is occuring in Gaza. Tonight we are giving voice to those who feel let down by other levels of government.

MOTION

That Council:

- 1. Mourns the tragic loss of civilian lives and condemns all attacks targeting civilians.**
- 2. Recognises the human catastrophe occurring in the Gaza and Palestine at the hands of the Israel military and Hamas, and the trauma this has caused for many in Manningham, particularly local Palestinians who lost loved ones or have family in Gaza, and those who may have affected relatives in Israel. We express our solidarity with the community and seek to support the overall health and well-being of our residents as per our municipal Health and Wellbeing Strategy.**
- 3. Acknowledges that the conditions for the current situation and the occupation of Palestine has a history spanning decades, with a fundamental catalyst being the forced displacement of 90% of the indigenous Palestinian population from their homeland in 1948 and that there can be no lasting peace with the ongoing displacement of Palestinian peoples from their homes.**
- 4. Condemns the dehumanisation of Palestinians especially given the ramifications that it has for Palestinian, Arab or Muslim Manningham residents.**

5. **Condemns all forms of Racism, including Anti-Semitism and Islamophobia and notes our ongoing work with the communities to address instances where and when they occur locally.**
6. **Acknowledges the ongoing support that Council is providing to members of the community experiencing hardship due to the situation in Occupied Palestine. This includes, but is not limited to:**
 - **Fortnightly meetings with the Mayor and local community leaders;**
 - **Offering of counselling services to impacted residents;**
 - **Supporting the provision of food services through local providers;**
 - **Address and condemn any signs of discrimination in our community;**
 - **Continue to facilitate events run by the local community to address the suffering them and their loved ones are experiencing.**
7. **Writes to the MP for Menzies, Prime Minister and Foreign Minister urging on the Australian government and parliament to:**
 - 1) **Advocate for peace in the region acknowledging the federal government's call for an immediate ceasefire.**
 - 2) **Support all hostages to be released, both Israeli and Palestinian.**
 - 3) **Demand that adequate humanitarian aid flows into Gaza swiftly and allow unlimited access of food, water, fuel, electricity, medical supplies and such essentials to the civilians in Gaza.**
 - 4) **As a party to the International Court of Justice, ensure that the courts provisional measures with regards to Israel's military campaign are complied with, and have consequences and sanctions that could be implemented if the International Court of Justice's measures are not respected.**
 - 5) **Call to immediately reinstate funding to the United Nations Relief and Works Agency for Palestine Refugees in the Near East (UNRWA).**
8. **Note that as a diverse, multicultural, and multi-faith community, Manningham Council deplores and actively stands against all forms of racism, antisemitism, Islamophobia, and anti-Palestinian racism within our local multicultural and multi-faith community. Council stands in solidarity with the members of the community as they grieve during these unprecedented events and support them in their mission to be represented, listened to, and understood.**

16 URGENT BUSINESS**17 COUNCILLOR REPORTS AND QUESTION TIME****18 CONFIDENTIAL REPORTS****18.1 Future Directions Regional Assessment Service**

This report contains confidential information as defined in the *Local Government Act 2020*. The relevant ground applying is S3(1) of the Act concerning information that was confidential information for the purposes of section 77 of the Local Government Act 1989.