



Manningham Quarterly Report 2019/20

Quarter 1: July - September 2019

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

1. Capital Works



213

Projects
Total



34

Projects
Completed



20

Projects
Delayed /
Incomplete



75

Projects
On Schedule

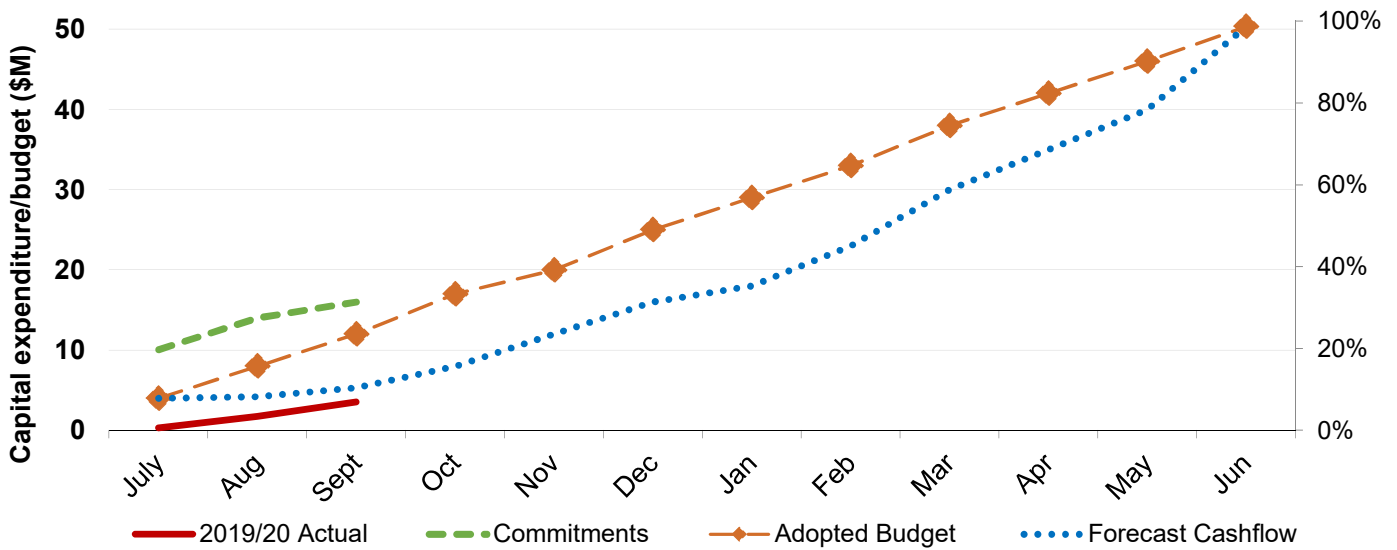


84

Projects
To Start

\$50.34m	Adopted Budget
\$0.21m	Extra Funds
\$50.55m	Updated Forecast

8.3%
Program
Completed



VALUE OF
CAPITAL WORKS

\$4.19 m



CAPITAL INCOME
& GRANTS

↓ **9.9%**



CAPITAL WORKS
VARIANCE

\$1.38m

Spotlight

- For 2019/20, the Capital Works Program will provide greater detail and transparency by reporting capital works sub-projects as well as capital works projects. Within each project there can be a number of smaller projects (sub-projects) to be completed. For example, a road resealing project would have sub-projects for each section of the road. The 213 total projects includes the projects and sub projects together.
- For Quarter 1, 34 projects have been completed, with a further 84 started and 75 progressing well. This achieved 8.3% of the program completed for the financial year. As the graph shows there is a high level of commitments showing a strong pipeline of works for delivery.
- Projects that were carried forward from 2018/19 are either well advanced or at practical completion include Tasker and Ronald Reserve Playground and park upgrade, Doncaster Preschool and various footpath works. King Street was also completed.
- Overall project summary shows that the Capital Works for the quarter includes 45% Renewal, 35% New, 15% upgrade and 5% expansion.

2. Finance

	Revenue	Expenses	Surplus
Budgeted *	\$114.5m	\$32.6m	\$81.9m
Actual	\$114.3m	\$32.5m	\$81.8m

* Adopted Budget

Revenue Variation



FEES AND CHARGES

↓4.4%
\$0.2m



GRANTS

↑2.2%
\$0.1m

Expenses Variation



EMPLOYEES

↓1.4%
\$0.2m



OTHER EXPENSES

↑2.8%
\$0.4m

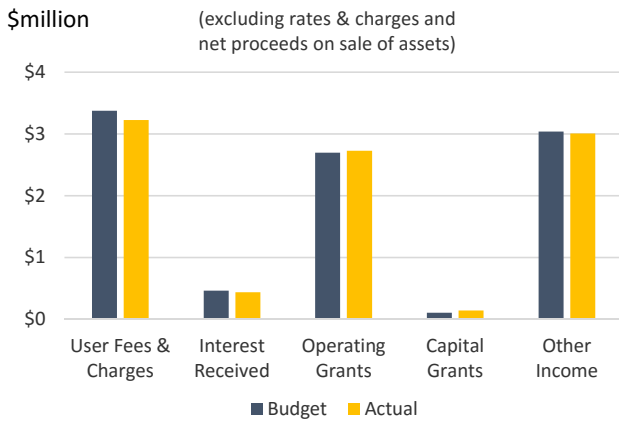


MATERIALS & CONTRACTS

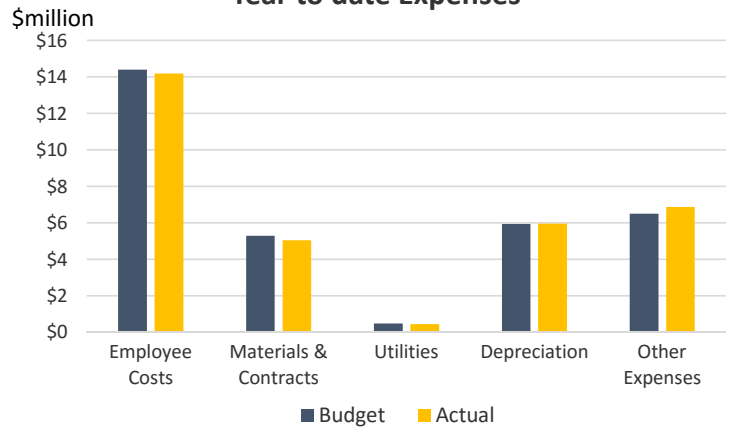
↓4.6%
\$0.2m

Year to date Revenues

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

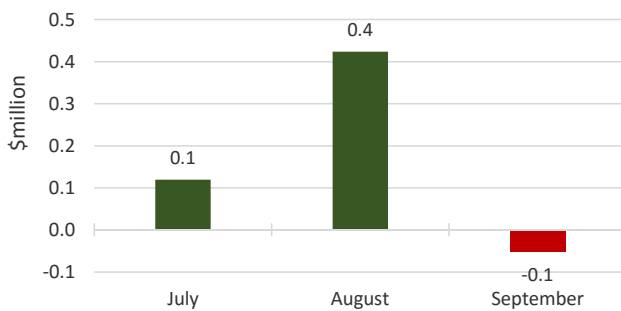


Year to date Expenses



Operating Result (Quarter)

Year to date variance to Budget



Spotlight

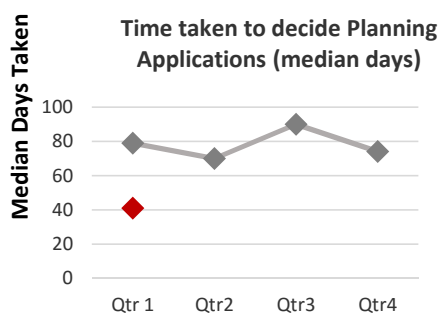
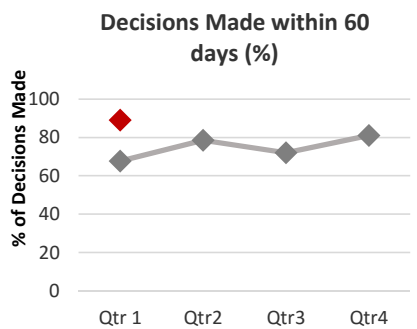
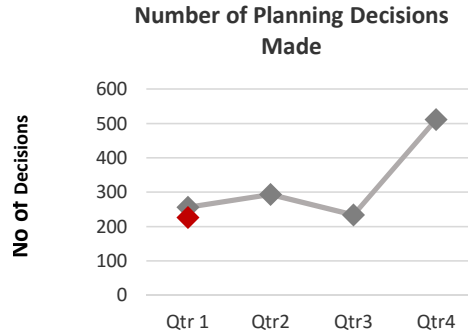
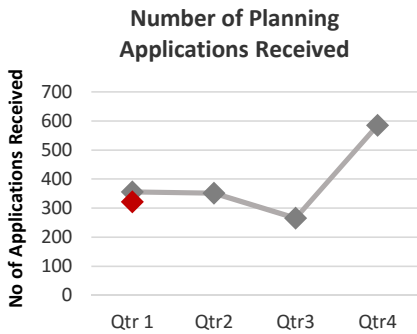


- The Quarter 1 operating result (income less expenses) ended slightly below the adopted budget target by \$0.1 million or 0.1%.
- The variance primarily relates to lower than budgeted fees and charges mainly in the Function Centre hall hire, planning application fees and higher than budgeted other expenses attributable to costs associated with North East Link Project.
- Year-end forecasts and variances will be considered in the December mid-year budget review process.

3. Corporate Performance

Spotlight - Statutory Planning

◆ 2019/20
◆ 2018/19

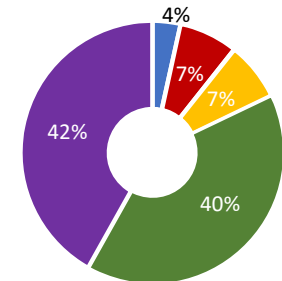


Organisation Performance

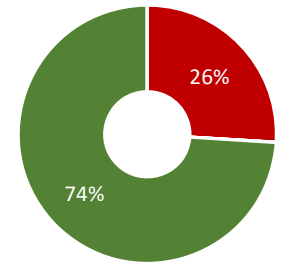
Progress during the Quarter

■ Exceeding ■ Complete ■ On Track
■ Monitor ■ Off Track

Action Performance



KPI Performance



Council is within target to deliver 92.8% of actions and 74.0% of KPI's

Statutory Planning

The number of planning applications decided within 60 statutory days has increased whilst the time taken to decide on applications has reduced. This is a result of continuous internal process improvements which have had significant processing impacts creating more timely decisions.

Council Plan 2017-2021

Manningham's Council Plan has five themes: Healthy Community, Liveable Places and Spaces, Resilient Environment, Prosperous and Vibrant Economy and Well Governed Council.

Goals for each theme were developed in consultation with the community and partners, Councillors and council staff. We progress these goals through actions and initiatives each year.

Major initiatives are significant pieces of work to deliver on the Council Plan. Delivered over the four years of the Council Plan, new milestones are created when one is completed. In most cases, we aim for 25% progress each quarter to build to 100% completion across the 4 quarters of the financial year.

For 2019/20 there are 13 Major Initiatives. For Quarter 1, Council is on track will all initiatives and also within target to deliver 92.8% of Council Plan actions and 74% of Key Performance Indicators.

Full details of previous years progress can be found in our Manningham Annual Report at www.manningham.vic.gov.au

CEO Key Performance Indicators

The Quarterly Report includes relevant Key Performance Indicators (KPIs) for Manningham Council's Chief Executive Officer, Andrew Day. Andrew has an expansive role in serving our community; overseeing all of Council's activities and legislative requirements. These performance indicators, developed in September 2019, highlight particular areas that the CEO will focus on in collaboration with the Council and external partners over the next 12 months. Progress will be reported in the Manningham Quarterly Report as well as in other Manningham publications.



4. Major Initiatives

Progress Key
 Actual
 Target

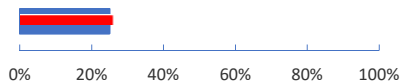
HEALTHY COMMUNITY

1.1 A healthy, resilient and safe community

1.2 A connected and inclusive community



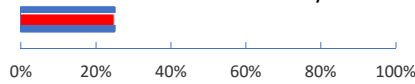
Healthy City Strategy 2017-2021



New Action Plan with 10 priority areas developed for the remaining years of the Healthy City Strategy 2017-21.



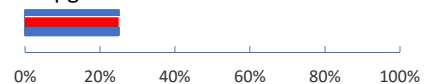
Promote a connected and inclusive community



Council is partnering with the Community Connectedness Working Group to deliver 4 events (supported by Council's Community Grant program). Planning is underway for the annual Pop up Cinema in February.



Deliver female friendly facility upgrades in selected Pavilions



Design work underway for upgrades at Bulleen Park, Koonung & Doncaster Hockey (Mullum Mullum bowls). Works at Andersons park and Stintons are complete

LIVEABLE PLACES AND SPACES

2.1 Inviting places and spaces

2.2 Enhanced parks, open space and streetscapes

2.3 Well connected, safe and accessible travel

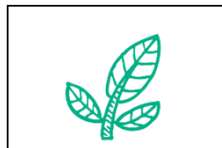
2.4 Well utilised and maintained community infrastructure



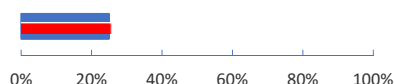
Local planning is responsive to need and planning laws



Completion of 4 Planning Panel recommendations from Planning Scheme Review (2018). Doncaster Hill Strategy consultant appointed following tender process. Continue with development of a Municipal Developer Contributions Plan and Bush Fire Planning.



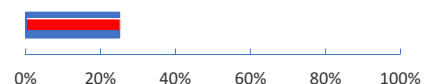
Parks Improvement Program



Development of a Landscape Masterplan for Ruffey Lake Park to review completed work and make recommendations for the future design of the Park. Scoping has commenced for the missing connections in the Main Yarra Trail to Warrandyte.



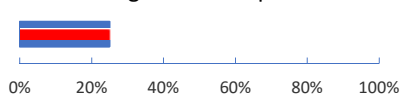
Roads Improvement Program



Designs for Hepburn Road extension is progressing well. Tram/Merlin Traffic signals being progressed with Department of Transport. Remaining projects for delivery are in the early concept design phase. Developing tender for future works allocation.



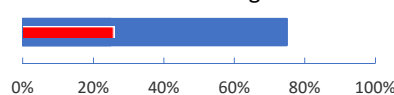
Integrated Transport



Implementation of the Transport Action Plan continues pending the significant impact of the North East Link on transport in the region. The Bus Action Plan is also being implemented to support safe, connected and accessible regional transport.



North East Link Planning



The Environmental Effects Statement (EES) for North East Link was released in April. Council reviewed the ESS and made a comprehensive submission on the impact of the proposed Link to Manningham. This submission was presented with expert witnesses at the public hearings held by the Authority and outcomes from the Minister for Planning are expected in December.

Major Initiatives cont.

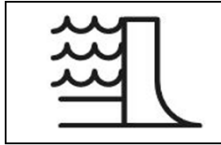
Progress Key



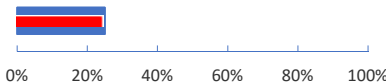
RESILIENT ENVIRONMENT

3.1 Protect and enhance our environment and biodiversity

3.2 Reduce our environmental impact and adapt to climate change



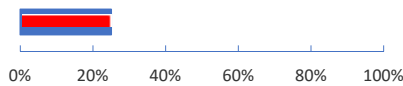
Council Drainage protects habitable floor levels and community safety



A Municipal Drainage Plan is being developed by June 2020. The Plan will encompass a response to flood mitigation. Officers have progressed a project plan and are collating background information.



Environmental education and awareness



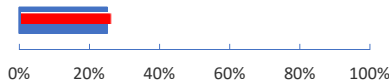
State Government funded Caring for Our Local Environments Nature Stewards program underway with Spring events planned for delivery. Ready for Lead to Sustain event in October.

VIBRANT AND PROSPEROUS ECONOMY

4.1 Grow our local business, tourism and economy

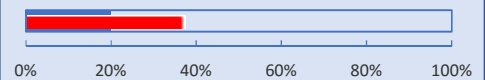


Grow the visitor economy, destinations and events



Launched #ExploreManningham. Since the closure of Destination Melbourne, Council has entered into a partnership with Yarra Ranges Tourism and in particular highlighting the Green Wedge and Yarra River corridor as a visitor destination.

Key: Monitoring Progress



Target ■
Actual ■

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

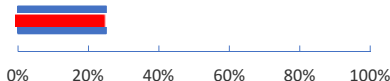
WELL GOVERNED COUNCIL

5.1 A financially sustainable Council that manages resources effectively and efficiently

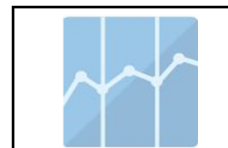
5.2 A Council that values citizens in all that we do



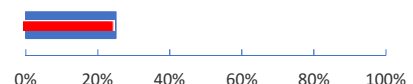
Making it easier for citizens to interact with us



'Citizen Connect continues to improve service quality for customers at first point of contact. Recent survey results from the Community Satisfaction Survey (managed by the State Government) show customer service improvement over time. 2019 Citizen Connect Research (Council managed) has found customer satisfaction steady and first contact results showing a slight improvement.



Long Term Sustainability



10 year Long Term Financial Plan has been updated for year end actuals and will be updated for the Mid Year review in December.

5. Councillor Expenses

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

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

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

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

Quarter 1, July to September 2019											
Councillor	Travel	Car Mileage	Childcare	Information Communication Technology	Conferences & Training	General Office Expenses	Formal Attendances	Other	Total Qtr	Year to Date	Allowance (Financial Year)
Cr A Chen (Deputy Mayor)	\$95	\$328	\$0	\$0	\$0	\$0	\$30	\$0	\$454	\$454	\$12,770
Cr A Conlon	\$0	\$0	\$0	\$164	\$0	\$0	\$145	\$0	\$309	\$309	\$12,770
Cr S Galbally	\$208	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$208	\$208	\$12,770
Cr G Gough	\$0	\$0	\$0	\$0	\$1,046	\$0	\$65	\$0	\$1,111	\$1,111	\$12,770
Cr D Haynes	\$97	\$1,083	\$0	\$271	\$0	\$0	\$115	\$0	\$1,566	\$1,566	\$12,770
Cr M Kleinert	\$31	\$0	\$0	\$182	-\$127	\$68	\$0	\$0	\$153	\$153	\$12,770
Cr P McLeish	\$0	\$306	\$0	\$73	\$0	\$0	\$80	\$0	\$459	\$459	\$12,770
Cr P Piccinini (Mayor)	\$0	\$0	\$0	\$0	\$0	\$0	\$65	\$0	\$65	\$65	\$15,375
Cr M Zafiroopoulos	\$0	\$0	\$0	\$273	\$0	\$0	\$15	\$0	\$288	\$288	\$12,770

Notes for the Quarter

- Councillors allowances have increased by 2.5% this financial year in line with CPI forecast
- \$127 has been deducted from Cr Kleinert's Conference and Training expenses to reflect a refund.

6. CEO Expenses

The Chief Executive Officer incurs various expenditure while carrying out duties relating to the CEO role. Expense categories are travel, conferences and training (including professional development), gifts declared and miscellaneous). The CEO is required to be transparent in the use of Council resources as per the Employee Code of Conduct.

Quarter 1, July - September 2019								
	Travel	Food and Beverage	Conferences and training	Gifts declared	Miscellaneous	Total Qtr	Total Year	
Qtr 1	\$103.87	\$75.00	\$70.00			\$248.87	\$248.87	

Note: All costs are GST exclusive

Expense categories

Travel

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

Food / Beverage

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

Conferences and Training

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

Gifts Declared

This category relates to any gifts that exceed the token gift threshold (\$50.00) that the CEO is required to declare as per the Token Gift Policy.

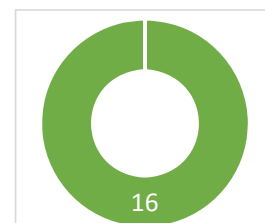
Miscellaneous

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

7. CEO Key Performance Indicators

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

● Complete
 ● On Track
 ● Monitor
 ● Off Track



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