

MINUTES



Special Meeting of the Council

MEETING DETAILS:

MEETING NO: 11
MEETING DATE: 13 September 2016
TIME: 7:00 PM
LOCATION: Council Chamber, Civic Centre
699 Doncaster Road, Doncaster

MINUTES

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MANNINGHAM CITY COUNCIL
MINUTES OF THE SPECIAL COUNCIL MEETING
HELD AT COUNCIL CHAMBER, CIVIC CENTRE
ON
13 SEPTEMBER 2016

The meeting commenced at 7:00 PM.

Present: Councillor Paul McLeish (Mayor)
Councillor Dot Haynes (Deputy Mayor)
Councillor Meg Downie
Councillor Sophy Galbally
Councillor Geoff Gough
Councillor Jim Grivokostopoulos
Councillor Michelle Kleinert
Councillor Stephen O'Brien

Officers Present: Chief Executive Officer, Mr Warwick Winn
Director Assets & Engineering, Mr Leigh Harrison
Director Community Programs, Mr Chris Potter
Director Planning & Environment, Ms Teresa Dominik
Manager Community Relations & Marketing, Ms Juanita Haisman
Acting Executive Manager People & Governance, Ms Georgina Snaddon

1. OPENING PRAYER & STATEMENTS OF ACKNOWLEDGEMENT

The Mayor read the Opening Prayer & Statements of Acknowledgement.

2. APOLOGIES FOR ABSENCE AND GRANTING OF LEAVE OF ABSENCE

There were no Apologies.

3. PRIOR NOTIFICATION CONFLICTS OF INTEREST

The Chairman invited Councillors to disclose any interest or conflict of interest in any item listed on the Council Agenda.

There were no notifications of conflict of interest.

4 Planning Application PL15/025350 - 9-11 Williamsons Road Doncaster - Use and development of the land to construct a twelve-storey building comprising 137 dwellings and ground level retail premises, plus basement car parking and a waiver of associated loading/unloading facilities.

Responsible Director: Director Planning & Environment

File No. T16/203

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

Land: 9-11 Williamsons Road, Doncaster
(Lot 1 TP143327E)

Zone Activity Centre Zone (ACZ1)
Development Contributions Plan
Overlay (DPCO1)
Parking Overlay (PO1)

Applicant: SPEC Property Developments

Ward: Koonung

Melway Reference: 33D12

Time to consider: 23 October 2016

SUMMARY

It is proposed to use and develop land known as 9-11 Williamsons Road with a twelve (12) storey building comprising 137 dwellings and ground floor retail (131.6sqm). The dwellings span each level of the building, with communal open space areas offered at both ground and rooftop levels. There are (3) levels of basement car parking, with the uppermost basement level incorporating townhouse style dwellings with independent entries accessed via Carnarvon Street. Car parking is provided in accordance with the Manningham Planning Scheme, but permission is sought to waiver requirements for loading/unloading facilities associated with the retail component.

The application proceeded to public notification and the formal referral process in June 2016. This process attracted two (2) objections, with grounds relating to traffic congestion along Carnarvon Street, building bulk, and amenity impacts upon the approved building to the south in terms of overshadowing and overlooking. Council's internal Urban Design and Engineering referral advice also expressed some design and layout issues.

In response to these objections and, more particularly, referral comments, the applicant amended the proposal under Section 57A of the Planning & Environment Act 1987 (the Act) superseding the originally submitted development plans and making some adjustments to address concerns. The application was not formally re-advertised pursuant to Section 57B of the Act as the changes resulted in a smaller building footprint and fewer amenity impacts. One objection was withdrawn following discussions with the applicant.

An officer assessment of the application (as amended under Section 57A) concludes that the proposal is consistent with the relevant objectives of state and local planning policies and generally complies with the Manningham Planning Scheme (the Scheme), including the requirements of the Activity Centre Zone 1 (ACZ1) and supporting policy relating to the Doncaster Hill Principal Activity Centre. Further, objector concerns have or can be mitigated.

The proposal is considered to be an appropriate design response for the site, and as such, it is recommended that Council supports the proposal subject to a series of conditions.

1 BACKGROUND

- 1.1 The site is located on the western side of Williamsons Road, and is bound by Lawford Street to the north and Carnarvon Street to the west. The site is irregularly shaped and has a frontage to Williamsons Road of 35.86m, a frontage to Lawford Street of 50.81m, and frontage to Carnarvon Street of 57.48m. This yields an overall site area in the order of 2,662sqm.
- 1.2 The site has a significant fall of approximately 6.0m from east to west, with the Williamsons Road frontage being the highest point of the site.
- 1.3 The site is occupied by a two storey commercial brick building, which has been most recently used as a gymnasium. The building is placed in the northern portion of the site, with at-grade and undercroft sealed parking situated to its south. Two double crossovers service the car park via Carnarvon Street (no other street frontage provides vehicular access), with a redundant single crossover also located in the vicinity of the southern boundary.
- 1.4 The site is fenced with a low wire mesh fence to the Williamsons Road frontage in part, incorporating pedestrian stair connection from the footpath to the significant drop down to the car park that has been benched into the slope.
- 1.5 The area to the west of the building is notably vegetated, containing four mature Eucalypts and dense understorey planting. It is noted that the Title boundary does not extend right up to the footpath along Carnarvon Street, however appears to, due to the continuation of the site's landscaping into the nature-strip reserve area. The landscaping provides some screening of the building and car park from Carnarvon Street.
- 1.6 Three immature street trees are located outside the site in Carnarvon Street. The Lawford Street frontage contains indented kerb-side parking in what would otherwise be a nature strip, presumably to make additional parking available to the site and its previous commercial uses.
- 1.7 There are no easements or other restrictions registered on title.
- 1.8 The site has only one direct abuttal and this is to the property to the south. The land (No.5-7 Williamsons Road) is currently vacant, containing only car parking and landscaping. The site has been issued with Planning Permit PL13/023469 which allows for the construction of an eleven storey building comprising 69 dwellings and associated basement car parking. The Permit is yet to be acted upon and currently has an expiration date of 3 February 2018 to commence construction.

- 1.9 Opposite the site to the west at No. 3 Carnarvon Street, is a contemporary townhouse development comprising of eight, three storey dwellings. Ground level garaging is accessed via a double crossover and shared driveway area centrally along the frontage. No. 1 Carnarvon Street to its north contains a two storey brick dwelling of typical late 1970's construction, and forms part of a multi-unit development to its rear.
- 1.10 To the north of the site, on the opposite side of Lawford Street is the Shoppingtown Hotel. A substantial area of sealed, terraced car parking is located in proximity to Lawford Street, with the Hotel itself located beyond at the northern end and consisting of a series of buildings (Bottle-Shop, Bistro and Accommodation) which step down the site with the west-ward slope.
- 1.11 To the east of the site, on the opposite side of Williamsons Road, is Westfield Shopping Centre.
- 1.12 Williamsons Road is a Primary Arterial Road under the jurisdiction of VicRoads. In the vicinity of the site, it contains three traffic lanes in each direction, separated by a vegetated median strip. Peak directional 'clearway' restrictions apply on both sides. Williamsons Road is classified as pedestrian, bus and bicycle priority route as per the VicRoads SmartRoads Network Operating Plans (October 2012).
- 1.13 Carnarvon Road is a local road that runs in a north-south direction between Doncaster Road and Lawford Street. In the vicinity of the site, it has one traffic lane in each direction with kerbside parallel parking permitted along the western side and 'No Sopping' restrictions along the east. Beyond the site to the south, it operates in a one-way (northbound only) configuration between Doncaster Road and Firth Street.
- 1.14 Lawford Street is a local street with one traffic lane in each direction, and indented kerbside parallel parking permitted on both sides in the vicinity of the site.
- 1.15 The subject site is located within the Doncaster Hill Principal Activity Centre. The Activity Centre spans along the main arterial roads (Doncaster Road, Tram, Elgar and the Williamsons Road corridors) and forms a central hub of residential, commercial, retail and recreational facilities. It is apparent that the area is changing in line with Council's vision, evidenced by the redevelopment of Westfield and construction of several residential apartment towers within the precinct. The subject site is located quite centrally within the Activity Centre, and therefore is surrounded by land which falls within the same Activity Centre Zoning (ACZ). Albeit, the land opposite to the north, east and west is within different precincts of the ACZ, which mandate differing building heights and general requirements catered specifically to each.
- 1.16 In terms of public transport, the subject site is well service by bus routes operating along Williamsons Road, connecting activity centres and residential areas within the municipality to Melbourne's Central Activity District. A major bus interchange is situated within the Westfield Doncaster complex directly opposite the site. In addition to having access to the numerous retail, restaurant and entertainment venues within the Shopping Centre, the site is well serviced by other community and local facilities include Lawford Reserve, Schramms Reserve, Carawatha Reserve, Doncaster Primary and Doncaster Secondary College.

Planning History

- 1.17 The proposal was presented at the pre-application stage to the Sustainable Design Taskforce in May 2015. The application as presented to taskforce and initially lodged was quite conceptual in the level of detail, consequently the extent of feedback provided was more general in nature. Between lodgement and public notification, the applicant engaged a different Architect, resulting in a substantial design shift in relation to the basement design, material palette and design element presentation.
- 1.18 Following public notification, the applicant submitted amended plans pursuant to Clause 57A of the Act on 25 August 2016. The amended plans sought to address particular Council officer concerns and concerns mirrored in referral comments, in addition to the objections lodged. The changes to the plans include:
- Setbacks to southern boundary typically increased to minimum 4.6 metres (with angled elements in southwest corner regularised).
 - Front setback from Williamsons Road reduced to podium. Building line set back 6.1 metres (previously 7.5m), framing elements to balconies now set back 5 metres (previously 5.7m) and balconies set back 4.6 metres (previously 5.7m).
 - Design element redesigned to better mirror northern half of element. Minimum setback increased from 7.35 metres to 10 metres (not including slight protrusion of curved element into the setback).
 - Internal reconfigurations to reflect building footprint changes.
 - Additional landscaping opportunities to Lawford Street through the introduction of planter boxes; Williamsons Road through continuation of planting theme along frontage, and the southern boundary through addition of planter boxes capable of accommodating trees. This was accompanied by correspondence from Tract Landscape Consultants confirming there is sufficient soil depth within the planters boxes to accommodate tree planting.
 - Design element area reduced to 14.9% of the rooftop area.
 - Revised colour of render to substation.
- 1.19 The amended plans were accompanied by a formal withdrawal of one of the initial objections to the application.
- 1.20 The amended plans were not advertised pursuant to Section 57B of the Act, as changes were not considered to cause increased detriment to the amenity of adjoining or nearby property owners. Specifically, the changes proposed along the southern elevation will reduce amenity impacts on the southern adjoining property, as the building now maintains a south setback of at least 4.5m for its entirety, and the setback of the design element at levels 8 and 9 has increased by 2.65m in most part from the southern boundary. The building line and framing elements along the front elevation have been pushed closer toward Williamsons Road, however as this change has been

made to specifically meet the expected 'uniform 5.0m setback to a podium frontage' as required to create the 'Boulevard character' in the ACZ.

- 1.21 The applicant has engaged in discussions with the objector to the south and advised that a withdrawal of objection to the amended plans has been indicated, however this has not been received by Council to date.

2 PROPOSAL

- 2.1 It is proposed to develop the land with a 12 storey building comprising 137 dwellings, in addition to the use and development of a retail premises, and a waiver of associated loading/unloading facilities. The building takes the form a U-shape, centred around a ground level communal open space area toward the west of the site, located centrally to the Carnarvon Street frontage. An overview of the decision plans is as follows:

Residential Use

- 2.2 A total of one hundred and thirty seven (137) apartments are proposed across 12 levels (Basement 1 and 2, Ground to Level 9). The dwelling mix encompasses:

- 15 x 1 bedroom apartments;
- 106 x 2 bedroom apartments; and
- 16 x 3 bedroom apartments.

- 2.3 Included in this are seven, two level townhouses located to the west of Basements levels 1 and 2. Each contains a courtyard within the Carnarvon Street frontage which also has independent entries directly accessible from the street.
- 2.4 The apartments vary in area from 48sqm to 105sqm, with the four, three bedroom penthouses larger again at 120-132sqm in area. The penthouses form the design element.
- 2.5 Dwellings are all provided with balconies or courtyards between 8sqm and 94.5sqm, with the exception of Dwelling 2.05 which is 7.1sqm in size. Most are provided with an outlook toward each site boundary, however some with an internal outlook toward the communal courtyard.

Retail Use

- 2.6 A retail premises is proposed at the northern end of the ground level, being 130sqm in area and directly accessible from the site frontage to Williamsons Road.

Development

- 2.7 The building presents a 10 storey form to Williamsons Road and 12 storey form to Carnarvon Street. The proposed building height is 28.3 metres (excluding the design element). Including the design element, the building reaches an overall maximum building height of 34.7 metres. The U-shape of the building essentially creates a northern and southern core, with separate stair and lift access servicing each.

Basement Levels

- 2.8 The building is proposed to have four (4) basement levels. Vehicle access is provided from Carnarvon Street via a proposed double-width crossover.

Access between the basement levels is available via internal double-width ramps.

- 2.9 Basement levels are generally constructed to the north, south and east boundaries (with exception of Basement 4), and feature an angled wall which follows the Lawford Street title boundary. A total of 171 car spaces are provided. Storage cages are provided either at the end of car spaces or within designated stand alone spaces. In summary, each basement provides:

Basement 4

- A total of 27 car spaces;
- 35 storage cages (6 cubic metres each);
- Fire tank storage, 30,000 litre rainwater tank and services area;
- A total footprint of 1145sqm, constructed to northern and southern boundaries and well offset from east and west boundaries.

Basement 3

- A total of 66 car spaces;
- 10 vertical mounted bike racks (Ned Kelly model);
- 51 storage cages (6 cubic metres);
- Fire pump room and domestic hot water storage;
- A total footprint of 2,524sqm built to each title boundary (with varying setback between 300mm and 3.4m to east).

Basement 2

- Vehicle entry to the basement from Carnarvon Street is provided at the southern end of this level, via a 6.1m crossover and entrance ramp. A pedestrian ramp into the basement car park is provided adjacent. Due to the westward slope, this level effectively presents at-grade to Carnarvon Street.
- A total of 41 car spaces, with 13 allocated to visitors and 5 allocated to the retail premises (including one accessible space);
- 18 storage cages (6 cubic metres);
- Waste Rooms 1 and 2, being 19.9sqm and 35.2sqm in net area respectively, with direct waste chutes provided from the levels above;
- There are (7) townhouse dwellings (TH01-07) located to the west of the basement car park. Each contains direct access from the car park, with the adjacent car spaces generally allocated to these dwellings.
- From Carnarvon Street, the townhouses are setback 5.0m with the intervening space providing each with a terrace/courtyard. The terraces are enclosed by a 1.7m high

metal picket fence and pedestrian gates defining the entry points. To manage the level difference between the footpath and entries, six pedestrian pathways are excavated into the road reserve, with stair connections within each terrace.

- The total footprint is 1,874sqm, with the basement car parking area constructed to boundaries generally as per the level above.

Basement 1

- This is the top basement level and provides a total 37 car spaces;
- 17 vertical mounted bike racks (Ned Kelly model);
- 43 storage cages (6 cubic metres);
- Main switch room;
- The second storey of the 7 townhouses located to the west of the car park;
- 2 x two-bedroom dwellings to the north of the car park fronting Lawford Street;
- Total footprint is 1,568sqm, with the basement car parking area generally constructed to boundaries as per the level above. Townhouses are setback 5.0m from Carnarvon Street, with projecting balconies setback 3.2m. Dwellings are setback between 2.5 and 4.5m from Lawford Street, with terraces extending within the setback area.

Ground Level

- 2.10 The main pedestrian entry of the development is centrally located along the front façade and directly accessible from Williamsons Road. An internal amenities area (75.5sqm) is a central feature within the lobby, offering a sitting/lounge space partially enclosed by glass walls. Beyond this is the outdoor communal area (205sqm) which features seating and landscaping with an open westerly aspect. From the central lobby space, the building branches out into the northern and southern cores and their respective lift /stairwell access points.
- 2.11 This level comprises 13 residential apartments, consisting of 11 x two - bedrooms, 1 x one-bedroom and 1 x three bedroom.
- 2.12 The retail floor area (130.4sqm) is proposed to the north-east of the ground level and is open-planned. The main entry point is provided within the glazed façade, accessible via the Williamsons Road frontage, with a secondary entrance internal to the building.
- 2.13 A fire booster and substation are positioned at the southern end of the frontage.
- 2.14 Minimum ground level setbacks (excluding balconies) are as follows:
- Eastern boundary – 5.0 metres;
 - Northern boundary – 3.5 metres;

- Southern boundary – 4.5 metres;
- Western boundary – 5.0 metres.

Levels 1-3 (Podium)

- 2.15 A total of 17 apartments provided at each level, consisting of 3 x one-bedroom, 13 x two-bedroom and 1 x three-bedroom apartments.
- 2.16 Apartment sizes range from 52.9sqm to 100.5sqm.
- 2.17 Minimum building setbacks are as follows:
- Western boundary – 6.1 metres (5.0m to framing features);
 - Northern boundary – 3.5 metres;
 - Southern boundary – 4.5 metres;
 - Western boundary – 5.0 metres.

Levels 4-6 (Tower)

- 2.18 A total of 16 apartments are provided at each level, comprising of 1 x one-bedroom, 14 x two-bedroom and 1 x three-bedroom apartments.
- 2.19 Apartment sizes range from 51sqm to 100.5sqm.
- 2.20 Minimum setbacks are as follows:
- Eastern boundary – 9.0 metres;
 - Northern boundary – 3.5 metres;
 - Southern boundary – 4.5 metres;
 - Western boundary – 5.0 metres.

Level 7 (Tower)

- 2.21 A total of 12 apartments in this level, comprising of 2 x one-bedroom, 7 x two-bedroom and 3 x three-bedroom apartments.
- 2.22 Apartment sizes range from 50sqm to 106.4sqm.
- 2.23 Minimum setbacks are as follows:
- Eastern boundary – 9.0 metres;
 - Northern boundary – 3.5 metres;
 - Southern boundary – 4.5 metres;
 - Western boundary – 10.6 metres.

Levels 8-9 (Design Element)

- 2.24 The Design Element is separated into two building platforms. They feature largely curved and glazed exteriors and are generally spaced above the northern and southern cores of the building. Between the two building elements is a central communal rooftop garden (120sqm), providing landscaping, steel pergola structures, timber feature walls and communal BBQ and seating/dining spaces.
- 2.25 Situated within the Design Element Area are four, three-bedroom apartments (two in each of the building platform) which are at least 120sqm in area.

Each dwelling is provided with a westerly aspect to their living spaces and adjacent rooftop terraces.

- 2.26 The Design Element equates to 14.9% of the rooftop area, and provides for generous boundary setbacks between 7.3m and 18.5m.

Materials & Finishes

- 2.27 The building proposes to draw on a varied palette of materials, including precast concrete with textured ribbing, metal cladding, reconstituted timber cladding, glazed ceramic brickwork, and a renderock FC concrete finish. The colour scheme is based on whites, greys and charcoals with timber accents. Perforated metal screens are featured as an operable louver. Balcony balustrades are contrasted with both glass and metal fins.
- 2.28 The design element is largely glazed, with the primary feature being the operable louvers.
- 2.29 Submitted with the application are a range of reports dealing with such matters as Traffic and Car Parking, Waste Management, Sustainability and Landscaping. Information from these reports is referenced through this report where relevant.

3 PRIORITY/TIMING

- 3.1 The statutory time for considering a planning application is 60 days. Due to the submission of Amended Plans, the statutory time lapses on 23 October 2016.

4 POLICY IMPLICATIONS

- 4.1 The *Planning and Environment Act 1987 (the Act)* is the relevant legislation governing planning in Victoria. The Act identifies subordinate legislation in the form of Planning Schemes to guide future land use and development.
- 4.2 Section 60 of the Act outlines what matters a Responsible Authority must consider in the determination of an application. Before deciding on an application, the Responsible Authority must consider:
- the relevant planning scheme, in this case being the Manningham Planning Scheme; and
 - the objectives of planning in Victoria; and
 - all objections and other submissions which it has received and which have not been withdrawn; and
 - any decision and comments of a referral authority which it has received; and
 - any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development; and
 - any significant social effects and economic effects which the responsible authority considers the use or development may have.

- 4.3 Section 61(4) of the Act makes specific reference to covenants. The subject site is not affected by a restrictive covenant.

5 MANNINGHAM PLANNING SCHEME

Zoning

- 5.1 The site is located in the Activity Centre Zone – Schedule 1 (ACZ1).
- 5.2 In the ACZ1, a dwelling is a section 1 use – no planning permit required. A retail premises is a section 2 use – permit required, and must be in conjunction with one or more other Section 1 or 2 uses. A planning permit is required for buildings and works under the ACZ1 (Clause 37.08-5).
- 5.3 The relevant purposes of the Activity Centre Zone are:
- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
 - *To encourage a mixture of uses and the intensive development of the activity centre:*
 - *As a focus for business, shopping, working, housing, leisure, transport and community facilities.*
 - *To support sustainable urban outcomes that maximise the use of infrastructure and public transport.*
 - *To deliver a diversity of housing at higher densities to make optimum use of the facilities and services.*
 - *To create through good urban design an attractive, pleasant, walkable, safe and stimulating environment.*
 - *To facilitate use and development of land in accordance with the Development Framework for the activity centre.*
- 5.4 Schedule 1, relevant to the Doncaster Hill Principal Activity Centre outlines the following objectives:
- Land use and development objectives to be achieved
- *To advance Doncaster Hill as a sustainable and vibrant mixed-use activity centre with a strong sense of place and civic identity.*
 - *To develop the centre as a focus for contemporary high density residential development incorporating a mix of complementary retail, social, commercial and entertainment uses.*
 - *To ensure the activity centre enhances the social, environmental, economic and cultural elements of the municipality and region, advancing Doncaster Hill as a destination in Melbourne's East.*
- Land use
- *To provide for a vibrant range of mixed uses that support the strategic role of the Doncaster Hill Principal Activity Centre.*
 - *To provide for a high level of activity that attracts people, provides a focal point for the community, creates an attractive*

and safe urban environment, increasing opportunities for social interaction.

- *To ensure mixed use development comprises flexible floor spaces for a range of uses.*
- *To substantially increase the provision, intensity and diversity of housing (especially affordable housing), that allows for all sectors of the community to live in the centre.*
- *To provide for high-density residential development on individual sites in conjunction with a diversity of other uses including a mix of retail, commercial, social, community and entertainment uses.*
- *To encourage commercial and small-scale retail uses at the lower level of buildings, with high-density apartment style residential development on upper levels.*

Built form

- *To create treed boulevards framed by podiums, consistent front setbacks and a high quality landscape along Doncaster, Williamsons and Tram Roads.*
- *To encourage innovative, contemporary architecture that provides a distinctive sense of identity for the Doncaster Hill Principal Activity Centre.*
- *To emphasise the existing dramatic landform of Doncaster Hill through built form that steps down the hill.*
- *To ensure an appropriate transition in height both within the activity centre and to surrounding neighbourhoods.*
- *To encourage built form that capitalises on key views and vistas including to the middle-ground and distant features including Dandenongs, the Kinglake Ranges and the central Melbourne skyline.*
- *To encourage the provision of urban art within built form or in adjacent public areas.*
- *To encourage the built form at gateway locations identified in the Framework Plan to be designed to act as markers with distinguishing architectural or urban design treatments.*

Environmental sustainability

- *To ensure Australian Best Practice environmentally sustainable design is met in relation to building energy management, water sensitive urban design, construction materials, indoor environment quality, waste management and transport.*

Public realm

- *To encourage active street frontages and pedestrian generating activities to be located along main roads.*
- *To ensure public spaces are minimally impacted by overshadowing, including preserving solar access in mid-winter*

to the key boulevards of Doncaster Road and Williamsons Road.

- *To facilitate the enjoyment of public urban spaces/plazas, streetscapes, pedestrian and bicycle paths by ensuring that these areas are not excessively overshadowed or affected by wind tunnelling.*
- *To encourage artwork in suitable locations to contribute to creating a distinctive sense of identity.*

Open space and landscaping

- *To achieve development that provides accessible, safe, attractive and functional private and public open space opportunities, which are well connected and integrated within a permeable urban environment.*
- *To create a healthy and consistently landscaped environment that is dominated by native and indigenous planting.*
- *To maximise opportunities for landscaping in the public and private realm.*
- *To ensure each precinct has ready access to well designed public open space.*

Transport and access

- *To achieve development of circulation networks that focus on providing strong linkages within the Doncaster Hill Principal Activity Centre, and enhance public transport, pedestrian and bicycle users' amenity.*
- *To provide for well-defined vehicular, bicycle and pedestrian access both within and external to all precincts, with strong pedestrian crossing points to be established between the north and south sides of Doncaster Road.*
- *To encourage the integration of car parking areas into buildings and the unique sloping landform, including providing under-croft and basement as opposed to open-lot parking.*

5.5 Within the Doncaster Hill Principal Activity Centre there are various precincts delineated in accordance with their topographic orientation and aspect on Doncaster Hill, their relationship to main roads, and their present and future uses. The application site, together with all land on the south side of Doncaster Road west of the application site is within Precinct 7.

5.6 Under the ACZ1, the subject site is located in *Precinct 5: Williamsons Road West*, and more particularly, *Sub-precinct 5D*. The objectives for Precinct 5 (Clause 5.5-2) are as follows:

- *To encourage an appropriate mix of residential and commercial uses in the precinct.*
- *To encourage high density development along the Williamsons Road ridgeline, with less dense development progressively stepping down the hill towards the west.*

- *To capitalise on broad views and vistas obtained from strategic points along the Williamsons Road ridgeline, including from public urban spaces/plazas.*
- *To provide for an improved pedestrian network with stronger links to Westfield Doncaster, public transport interchanges, and nearby open space*
- *To create a significant area of public urban space/plaza both within and convenient to the precinct to help cater for the proposed high-density development in the surrounding precincts*
- *To create a landmark gateway building at the southern end of the precinct.*
- *To provide a pedestrian network that will provide positive linkages to the adjacent precincts in particular the Westfield Doncaster site, the public transport interchanges and Lawford Reserve*
- *To encourage the inclusion of public open space abutting Williamsons Road that accommodates vistas to the city and has convenient links to Westfield Doncaster*

- 5.7 Table 5.5-3 of the Scheme sets out the following precinct requirements for Sub-Precinct 5D:

| Maximum height (excluding basement) | Design Element Height: | Setbacks |
|--|-------------------------------|---|
| 29.0m | 5.8m above maximum height | 5m to front podium edge from front boundary 9m to front tower edge from front boundary 4.5m from side boundaries 5.0m from rear boundary |

- 5.8 In addition to guidelines at clause 65 and clause 37.08.10 of the Scheme, clause 8 of the ACZ1 (Decision guidelines) directs the responsible authority to consider the following:

Use

- *Whether the proposal achieves an appropriate mix of uses within the site to complement and support the strategic role of Doncaster Hill Principal Activity Centre;*
- *Whether the proposal provides for flexible non-residential floor spaces that can be adapted in the future to a variety of alternative non-residential uses;*
- *The contribution that the proposal made towards the achievement of residential population targets as set out in the Doncaster Hill Strategy (October 2002) and as envisaged by this scheme;*

- *Whether the proposal will create a mix of active uses and pedestrian generating activities, particularly at street level, that contribute to a vibrant public realm;*
- *The contribution made towards the achievement of employment targets, including commercial and retail floor space forecasts as set out in the Doncaster Hill Strategy (October 2002, Revised 2004);*
- *Whether the proposal provides for an appropriate scale of development in order to accommodate the mix and intensity of uses envisaged for each precinct.*

Design and built form

- *Whether the proposed development:*
 - *creates a strong visual interest by providing unique building types based on innovative, contemporary architecture, urban design and ecologically sustainable development;*
 - *is site responsive and achieves an appropriate scale with a stepping down in built form that responds to Doncaster Hill's natural topography;*
 - *incorporates side and rear setbacks to enhance pedestrian safety and amenity, and assists in the retention of view lines, penetration of sunlight and creation of landscape buffers;*
 - *ensures that any environmental wind effects to the adjoining and surrounding neighbourhood is minimised to the satisfaction of the responsible authority;*
 - *provides overhead weather protection features adjoining key pedestrian walkways and nodal points;*
 - *ensures dwelling balconies have an open space area of at least 8 square metres, and a minimum dimension of 1.6 metres;*
 - *complements, where relevant, the form, scale, materials, colour and lighting of a heritage place on the same or adjoining site;*
 - *meets the objectives, standards and decision guidelines of Clause 55. This does not apply to a development of four or more storeys, excluding a basement.*

Signage

- *Whether the design and siting of any advertising sign/s satisfies the following design principles:*
 - *signs should be integrated into the design of the building façade, preferably within the first 3 levels of the podium;*
 - *signs should be of a size and height that is complementary to the built form of the building and surrounding landscape treatments;*

- *signs should be limited in number and incorporate limited detail other than is necessary to identify the building name and key tenants;*
- *signs should be consolidated in mixed use and commercial developments to avoid the visual clutter of signage and displays (eg. vehicles, products, promotional material and free standing signs).*

Access

- *Whether the proposed development:*
 - *incorporates provisions for pedestrians, cyclists and people with a disability demonstrating how access needs are accommodated;*
 - *integrates car parking requirements into the design of buildings and landform by encouraging the use of under-croft or basement parking and minimises the use of open lot/half basement/ground floor car parks at street frontage;*
 - *provides vehicular access to buildings fronting key boulevards off side streets or via rear access;*
 - *limits the number of vehicle crossings to each development.*

Overlays

Development Contributions Plan Overlay

5.9 Clause 45.06 Development Contributions Plan Overlay affects the subject land. The purpose of the overlay is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To identify areas which require the preparation of a development contributions plan for the purpose of levying contributions for the provision of works, services and facilities before development can commence.*

5.10 The Development Contribution Plan Overlay Schedule 1 (DCPO1) outlines development contributions for various infrastructure works within Doncaster Hill.

5.11 Pursuant to the DCPO1, a permit granted must include a condition that gives effect to the contribution and levies imposed by the schedule (Condition 16).

Parking Overlay

5.12 Clause 45.09 Parking Overlay applies to the land. The purpose of the overlay is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To facilitate an appropriate provision of car parking spaces in an area.*
- *To identify areas and uses where local car parking rates apply.*

- *To identify areas where financial contributions are to be made for the provision of shared car parking.*
- 5.13 Clause 45.09-1 sets out the operation of the clause explaining that the overlay operates in conjunction with Clause 52.06.
- 5.14 Schedule 1 to the Parking Overlay applies to land in the Doncaster Hill Principal Activity Centre. Clause 2 sets out the number of car parking spaces required relative to the land use, requiring the following:
- One or two bedroom dwelling – 1 car space per dwelling;
 - Three bedroom dwelling – 2 car spaces per dwelling;
 - Visitor (resident spaces) - 1 visitor parking space for ten dwellings;
 - Shop – 2.7 car spaces to each 100sqm of net floor area.
- 5.15 Clause 3 sets out the application requirements and decision guidelines for permit applications.
- State Planning Policy Framework (SPPF)**
- 5.16 Clause 11.01-1 (Activity Centres) includes the objective to build up activity centres as a focus for high-quality development, activity and living for the whole community by developing a network of activity centres.
- 5.17 Clause 11.01-2 (Activity Centre Planning) includes the objective to encourage the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into activity centres which provide a variety of land uses and are highly accessible to the community.
- 5.18 It is a requirement of this Clause, as well as other Clauses within the SPPF, to have regard to, as relevant, the following policy documents:
- Design Guidelines for Higher Density Residential Development (Department of Sustainability and Environment, 2004)
 - Activity Centre Design Guidelines (Department of Sustainability and Environment, 2005)
 - Safer Design Guidelines for Victoria (Crime Prevention Victoria and Department of Sustainability and Environment, 2005)
- 5.19 As relevant, an assessment against the abovementioned policy documents will be carried out at Section 6 of this report.
- 5.20 Clause 15.01-1 (Urban Design) seeks to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity. Strategies towards achieving this are identified as follows:
- *Promote good urban design to make the environment more liveable and attractive.*
 - *Ensure new development or redevelopment contributes to community and cultural life by improving safety, diversity and choice, the quality of living and working environments, accessibility and inclusiveness and environmental sustainability*

- *Require development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate.*
 - *Ensure transport corridors integrate land use planning, urban design and transport planning and are developed and managed with particular attention to urban design aspects*
 - *Encourage retention of existing vegetation or revegetation as part of subdivision and development proposals.*
- 5.21 Clause 15.01-4 (Design for Safety) seeks to improve community safety and encourage neighbourhood design that makes people feel safe. The strategy identified to achieve this objective is to ensure the design of buildings, public spaces and the mix of activities contribute to safety and perceptions of safety.
- 5.22 Clause 15.01-5 (Cultural Identity and Neighbourhood Character) seeks to recognise and protect cultural identity, neighbourhood character and sense of place. The clause emphasises the importance of neighbourhood character and the identity of neighbourhoods and their sense of place. Strategies towards achieving this are identified as follows:
- *Ensure development responds and contributes to existing sense of place and cultural identity.*
 - *Ensure development recognises distinctive urban forms and layout and their relationship to landscape and vegetation.*
 - *Ensure development responds to its context and reinforces special characteristics of local environment and place.*
- 5.23 Clause 15.02-1 (Energy and Resource Efficiency) seeks to encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.
- 5.24 Clause 16.01-1 (Integrated Housing) seeks to promote a housing market that meets community needs. Strategies towards achieving this are identified as follows:
- *Increase the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations.*
 - *Ensure housing developments are integrated with infrastructure and services, whether they are located in existing suburbs, growth areas or regional towns.*
- 5.25 Clause 16.01-2 (Location of Residential Development) seeks to locate new housing in or close to activity centres and employment corridors and at other strategic redevelopment sites that offer good access to services and transport. Strategies towards achieving this are identified as follows:
- *Increase the proportion of housing in Metropolitan Melbourne to be developed within the established urban area, particularly at activity centres, employment corridors and at other strategic sites, and reduce the share of new dwellings in greenfield and dispersed development areas.*

- *In Metropolitan Melbourne, locate more intense housing development in and around Activity centres, in areas close to train stations and on large redevelopment sites.*
 - *Encourage higher density housing development on sites that are well located in relation to activity centres, employment corridors and public transport.*
 - *Facilitate residential development that is cost-effective in infrastructure provision and use, energy efficient, incorporates water efficient design principles and encourages public transport use.*
- 5.26 Clause 16.01-4 (Housing Diversity) seeks to provide for a range of housing types to meet increasingly diverse needs. Strategies towards achieving this are identified as follows:
- *Ensure housing stock matches changing demand by widening housing choice, particularly in the middle and outer suburbs.*
 - *Encourage the development of well-designed medium-density housing which respects the neighbourhood character.*
 - *Improves housing choice.*
 - *Makes better use of existing infrastructure.*
 - *Improves energy efficiency of housing.*
 - *Support opportunities for a wide range of income groups to choose housing in well serviced locations.*
- 5.27 Clause 16.01-5 (Housing affordability) seeks to deliver more affordable housing closer to jobs, transport and services.
- 5.28 Clause 18.01-1 (Integrated Transport) seeks to create a safe and sustainable transport system by integrating land-use and transport.
- 5.29 Clause 18.02-1 (Movement networks) seeks to promote the use of sustainable personal transport.
- 5.30 Clause 18.02-2 (Cycling) seeks to integrate planning for cycling with land use and development planning and encourage as alternative modes of travel.
- 5.31 The clause includes several strategies to achieve this objective including to:
- *Require the provision of adequate bicycle parking and related facilities to meet demand at education, recreation, shopping and community facilities and other major attractions when issuing planning approvals.*
- 5.32 Clause 18.02-4 (Management of the road system) seeks to manage the road system to achieve integration, choice and balance by developing and efficient and safe network and making the most of existing infrastructure.
- 5.33 Clause 18.02-5 (Car parking) seeks to ensure an adequate supply of car parking that is appropriately designed and located.

**Local Planning Policy Framework (LPPF)
Municipal Strategic Statement (Clause 21)**

- 5.34 Clause 21.03 (Key Influences) identifies that future housing need and residential amenity are critical land-use issues. The MSS acknowledges that there is a general trend towards smaller household size as a result of an ageing population and smaller family structure which will lead to an imbalance between the housing needs of the population and the actual housing stock that is available.
- 5.35 This increasing pressure for re-development raises issues about how these changes affect the character and amenity of our local neighbourhoods. In meeting future housing needs, the challenge is to provide for residential redevelopment in appropriate locations, to reduce pressure for development in more sensitive areas, and in a manner that respects the residential character and amenity valued by existing residents.
- 5.36 Clause 21.09 (Activity Centre and Commercial Areas) outlines that *principal, major and identified neighbourhood activity centres will be the focus of increased residential growth and development*. In particular, Doncaster Hill Principal Activity Centre will:
- *Challenges mainstream community planning and building design to achieve desired environmental outcomes.*
 - *Provides more local jobs to reduce journey to work trips.*
 - *Provides housing where residents may walk to facilities and services.*
 - *Encourages reduced levels of car ownership and increased public transport usage.*
- 5.37 The vision for Doncaster Hill Principal Activity Centre is outlined in Council's *Doncaster Hill Strategy (2002)* and includes:
- *To implement the objectives of Melbourne 2030 in respect of Principal Activity Centres as a focus for retail, social, commercial, entertainment, civic and residential uses.*
 - *To integrate ecologically sustainable development principles and techniques into every facet of the design, construction and operation/occupancy stages of new development to raise the aspirations of all users, appropriate for a city looking towards a long-term, responsible and sustainable future.*
 - *To ensure that built form outcomes demonstrate the use of contemporary architecture combined with innovative urban design and building techniques that incorporate ecologically sustainable design principles.*
 - *To emphasise the existing dramatic landform of Doncaster Hill through built form that steps down the hill.*
 - *To encourage high density, high rise residential development.*
 - *To provide a greater diversity of dwelling types.*
 - *To alleviate pressure for more intense residential development in established urban areas.*
 - *To reduce travel demand and change travel behaviour.*

- *To promote the development of sustainable transport options.*
- *To meet the future infrastructure requirements of Doncaster Hill in a comprehensive, timely and equitable way.*
- *To develop an integrated mixed-use precinct for Doncaster Hill Activity Centre which provides for an appropriate mix of uses and functions on a location specific level, including the provision of:*
 - *mixed uses within buildings, particularly along boulevard locations*
 - *small scale retail opportunities at ground floor level in conjunction with other mixed use developments*
 - *additional commercial/office floor space*
 - *flexible floor spaces within buildings to ensure life cycle adaptability.*

5.38 Clause 21.10 (Ecologically Sustainable Development) highlights Council's commitment to ESD and outlines a number of ESD principles to which regard must be given. These relate to:

- *Building energy management*
- *Water sensitive design*
- *External environmental amenity*
- *Waste management*
- *Quality of public and private realm*
- *Transport.*

Local Planning Policy

5.39 Clause 22.08 (Safety through urban design) is relevant to this application and seeks to provide and maintain a safer physical environment for those who live in, work in or visit the City of Manningham. The policy seeks attractive, vibrant and walkable public spaces where crime, graffiti and vandalism is minimised.

5.40 Clause 22.09 (Access for disabled people) is relevant to this application and seeks to ensure that people with a disability have the same level of access to buildings, services and facilities as any other person.

Particular Provisions

5.41 Schedule Clause 52.01 (Public Open Space Contribution and Subdivision) applies to all land in the Doncaster Hill Activity Centre. At the time of land subdivision, a 5% public open space contribution is required to Council for the purpose of funding public open space.

5.42 Clause 52.06 (Car Parking) is relevant to this application and must be read in conjunction with Schedule 1 to Clause 45.09 Parking Overlay – Doncaster Hill Principal Activity Centre. The design standards for car parking provided at Clause 52.06-8 of the Scheme are required to be met unless the Responsible Authority agrees otherwise

- 5.43 Clause 52.07 (Loading and Unloading of Vehicles) seeks to set aside land for loading and unloading of commercial vehicles to prevent loss of amenity and adverse effect on traffic flow and road safety. It is under this Clause that the applicant is seeking to waive the need for an loading/unloading area associated with the commercial tenancy in the building.
- 5.44 Clause 52.29 (Land adjacent to a Road Zone Category 1) is relevant as the subject site sits adjacent to Williamsons Road under the jurisdiction of the Roads Authority (VicRoads).
- 5.45 Clause 52.34 (Bicycle Facilities) is applicable to this application. The statutory bicycle parking requirements are that in developments of four or more storeys, 1 bicycle space must be provided to each 5 dwellings (for residents) and 1 bicycle parking space for visitors is required for every 10 dwellings.
- 5.46 Clause 52.35 (Urban Context Report and Design Response for Residential Development of Four or More Storeys) requires a development of four or more storeys to be accompanied by an urban context report and a design response.

General Provisions

- 5.47 Clause 65 (Decision Guidelines) outlines that before deciding on an application, the Responsible Authority must consider, as appropriate:
- *The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
 - *The purpose of the zone, overlay or other provision.*
 - *The orderly planning of the area.*
 - *The effect on the amenity of the area.*

6 ASSESSMENT

- 6.1 Section 5 of this report has outlined the purposes and objectives of the ACZ1, including the specific visions for Precinct 5 of the Doncaster Hill Principal Activity Centre where the site is located. The ACZ1 sets a number of mandatory and preferred maximums/minimums for buildings within the Activity Centre. These mainly relate to the scale of the development, such as height. The requirements establish a three dimensional building envelope for each site. A permit may be issued where a preferred (not mandatory) requirement is not met.
- 6.2 The following assessment identifies and considers these mandatory and preferred requirements from the ACZ1:
- Building Height - met**
- 6.3 The maximum building height, as outlined earlier in this report, is a mandatory maximum requirement. The maximum building height permitted for this site by the ACZ1 is 29m, with a further height allowance of 5.8m attributed to a design element providing a number of criteria can be satisfied.
- 6.4 The proposed building height reaches a maximum of 28.3m, with this tallest element placed toward the rear of the building. The design element, whilst being 6.5m in height, is placed toward the frontage, ensuring that the total

height remains at or below the 34.8m total permitted. The requirement relating to maximum building height in the ACZ1 is therefore achieved.

- 6.5 Furthermore, sectional drawings demonstrate that there is no encroachment above the 3.6m permissible height for lift overruns or any plant equipment. The roof area occupied by such equipment is 42.8% and is to be appropriately inset and screened.
- 6.6 In accordance with Clause 4.4 of the ACZ1, the design element should also:
- *Substantially contribute to the overall built form and appearance by forming part of a distinctive architectural or ecologically sustainable design feature;*
 - *Be based on contemporary architectural and innovative urban design techniques that incorporate ecologically sustainable design principles;*
 - *Be located where built form will have the greatest impact and be able to make an architectural statement, including the highest areas on ridgelines, the area surrounding the intersection of Doncaster and Williamsons Road, and the entry points/gateways into Doncaster Hill Principal Activity Centre;*
 - *Not occupy greater than 15% of the overall roof area of the building.*
 - *Not substantially increase the visual mass of the building; and*
 - *Not cast additional overshadowing upon adjacent and nearby properties and public spaces at 12 noon on 22 June.*
- 6.7 The design element has undergone a significant redesign from the original planning submission. One of the most significant changes (and improvements) to the proposal has been the shift in architectural language of the design element.
- 6.8 Assessing the Design Element against the abovementioned criteria reveals the following:
- The architectural language and prominence of the design element is considered to make a substantial contribution to the overall built form expression. The element will be a unique feature, providing a high level of visual interest by virtue of its dual components and curved fascia. The use of two built form components is considered a fitting response to the larger proportions of the site and building width, and its u-shaped expression.
 - There is a sense of distinction in building materials by the predominant reliance on glazing for the external skin coupled with directional, perforated metal louvers. This combination provides lightness to its presentation, with the operable louvers creating a sense of movement as one passes the site. The design element is also able to essentially transform its appearance, depending on the direction of the louvers, or whether they are open or shut, which is an extremely clever and interesting response. Its curved façade will create a suitable balance between points of prominence and recess,

and offers contrast to the more rectangular proportions and bolder material palette of the remainder of the building. This response will create a point of interest, without substantially increasing the visual mass of the building.

- The positioning of the design element at the eastern end of the building is consistent with the desire to create the greatest built form presence toward Williamsons Road, at the higher end of the ridgeline.
- The design element will not produce additional shadows to adjacent and nearby properties and public spaces at 12 noon on 22 June.
- The design element is proposed to account for 14.9% of the total roof area of the building. This is within the limits, however noting that the communal rooftop garden area is omitted from this calculation. This is considered reasonable, as the garden space will not particularly contribute to the overall appearance of the design element at a human scale.

Buildings Setbacks

Front Setback - met

- 6.9 A permit cannot be granted to vary the front setbacks, including the front podium and front tower setbacks. As such, the requirement to achieve a 5 metre setback at the podium level and a 9 metre setback to the tower are both mandatory requirements. However, there is scope for:

Minor buildings and works such as verandas, architectural features, balconies, sunshades, screens, artworks and street furniture may be constructed within the setback areas specified in the precinct provisions at Clause 5 of this Schedule

- 6.10 The building 'fronts' Williamsons Road where the main pedestrian access is located. At ground level, the building is setback the required 5.0m. However, the site has a 7.23m length splay at its north-eastern corner. Due to the angled nature of the splay, the retail component of the ground floor is setback 3.0m at this point. It is generally accepted that a single splay does not form part of the 'frontage', therefore a reduction at this point is seen as reasonable. Activating retail space in proximity to the frontage is also beneficial in engaging the public realm. It is also noted that the floor levels above include an indent which effectively achieve a consistent 5.0m setback from the splay.
- 6.11 The remaining podium levels above propose a 6.1m front setback. Balconies project 1.5m into this setback as permitted. Instead of relying on the front façade to form a distinct podium, the design relies on feature framing elements around the balconies to define the podium. These framing elements achieve a uniform 5.0m setback and extend from levels 1 to 3 to a height of up to 13.3m. Whilst a different approach, the relatively bold and solid nature of the framing elements is considered to achieve the intended podium presentation.
- 6.12 The front façade defines the 9.0m setback of the tower element as per the requirements. Like the podium, there are several balconies and some wing

walls that project partly within the 9m setback, but this is limited and the projection generally helps provide the building articulation and visual interest.

Side and Rear Building Setbacks – met, subject to conditions 1.1, 1.2 & 1.3

- 6.13 There are preferred minimum requirements relating to side and rear setbacks (i.e. they can be varied by a permit). The minimum setback from a side boundary is 4.5m while the minimum setback from a rear boundary is 5.0m. As per the front setback, there is provision for elements such as balconies, sunshades and screens to be constructed within the specified setback *“provided they are designed and located to the satisfaction of the responsible authority”*.
- 6.14 In terms of the rear, the building is compliant with the required minimum setback of 5m from Carnarvon Street. There are some relatively strong two storey framing features around townhouses at Basement Levels 1 and 2 (presenting as ground/first floor to Carnarvon Street) which project some 1.2m into the setback area. These are considered a positive feature which more clearly defines each townhouse to provide a sense of identity to each.
- 6.15 Setbacks to the south boundary from the ground level and above are provided at a minimum 4.5m. Balconies are incorporated into the main footprint so as not to encroach into this setback. This is particularly important to maximise the separation between the proposed building and the approved building (yet to be constructed) to its south at 5-7 Williamsons Road. The approved neighbouring building incorporates an angled façade which, at points, is setback less than 4.5m from the shared boundary. Maintaining a minimum 4.5m setback inclusive of balconies will therefore achieve a sharper sense of separation between the buildings which can be appreciated from the Williamsons Road ridgeline. Level 7 of the building is also stepped in to 5.0m for the most of the south boundary, with the design element pulled in to 10.0m for most parts, offering greater relief as building height increases.
- 6.16 An exception to these south setbacks are the basement levels, which are to be built hard up to the boundary. Basement Level 2 projects partially above the natural ground level at the western end. Basement level 1 projects quite substantially above the natural ground level (up to 4.0m) for the remaining boundary length. These projections above ground and within the desired setback have the potential to impact detrimentally on development to the south, however being similarly affected by slope constraints, the approved development at No. 5-7 Williamsons Road also proposes basement projections upon the shared boundary, negating the projections as an issue.
- 6.17 In making a decision whether the setbacks are appropriate Council needs to turn its mind to why the setbacks are required and whether reducing them has an unreasonable impact on achieving the reasons. The reasons for the side setbacks include:
- *To provide a separation between buildings that can be appreciated from the public realm (particularly from along the ridge line of Williamsons Road, where glimpses to the Melbourne CBD skyline are to be maintained).*
 - *To provide landscaping that can soften built form.*

- *To provide future residents light access, an outlook and a reasonable level of privacy when tall buildings are constructed next to each other.*
 - *To provide equity in achieving the above outcomes.*
- 6.18 Requiring Basement Level 1 to be offset from the boundary where it directly abuts the simultaneously constructed boundary wall is futile, as there will be no benefit in achieving any of the above. The area of contention, however, is a 7.0m extension of the Basement level 1 beyond the adjoining simultaneously constructed wall, and its impact upon one particular dwelling approved within No. 5-7 Williamsons Road (dwelling LG.03) by way of restricting light access and dominating outlook.
- 6.19 There is no guarantee that the adjoining development will be built, however some weight must be placed on potential amenity impacts and the issue of equity. Regardless of the wall, this dwelling (LG.03) will inevitably be in shadow due to its ground level location. To improve the outlook from the dwelling there is indicative screen planting shown within the raised garden bed lining the northern edge of the terrace. Given screening plants typically reach a height of 3-4m, it can reasonably be expected that the wall will be largely concealed with greenery. Further, future owners of the dwelling could implement additional treatments to reduce the visual impacts of the wall such as creepers or the like.
- 6.20 Given the likelihood and potential for the wall to be screened, modifications to the proposed basement are not considered necessary. However, to avoid any additional sense of height and bulk, offsetting the metal fence and associated screen planting of apartment G.08 is considered necessary. This should be inset at least 500mm from the boundary, leaving the wall with a simple parapet. A condition to this affect will be required (Condition 1.1).
- 6.21 In addressing the remaining considerations for the reduced setback, the impacts of the proposed basement boundary construction are negligible. Given it sits beneath the natural ground level at the Williamsons Road frontage, the wall projections created by the land slope would not be read from Williamsons Road. Nor would it impede City views from the frontage, or the sense of spacing read between the two buildings.
- 6.22 The ability to provide landscaping to soften built form can still be achieved in the form of raised planters atop of the basement roof. To some degree, raising the level of the planting above the sloping landform may actually improve its effectiveness in creating a visible landscape buffer, particularly as seen from Williamsons Road.
- 6.23 From Lawford Street, the building is setback less than the 4.5m recommended, being between 3.5m-4.5m for both the podium and tower components. The basement construction upon the northern boundary also results in hard edge wall projections above the natural ground along parts of Lawford Street (although lower in height compared to the southern boundary). Townhouse 7 at the Basement Level 1 also includes a visible 2.5m setback at the western end of the boundary.
- 6.24 With Lawford Street essentially being a secondary frontage, the above-mentioned considerations for a reduced side setbacks are of little relevance, as there are no amenity or equity considerations, and Lawford Street itself will retain the desired viewing corridor toward the city skyline beyond.

- 6.25 It can reasonably be said that a 3.5m setback to a secondary frontage is a fair reduction. However, the projection of the balcony framing elements (similar to those framing the front podium level) does bring the built form forward to 2.5m from the frontage. These framing elements offer interest and privacy between balconies, however some modification is deemed necessary to improve the sense of depth and relief to the streetscape. This could be achieved by way of removing, or reducing the depth of the two outer frames (eastern-most and western-most) by at least 500mm. This would also provide an added benefit of offering these balconies further views toward the eastern or western aspects. Condition 1.2 will therefore require the framing elements be modified as such.
- 6.26 The basement projections above the natural ground also cause some restrictions in the ability to achieve a reasonable depth of space allocated to landscape softening. The inclusion of indented planters along this frontage will be of some benefit, however some further modifications to the basement projections and balcony planters are considered appropriate to improve this interface, without requiring modification to the basement footprint itself, as discussed in further detail below.
- 6.27 The upper level of Townhouse 7 proposes a setback of only 2.5m from Lawford Street in part. This will be quite a prominent projection, particularly given the wall sits relatively close to the natural ground level at this point along the street. An increased setback is considered necessary to ensure this wall either sits flush with, or not far beyond the adjacent framing elements which will be reduced or removed (as per the requirement discussed above). Condition 1.3 will therefore require that the northern wall of Townhouse 7 be increased to a minimum of 3.0m. This modification will not compromise the usability of the affected dwellings bedroom.

Overshadowing land outside of the activity centre – met

- 6.28 This is a preferred maximum requirement that development avoid casting shadows on adjacent properties outside the activity centre between 11:00am and 2:00pm on 22 September.
- 6.29 Shadow diagrams provided with the application demonstrate no shadowing over land outside the activity centre during the control period and therefore the preferred requirement is achieved.

Boulevard Character – met, subject to condition 8

- 6.30 The ACZ1 sets a boulevard character requirement for development along Doncaster, Williamsons and Tram Road.
- 6.31 Along Williamsons Road, the development provides for a 5m wide setback from the building's frontage in which to facilitate the boulevard tree planting sought by the Scheme. Indicative boulevard tree planting has been notated on the development plans to demonstrate the achievability and commitment towards this strategic streetscape outcome. The basement (B1) is proposed to sit directly below the southern-most *Autumn Glory Tree*, and the central one in part. A sectional view of the basement shows that the basement ceiling height will be lowered in the location of the southern-most tree to accommodate a soil depth of 2.0m deep by 1.5m in width. It is envisaged that this would be of a sufficient soil volume to enable the tree to grow to its intended height and spread.

- 6.32 The area between the paved promenade and front wall of the building has been treated with pavements and landscaping improvements, and a consistent 'human' scale of buildings adjacent to the street frontage

Landscape Design – met with conditions 1.4, 1.5, 1.6 & 1.7

- 6.33 A generally well considered landscape response, as prepared by Tract Consultants, was submitted with the application. A particular feature of the design is the inclusion of the large communal garden amidst the two building cores. The pedestrian spaces are completed with spreading feature shade trees with seasonal variations, and complimentary understory plants. The space will be useable by future building occupants but will also provide a pleasant "green" outlook from within the building.
- 6.34 A linear corridor of glass is provided from the building entrance through to the communal garden, potentially allowing views of the landscaping to be appreciated from aspects along the street frontage. Outlooks toward the building from Carnarvon Street will also be softened by this planting.
- 6.35 The rooftop courtyard will also incorporate complementary planting. The row of magnolias lining the front edge of the courtyard in particular will provide a subtle softening between the design elements. It is anticipated that raised planters will be required to enable the trees to be adequately established within the communal spaces. This detailing is to be provided on the Landscape Plan.
- 6.36 The southern boundary incorporates a garden bed with a 1.0m width adjacent to the terraces of dwellings G.06 to G.08, including three intermittent planters with a 2m x 2m sizing and 1.0m depth. Whilst these widened planters can accommodate small-medium tree within each, the landscape plan indicates that the remainder of the garden bed will contain low scale native plantings. Increasing the width of the narrow garden bed sections to the required 1.5m width is considered necessary, as the intention of this requirement is to enable screen planting to be established. This can be reasonably achieved with little consequence the terrace areas of these dwellings, as they are substantially sized. Condition 1.4 will require changes to this affect.
- 6.37 Correspondence from Tract Consultants confirms that the proposed three larger planters are of a sufficient soil volume to enable the suggested medium trees to grow to their intended height. Further evidence to this effect will also be required (Condition 1.5) to demonstrate that the remainder of the garden bed can also accommodate screening plants or trees. The plans, however, will need to demonstrate that the planter depths will not result in any increase in the south boundary wall height.
- 6.38 Similar to the southern elevation, the boundary along Lawford Street will be defined by a series of basement wall projections. Forming the edge of the north-facing terraces, metal fencing is proposed above these walls for the most part of the boundary. The northern edges of the terraces incorporate 600mm wide planter beds which are shown to contain upright grasses and climbing plants, with 5 larger indentations intermittently along the length of the frontage to incorporate small to medium sized trees. There is concern that the landscape solution may be insufficient in adequately softening this 'hard-edge' street presentation.

- 6.39 The first obvious solution is to increase the width of the narrower garden bed adjacent to the terrace of apartments B1-08 and B1-09 and TH07 to at least 1.0m. This would enable a more layered and substantial landscape theme to be provided adjacent to the frontage. The second solution is to setback the steel fencing by 700mm from the frontage, and to 2.0m where tree planters are proposed. This also addresses potential maintenance issues, ensuring the more contributory parts of the landscaping are kept in common property, whilst the remaining 300mm of garden bed can be made available to each terrace. Conditions 1.6 will require these changes.
- 6.40 Lawford Street itself could also make a more causative landscape contribution by way of reinstating street trees into the indented parking bays adjacent to the site. Given the initial need for these car spaces has changed as land uses have evolved, a loss of some parking is not of concern. The inclusion of at least two street trees should therefore be provided at the cost of the developer, and to the design and satisfaction of the Responsible Authority. This will be required by Condition 1.7.

Wind Effects – met

- 6.41 The Wind Effect Statement submitted in support of the application The Statement concludes that wind impacts within the development are reasonable, particularly in relation to the usability of the communal rooftop elements.

Access and Mobility – met subject to condition 1.10

- 6.42 As relevant to this application, Clause 4.4 of the ACZ1 requires new development to provide a high level of accessibility at the principal front entry for any residential development and to comply with the Australian Standard AS1428 Part 2 provisions for access and mobility.
- 6.43 As the proposal provides at grade access to its front entry and to the retail component across Williamsons Road, the proposal would appear to achieve a high level of access for persons of limited mobility.
- 6.44 It is also noted that the building entry achieves the requirements of Council's Local Planning Policy with respect to public safety and access for disabled people. The lobby provides passive surveillance to Williamsons Road and adjacent spaces.
- 6.45 The secondary pedestrian entry access via Carnarvon Street, however, may not achieve the required gradients and will therefore require amending to show a gradient of 1:14 (Condition 1.10).

Clause 8 Decision Guidelines

- 6.46 Clause 8 of the ACZ1 sets out a series of Decision guidelines, requiring the responsible authority to consider a series of guidelines under the headings of use, design and built form, and access (Subdivision not being relevant to this application). Consideration of the proposal against these guidelines now follows:

Use - met

- 6.47 The land use objectives for Doncaster Hill in the ACZ1 seek a vibrant 'mixed use' centre. The retail use, in conjunction with the provision of 137 residential apartments, is consistent with the following key objective of the ACZ1:

- *To encourage commercial and small-scale retail uses at the lower level of buildings, with high-density apartment style residential development on upper levels.*

- 6.48 The provision of retail at ground level with residential above will complement and support the strategic role of Doncaster Hill, noting its complementary location opposite Westfield Doncaster.
- 6.49 The number of residential dwellings will make a significant contribution towards the achievement of the residential population targets as set out by the Doncaster Hill Strategy, which envisaged the provision of over 4000 apartments within the Activity Centre.
- 6.50 The open planned layout of the retail floor space and the size of it also provides for flexibility to enable the space to be adaptable to any potential future occupants.
- 6.51 The use of land for retail has car parking implications which are discussed further under the relevant heading. Car parking for the retail use is to be provided within the basement car park of the building in conjunction with the residential parking.

Design and Built Form – met subject to condition 1.8

- 6.52 The twelve storey, mixed-use residential and retail building will provide a robust development along the Williamsons Road streetscape.
- 6.53 In terms of height and scale, the proposed building will fit in comfortably with the neighbouring development approved to its south. In this regard, the building will make its contribution towards the emphasis of the dramatic landform of Doncaster Hill by it stepping down with the natural fall toward the west.
- 6.54 Following some adjustments from the original submission, the proposal now provides a legible distinction between the tower /podium levels and design element in a manner greater resembling that contemplated by the ACZ1. The façade articulation is generally well expressed with protruding balcony forms of contrasting materials and colours, creating a strong pattern of texture on the north, east and west facades. A vertical indent runs through the central core of the front façade, providing a distinct break in the facade length, which is cohesive with the dual core theme of both the building and design element.
- 6.55 An angled façade is applied to the north-west corner of the building which perceptively addresses the adjacent corner splay and provides a receding built form in the approach toward the Carnarvon/Lawford Street intersection. The contrasting of these angled walls with bold, linear projecting canopies provides an exciting design feature.
- 6.56 The rear elevation will see the building mass largely dispersed by its parting into two separated components toward Carnarvon Street. These two building components essentially present a uniform 5.0m setback for a 9 storey height, before being substantially recessed at the top three levels. From a height perspective, this approach is reasonable, however there is scope to provide a more subtle relationship between Levels 6 and 7. The architectural framing elements provide a bold projection from the building that extends up to Level 6, and will effectively screen Level 7 from a westerly perspective.

- 6.57 To show a more gradual stepping down toward the west and its lower landform, it is considered that the framing element should cease at the finished floor level of Level 6. Anything above this could then be treated with alternative, less prominent canopy projections/blades. These should not project more than 500mm beyond the façade, and utilise contrasting colours and generally more understated materials to achieve a sense of recess at this level. This would effectively reduce the perceived building height as viewed from the lower scale dwellings to the west, and give a more distinct sense of stepping down with the land slope. Changes to this affect will be required by Condition 1.8.
- 6.58 The southern elevation is of reasonable architectural quality, with the angled walls central to the elevation balancing the more linear and repetitive sections on the outer sides. Vertical white concrete elements offer some articulation. With the adjoining approved building angling much of its windows to have outlooks toward the north-east and north-west, this visibility of this elevation from the public realm is limited.
- 6.59 It is concluded from the above that the proposal can make a positive architectural contribution to its respective streetscapes and the wider Doncaster Hill Activity Centre.

Car Parking and Access - met

- 6.60 Schedule 1 to Clause 45.09 of the Manningham Planning Scheme requires the proposed mixed-use building to provide a total of 171 spaces in accordance with the car parking rates outlined at the Table to Clause 2 of this provision (including 153 resident spaces, 13 visitor spaces and 5 commercial spaces). The development supplies a total of 171 car parking spaces across four levels of basement car parking and thereby meets the statutory requirement. Unlike some other approved mixed use development on Doncaster Hill, no sharing of residential visitor and commercial visitor spaces is proposed.
- 6.61 It is noted that the visitor parking is well located and easily accessible from the access driveway on entry to the building. Pedestrian safe zones within the basements offer pedestrians waiting for lifts protection from vehicle movements. The one disabled visitor space is provided on entry and opposite the lift area. No tandem spaces are provided.
- 6.62 Clause 52.06 provides guidance in terms of car parking design and sets out a number of design standards that a permit application should meet such as aisle widths, parking space dimensions and maximum gradients. The proposal has been considered against these requirements by Council's Engineers and the proposal is considered compliant in most instances. There are a couple of minor modifications require as per the referral advice outlined in Section 7 of this report.
- 6.63 Access to the car park is via a single entry off Carnarvon Street that is sufficiently wide for two-way vehicle movements and offers appropriate sightlines. Council's Engineers have raised no issue with the arrangement.

Pedestrian Access - met

- 6.64 Pedestrian access is provided via a centrally located lobby fronting the boulevard (treatment) along Williamsons Road. It is appropriately sized and identifiable due to its recessive and covered design. From the entry, there is

easy and direct access to Westfield via a set of pedestrian lights 70m north of the site.

- 6.65 Inside the building there is generous lobby area filled with natural light and views over the shared landscaped courtyard. Lifts in the lobby access each floor and descend into the basement.

Loading and Unloading (Clause 52.07) – waiver supported

- 6.66 The Clause requires Council consider loading and unloading areas associated with the commercial tenancy in the building. The small retail space (130sqm) is likely to be used to sell convenience items or as a small cafe, and it is unlikely to generate the need for frequent deliveries via a dedicated loading area or a large vehicle.
- 6.67 Small delivery vans associated with the retail space should be able to stop and prop within the basement for a short time without interfering other vehicle movements (similar to the waste vehicle), or, more likely, to stop within the indented parking on Lawford Street. There is no need to provide a dedicated loading/unloading area for a retail space of this size.

Design Guidelines for Higher Density Residential Development (Department of Sustainability and Environment, 2004)

Amenity Impacts - met

- 6.68 The Design Guidelines for Higher Density Residential Development (Department of Sustainability and Environment, 2004) provide design criteria for assessing amenity impacts. The most critical issues are protecting neighbours from overlooking and overshadowing.
- 6.69 The Guidelines seek 'equitable access' in relation to outlook and sunlight (objective 2.6) and suggest new development be designed to achieve Clause 55 requirements in relation to overlooking and overshadowing secluded private open space. The notion of 'equitable' is particularly important in relation to the adjacent properties as they are also within Doncaster Hill and therefore provided opportunities for higher density development.
- 6.70 The site itself is relatively unique as it has no direct neighbours. Some weight can, and should, be given to the approved development to the south, but it is limited as there is no guarantee that the development will be constructed, or constructed in the form currently approved. The only nearby site that requires specific protection and assessment under the control is the dwelling at 1 Carnarvon Street and the modest apartment building at 3 Carnarvon Street. These properties are to the west and opposite the site.

External Amenity - met

Overshadowing

- 6.71 The proposal will not cause any unreasonable overshadowing. The shadow diagrams provided with the application indicate that there is no overshadowing of buildings or private open space outside of the activity centre after 11am on the 22 September.
- 6.72 Within the Activity Centre, some shade will be cast over the site to the south where a development approval has been granted (No.5-7 Williamsons Road), however, this is inevitable where titles are aligned in the manner they are. The applicant has made changes to the design to reduce the

unreasonableness of this shade, including setting back the design element and top level of the building. Further, the approved building to the south has been designed with open space and windows orientated to the north-east and north-west, rather than directly north, virtually predicting and acknowledging shade will be cast over this boundary. The level of shading over this neighbouring property meets an 'equitable' test, and will not unreasonably impact future residents should both buildings be constructed.

Overlooking

- 6.73 In relation to overlooking, the guidelines (Objective 2.9) require Council to consider 'direct overlooking' within a 9m radius of habitable room windows and balconies (the same as Clause 55).
- 6.74 There are no opportunities for direct overlooking other than towards the proposed building approved to the south, and the applicant has been sensitive to this to minimise impact. Due to the narrow nature of the land title to the south, proposed north-facing windows and open space will be within a distance of 9m (7m being the minimum separation). However, to protect residents of both buildings, the applicant has chosen to recess balconies within the building footprint, rather than having them projecting. This minimises oblique angle views, and the direct views will be screened by operable screens.
- 6.75 Further, similar to the approved building to the south, windows have been orientated south-east or south-west, rather than south to limit opportunities for direct overlooking. The limited viewing arrangement in the proposed building, and the interface between the two buildings more generally should they be constructed, is acceptable.

Internal Amenity and Servicing – met subject to condition 1.20

- 6.76 In terms of dwelling diversity, the proposal offers appropriate variation across the spectrum of apartment levels. The proposal includes a combination of single, two and three bedroom apartments. A number of apartments include study nooks and some extra service space. Similar to most apartment offerings, the larger premium apartments are generally located on the upper levels, or face west with views over the Melbourne skyline.
- 6.77 The internal amenity provided to the apartments is generally high. Many apartments are located within a corner of the building where cross ventilation can be achieved. Further, there is no reliance on borrowed light or light courts throughout the design. Where bedrooms rely on a light corridor (and this is limited to two per floor), the corridors are short and wide, maximising the amount of natural light that will enter the rooms. All apartments have a pleasant outlook, either views over Doncaster Hill or views over an internal landscaped courtyard. Internal overlooking is generally avoided by the considered placement of windows and balconies, which also offers some level of solar protection. Balconies are generally limited to around 10sqm, although larger offerings are provided to the premium apartments.
- 6.78 Solar penetration to the lobby area at each level will provide for a good level of daylight to the internal corridor/walkway. Lifts are situated centrally and two are provided, together with an adjoining emergency stairwell, and a waste chute.

- 6.79 In relation to storage, the basement design provides the necessary number of storage facilities per apartment. Storage is provided in cupboards/or cages to the rear of car parking spaces and in dedicated areas which is superior to the above bonnet style that is sometimes accepted.
- 6.80 Given the site's main road location, a condition will require an acoustic report to ensure habitable rooms in the apartments facing Williamsons Road are protected from vehicle noise (Condition 1.20)
- 6.81 Waste and recycling will be stored in a dedicated waste room in the basement car park at ground level. The Waste Management Plan (WMP) provided with the application indicates waste and recycling bins will be collected from the designated bin storage area by a private contractor's rear-lift vehicle during off-peak traffic periods. The Report specifies that collection staff shall have access to the bin store and will be responsible to transfer bins back to the store post-collection.
- 6.82 A Sustainability Management Plan (SMP) has been provided that outlines how the building will achieve the sustainability objectives of the ACZ1 in the areas of Building Energy Management, Water Sensitive Urban Design, Indoor Environment Quality, Waste Management, Quality of Private and Public Realm, Transport, and Demolition and Construction.
- 6.83 As the building is within Yarra Valley Water's mandated third pipe recycled water scheme area it can minimise potable water demand through connecting to the scheme when it becomes available. The SMP will need to be amended to reflect this, as well as the Doncaster Hill District Energy Service.

7 REFERRALS

- 7.1 Public Transport Victorias (PTV) is the statutory referral authority under the Manningham Planning Scheme.
- 7.2 The application as initially advertised, and as amended under Section 57A of the Act were both referred to PTV. No objection was raised in both instances, subject to the inclusion of the following condition:
- *The permit holder must take all reasonable steps to ensure that disruption to bus operation along Williamsons Road is kept to a minimum during the construction of the development. Foreseen disruptions to bus operations and mitigation measures must be communicate to Public Transport Victoria fourteen (14) days prior.*
- 7.3 The application (as originally advertised prior to amending) was referred to a number of Service Units within Council and the following table summarises their responses:

| Service Unit | Comments |
|------------------------------------|--|
| Engineering and Technical-Drainage | <ul style="list-style-type: none"> • Point of discharge (drainage) is available for the site; • Provide an on-site stormwater detention system (Condition 12). • All areas are to be drained to the point of discharge. |

| Service Unit | Comments |
|--|---|
| Engineering and Technical- Vehicle Crossing | <ul style="list-style-type: none"> • A "Vehicle Crossing Permit" is required and any redundant crossings are to be removed (Conditions 17 and 18). • Tree removal within naturestrip to be carried out to the satisfaction of the Responsible Authority |
| Engineering and Technical – Access & Driveway | <ul style="list-style-type: none"> • Driveway grades to be revised to ensure 1:10 grade provided within 5m of frontage. (Condition 1.9). • Proposed footpath grade required at 1:14 to provide disabled access. (Condition 1.10). • Shared spaces of Disabled car space required a bollard. Refer to the AS2890.6-2009. |
| Engineering and Technical – Traffic, Car & Bicycle Parking | <ul style="list-style-type: none"> • No traffic issues having considered the proposal in the context of the traffic and surrounds. • Proposed car parking provision are in accordance with table 1 of Clause 52.06. • Car parking spaces are appropriate having regard to Design Standard 2. • Proposed bicycle parking is compliant with Clause 52.34. • Disable car space to be signed and directed. • Pedestrian signage required at the entrance to the bicycle parking area, lift and stairway entrances (Condition 1.13). |
| Engineering and Technical - Car Parking Layout | <ul style="list-style-type: none"> • Visitor car parking spaces, retail car spaces and visitor bicycle spaces are required to be signed and directed. (Condition 1.13). • Lift and fire exits to be signed and directed. (Condition 1.13). |
| Engineering and Technical – Construction Management | <ul style="list-style-type: none"> • Requires the submission and approval of a Construction Management Plan as a condition of permit (Condition 6). |
| Engineering and Technical- Waste Services | <ul style="list-style-type: none"> • Requires Waste Management Plan to be submitted generally in accordance with that submitted with application, though to specify that no bins be left outside the development boundary or left unattended at any time on any street frontage for any reason (Condition 5). |
| Engineering and Technical- Easement | <ul style="list-style-type: none"> • The easement over the land should be removed should future subdivision occur. |
| Economic and Environmental Planning - Urban Design | <ul style="list-style-type: none"> • Comments overall were supportive of the design, façade treatment and articulation, however areas of improvement were identified relating to the following: |

| Service Unit | Comments |
|----------------------------------|---|
| | <ul style="list-style-type: none"> ○ Massing of south elevation;; ○ Design element footprint and southern treatment; ○ Podium treatment; ○ Cladding/colour treatment of sub-station; ○ Availability of light into communal area; ○ Landscape buffer along south boundary; ○ Boulevard planting and extent of car parking. <ul style="list-style-type: none"> ● The submitted Section 57A amendment included a number of design changes that were made directly in response to these comments. It is noted that Council's Urban Designer was involved in a meeting held between the applicant and the Council Officer during this re-design period, during which input was given to confirm that the amended design adequately addressed the more significant items above-mentioned. |
| Strategic Sustainability Planner | <ul style="list-style-type: none"> ● Has reviewed the Sustainability Management Plan (SMP) by Urban Digester (dated 11 April 2016) and original development plans. ● Requires some minor adjustments to the report to the satisfaction of the Responsible Authority. (Condition 3). |

- 7.4 There are no significant issues that are raised in these responses that cannot be addressed via conditions. In response to concerns relating to vehicle movements, a further swept path analysis has been submitted and demonstrates suitable accessibility to all car spaces queried in the referral advice.

8 CONSULTATION

- 8.1 The original permit application was advertised by the sending of notices to adjoining and nearby properties together with the placement of one (1) large notification sign along the Williamsons Road frontage, and two small signs along the Carnarvon Street and Lawford Road frontages, for a 3 week period in June 2016.
- 8.2 The original application attracted two (2) objections from:
- 8.2.1 5-7 Williamsons Road, Doncaster; and
- 8.2.2 91 Carnarvon Street, Doncaster.
- 8.3 As already discussed above, the re-advertising of the amended application lodged under Section 57A was not deemed necessary given improvements proposed. The objection from No. 91 Carnarvon Street (on grounds of traffic congestion and visual bulk) was withdrawn upon lodgement of the Section 57A amendment.

- 8.4 The objection grounds raised from 5-7 Williamsons Road, Doncaster include:
- Overshadowing affecting the north elevation of approved residential development to the south
 - Overlooking affecting the north elevation of approved residential development to the south
 - Overdevelopment due to lack of setbacks and landscaping along southern interface
 - Enclosed communal garden creating safety issues
 - Impact on local infrastructure

A response to these grounds of objection now follow:

Overshadowing

- 8.5 As already discussed in the previous sections of the report, the development to the south will be impacted by some shadowing, however this is inevitable where land adjoins on this axis. The amended plans have made efforts to increase setbacks to the south from Level 7 and above, noting that the design element is now offset some 10m from the shared boundary which will effectively reduce shadowing impacts to some degree.
- 8.6 Further, the proposed building has been designed in a manner that reduces shadow by enclosing balconies within the building footprint and not having them project within the 4.5m preferred setback.

Overlooking

- 8.7 There are limited examples of where direct overlooking between the developments will occur, largely due to the angled nature of balconies on the approved building to the south, and provision of operable privacy screens upon much of the proposed south balcony elevations. The western-most dwellings on the south elevation will have bedroom windows which are separated some 8.6m from the approved north facing bedroom windows. Views at such a distance would not be considered of any detriment, particularly given that the windows are offset from each other, and are to bedrooms, rather than any primary living areas. Operable screens are a clever choice, allowing directional views to be obtained whilst ensuring only oblique views to the south are available.

Overdevelopment, setbacks and landscaping along southern interface

- 8.8 The substituted Section 57A plans propose more generous south boundary setbacks at level 7 and from the design element, exceeding the 4.5m requirement. The western end of the building also removes any previous encroachment of the built from within the 4.5m side boundary setback. As previously discussed, it is reasonable for the garden bed lining the common boundary to be conditioned to require a width of at least 1.5m to ensure that the envisaged screen planting can be established to soften the interface between the buildings. The objection also makes mention of the building exceeding the maximum permitted building height, however the development is compliant in this regard.

Existing Infrastructure strains

- 8.9 The pressure on existing infrastructure and the need for improvements and new infrastructure has been and will continue to be carefully considered in the strategic planning of Doncaster Hill.
- 8.10 Council's Drainage Engineers have checked the proposed development, and have raised no issues with the sites drainage capacity and stormwater system.

9 CONCLUSION

- 9.1 It is recommended Council issue a Notice of Decision to Grant a Permit as the proposal is acceptable subject to changes that can be implemented through conditions.
- 9.2 As a built form expression, the mixed-use building will be robust, but visually stimulating. It will sit comfortably within the surrounding (emerging) physical development context at its key position within Doncaster Hill. The proposal arrives at an acceptable balance between observing the amenity of adjoining and nearby properties, with its attention to the internal amenity of future occupants.
- 9.3 The development will enable an increase in housing density and diversity in a location that has good access to services being opposite Westfield Doncaster and along several Smart Bus routes.
- 9.4 It follows from the assessment in this report that the proposal achieves an acceptable level of compliance against the relevant considerations as expressed in the Manningham Planning Scheme. As such, it is Council officers' recommendation that the proposal be supported, subject to conditions.

RECOMMENDATION

That having considered all objections A NOTICE OF DECISION TO GRANT A PERMIT be issued to Planning Application No.PL15/025350 relating to 9-11 Williamsons Road, Doncaster, for the use and development of the land to construct a twelve-storey building comprising 137 dwellings and ground level retail premises, plus basement car parking and a waiver of associated loading/unloading facilities in accordance with the endorsed plans and subject to the following conditions

1. Before the use and development starts, two (2) copies of amended plans drawn to scale and dimensioned, must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will then form part of the permit. The plans must be generally in accordance with the decision plans (*Drawn by Bruce Henderson Architects, Job No 36023, dated March 2016 and as received by Council on 23 August 2016*) but modified to show:
 - 1.1. The metal fence and adjacent garden bed south of the G.08 terrace to be setback at least 500mm from the south boundary.
 - 1.2. The two outer framing elements upon the north elevation removed, or reduced in depth by at least 500mm, with any internal overlooking addressed where necessary.

- 1.3. The northern setback of TH.07 at Basement Level 1 increased from 2.5m to at least 3.0m.
- 1.4. The 1.0m wide planter beds south of the terraces of G.06, G0.07 and G.08, widened to at least 1.5m and of a depth demonstrated as being capable of accommodating screen planting.
- 1.5. Further details to demonstrate that any planter beds along the south boundary will not increase boundary wall heights.
- 1.6. The planter beds north of the B1.08 and B1.09 and TH.07 terraces increased to at least 1.0m in width. The associated metal facing is to be setback from the northern boundary to provide a garden bed of at least a 700mm width in front, in addition to the widened tree planters.
- 1.7. The implementation of two street trees within the indented parking bay along Lawford Street, in accordance with Condition 33.
- 1.8. The west elevation of Level 6 modified so as that the feature framing elements do not to extend above the balcony finished floor levels, with alternative, less prominent treatments to any canopy projections/blades above. These should not project more than 500mm beyond the façade, and utilise subtle colours and materials.
- 1.9. The accessway to achieve a 1:10 gradient where within 5.0m of the Carnarvon Street frontage.
- 1.10. The pedestrian entry accessed via Carnarvon Street to achieve a gradient of 1:14.
- 1.11. A plan notation that explains how the proposed car parking area will be secured given the mix of residential, office and visitor car parking spaces;
- 1.12. Details of basement ventilation, including the location and design treatment of any mechanical intake or outlet required;
- 1.13. The location and details of signage to assist pedestrians/motorists in the following locations;
 - 1.13.1. on either side of the vehicle crossover to assist pedestrians to safe refuge along Carnarvon Street;
 - 1.13.2. location of visitor parking spaces, retail parking spaces and visitor bicycle spaces;
 - 1.13.3. the location of the lift and stairwell
 - 1.13.4. bicycle parking space allocation;
 - 1.13.5. the location normal and emergency exits;
 - 1.13.6. directional signage within the basement levels.
- 1.14. A detailed design of the Design Element (at a scale of 1:50) illustrating its composition in respect of all building elements including materials and finishes with the general distances between blades dimensioned.
- 1.15. Any planting above a floor level to demonstrate that planters can accommodate a sufficient soil volume relative to the species, with suitable supporting evidence demonstrating as such.

- 1.16. A detailed design in plan, sections, or perspectives of the two communal garden areas.
 - 1.17. Details of paving and surface finishes of all common areas at ground and elevated levels clearly labelled;
 - 1.18. Demonstration of the integration of all infrastructure, including the fire booster cupboard, into the building to the satisfaction of the Responsible Authority;
 - 1.19. Details of external lighting to be installed to provide for the safety of occupants and visitors of the building;
 - 1.20. A report from a qualified person investigating whether specific acoustic measures are required in apartments adjacent to Williamsons Road to combat noise from traffic and the apartments adjacent to the trade supplies and restricted retail premise nursery area. The report is to use Australian Standards as benchmarks. Any recommended measures are to be incorporated into the plans.
2. All use and development must accord with the endorsed plans. Any alterations must be approved in writing by the Responsible Authority.

Sustainability Management Plan

3. Prior to the approval of Condition 1 plans, two (2) copies of an amended Sustainability Management Plan must be submitted to and approved by the Responsible Authority. When approved, the plan will form part of the permit. The plan must be generally in accordance with the submitted Sustainability Management Plan (SMP) prepared by Urban Digestor (dated 11 April 2016) but be amended to include the following:
 - 3.1. LED fittings throughout due to cost parity to fluorescents (including T5s) which are becoming obsolete from higher OMR costs, reduced performance in low external temperatures and contain mercury.
 - 3.2. Latest drawings to reflect 13kW (approx. Area 107m²) Solar PV array for communal area energy.
 - 3.3. Stormwater/ Rainwater reuse - YVW requires all toilets and laundry to connect directly to the recycled 'purple' pipe (not via rainwater tanks) with an interim cross connection to mains water. 30,000L rainwater storage harvested from minimum 1,061m² will then be connected to a 'green' pipe and reused for hotwater, landscaping and/or car park hose down (refer to pdf "Doncaster Hill Water Plan Information Pack" <http://www.doncasterhill.com/publications>);
 - 3.4. Provide raingarden standard drawings with filter media types and depth in compliance with FAWB guidelines;
 - 3.5. Raingardens to be compliant with the drainage and landscape plans.
4. Prior to the occupation of any building approved under this permit, a report from the author of the SMP report, approved pursuant to this permit, or similarly qualified person or company, must be submitted to the satisfaction of the Responsible Authority. The report must confirm that all measures specified in the SMP have been implemented in accordance with the approved Plan.

Waste Management

5. Before the development starts, an amended Waste Management Plan must be submitted and approved to the satisfaction of the Responsible Authority. When approved, the plan will form part of the permit. The plan must be generally in accordance with the submitted Waste Management Plan (WMP) prepared by Leigh Design (dated 11 April 2016) but be amended to specify that to specify that no bins be left outside the development boundary or left unattended at any time on any street frontage for any reason

Construction Management

6. Before the development starts, two (2) copies of a Construction Management Plan must be submitted to and approved by the Responsible Authority. When approved, the plan will form part of the permit. The plan must address, but not be limited to, the following:
 - 6.1. Hours of demolition and construction to be to the satisfaction of the Responsible Authority;
 - 6.2. Adequate parking facilities for the anticipated number and type of construction workers to be detailed in plan form to the satisfaction of the Responsible Authority. The location of parking must be compliant with any applicable Council parking restrictions or with any relevant permissions granted by any private land owner (in the event of the use of private land);
 - 6.3. Methods to contain dust, dirt and mud within the site, and the method and frequency of clean up procedures;
 - 6.4. On site facilities for vehicle washing;
 - 6.5. Delivery and unloading points and expected frequency;
 - 6.6. A liaison officer for contact by residents and the Responsible Authority in the event of relevant queries or problems experienced;
 - 6.7. The movement of construction vehicles to and from the site must be regulated to ensure that no traffic hazards are created in and around the site;
 - 6.8. Measures to minimise the impact of construction vehicles arriving at and departing from the land;
 - 6.9. An outline of requests to occupy public footpaths or roads, and anticipated disruptions to local services;
 - 6.10. The processes to be adopted for the separation, re-use and recycling of demolition materials;
 - 6.11. The measures to minimise the amount of waste construction materials; the provision for the recycling of demolition and waste materials; and the return of waste materials to the supplier (where the supplier has a program of reuse or recycling);
 - 6.12. The measures to minimise noise and other amenity impacts from mechanical equipment and demolition/construction activities, especially outside of daytime hours;
 - 6.13. The provision of adequate environmental awareness training for all on-site contractors and sub contractors; and
 - 6.14. An agreed schedule of compliance inspections.

7. The Management Plans approved under Conditions 3, 5 and 6 of this permit must be implemented and complied with at all times to the satisfaction of the Responsible Authority unless with the further written approval of the Responsible Authority

Landscaping

8. Prior to the approval of Condition 1 plans, a landscaping report and landscape plan/s must be prepared by a suitably qualified landscape architect and must be submitted to and approved by the Responsible Authority. Once approved, the landscape report and plan/s will be endorsed and will then form part of the permit. The report and plan/s must be consistent with the development plans and generally in accordance with the report and plans prepared by Tract Consulting Architects, dated 22 August 2016, but modified to show:
 - 8.1. Any details as relevant or directed by any other condition of this Permit;
 - 8.2. A detailed planting schedule of the species, numbers of plants, approximate height, spread of proposed planting and planting/pot size for all trees, shrubs and all other plants;
 - 8.3. Details of soil depths for all planter beds proposed above basement/floor levels, accompanied by suitable evidence that the soil volumes are sufficient for each relevant chosen species;
 - 8.4. Details of paved and surface treatments;
 - 8.5. Continuation of the general planting theme established in respect of Doncaster Road by the Doncaster Hill Strategy (October 2002), along the Williamsons Road frontage to the satisfaction of the Responsible Authority;
 - 8.6. Details of any irrigation and any water sensitive urban design treatment for the site consistent with the Sustainability Management Plan required by Condition 3 of this permit;
 - 8.7. The use of landscaping to screen any water meters or similar infrastructure from unsightly view to the satisfaction of the Responsible Authority;
 - 8.8. An ongoing maintenance regime for the entire landscaping of the site;
 - 8.9. The inclusion of screen plants capable of reaching at least 4.0m in height within the garden bed along the south boundary;
 - 8.10. A layered planting theme within the garden bed along the northern boundary.

The use of synthetic grass as a substitute for open lawn area within secluded private open space or a front setback will not be supported. Synthetic turf may be used in place of approved paving decking and/or other hardstand surfaces.

Engineering Works & Drainage

9. All engineering works relating to access, parking and drainage must be carried out in accordance with detailed construction plans approved by the Responsible Authority prior to the commencement of site works.
10. The owner must provide onsite storm water detention storage or other suitable system (which may include but is not limited to the re-use of stormwater using

rainwater tanks), to limit the Permissible Site Discharge (PSD) to that applicable to the site coverage of 35 percent of hard surface or the pre existing hard surface if it is greater than 35 percent. The PSD must meet the following requirements:

- 10.1. Be designed for a 1 in 5 year storm; and
 - 10.2. Storage must be designed for 1 in 10 year storm.
11. Before the development starts, a construction plan for the system required by Condition No. 10 of this permit must be submitted to and approved by the Responsible Authority. The system must be maintained by the Owner thereafter in accordance with the approved construction plan to the satisfaction of the Responsible Authority.
 12. Stormwater must not be discharged from the subject land other than by means of drainage to the legal point of discharge. The drainage system within the development must be designed and constructed to the requirements and satisfaction of the relevant Building Surveyor.

Completion of Landscaping

13. Prior to the commencement of the uses allowed by this permit, or the occupation of the building hereby permitted, landscaping works as shown on the endorsed plans must be completed to the satisfaction of the Responsible Authority and then maintained thereafter to the satisfaction of the Responsible Authority.
14. Prior to the commencement of the uses allowed by this permit, or the occupation of the building hereby permitted, an in-ground, automatic watering system must be installed to the main garden areas to the satisfaction of the Responsible Authority.

Landscape Bond

15. Prior to the release of the plans approved at Conditions 1, 3, 5 and 6 of this permit, a \$20,000 cash bond or bank guarantee must be lodged with the Responsible Authority to ensure the completion and maintenance of landscaped areas and such bond or bank guarantee will only be refunded or discharged after a period of 13 weeks from the completion of all works, provided the landscaped areas are being maintained to the satisfaction of the Responsible Authority.

Development Contributions

16. Before the completion of the development, a Development Contribution as agreed by the Responsibility Authority in accordance with Clause 45.06 Development Contributions Plan Overlay Schedule 1 – Doncaster Hill Development Contributions Plan must be paid to the Responsible Authority.

Vehicle Crossings

17. Prior to the construction of any vehicle crossing, the applicant must obtain a Vehicle Crossing Permit and construct the vehicle crossing to the satisfaction of the Responsible Authority.
18. All redundant crossovers must be removed and reinstated with kerb, channel, footpath and nature strip to the satisfaction of the Responsible Authority.

On-site car parking and bicycle parking

19. The areas set aside for the parking of vehicles, together with the aisles and access lanes as delineated on the endorsed plans must:
 - 19.1. be provided and completed to the satisfaction of the Responsible Authority prior to the commencement of the development hereby permitted;
 - 19.2. be line-marked, numbered and signposted and maintained as such at all times to the satisfaction of the Responsible Authority;
 - 19.3. be made available for such use at all times and not used for any other purpose;
 - 19.4. be properly formed to such levels that it can be used in accordance with the endorsed plan; and
 - 19.5. be drained and sealed with an all weather seal coat.

Lighting

20. External lighting must be designed so as to minimise loss of amenity to residents of adjoining properties to the satisfaction of the Responsible Authority.
21. The development must be provided with lighting capable of illuminating access to each car parking space, storage, rubbish bin, recycling bin, pedestrian walkways, stairwells, lift, building entrance and entry foyer. Lighting must be located, directed, shielded and of limited intensity so that no nuisance or loss of amenity is caused to any person within and beyond the site, to the satisfaction of the Responsible Authority.

Noise

22. All noise emanating from any commercial premises must comply with the State Environment Protection Policy N-1 (Noise from commerce industry and trade) and in the event of the Responsible Authority receiving justifiable complaints regarding noise from such sources, the onus will be on the owner of the development site to prove compliance with the relevant policy to the satisfaction of the Responsible Authority.

Site Services

23. No air-conditioning units may be installed on the building so as to be visible from public or private realm, including on balconies, to the satisfaction of the Responsible Authority.
24. Any clothes-drying rack or line system located on a balcony must be lower than the balustrade of the balcony and must not be visible from off the site to the satisfaction of the Responsible Authority.
25. Unless depicted on a roof plan approved by this permit, no roof plant (includes air conditioning units, basement exhaust ducts, solar panels or hot water systems) which is visible to immediate neighbours or from any street may be placed on the roof of the approved building, without details in the form of an amending plan being submitted to and approved by the Responsible Authority.
26. All upper level service pipes (excluding stormwater downpipes) must be concealed and screened respectively to the satisfaction of the Responsible Authority.

27. A centralised TV antenna system must be installed and connections made to each dwelling to the satisfaction of the Responsible Authority.
28. No individual dish antennas may be installed on balconies or walls.
29. All services, including water, electricity, gas, sewerage and telephone, must be installed underground and located to the satisfaction of the Responsible Authority.
30. In the event of gas being supplied to the approved dwellings, the owner must liaise with the relevant service authority to determine an appropriately discrete location for the placement of gas meters to the satisfaction of the Responsible Authority.

General

31. Once the permitted development has commenced it must be continued and completed to the satisfaction of the Responsible Authority.
32. Buildings, engineering works, privacy screens, obscure glazing, fencing and landscaped areas must be maintained to the satisfaction of the Responsible Authority.
33. The implementation of two street trees within the indented parking bay along Lawford Street must be designed and installed to the satisfaction of, and at no cost to the Responsible Authority.

Public Transport Victoria Condition

34. The permit holder must take all reasonable steps to ensure that disruption to bus operation along Williamsons Road is kept to a minimum during the construction of the development. Foreseen disruptions to bus operations and mitigation measures must be communicate to Public Transport Victoria fourteen (14) days prior.

Permit Expiry

35. This permit will expire if:
 - 35.1. the development does not start within two (2) years of the date of the issue of this permit;
 - 35.2. the development is not completed within two (2) years of the date this development was started; and
 - 35.3. the use is not commenced within two (2) years of the development being completed.

The Responsible Authority may extend these times if a request is made in writing before the permit expires or within three months afterwards.

ALTERNATIVE OFFICER RECOMMENDATION

- (A) **Council notes that the objection to this application has been withdrawn, as per letter dated 12 September 2016 and received by Council on 13 September 2016.**
- (B) **That a PLANNING PERMIT be issued for Planning Application No. PL15/025350 relating to 9-11 Williamsons Road, Doncaster, for the use and development of the land to construct a twelve-storey building comprising 137**

dwelling and ground level retail premises, plus basement car parking and a waiver of associated loading/unloading facilities in accordance with the endorsed plans and subject to the following conditions

1. Before the use and development starts, two (2) copies of amended plans drawn to scale and dimensioned, must be submitted to and approved by the Responsible Authority. When approved the plans will be endorsed and will then form part of the permit. The plans must be generally in accordance with the decision plans (*Drawn by Bruce Henderson Architects, Job No 36023, dated March 2016 and as received by Council on 23 August 2016*) but modified to show:
 - 1.1. The metal fence and adjacent garden bed south of the G.08 terrace to be setback at least 500mm from the south boundary.
 - 1.2. The two outer framing elements upon the north elevation removed, or reduced in depth by at least 500mm, with any internal overlooking addressed where necessary.
 - 1.3. The northern setback of TH.07 at Basement Level 1 increased from 2.5m to at least 3.0m.
 - 1.4. The 1.0m wide planter beds south of the terraces of G.06, G.07 and G.08, widened to at least 1.5m and of a depth demonstrated as being capable of accommodating screen planting.
 - 1.5. Further details to demonstrate that any planter beds along the south boundary will not increase boundary wall heights.
 - 1.6. The planter beds north of the B1.08 and B1.09 and TH.07 terraces increased to at least 1.0m in width. The associated metal facing is to be setback from the northern boundary to provide a garden bed of at least a 700mm width in front, in addition to the widened tree planters.
 - 1.7. The implementation of two street trees within the indented parking bay along Lawford Street, in accordance with Condition 33.
 - 1.8. The west elevation of Level 6 modified so as that the feature framing elements do not to extend above the balcony finished floor levels, with alternative, less prominent treatments to any canopy projections/blades above. These should not project more than 500mm beyond the façade, and utilise subtle colours and materials.
 - 1.9. The accessway to achieve a 1:10 gradient where within 5.0m of the Carnarvon Street frontage.
 - 1.10. The pedestrian entry accessed via Carnarvon Street to achieve a gradient of 1:14.
 - 1.11. A plan notation that explains how the proposed car parking area will be secured given the mix of residential, office and visitor car parking spaces;
 - 1.12. Details of basement ventilation, including the location and design treatment of any mechanical intake or outlet required;
 - 1.13. The location and details of signage to assist pedestrians/motorists in the following locations;

- 1.13.1. on either side of the vehicle crossover to assist pedestrians to safe refuge along Carnarvon Street;
- 1.13.2. location of visitor parking spaces, retail parking spaces and visitor bicycle spaces;
- 1.13.3. the location of the lift and stairwell
- 1.13.4. bicycle parking space allocation;
- 1.13.5. the location normal and emergency exits;
- 1.13.6. directional signage within the basement levels.
- 1.14. A detailed design of the Design Element (at a scale of 1:50) illustrating its composition in respect of all building elements including materials and finishes with the general distances between blades dimensioned.
- 1.15. Any planting above a floor level to demonstrate that planters can accommodate a sufficient soil volume relative to the species, with suitable supporting evidence demonstrating as such.
- 1.16. A detailed design in plan, sections, or perspectives of the two communal garden areas.
- 1.17. Details of paving and surface finishes of all common areas at ground and elevated levels clearly labelled;
- 1.18. Demonstration of the integration of all infrastructure, including the fire booster cupboard, into the building to the satisfaction of the Responsible Authority;
- 1.19. Details of external lighting to be installed to provide for the safety of occupants and visitors of the building;
- 1.20. A report from a qualified person investigating whether specific acoustic measures are required in apartments adjacent to Williamsons Road to combat noise from traffic and the apartments adjacent to the trade supplies and restricted retail premise nursery area. The report is to use Australian Standards as benchmarks. Any recommended measures are to be incorporated into the plans.
2. All use and development must accord with the endorsed plans. Any alterations must be approved in writing by the Responsible Authority.

Sustainability Management Plan

3. Prior to the approval of Condition 1 plans, two (2) copies of an amended Sustainability Management Plan must be submitted to and approved by the Responsible Authority. When approved, the plan will form part of the permit. The plan must be generally in accordance with the submitted Sustainability Management Plan (SMP) prepared by Urban Digestor (dated 11 April 2016) but be amended to include the following:
 - 3.1. LED fittings throughout due to cost parity to fluorescents (including T5s) which are becoming obsolete from higher OMR costs, reduced performance in low external temperatures and contain mercury.
 - 3.2. Latest drawings to reflect 13kW (approx. Area 107m²) Solar PV array for communal area energy.

- 3.3. **Stormwater/ Rainwater reuse - YVW requires all toilets and laundry to connect directly to the recycled 'purple' pipe (not via rainwater tanks) with an interim cross connection to mains water. 30,000L rainwater storage harvested from minimum 1,061m² will then be connected to a 'green' pipe and reused for hotwater, landscaping and/or car park hose down (refer to pdf "Doncaster Hill Water Plan Information Pack" <http://www.doncasterhill.com/publications>);**
 - 3.4. **Provide raingarden standard drawings with filter media types and depth in compliance with FAWB guidelines;**
 - 3.5. **Raingardens to be compliant with the drainage and landscape plans.**
4. **Prior to the occupation of any building approved under this permit, a report from the author of the SMP report, approved pursuant to this permit, or similarly qualified person or company, must be submitted to the satisfaction of the Responsible Authority. The report must confirm that all measures specified in the SMP have been implemented in accordance with the approved Plan.**

Waste Management

5. **Before the development starts, an amended Waste Management Plan must be submitted and approved to the satisfaction of the Responsible Authority. When approved, the plan will form part of the permit. The plan must be generally in accordance with the submitted Waste Management Plan (WMP) prepared by Leigh Design (dated 11 April 2016) but be amended to specify that no bins be left outside the development boundary or left unattended at any time on any street frontage for any reason**

Construction Management

6. **Before the development starts, two (2) copies of a Construction Management Plan must be submitted to and approved by the Responsible Authority. When approved, the plan will form part of the permit. The plan must address, but not be limited to, the following:**
 - 6.1. **Hours of demolition and construction to be to the satisfaction of the Responsible Authority;**
 - 6.2. **Adequate parking facilities for the anticipated number and type of construction workers to be detailed in plan form to the satisfaction of the Responsible Authority. The location of parking must be compliant with any applicable Council parking restrictions or with any relevant permissions granted by any private land owner (in the event of the use of private land);**
 - 6.3. **Methods to contain dust, dirt and mud within the site, and the method and frequency of clean up procedures;**
 - 6.4. **On site facilities for vehicle washing;**
 - 6.5. **Delivery and unloading points and expected frequency;**
 - 6.6. **A liaison officer for contact by residents and the Responsible Authority in the event of relevant queries or problems experienced;**

- 6.7. The movement of construction vehicles to and from the site must be regulated to ensure that no traffic hazards are created in and around the site;
 - 6.8. Measures to minimise the impact of construction vehicles arriving at and departing from the land;
 - 6.9. An outline of requests to occupy public footpaths or roads, and anticipated disruptions to local services;
 - 6.10. The processes to be adopted for the separation, re-use and recycling of demolition materials;
 - 6.11. The measures to minimise the amount of waste construction materials; the provision for the recycling of demolition and waste materials; and the return of waste materials to the supplier (where the supplier has a program of reuse or recycling);
 - 6.12. The measures to minimise noise and other amenity impacts from mechanical equipment and demolition/construction activities, especially outside of daytime hours;
 - 6.13. The provision of adequate environmental awareness training for all on-site contractors and sub contractors; and
 - 6.14. An agreed schedule of compliance inspections.
7. The Management Plans approved under Conditions 3, 5 and 6 of this permit must be implemented and complied with at all times to the satisfaction of the Responsible Authority unless with the further written approval of the Responsible Authority

Landscaping

8. Prior to the approval of Condition 1 plans, a landscaping report and landscape plan/s must be prepared by a suitably qualified landscape architect and must be submitted to and approved by the Responsible Authority. Once approved, the landscape report and plan/s will be endorsed and will then form part of the permit. The report and plan/s must be consistent with the development plans and generally in accordance with the report and plans prepared by Tract Consulting Architects, dated 22 August 2016, but modified to show:
- 8.1. Any details as relevant or directed by any other condition of this Permit;
 - 8.2. A detailed planting schedule of the species, numbers of plants, approximate height, spread of proposed planting and planting/pot size for all trees, shrubs and all other plants;
 - 8.3. Details of soil depths for all planter beds proposed above basement/floor levels, accompanied by suitable evidence that the soil volumes are sufficient for each relevant chosen species;
 - 8.4. Details of paved and surface treatments;
 - 8.5. Continuation of the general planting theme established in respect of Doncaster Road by the Doncaster Hill Strategy (October 2002), along the Williamsons Road frontage to the satisfaction of the Responsible Authority;

- 8.6. Details of any irrigation and any water sensitive urban design treatment for the site consistent with the Sustainability Management Plan required by Condition 3 of this permit;
- 8.7. The use of landscaping to screen any water meters or similar infrastructure from unsightly view to the satisfaction of the Responsible Authority;
- 8.8. An ongoing maintenance regime for the entire landscaping of the site;
- 8.9. The inclusion of screen plants capable of reaching at least 4.0m in height within the garden bed along the south boundary;
- 8.10. A layered planting theme within the garden bed along the northern boundary.

The use of synthetic grass as a substitute for open lawn area within secluded private open space or a front setback will not be supported. Synthetic turf may be used in place of approved paving decking and/or other hardstand surfaces.

Engineering Works & Drainage

9. All engineering works relating to access, parking and drainage must be carried out in accordance with detailed construction plans approved by the Responsible Authority prior to the commencement of site works.
10. The owner must provide onsite storm water detention storage or other suitable system (which may include but is not limited to the re-use of stormwater using rainwater tanks), to limit the Permissible Site Discharge (PSD) to that applicable to the site coverage of 35 percent of hard surface or the pre existing hard surface if it is greater than 35 percent. The PSD must meet the following requirements:
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 - 10.2. Storage must be designed for 1 in 10 year storm.
11. Before the development starts, a construction plan for the system required by Condition No. 10 of this permit must be submitted to and approved by the Responsible Authority. The system must be maintained by the Owner thereafter in accordance with the approved construction plan to the satisfaction of the Responsible Authority.
12. Stormwater must not be discharged from the subject land other than by means of drainage to the legal point of discharge. The drainage system within the development must be designed and constructed to the requirements and satisfaction of the relevant Building Surveyor.

Completion of Landscaping

13. Prior to the commencement of the uses allowed by this permit, or the occupation of the building hereby permitted, landscaping works as shown on the endorsed plans must be completed to the satisfaction of the Responsible Authority and then maintained thereafter to the satisfaction of the Responsible Authority.
14. Prior to the commencement of the uses allowed by this permit, or the occupation of the building hereby permitted, an in-ground, automatic

watering system must be installed to the main garden areas to the satisfaction of the Responsible Authority.

Landscape Bond

- 15. Prior to the release of the plans approved at Conditions 1, 3, 5 and 6 of this permit, a \$20,000 cash bond or bank guarantee must be lodged with the Responsible Authority to ensure the completion and maintenance of landscaped areas and such bond or bank guarantee will only be refunded or discharged after a period of 13 weeks from the completion of all works, provided the landscaped areas are being maintained to the satisfaction of the Responsible Authority.**

Development Contributions

- 16. Before the completion of the development, a Development Contribution as agreed by the Responsibility Authority in accordance with Clause 45.06 Development Contributions Plan Overlay Schedule 1 – Doncaster Hill Development Contributions Plan must be paid to the Responsible Authority.**

Vehicle Crossings

- 17. Prior to the construction of any vehicle crossing, the applicant must obtain a Vehicle Crossing Permit and construct the vehicle crossing to the satisfaction of the Responsible Authority.**
- 18. All redundant crossovers must be removed and reinstated with kerb, channel, footpath and nature strip to the satisfaction of the Responsible Authority.**

On-site car parking and bicycle parking

- 19. The areas set aside for the parking of vehicles, together with the aisles and access lanes as delineated on the endorsed plans must:**
 - 19.1. be provided and completed to the satisfaction of the Responsible Authority prior to the commencement of the development hereby permitted;**
 - 19.2. be line-marked, numbered and signposted and maintained as such at all times to the satisfaction of the Responsible Authority;**
 - 19.3. be made available for such use at all times and not used for any other purpose;**
 - 19.4. be properly formed to such levels that it can be used in accordance with the endorsed plan; and**
 - 19.5. be drained and sealed with an all weather seal coat.**

Lighting

- 20. External lighting must be designed so as to minimise loss of amenity to residents of adjoining properties to the satisfaction of the Responsible Authority.**
- 21. The development must be provided with lighting capable of illuminating access to each car parking space, storage, rubbish bin, recycling bin, pedestrian walkways, stairwells, lift, building entrance and entry foyer. Lighting must be located, directed, shielded and of limited intensity so**

that no nuisance or loss of amenity is caused to any person within and beyond the site, to the satisfaction of the Responsible Authority.

Noise

22. All noise emanating from any commercial premises must comply with the State Environment Protection Policy N-1 (Noise from commerce industry and trade) and in the event of the Responsible Authority receiving justifiable complaints regarding noise from such sources, the onus will be on the owner of the development site to prove compliance with the relevant policy to the satisfaction of the Responsible Authority.

Site Services

23. No air-conditioning units may be installed on the building so as to be visible from public or private realm, including on balconies, to the satisfaction of the Responsible Authority.
24. Any clothes-drying rack or line system located on a balcony must be lower than the balustrade of the balcony and must not be visible from off the site to the satisfaction of the Responsible Authority.
25. Unless depicted on a roof plan approved by this permit, no roof plant (includes air conditioning units, basement exhaust ducts, solar panels or hot water systems) which is visible to immediate neighbours or from any street may be placed on the roof of the approved building, without details in the form of an amending plan being submitted to and approved by the Responsible Authority.
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27. A centralised TV antenna system must be installed and connections made to each dwelling to the satisfaction of the Responsible Authority.
28. No individual dish antennas may be installed on balconies or walls.
29. All services, including water, electricity, gas, sewerage and telephone, must be installed underground and located to the satisfaction of the Responsible Authority.
30. In the event of gas being supplied to the approved dwellings, the owner must liaise with the relevant service authority to determine an appropriately discrete location for the placement of gas meters to the satisfaction of the Responsible Authority.

General

31. Once the permitted development has commenced it must be continued and completed to the satisfaction of the Responsible Authority.
32. Buildings, engineering works, privacy screens, obscure glazing, fencing and landscaped areas must be maintained to the satisfaction of the Responsible Authority.
33. The implementation of two street trees within the indented parking bay along Lawford Street must be designed and installed to the satisfaction of, and at no cost to the Responsible Authority.

Public Transport Victoria Condition

34. The permit holder must take all reasonable steps to ensure that disruption to bus operation along Williamsons Road is kept to a minimum during the construction of the development. Foreseen disruptions to bus operations and mitigation measures must be communicate to Public Transport Victoria fourteen (14) days prior.

Permit Expiry

35. This permit will expire if:
- 35.1. the development does not start within two (2) years of the date of the issue of this permit;
 - 35.2. the development is not completed within two (2) years of the date this development was started; and
 - 35.3. the use is not commenced within two (2) years of the development being completed.

The Responsible Authority may extend these times if a request is made in writing before the permit expires or within three months afterwards.

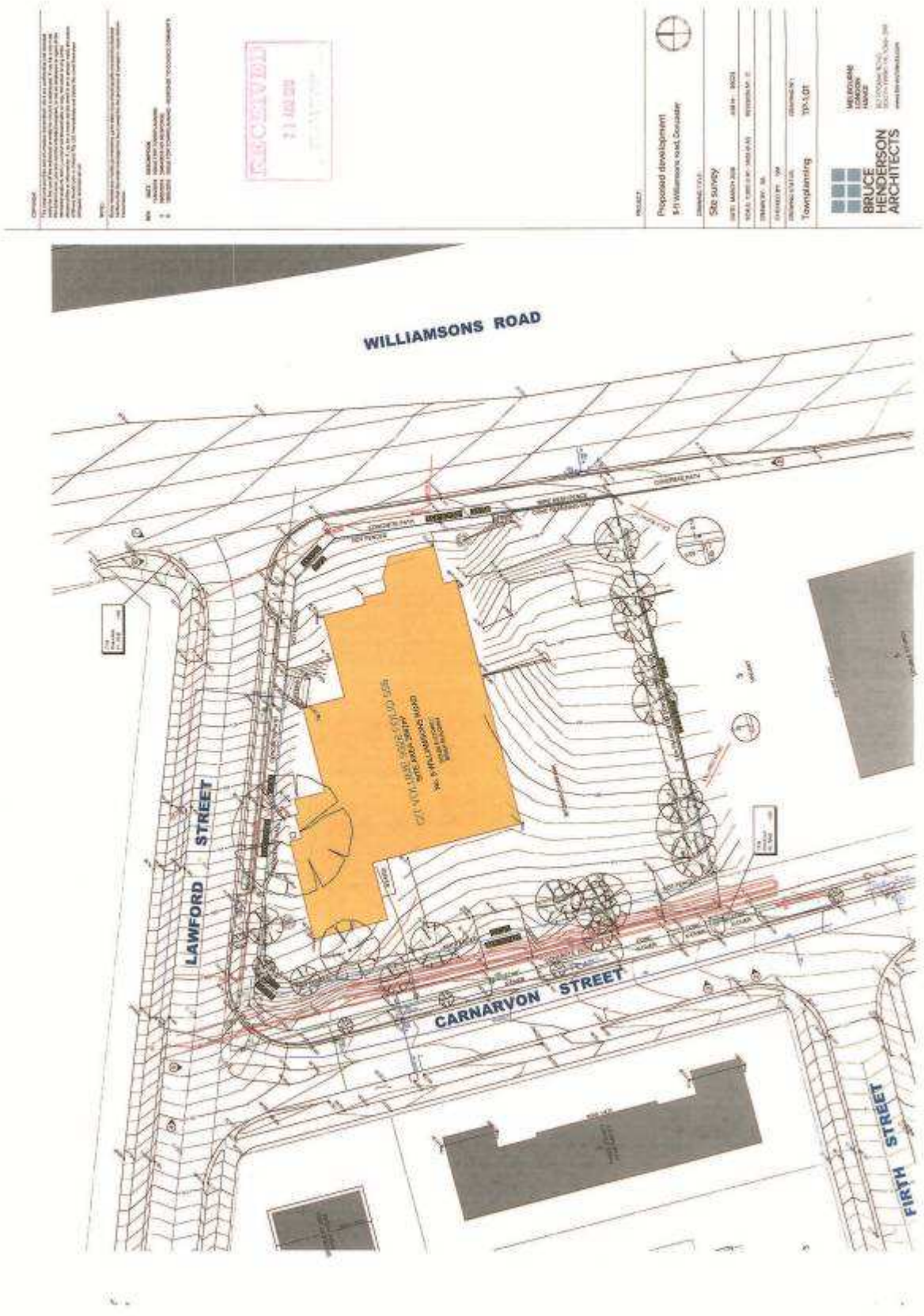
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SECONDED: GRIVOKOSTOPOULOS

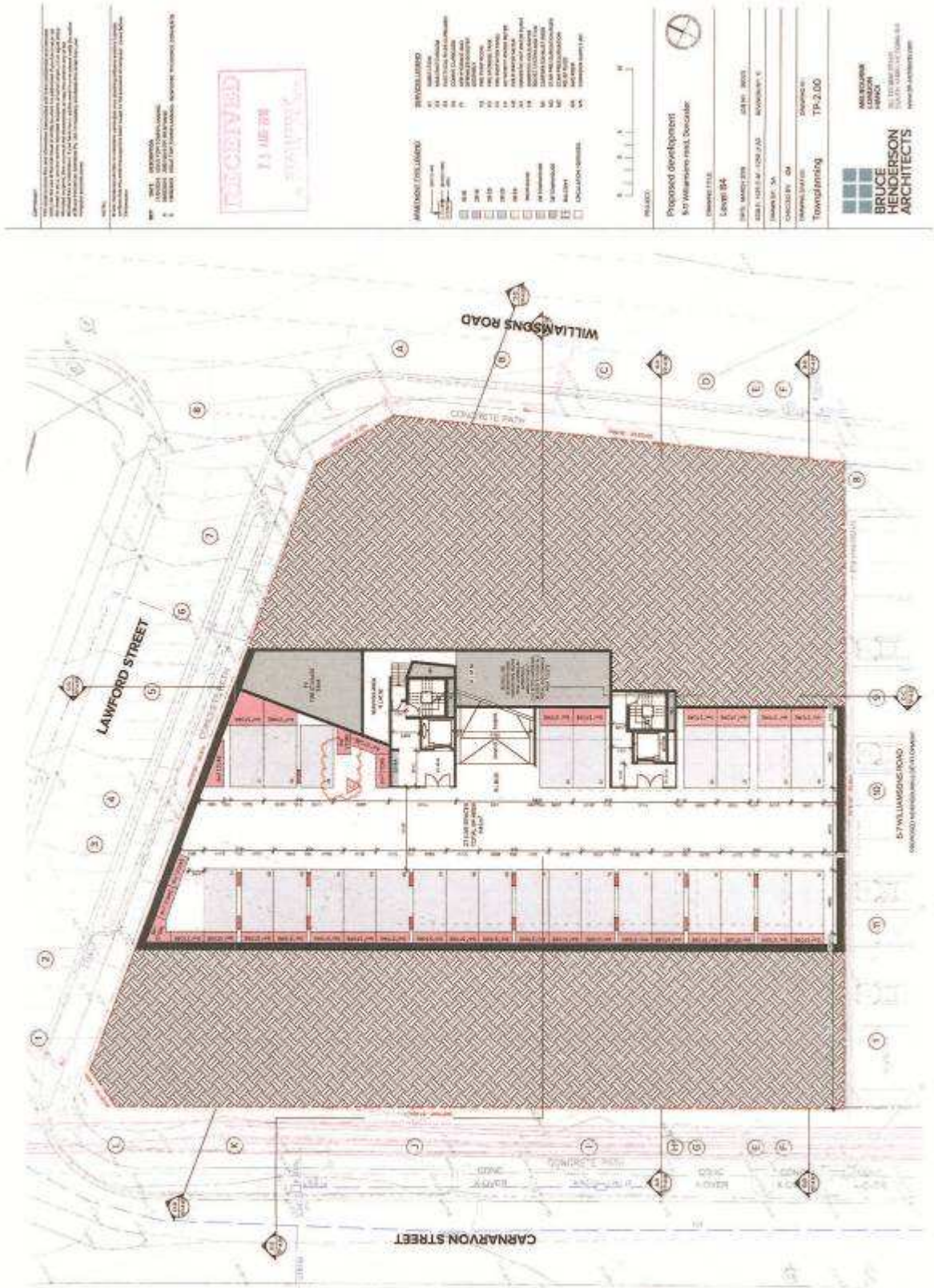
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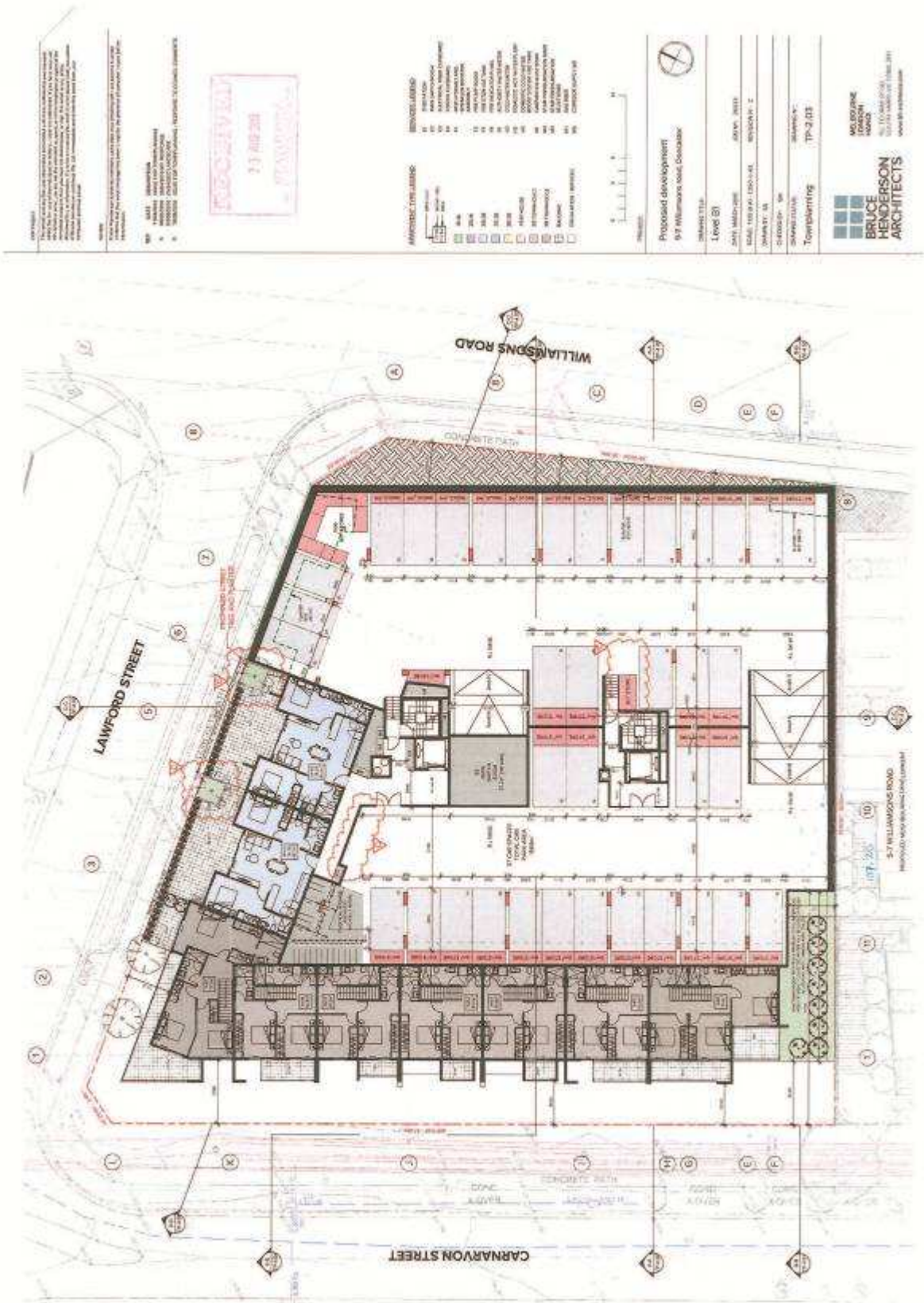
CARRIED

"Refer Attachments"

* * * * *







CONTRACTOR

PROPOSAL

RECEIVED
27 August 2016
CITY OF WINDSOR PLANNING DEPT.

PROPOSED DEVELOPMENT

4-11 WILLIAMSBURG STREET, DORCHESTER

Level ground

Scale: 1:200 (A1)

DATE: 2016-08-27

PROJECT NO: 16-001

CHECKED BY: [Signature]

DRAWN BY: [Signature]

Townplanning TP-2.04

BRUCE HENDERSON ARCHITECTS

100 BROADVIEW
DORCHESTER
MASSACHUSETTS 01938
TEL: 508.248.8000
WWW.BHARCHITECTS.COM

PROPOSED DEVELOPMENT

4-11 WILLIAMSBURG STREET, DORCHESTER

Level ground

Scale: 1:200 (A1)

DATE: 2016-08-27

PROJECT NO: 16-001

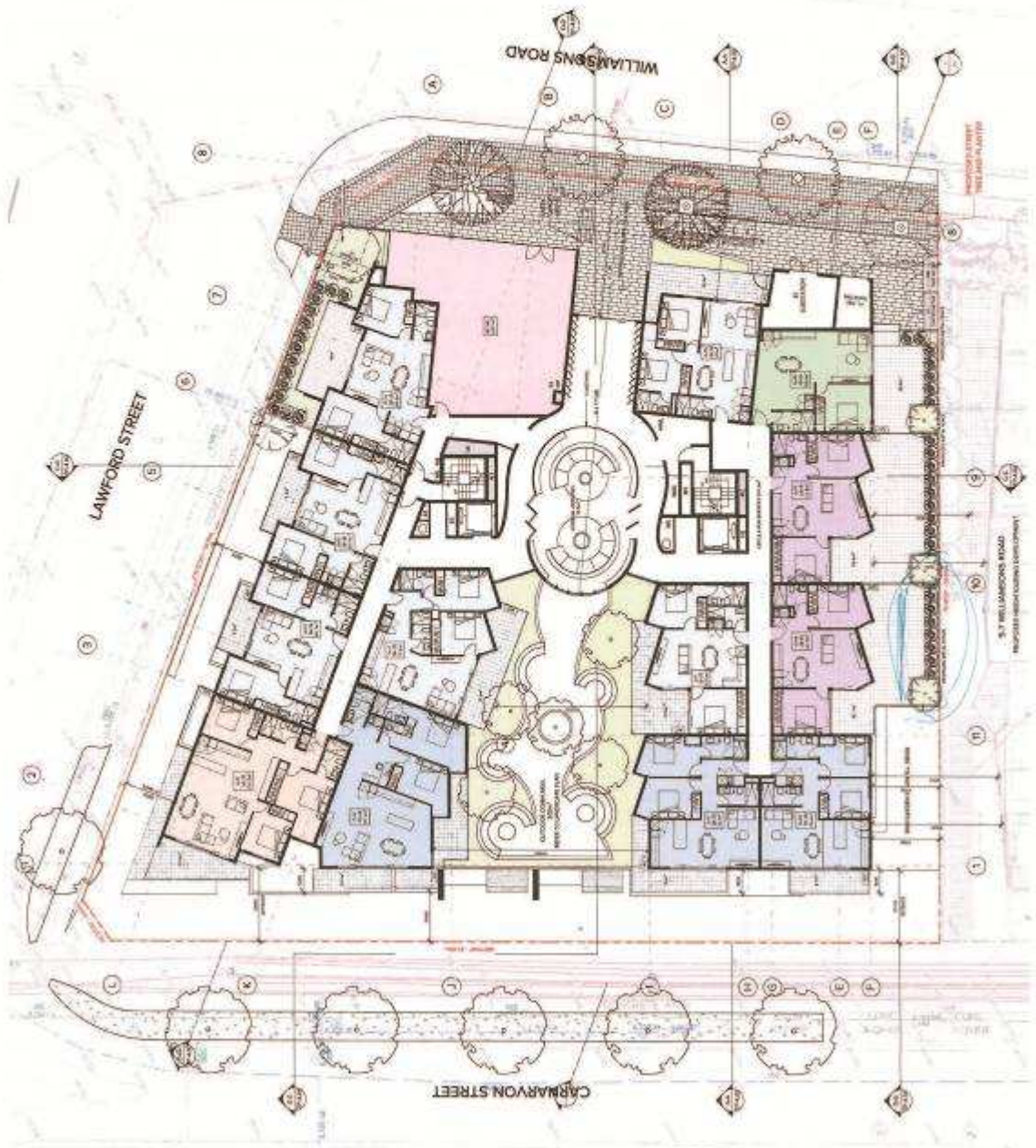
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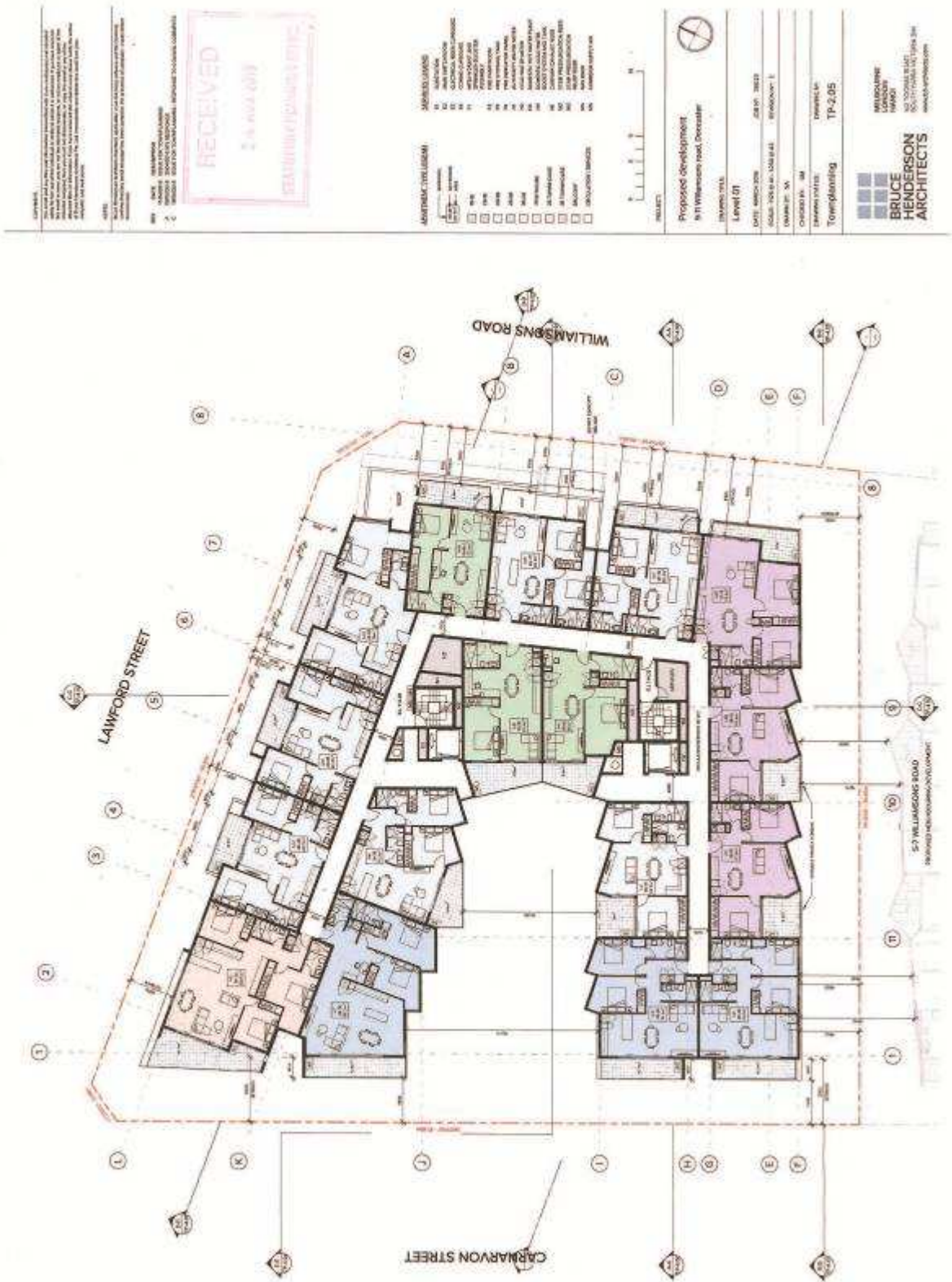
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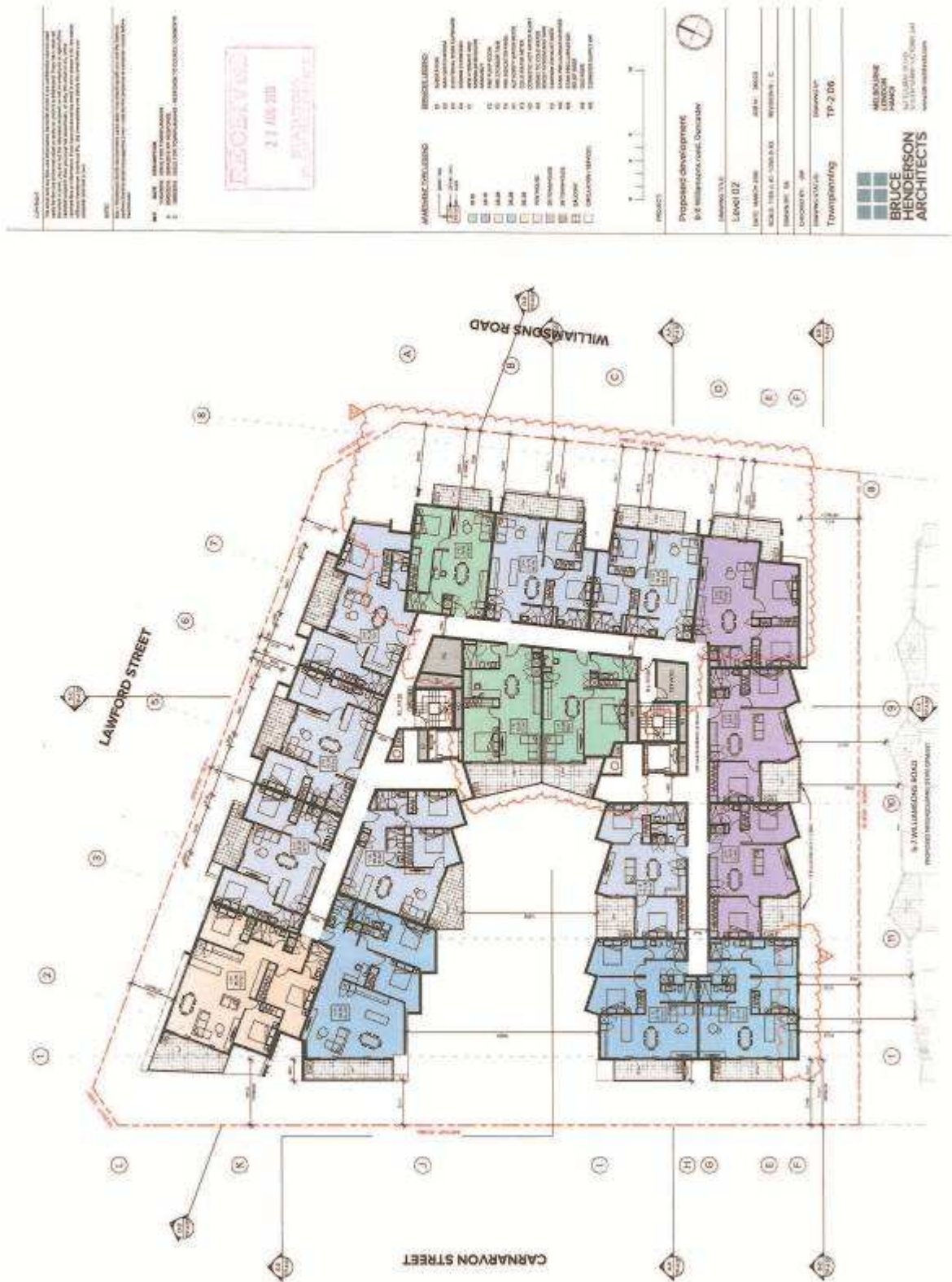
Townplanning TP-2.04

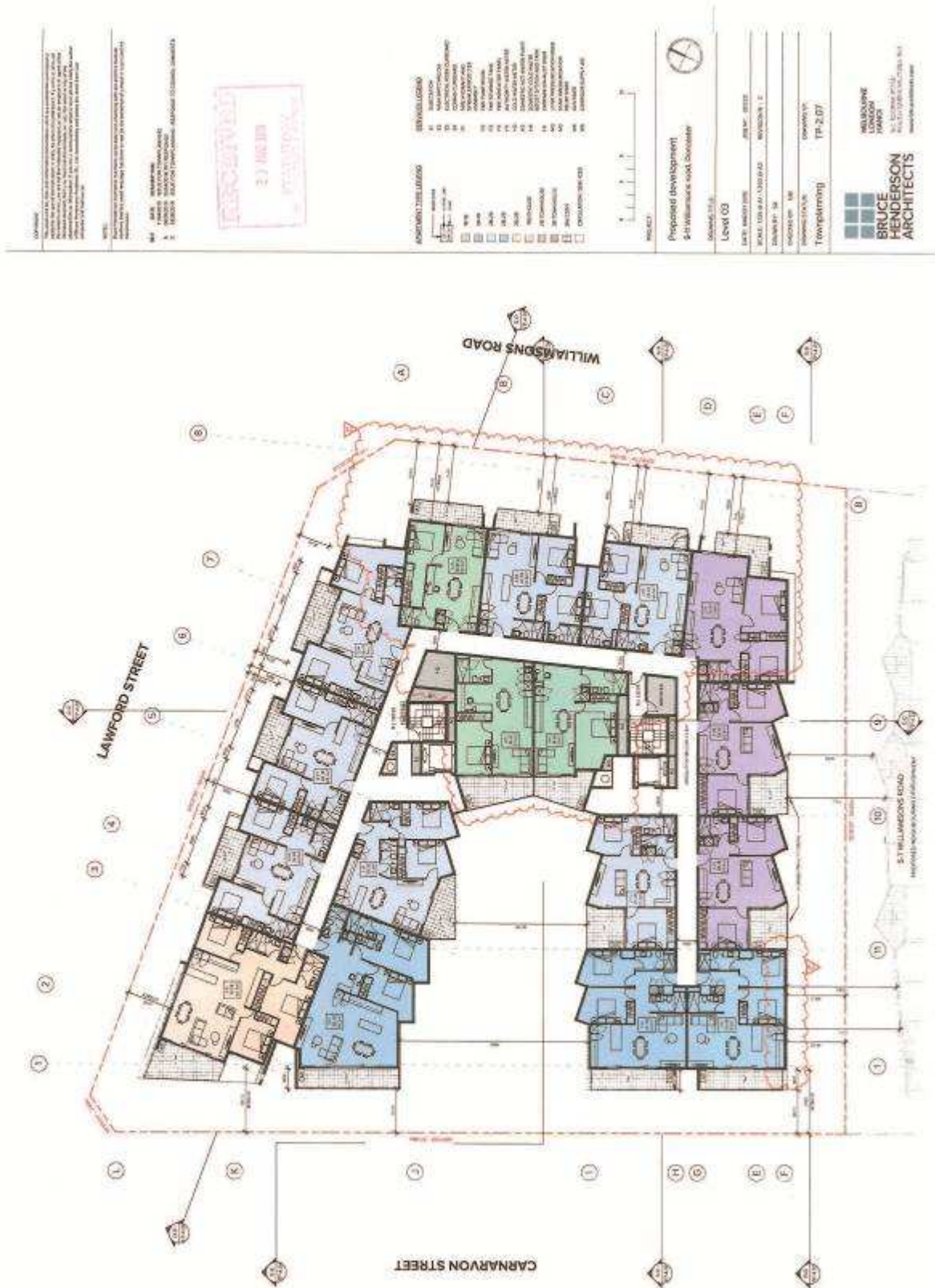
BRUCE HENDERSON ARCHITECTS

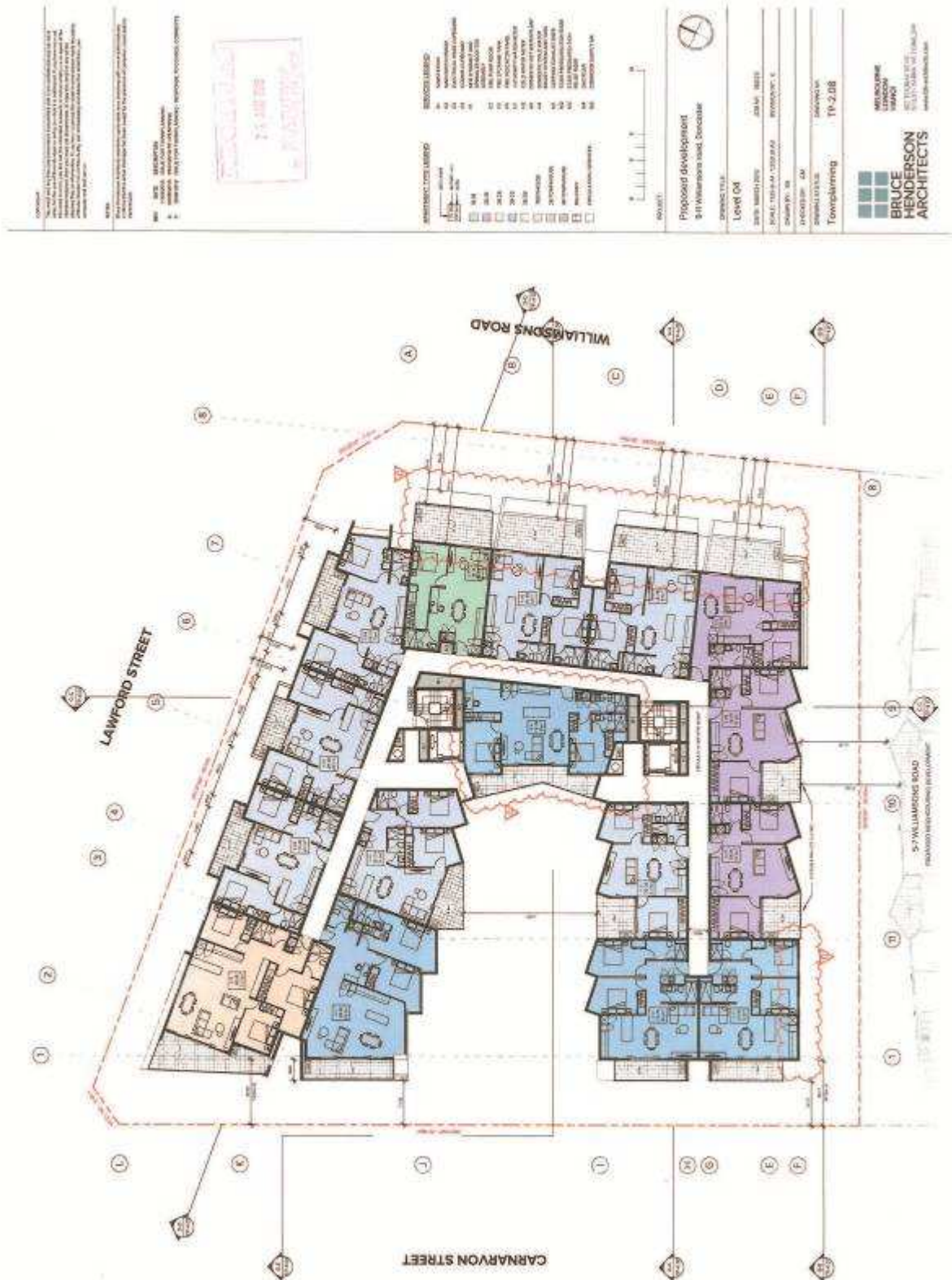
100 BROADVIEW
DORCHESTER
MASSACHUSETTS 01938
TEL: 508.248.8000
WWW.BHARCHITECTS.COM

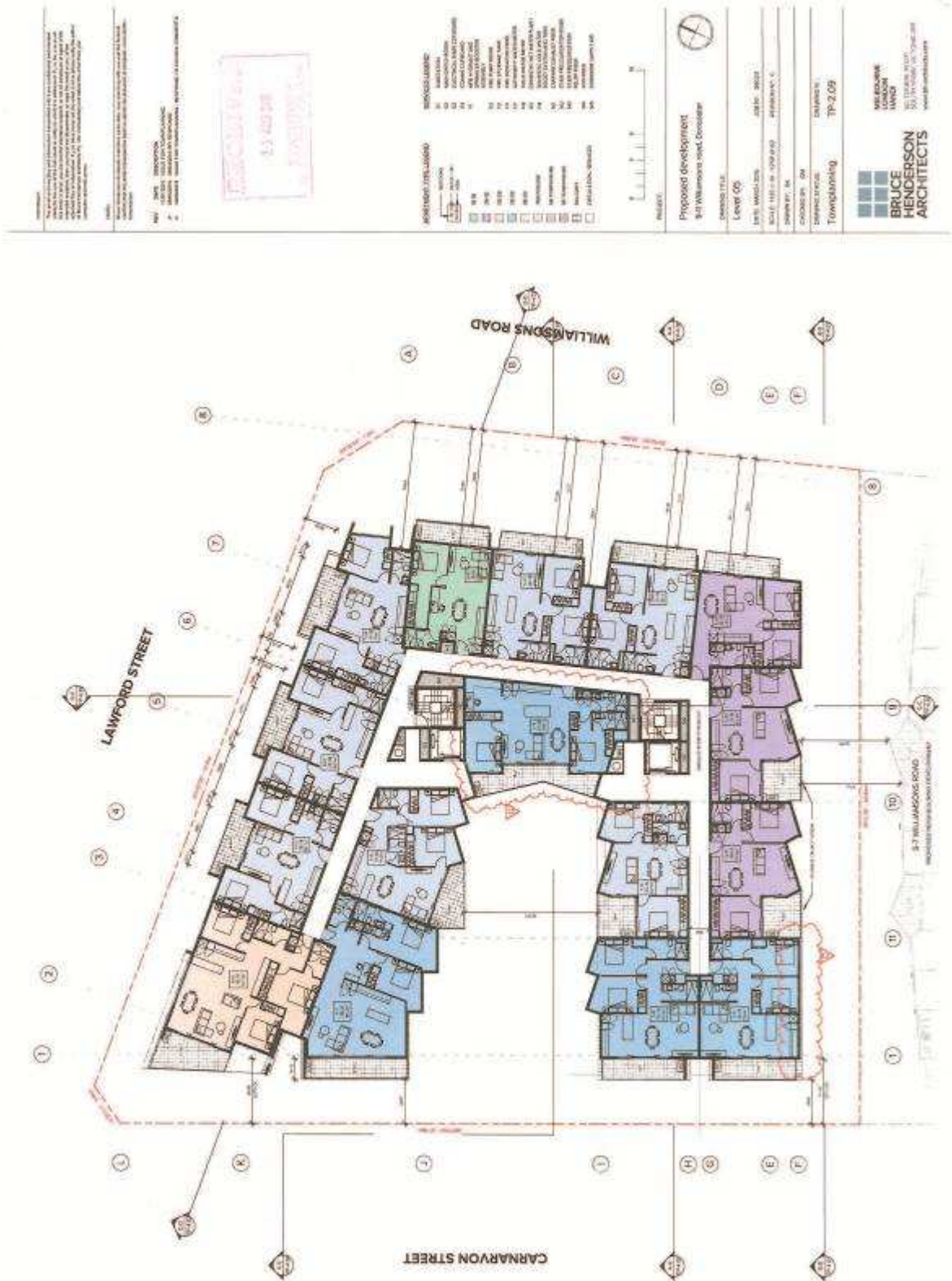


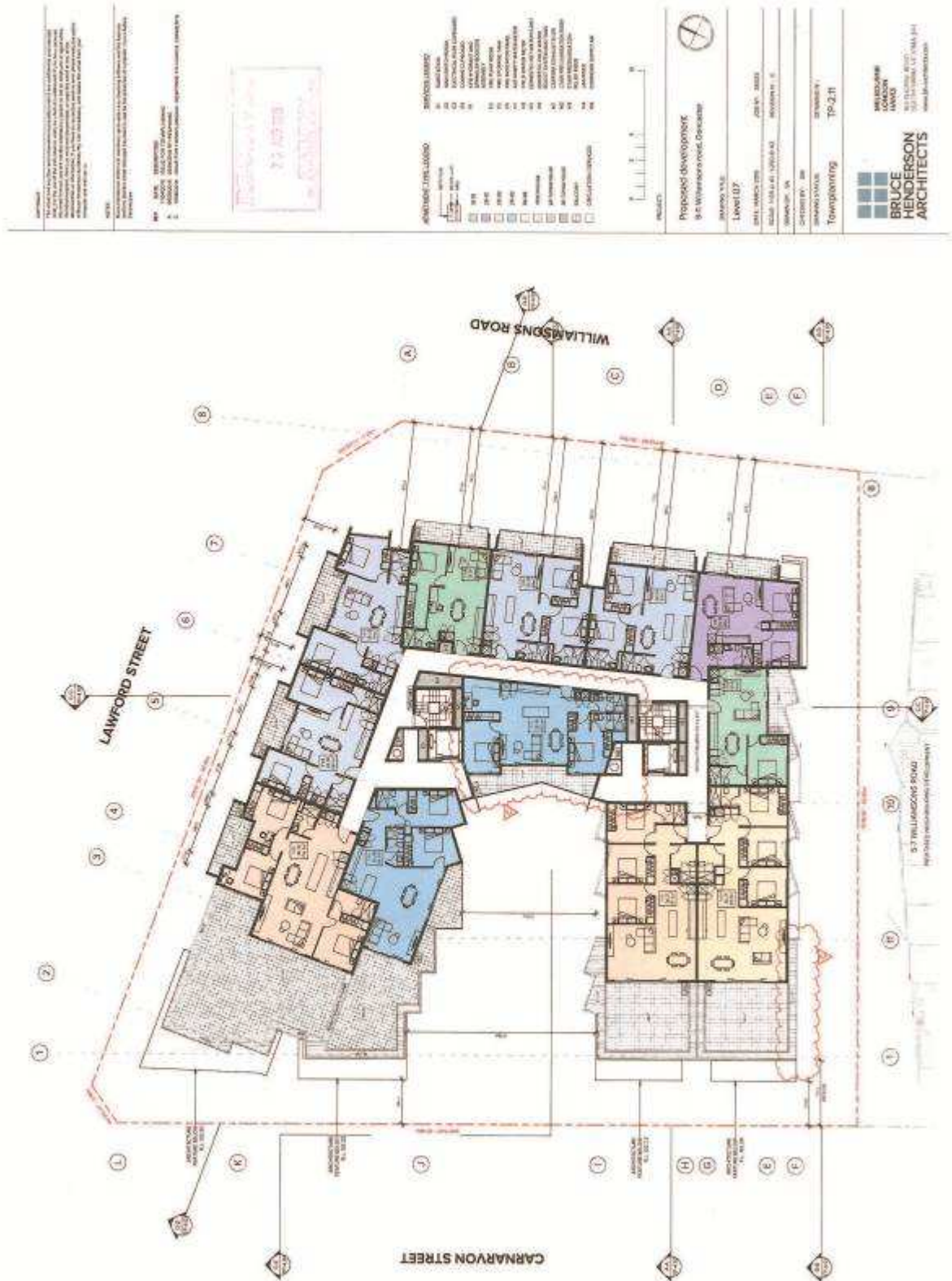












NOTES:

1. To view the site plan and the proposed development, please refer to the attached site plan.

2. The proposed development is subject to the approval of the Council.

3. The proposed development is subject to the approval of the Council.

4. The proposed development is subject to the approval of the Council.

PROPOSED DEVELOPMENT

St. William's par. Donor

LEVELS

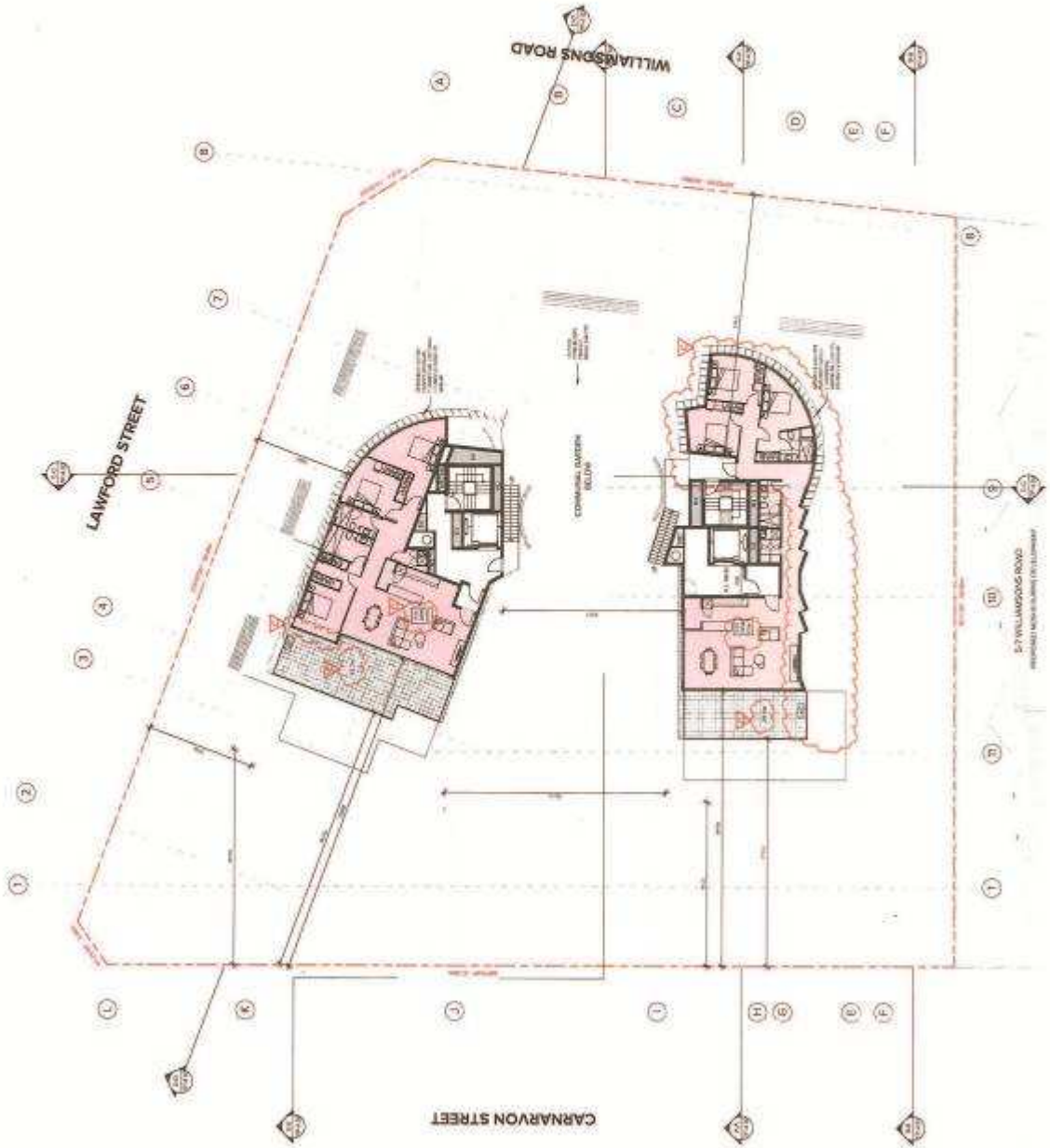
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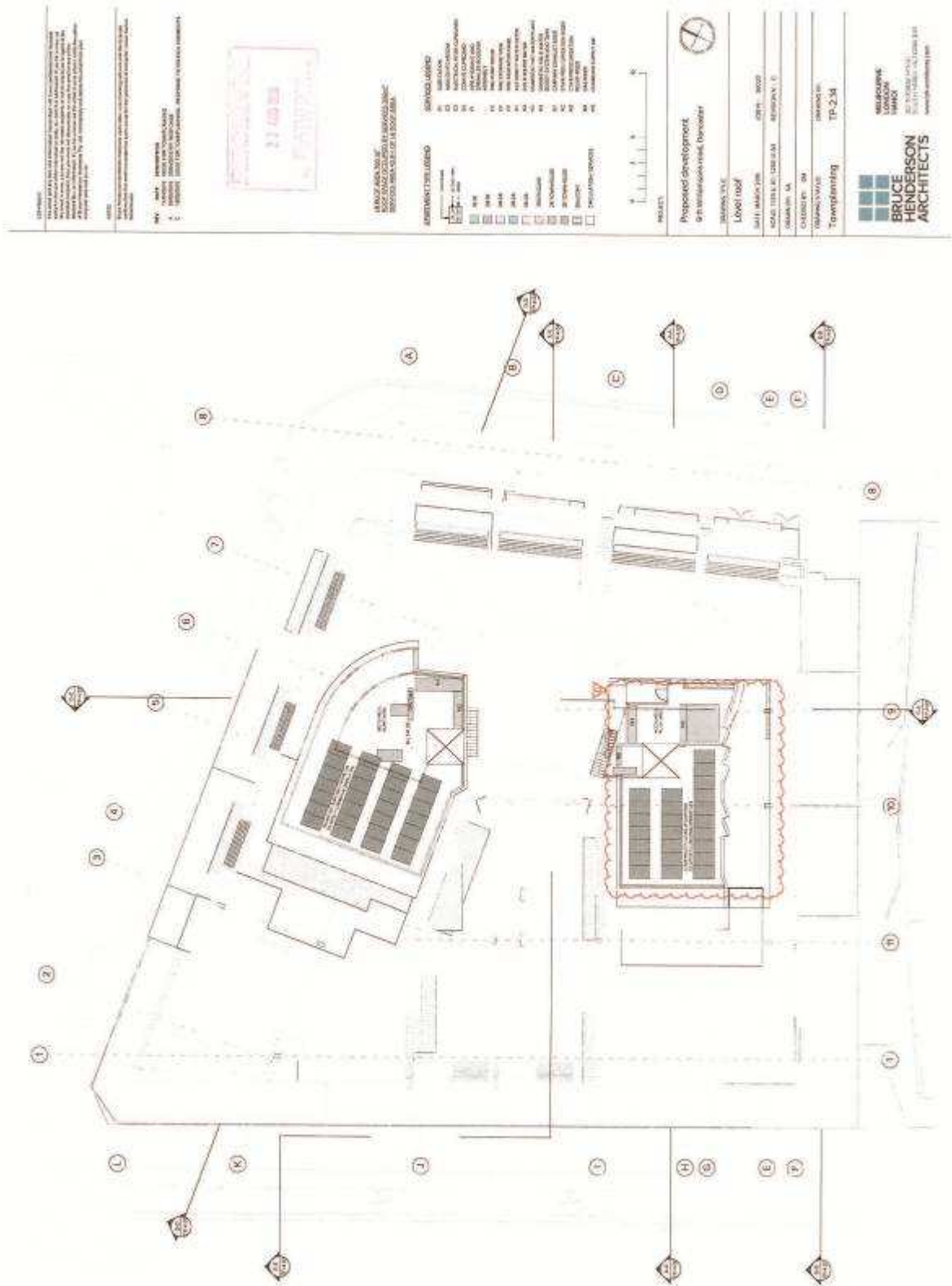
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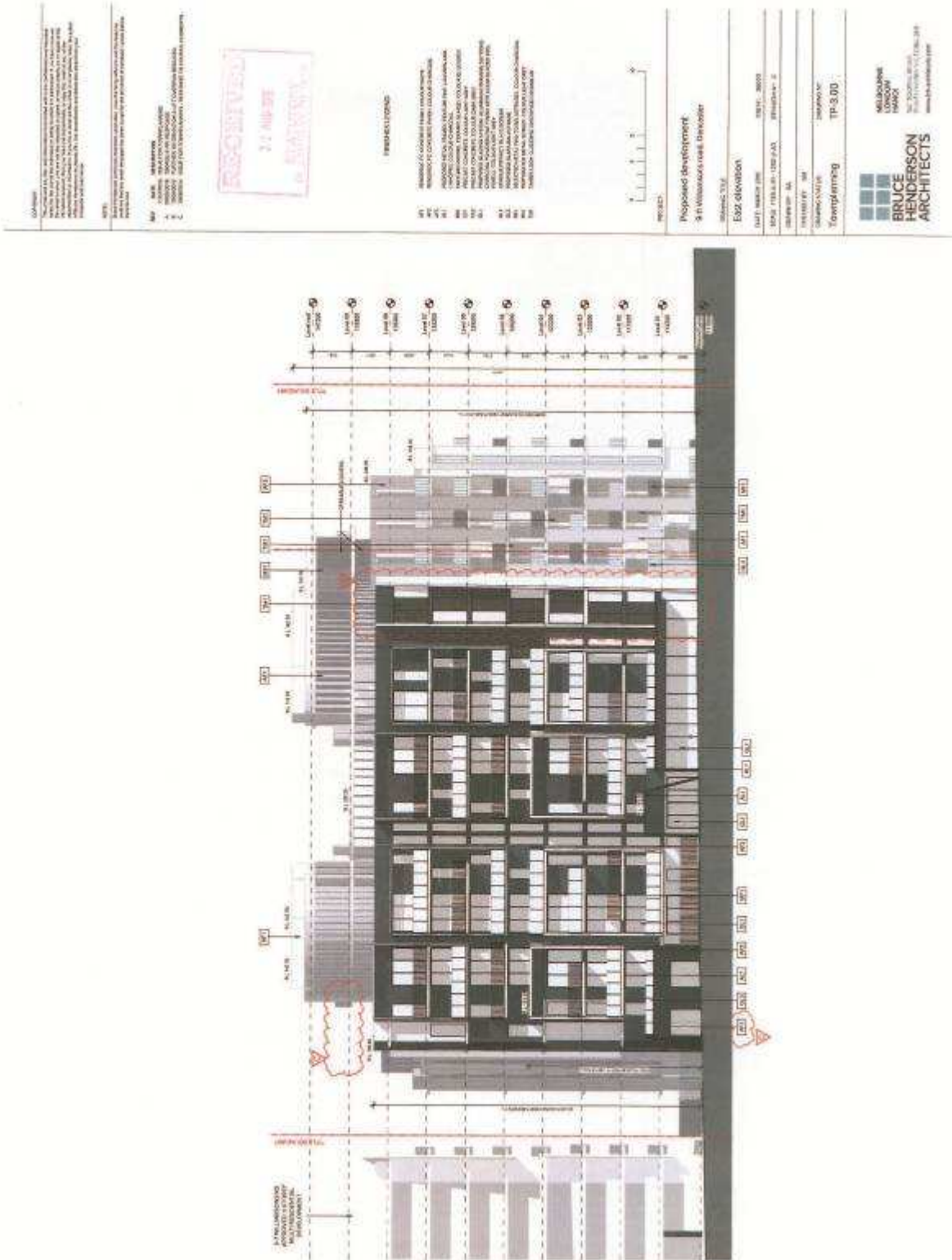
Level 2/2

Level 3/3

| NO. | DESCRIPTION |
|-----|---------------------|
| 1 | CONCRETE FOUNDATION |
| 2 | CONCRETE WALLS |
| 3 | CONCRETE FLOORS |
| 4 | ROOFING |
| 5 | MECHANICAL SYSTEMS |
| 6 | MECHANICAL SYSTEMS |
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CONTRACT:
The City of Westborough is providing this contract to the architect for the purpose of preparing architectural drawings for the proposed development. The architect shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities. The architect shall also be responsible for coordinating with the contractor and other professionals involved in the project.

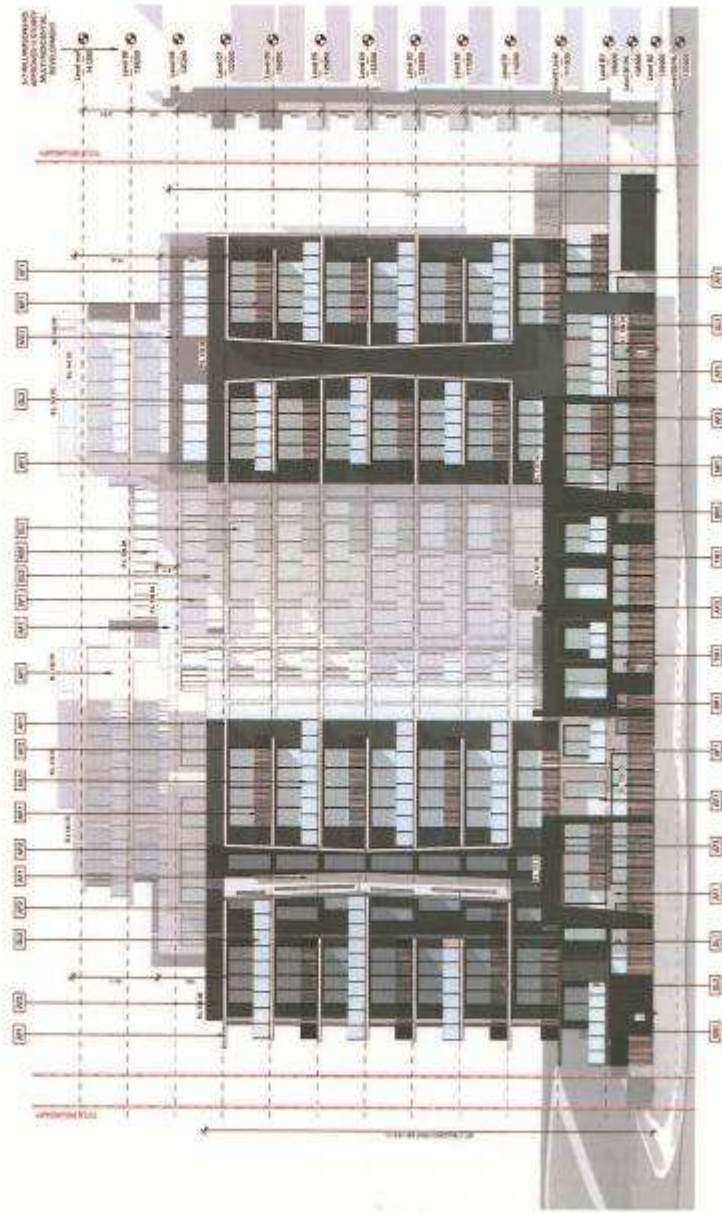
NOTES:
1. All dimensions are in feet and inches, unless otherwise specified.
2. All elevations are in feet, unless otherwise specified.
3. All materials shall be as specified in the contract documents, unless otherwise specified.
4. All work shall be in accordance with the applicable building codes and regulations.

REV. NO. DATE DESCRIPTION
1 08/2016 Initial Design
2 09/2016 Final Design
3 10/2016 Construction Documents

PROJECT LEGEND
 A1: EXISTING BUILDING
 A2: EXISTING FOUNDATION
 A3: EXISTING ROOF
 A4: EXISTING EXTERIOR WALLS
 A5: EXISTING INTERIOR WALLS
 A6: EXISTING FLOOR SLABS
 A7: EXISTING CEILING
 A8: EXISTING MECHANICAL/ELECTRICAL/PLUMBING
 A9: EXISTING STAIRS
 A10: EXISTING ELEVATORS
 A11: EXISTING WINDOWS
 A12: EXISTING DOORS
 A13: EXISTING PAINT
 A14: EXISTING FINISHES
 A15: EXISTING LANDSCAPE
 A16: EXISTING UTILITIES
 A17: EXISTING SITEWORK
 A18: EXISTING PAVING
 A19: EXISTING SIGNAGE
 A20: EXISTING FURNITURE/FIXTURES
 A21: EXISTING EQUIPMENT
 A22: EXISTING STORAGE
 A23: EXISTING OFFICES
 A24: EXISTING LABORATORY
 A25: EXISTING CLEANROOM
 A26: EXISTING GLOVEBOX
 A27: EXISTING BIOWASH
 A28: EXISTING BIOWASTE
 A29: EXISTING BIOWATER
 A30: EXISTING BIOWASTE TREATMENT
 A31: EXISTING BIOWASTE STORAGE
 A32: EXISTING BIOWASTE DISPOSAL
 A33: EXISTING BIOWASTE INCINERATION
 A34: EXISTING BIOWASTE COMPOSTING
 A35: EXISTING BIOWASTE ANAEROBIC DIGESTION
 A36: EXISTING BIOWASTE PYROLYSIS
 A37: EXISTING BIOWASTE GASIFICATION
 A38: EXISTING BIOWASTE LIQUID FUELS
 A39: EXISTING BIOWASTE SOLID FUELS
 A40: EXISTING BIOWASTE COALIFICATION
 A41: EXISTING BIOWASTE SYNTHESIS
 A42: EXISTING BIOWASTE POLYMERIZATION
 A43: EXISTING BIOWASTE NANOTECHNOLOGY
 A44: EXISTING BIOWASTE NANOMATERIALS
 A45: EXISTING BIOWASTE NANOPARTICLES
 A46: EXISTING BIOWASTE NANOFIBERS
 A47: EXISTING BIOWASTE NANOCOMPOSITES
 A48: EXISTING BIOWASTE NANOCERAMICS
 A49: EXISTING BIOWASTE NANOPOLYMERS
 A50: EXISTING BIOWASTE NANOPARTICLE ASSEMBLIES

PROPOSED DEVELOPMENT
 D1: WESTBOROUGH, MASSACHUSETTS
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 D100: WESTBOROUGH, MASSACHUSETTS

BRUCE HENDERSON ARCHITECTS
 1000 WESTBOROUGH AVENUE
 WESTBOROUGH, MASSACHUSETTS 01581
 TEL: 508.336.1100
 FAX: 508.336.1101
 WWW.BHARCHITECTS.COM



RECEIVED
13 JAN 2016

REVISIONS

- 01 - REVISED TO REFLECT COMMENTS FROM THE ARCHITECTS
- 02 - REVISED TO REFLECT COMMENTS FROM THE ARCHITECTS
- 03 - REVISED TO REFLECT COMMENTS FROM THE ARCHITECTS
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PROPOSED DEVELOPMENT
311 Wilman Road, Dorchester

South elevation

BRUCE HENDERSON ARCHITECTS
MILBOURN LONDON
211, Vauxhall, London SE11 1HL
www.bharchitects.com





1.0 PURPOSE AND SCOPE
 This document provides a conceptual architectural design for the proposed development. It is intended to provide a visual representation of the proposed development and to illustrate the architectural style and design of the building. This document is not intended to be a final design and should not be used for construction purposes. It is the property of Bruce Henderson Architects and should not be distributed or used without the written consent of Bruce Henderson Architects.

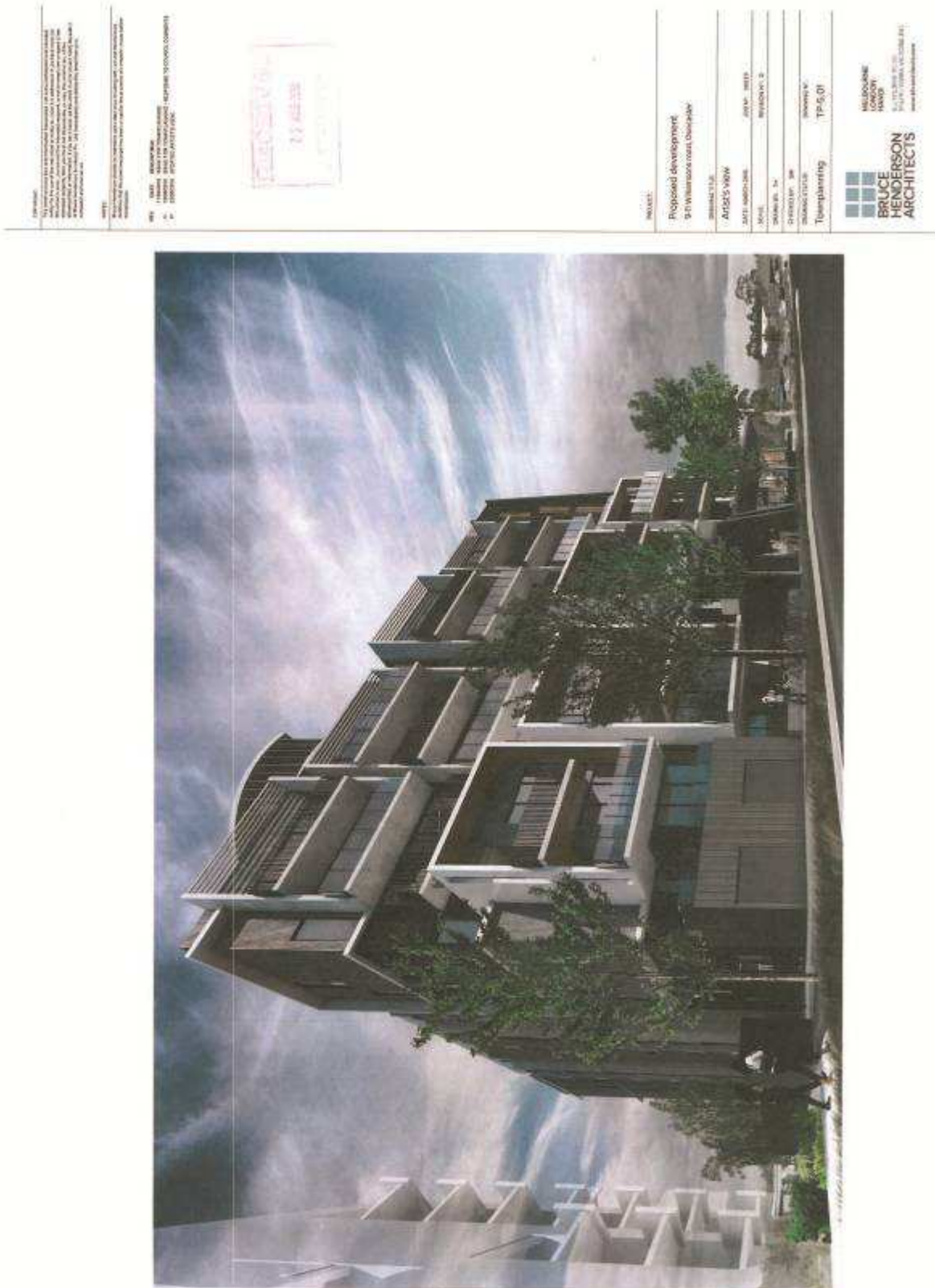
2.0 PROJECT INFORMATION
 Project Name: Proposed development for Henderson Hill, Dunedin
 Project No.: 15/16-1000
 Date: 15/10/15
 Scale: 1:100




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| PROJECT | Proposed development for Henderson Hill, Dunedin |
| DATE | 15/10/15 |
| SCALE | 1:100 |
| PROJECT NO. | 15/16-1000 |
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| SCALE | 1:100 |
| PROJECT NO. | 15/16-1000 |

BRUCE HENDERSON ARCHITECTS

111 RIVER STREET
 DUNEDIN 9014
 TEL: 03 477 9100
 WWW.BH.AARCHITECTS.CO.NZ





PROPOSED DEVELOPMENT
 8/13 WILSONS ROAD, DOUGLAS
 BRUCE HENDERSON ARCHITECTS
 2015-2016

REVISION 01
 DATE 11/11/16
 DRAWN BY: JH
 CHECKED BY: JH
 SCALE: 1/8" = 1'-0"
 PROJECT NO: 16-012

BRUCE HENDERSON ARCHITECTS
 2015-2016

BRUCE HENDERSON ARCHITECTS
 2015-2016

REVISION 01
 DATE 11/11/16
 DRAWN BY: JH
 CHECKED BY: JH
 SCALE: 1/8" = 1'-0"
 PROJECT NO: 16-012

BRUCE HENDERSON ARCHITECTS
 2015-2016

REVISION 01
 DATE 11/11/16
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BRUCE HENDERSON ARCHITECTS
 2015-2016

REVISION 01
 DATE 11/11/16
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BRUCE HENDERSON ARCHITECTS
 2015-2016

REVISION 01
 DATE 11/11/16
 DRAWN BY: JH
 CHECKED BY: JH
 SCALE: 1/8" = 1'-0"
 PROJECT NO: 16-012

DISCLAIMER
 This plan and the information contained herein are for informational purposes only and are not intended to constitute an offer of insurance or any other financial product. The information contained herein is not intended to be used as a substitute for professional advice from a qualified professional. The information contained herein is not intended to be used as a substitute for professional advice from a qualified professional. The information contained herein is not intended to be used as a substitute for professional advice from a qualified professional.

NOTES
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DATE
 2016.09.13

PROJECT
 BRUCE HENDERSON ARCHITECTS



PROPOSED DEVELOPMENT
 101 Wellington Road, Concordia

PROJECT NO.
 101 Wellington Road, Concordia

DATE
 2016.09.13

SCALE
 1:100

PROJECT NO.
 101 Wellington Road, Concordia

DATE
 2016.09.13

PROJECT NO.
 101 Wellington Road, Concordia

DATE
 2016.09.13

PROJECT NO.
 101 Wellington Road, Concordia

DATE
 2016.09.13

MELBOURNE
LONDON
BRUCE HENDERSON ARCHITECTS

MELBOURNE
 101, 111, 121, 131, 141, 151, 161, 171, 181, 191, 201, 211, 221, 231, 241, 251, 261, 271, 281, 291, 301, 311, 321, 331, 341, 351, 361, 371, 381, 391, 401, 411, 421, 431, 441, 451, 461, 471, 481, 491, 501, 511, 521, 531, 541, 551, 561, 571, 581, 591, 601, 611, 621, 631, 641, 651, 661, 671, 681, 691, 701, 711, 721, 731, 741, 751, 761, 771, 781, 791, 801, 811, 821, 831, 841, 851, 861, 871, 881, 891, 901, 911, 921, 931, 941, 951, 961, 971, 981, 991, 1001

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www.brucenhenderson.com



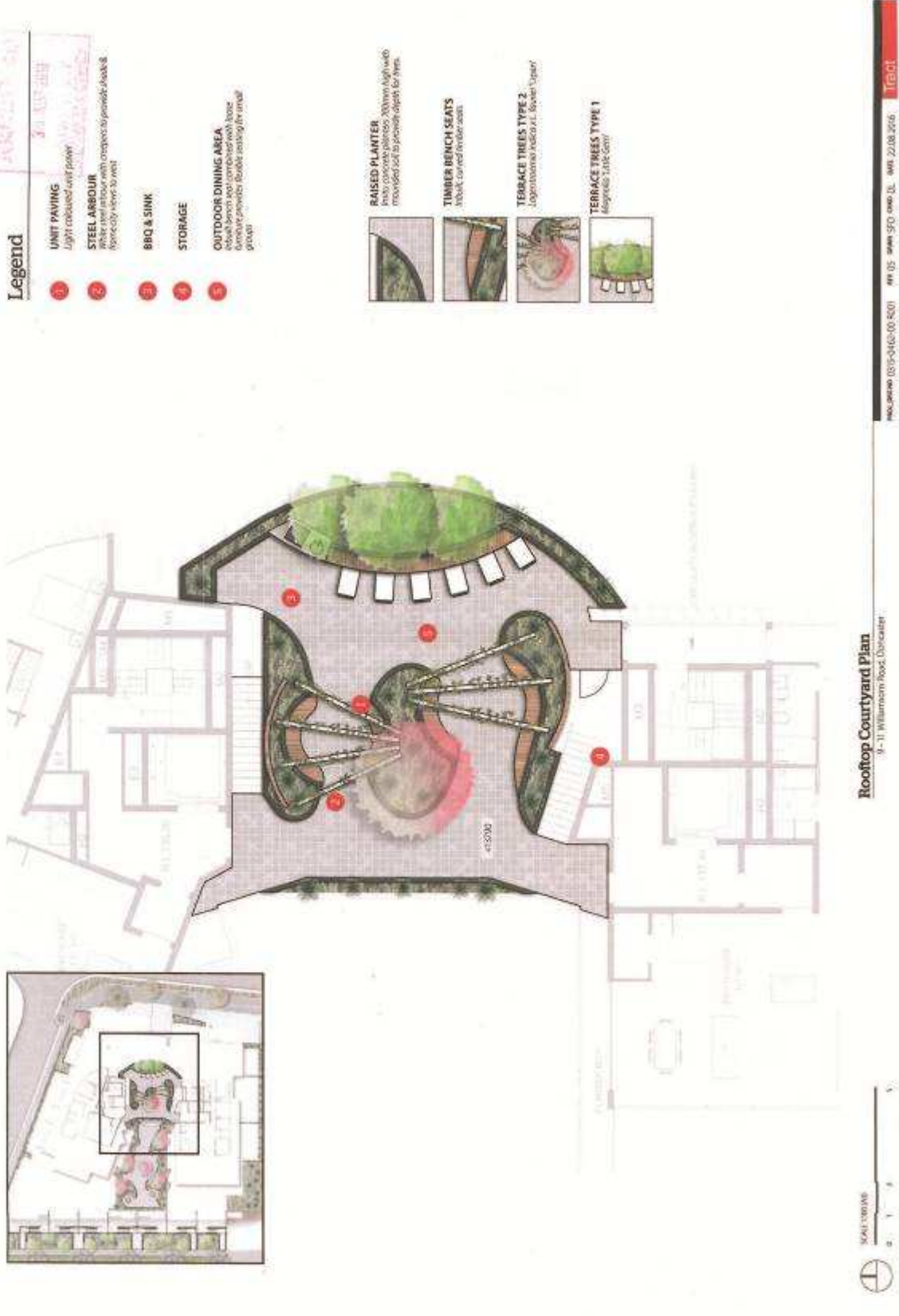


Legend

- 1 **PEDESTRIAN PATH**
300x400mm wide paving with border power cable and wire to Doncaster Hill strategy.
- 2 **ENTRY PLAZA**
7m wide brick loop & bench seat. Small plants to soften edge.
- 3 **CITY VIEW TERRACE**
Light colored concrete paving. Down steps to provide a look, organic shaped planter to provide visual screen from above & circular timber seating for small groups of 2-3 people.
- 4 **BUFFER PLANTING WEST**
Small - medium trees, native shrubs and grasses to screen from adjacent street and power line.
- 5 **BUFFER PLANTING NORTH**
Small - medium trees, native shrubs and grasses to screen from adjacent street and power line.
- 6 **BUFFER PLANTING SOUTH**
Small - medium trees, native shrubs and grasses to screen from adjacent street and power line.
- 7 **RAIN GARDEN**
Small - medium trees, native shrubs and grasses to screen from adjacent street and power line.
- 8 **TOWNHOUSE ENTRIES**
Central path from Courtyard street to gate. Also includes 1st. Landing to take up to power factory within the boundary. After general access.

- 9 **DONCASTER HILL TREE TYPE 1**
Plants to Doncaster Hill strategy.
- 10 **DONCASTER HILL TREE TYPE 2**
Plants to Doncaster Hill strategy.
- 11 **FEATURE TREES**
Small - medium trees, native shrubs and grasses to screen from adjacent street and power line.
- 12 **BUFFER TREES**
Small - medium trees, native shrubs and grasses to screen from adjacent street and power line.
- 13 **LOCAL STREET TREES**
Small - medium trees, native shrubs and grasses to screen from adjacent street and power line.
- 14 **BUFFER TREES (SOUTH SIDE)**
Small - medium trees, native shrubs and grasses to screen from adjacent street and power line.

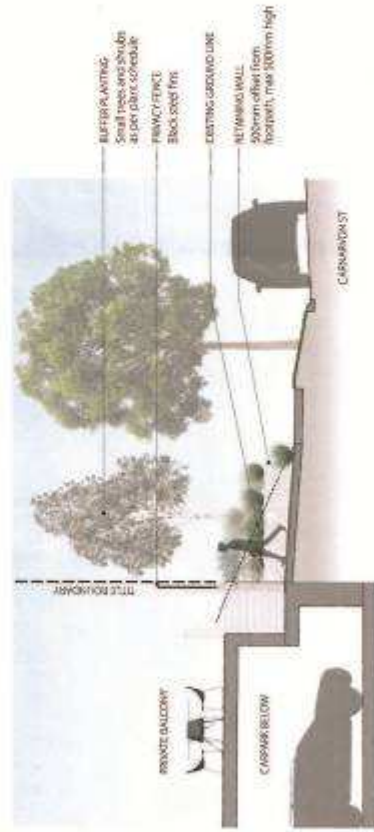
Streetscape Landscape Plan
9 - 11 Williamson Types Doncaster
SCALE 1:500
DATE 05/09/16
DRAWN BY: [Name]
CHECKED BY: [Name]
PROJECT NO: [Number]



370-4048-0100
 2/16/2016
 11:00 AM



SECTION A



SECTION B



Landscape Sections

9-11 Warrigoe Road, Dorraville

REV: 01: 09/05/2016 (S) REV: 02: 09/05/2016 (S) REV: 03: 09/05/2016 (S) REV: 04: 09/05/2016 (S) REV: 05: 09/05/2016 (S) REV: 06: 09/05/2016 (S) REV: 07: 09/05/2016 (S) REV: 08: 09/05/2016 (S) REV: 09: 09/05/2016 (S) REV: 10: 09/05/2016 (S) REV: 11: 09/05/2016 (S) REV: 12: 09/05/2016 (S) REV: 13: 09/05/2016 (S) REV: 14: 09/05/2016 (S) REV: 15: 09/05/2016 (S) REV: 16: 09/05/2016 (S) REV: 17: 09/05/2016 (S) REV: 18: 09/05/2016 (S) REV: 19: 09/05/2016 (S) REV: 20: 09/05/2016 (S) REV: 21: 09/05/2016 (S) REV: 22: 09/05/2016 (S) REV: 23: 09/05/2016 (S) REV: 24: 09/05/2016 (S) REV: 25: 09/05/2016 (S) REV: 26: 09/05/2016 (S) REV: 27: 09/05/2016 (S) REV: 28: 09/05/2016 (S) REV: 29: 09/05/2016 (S) REV: 30: 09/05/2016 (S) REV: 31: 09/05/2016 (S) REV: 32: 09/05/2016 (S) REV: 33: 09/05/2016 (S) REV: 34: 09/05/2016 (S) REV: 35: 09/05/2016 (S) REV: 36: 09/05/2016 (S) REV: 37: 09/05/2016 (S) REV: 38: 09/05/2016 (S) REV: 39: 09/05/2016 (S) REV: 40: 09/05/2016 (S) REV: 41: 09/05/2016 (S) REV: 42: 09/05/2016 (S) REV: 43: 09/05/2016 (S) REV: 44: 09/05/2016 (S) REV: 45: 09/05/2016 (S) REV: 46: 09/05/2016 (S) REV: 47: 09/05/2016 (S) REV: 48: 09/05/2016 (S) REV: 49: 09/05/2016 (S) REV: 50: 09/05/2016 (S) REV: 51: 09/05/2016 (S) REV: 52: 09/05/2016 (S) REV: 53: 09/05/2016 (S) REV: 54: 09/05/2016 (S) REV: 55: 09/05/2016 (S) REV: 56: 09/05/2016 (S) REV: 57: 09/05/2016 (S) REV: 58: 09/05/2016 (S) REV: 59: 09/05/2016 (S) REV: 60: 09/05/2016 (S) REV: 61: 09/05/2016 (S) REV: 62: 09/05/2016 (S) REV: 63: 09/05/2016 (S) REV: 64: 09/05/2016 (S) REV: 65: 09/05/2016 (S) REV: 66: 09/05/2016 (S) REV: 67: 09/05/2016 (S) REV: 68: 09/05/2016 (S) REV: 69: 09/05/2016 (S) REV: 70: 09/05/2016 (S) REV: 71: 09/05/2016 (S) REV: 72: 09/05/2016 (S) REV: 73: 09/05/2016 (S) REV: 74: 09/05/2016 (S) REV: 75: 09/05/2016 (S) REV: 76: 09/05/2016 (S) REV: 77: 09/05/2016 (S) REV: 78: 09/05/2016 (S) REV: 79: 09/05/2016 (S) REV: 80: 09/05/2016 (S) REV: 81: 09/05/2016 (S) REV: 82: 09/05/2016 (S) REV: 83: 09/05/2016 (S) REV: 84: 09/05/2016 (S) REV: 85: 09/05/2016 (S) REV: 86: 09/05/2016 (S) REV: 87: 09/05/2016 (S) REV: 88: 09/05/2016 (S) REV: 89: 09/05/2016 (S) REV: 90: 09/05/2016 (S) REV: 91: 09/05/2016 (S) REV: 92: 09/05/2016 (S) REV: 93: 09/05/2016 (S) REV: 94: 09/05/2016 (S) REV: 95: 09/05/2016 (S) REV: 96: 09/05/2016 (S) REV: 97: 09/05/2016 (S) REV: 98: 09/05/2016 (S) REV: 99: 09/05/2016 (S) REV: 100: 09/05/2016 (S)

Material Palette



Trees



Shrubs and Grasses



The proposed plant and material palette was chosen with reference with the Dedications Hill Strategy to ensure the public space blends in with the existing surrounds. Ideally, a durable, light coloured paving in the terrace will be used. The proposed plant palette was chosen to provide a high level of privacy and shade in the terrace. The proposed plant palette was chosen to provide a high level of privacy and shade in the terrace. The proposed plant palette was chosen to provide a high level of privacy and shade in the terrace. The proposed plant palette was chosen to provide a high level of privacy and shade in the terrace.

Plant Schedule

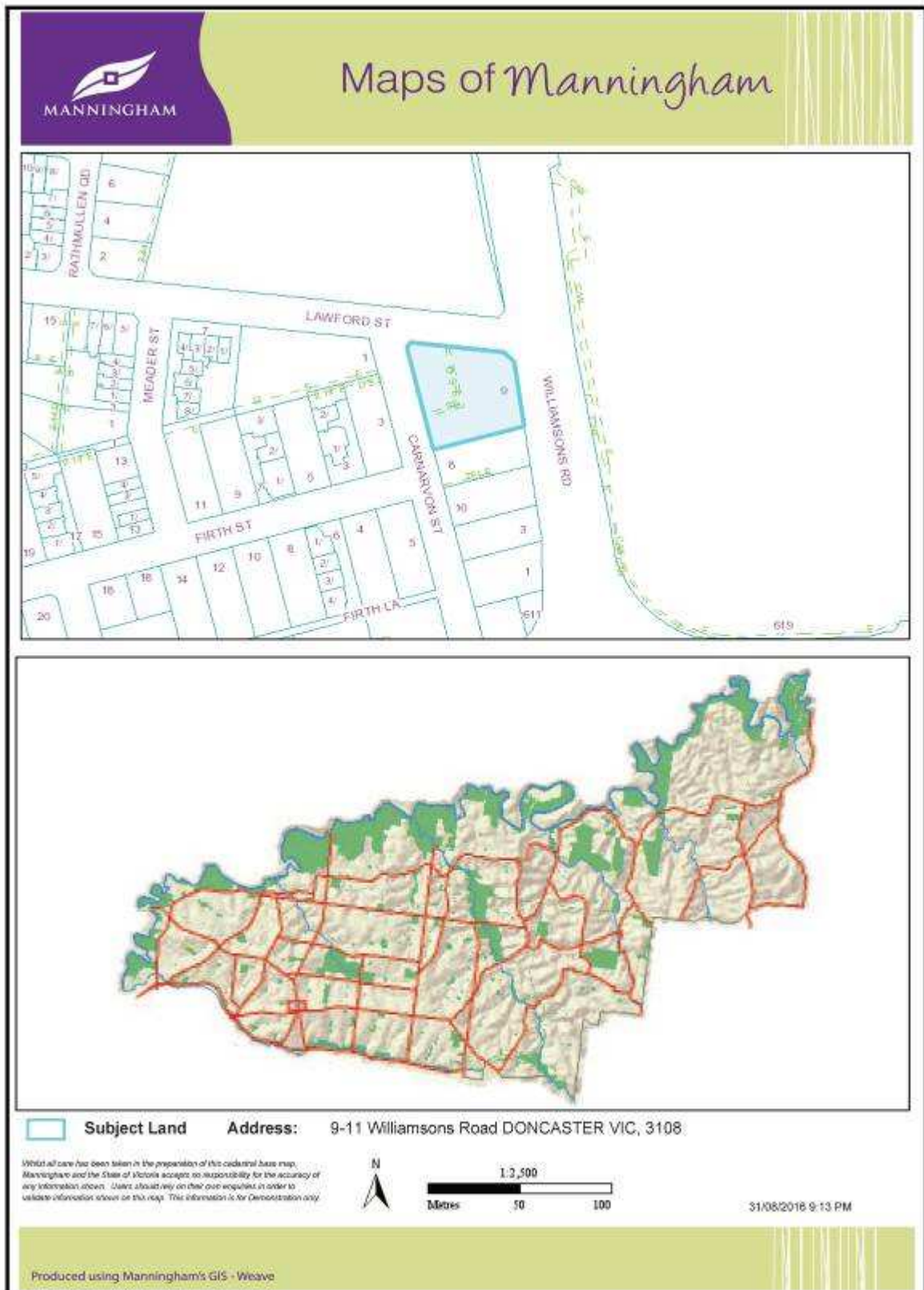
| Botanical Name | Common Name | Height | Spread |
|---|------------------------|--------|--------|
| <i>Casuarina muhlenbergii</i> | Dwarf Spotted Gum | 10m | 8m |
| <i>Pisonia orientalis</i> var. <i>majoris</i> | Autumn Glory Plant | Use | 10 |
| <i>Pisonia orientalis</i> 'Vermilion' | Cherrybloss Pisonia | 10m | 6 |
| <i>Myoporum parvifolium</i> | Large Myrtle Heath | 4m | 3m |
| <i>Magnolia grandiflora</i> 'Little Gem' | Dwarf Magnolia | 6m | 3m |
| <i>Pisonia orientalis</i> 'Capita' | Capita Ornamental Pear | 10m | 3m |
| <i>Magnolia grandiflora</i> 'Compass' | Bull Bay Magnolia | 10m | 5m |
| <i>Spodopogon australis</i> 'Pinnacle' | Pinnacle Lily Pilly | 8m | 6m |
| <i>Excoecaria coccinea</i> 'Scimitar' | Dwarf Lumnitzera Gum | 7m | 5m |
| <i>Angustanthe hybrid</i> 'Aurifer Hybrid' | Kangaroo Paw Hybrid | 0.5m | 0.4m |
| <i>Boerhaavia maritima</i> | Sea Purslane | 0.5m | 0.5m |
| <i>Cordia allodora</i> var. <i>obtusata</i> | White Cordia | 3.5m | 1.0m |
| <i>Clivia miniata</i> | Kaffir Lily | 0.8m | 0.8m |
| <i>Covera millera</i> | Mary's Fuchsia | 1.0m | 1.0m |
| <i>Albizia julibrissin</i> 'Pink Bell' | Queen's Wreath | 0.5m | 0.7m |
| <i>Grevillea 'Superb'</i> | Grevillea 'Superb' | 1.5m | 2.0m |
| <i>Hibiscus cadyseus</i> | Hotter Cordia Flower | 1.0m | 1.0m |
| <i>Arundo donax</i> | Burning Bush | 0.4m | 1.5m |
| <i>Lonicera fragyfolia</i> 'Genial' | Lonicera 'Genial' | 0.5m | 0.6m |
| <i>Myoporum parvifolium</i> | Creeping Rockrose | 0.2m | 1.2m |
| <i>Stenandrium</i> | Fairy Fairy Flower | 0.4m | 0.5m |
| <i>Waxcap</i> | Aussie Box | 0.4m | 0.4m |
| <i>Flora pumila</i> | Climbing Fig | - | - |
| <i>Persea caroliniana</i> | Boston Ivy | - | - |

Planting Palette

511 Willemstad Road, Denderghat

WILLMORR (03) 5465 00 0001 NY 05 www.gfo.com.au 22.08.2016

Tract



5 Planning Application PL09/020097.01 - 969- 973 Doncaster Road, Doncaster – Amendment to Planning Permit PL09/020097 by undertaking a number of changes to the building to increase the number of apartments from 22 to 38, including the addition of a fourth storey to increase the overall maximum building height to 14.4 metres, reducing setbacks to all boundaries, and introducing car stackers into the basement car park

Responsible Director: Director Planning & Environment

File No. T16/174

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

Land: Lot 1 TP558372K Vol 8431 Fol 984
 Lot 1 TP190192K Vol 9350 Fol 210
 Lot 1 TP339074R Vol 8431 Fol 986

Zone Residential Growth Zone Schedule 2
 Design and Development Overlay
 Schedule 8
 Land Adjacent to a Road Zone
 Category 1

Applicant: E.J Grech & Associates Pty Ltd

Ward: Koonung

Melway Reference: 48 A1

Time to consider: 17 June 2016

SUMMARY

It is proposed to amend planning permit PL09/020097 by approving amended plans that show the addition of a fourth storey, an increase to the number of apartments from 22 to 38, an increase to the maximum building height from 10.9m to 14.4m, a reduction to setbacks on all boundaries and introducing car stackers within the basement car park (5 stackers for 10 car spaces).

The application was advertised and 3 objections were received.

Grounds mainly relate to the appropriateness of the fourth storey, privacy, additional building height, reduced setbacks, visual bulk and overlooking.

It is considered that the application is contrary to the provisions of the Design and Development Overlay Schedule 8, as the fourth storey when viewed from public realm generates a scale and maximum building height that is excessive. Inadequate setbacks around the perimeter of the building to support the provision of perimeter landscaping to provide a visual barrier and to soften the built form. The apartments are provided with inadequate internal amenity including natural light and ventilation.

The introduction of the car stackers within the basement car park is not considered practical, given that different apartments are allocated the two car spaces within each stacker. Furthermore, the car stackers are only provided with a vehicle clearance height of 1.5m within the lower and 1.55m within the upper stacker car space, which is contrary to Design Standard 4 of Clause 52.06 and will not accommodate most medium special utility vehicles.

The proposal constitutes an overdevelopment, as it results in the creation of substandard apartments with poor internal amenity.

Since the report has been written, the Applicant has lodged an application of review at the Victorian and Civil Administrative Tribunal for failure to determine the application within the prescribed time. It is recommended that the application be not supported, if Council had the ability to determine the application.

1 BACKGROUND

- 1.1 The site comprises of three separate parcels of land, namely Nos. 969, 971 and 973 Doncaster Road.
- 1.2 The property at No. 969 is legally referred to as Lot 1 TP558372K, Volume 8431 Folio 984. The property at No. 971 is legally referred to as Lot 1 TP190192K, Volume 9350 Folio 210 and No. 973 is legally referred to as lot 1 TP339074R, Volume 986 Folio 8431.
- 1.3 The site has a combined frontage of 50.67m, a depth of 40.49m, with a combined site area of 2049.75m². A 2.44m wide easement is located along the rear northern boundary.
- 1.4 The site originally contained three, single detached dwellings, which have recently been demolished. The site is vacant and a temporary fence is erected along the property frontage.
- 1.5 A dilapidated timber paling fence with one section missing is located along the northern boundary. A dilapidated timber paling fence with a significant lean towards the site is located along the eastern and western boundary.
- 1.6 The site has abuttals with six properties. Surrounding development is described as follows:

| Direction | Address | Description |
|-----------|--------------------|--|
| North | 10 Roderick Street | The property contains a single-storey, brick dwelling with a hipped, tiled roof. The dwelling has a rear setback of 16.0m from the common boundary. Secluded private open space is located within the rear yard. Vehicle access is via a concrete driveway and crossover located adjacent to the eastern boundary. |
| | 8 Roderick Street | The property contains three, two-storey, rendered finish Neo-Georgian dwellings with a hipped, |

| Direction | Address | Description |
|-----------|--------------------|--|
| | | <p>tiled roof. Separate vehicle access is provided for Dwelling 1, via a driveway and crossover located adjacent to the western boundary. Common vehicle access is via a crossover and driveway located adjacent to the eastern boundary. The dwellings are in a tandem arrangement. Unit 3 has a rear setback of 2.5m. There are two habitable room windows orientated to the common boundary, with one window having dimensions of 1.5m by 2.1m and the other being 600mm by 600mm.</p> |
| | 6 Roderick Street | <p>The property contains a single-storey, brick dwelling with a gabled, tiled roof. The dwelling has a rear setback of 21m from the common boundary.</p> |
| West | 967 Doncaster Road | <p>The property contains two dwellings in a tandem arrangement. Unit 1 is a single-storey dwelling in a rendered finish, with a gabled, tiled roof with a front setback of 7.6m. The rear dwelling is a two-storey dwelling. Both dwellings have a side setback of 2.0m from the common boundary. Vehicle access is via a common driveway and crossover located adjacent to the western boundary.</p> |
| East | 975 Doncaster Road | <p>A single-storey, brick dwelling with a hipped, tiled roof is setback 14m from the street and 2.0m from the common boundary. A double carport is located forward of the dwelling. Vehicle access is via a driveway and crossover located adjacent to the eastern boundary. Secluded private open space is located to the rear. There are two habitable room windows orientated to the common boundary, of which one is a highlight window and the other has dimensions 1.5m by 1.8m.</p> |

- 1.7 The character of the area is in transition. While single detached brick dwellings are still common on many properties, an increasing number of lots are being developed with two or more townhouse style dwellings, with apartments style developments on either side of Doncaster Road. Directly opposite the site is a childcare centre and within 37m to the east is the Doncaster Police Station. There are many medical centres operated from existing dwellings on Doncaster Road.
- 1.8 Doncaster Road is a major arterial road, within the jurisdiction of VicRoads. Doncaster Road has 6 lanes of traffic, divided by a raised median strip that contains various native canopy trees. The far left lane is a designated bus priority lane.
- 1.9 The site is well located to a range of services, including a bus stop located 36m (in front of Police Station) and Devon Plaza Shopping Centre located on the opposite side of Doncaster Road (28m). A childcare centre is located on the opposite side of Doncaster Road (27m) and Montgomery Reserve is located 229m from the east side of the site.

2 PROPOSAL

- 2.1 The proposal is to amend plans approved under existing planning permit PL09/020097, as follows:
- The addition of a fourth storey;
 - Apartments increased from 22 to 38 (meaning a new configuration of apartments);
 - Increase to building height to 14.4m;
 - Reduction to all setbacks; and
 - Car stackers within basement car park.
- 2.2 The amended application has the following setbacks to site boundaries:
- Front Setbacks
 - Basement - 4.0m reduced from 6.0m
 - Ground Floor – 6.0m reduced from 6.04m
 - First Floor – 6.0m reduced from 6.04m
 - Second Floor – 6.0m reduced from 6.04m
 - Third Floor -6.0m
 - Western Side Setbacks
 - Basement – 1.2m reduced from 7.5m
 - Ground Floor – 2.47m reduced from 7.5m
 - First Floor – 4.0m reduced from 8.4m
 - Second Floor – 7.0m reduced from 12.1m
 - Third Floor -8.0m
 - Eastern Side Setbacks
 - Basement – 2.5m reduced from 3.0m

- Ground Floor – 2.5m reduced from 3.0m
 - First Floor – 3.5m reduced from 4.5m
 - Second Floor – 5.0m reduced from 7.5m
 - Third Floor – 6.0m
 - Northern Rear Setbacks
 - Basement -2.4m to stairs, 5.0m to edge of wall, reduced from 5.1m
 - Ground Floor – 6.0m reduced from 7.1m
 - First Floor -6.0m reduced from 7.1m
 - Second Floor – 9.0m reduced from 12.2m
 - Third Floor -16.5m
- 2.3 The amended proposal will comprise of two, three-bedrooms apartments and two one-bedroom apartment, with the remaining 34 apartments two-bedrooms.
- 2.4 The basement carpark has provision for 40 car spaces for residents, of which 10 car spaces will be within 5 car stackers. There will 8 visitor car spaces within the basement and 8 Ned Kelly bicycle spaces are centrally located for residents.
- 2.5 The proposed building will have a maximum building height of 14.4m (north), increased from 10.9m (west). The development will have a site coverage of 60%, increased from 52.76%.
- 2.6 A 1.7m – 2.4m high timber, slat fence is proposed within 2.0m of the property frontage to enclose a private open space for the ground floor apartments (A2, A3, A4, A5 & A6). These apartments are benched 1.25m into the ground. There are 6 apartments to rely on internal light courts that descend the four floors of the building to illuminate the bedrooms for natural light and ventilation.
- 2.7 The proposed development has a modulated architectural design, which includes a flat roof and articulated facade presentation on all sides. The facades consist of a mix of render and timber cladding, feature brickwork, feature tiling in random pattern of cream and limestone colour, feature panels with expressed lines (front facade) and architectural feature cladding, in Alucobond to the edges of the building. Aluminium louvre privacy screens are provided for windows with overlooking potential and canopies are provided to the upper floor windows in dark charcoal. Balcony balustrades are in a mix of clear glass or obscured glass and aluminium louvers.
- 2.8 Documentation supporting the application included a Sustainability Management Plan, Traffic Impact Assessment, Waste Management Plan and a Landscape Plan.

3 PRIORITY/TIMING

- 3.1 The statutory time for considering a planning application is 60 days. Allowing for the time taken to advertise the application, the statutory time lapsed on 17 June 2016.

- 3.2 The Planning and Environment Act 1987 is the relevant legislation governing planning in Victoria. The Act identifies subordinate legislation in the form of Planning Schemes to guide future land use and development.
- 3.3 Section 60 of the Act outlines what matters a Responsible Authority must consider in the determination of an application. The Responsible Authority is required to consider:
- the relevant planning scheme; and
 - the objectives of planning in Victoria; and
 - all objections and other submissions which it has received and which have not been withdrawn; and
 - any decision and comments of a referral authority which it has received; and
 - any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development.
- 3.4 Section 61(4) of the Act makes specific reference to covenants. The subject site is not affected by a restrictive covenant.
- 3.5 It is further noted that the subject land is also not encumbered by any Section 173 Agreements.

4 MANNINGHAM PLANNING SCHEME

- 4.1 The site is included in the Residential Growth Zone, Schedule 2 under the provisions of the Manningham Planning Scheme.
- 4.2 A planning permit is required to construct two or more dwellings on a lot in the Residential Growth Zone.
- 4.3 The purpose of the Residential Growth Zone relates primarily to providing housing at increased densities, encouraging diversity of housing types and encouraging a scale of development that provides a transition between areas of more intensive use and development and areas of restricted housing growth.
- 4.4 An assessment for buildings and works for two or more dwellings is required under the provisions of Clause 55 of the Manningham Planning Scheme.
- 4.5 The purpose of Clause 55 is generally to provide well designed dwellings with considered regard to internal amenity, while at the same time, maintaining the amenity and character of the locality, with particular emphasis on the amenity of adjoining residents.
- 4.6 The site is affected by the Design and Development Overlay Schedule 8 (DDO8) of the Manningham Planning Scheme
- 4.7 The Design Objectives of the DD08 are:
- *To increase residential densities and provide a range of housing types around activity centres and along main roads.*
 - *To encourage development that is contemporary in design that includes an articulated built form and incorporates a range of visually interesting building materials and façade treatments.*

- *To support three storey, 'apartment style', developments within the Main Road subprecinct and in sub-precinct A, where the minimum land size can be achieved.*
 - *To support two storey townhouse style dwellings with a higher yield within subprecinct B and sub-precinct A, where the minimum land size cannot be achieved.*
 - *To ensure new development is well articulated and upper storey elements are not unduly bulky or visually intrusive, taking into account the preferred neighbourhood character.*
 - *To encourage spacing between developments to minimise a continuous building line when viewed from a street.*
 - *To ensure the design and siting of dwellings have regard to the future development opportunities and future amenity of adjoining properties.*
 - *To ensure developments of two or more storeys are sufficiently stepped down at the perimeter of the Main Road sub-precinct to provide an appropriate and attractive interface to subprecinct A or B, or other adjoining zone.*
 - *Higher developments on the perimeter of sub-precinct A must be designed so that the height and form are sufficiently stepped down, so that the scale and form complement the interface of sub-precinct B or other adjoining zone.*
 - *To ensure overlooking into adjoining properties is minimised.*
 - *To ensure the design of carports and garages complement the design of the building.*
 - *To ensure the design of basement and undercroft car parks complement the design of the building, eliminates unsightly projections of basement walls above natural ground level and are sited to allow for effective screen planting.*
 - *To create a boulevard effect along Doncaster Road and Manningham Road by planting trees within the front setback that are consistent with the street trees.*
 - *To encourage landscaping around buildings to enhance separation between buildings and soften built form.*
- 4.8 Planning permission is required for buildings and works which must comply with the requirements set out in either Table 1 or Table 2 of the Schedule.
- 4.9 Being located within the Main Road sub-precinct, the maximum building height for land more than 1800 square metres in area is 11 metres. A permit can be granted to vary the maximum building height.
- 4.10 There is a range of policy requirements outlined in this control under the headings of building height and setbacks, form, car parking and access, landscaping and fencing.

State Planning Policy Framework

- 4.11 Clause 15.01-1 (Urban Design) seeks to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity. Strategies towards achieving this are identified as follows:
- *Promote good urban design to make the environment more liveable and attractive.*
 - *Ensure new development or redevelopment contributes to community and cultural life by improving safety, diversity and choice, the quality of living and working environments, accessibility and inclusiveness and environmental sustainability*
 - *Require development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate.*
 - *Ensure transport corridors integrate land use planning, urban design and transport planning and are developed and managed with particular attention to urban design aspects*
 - *Encourage retention of existing vegetation or revegetation as part of subdivision and development proposals.*
- 4.12 Clause 15.01-4 (Design for Safety) seeks to improve community safety and encourage neighbourhood design that makes people feel safe. The strategy identified to achieve this objective is to ensure the design of buildings, public spaces and the mix of activities contribute to safety and perceptions of safety.
- 4.13 Clause 15.01-5 (Cultural Identity and Neighbourhood Character) seeks to recognise and protect cultural identity, neighbourhood character and sense of place. The clause emphasises the importance of neighbourhood character and the identity of neighbourhoods and their sense of place. Strategies towards achieving this are identified as follows:
- *Ensure development responds and contributes to existing sense of place and cultural identity.*
 - *Ensure development recognises distinctive urban forms and layout and their relationship to landscape and vegetation.*
 - *Ensure development responds to its context and reinforces special characteristics of local environment and place.*
- 4.14 Clause 15.02-1 (Energy and Resource Efficiency) seeks to encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.
- 4.15 Clause 16.01-1 (Integrated Housing) seeks to promote a housing market that meets community needs. Strategies towards achieving this are identified as follows:
- *Increase the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations.*
 - *Ensure housing developments are integrated with infrastructure and services, whether they are located in existing suburbs, growth areas or regional towns.*

- 4.16 Clause 16.01-2 (Location of Residential Development) seeks to locate new housing in or close to activity centres and employment corridors and at other strategic redevelopment sites that offer good access to services and transport. Strategies towards achieving this are identified as follows:
- *Increase the proportion of housing in Metropolitan Melbourne to be developed within the established urban area, particularly at activity centres, employment corridors and at other strategic sites, and reduce the share of new dwellings in greenfield and dispersed development areas.*
 - *In Metropolitan Melbourne, locate more intense housing development in and around Activity centres, in areas close to train stations and on large redevelopment sites.*
 - *Encourage higher density housing development on sites that are well located in relation to activity centres, employment corridors and public transport.*
 - *Facilitate residential development that is cost-effective in infrastructure provision and use, energy efficient, incorporates water efficient design principles and encourages public transport use.*
- 4.17 Clause 16.01-4 (Housing Diversity) seeks to provide for a range of housing types to meet increasingly diverse needs. Strategies towards achieving this are identified as follows:
- *Ensure housing stock matches changing demand by widening housing choice, particularly in the middle and outer suburbs.*
 - *Encourage the development of well-designed medium-density housing which respects the neighbourhood character.*
 - *Improves housing choice.*
 - *Makes better use of existing infrastructure.*
 - *Improves energy efficiency of housing.*
 - *Support opportunities for a wide range of income groups to choose housing in well serviced locations.*
- 4.18 Clause 16.01-5 (Housing affordability) seeks to deliver more affordable housing closer to jobs, transport and services.

Local Planning Policy Framework (LPPF)

Municipal Strategic Statement

- 4.19 Clause 21.03 (Key Influences) identifies that future housing need and residential amenity are critical land-use issues. The MSS acknowledges that there is a general trend towards smaller household size as a result of an aging population and smaller family structure which will lead to an imbalance between the housing needs of the population and the actual housing stock that is available.
- 4.20 This increasing pressure for re-development raises issues about how these changes affect the character and amenity of our local neighbourhoods. In meeting future housing needs, the challenge is to provide for residential

redevelopment in appropriate locations, to reduce pressure for development in more sensitive areas, and in a manner that respects the residential character and amenity valued by existing residents.

- 4.21 Clause 21.05 (Residential) outlines the division of Manningham into four Residential Character Precincts. The precincts seek to channel increased housing densities around activity centres and main roads where facilities and services are available. In areas which are removed from these facilities a lower intensity of development is encouraged. A low residential density is also encouraged in areas that have identified environmental or landscape features.
- 4.22 The site is within "Precinct 2 – Residential Areas Surrounding Activity Centres and Along Main Roads".
- 4.23 This area is aimed at providing a focus for higher density development and a substantial level of change is anticipated. Future development in this precinct is encouraged to:
- *Provide for contemporary architecture and achieve high design standards*
 - *Provide visual interest and make a positive contribution to the streetscape*
 - *Provide a graduated building line from side and rear boundaries*
 - *Minimise adverse amenity impacts on adjoining properties*
 - *Use varied and durable building materials*
 - *Incorporate a landscape treatment that enhances the overall*
- 4.24 Within this precinct, there are three sub-precincts which each stipulate different height, scale and built form outcomes to provide a transition between each sub-precinct and adjoining properties, primarily those in Precinct 1 – Residential Areas Removed from Activity Centres and Main Roads.
- 4.25 The three sub-precincts within Precinct 2 consist of:
- Sub-precinct – Main Road (DDO8-1)*** is an area where three storey (11 metres) 'apartment style' developments are encouraged on land with a minimum area of 1,800m². Where the land comprises more than one lot, the lots must be consecutive lots which are side by side same sub-precinct. All development in the Main Road sub-precinct should have a maximum site coverage of 60 percent.

Higher developments on the perimeter of the Main Road sub-precinct should be designed so that the height and form are sufficiently stepped down, so that the scale and form complement the interface of sub-precinct A or B, or other adjoining zone.

Sub-precinct A (DDO8-2) is an area where two storey units (9 metres) and three storey (11 metres) 'apartment style' developments are encouraged. Three storey, contemporary developments should only occur on land with a minimum area of 1800m². Where the land comprises more than one lot, the lots must be consecutive lots which are side by side and have a shared frontage. The area of 1800m² must all be in the same sub-precinct. In this

sub-precinct, if a lot has an area less than 1800m², a townhouse style development proposal only will be considered, but development should be a maximum of two storeys. All development in Sub-precinct A should have a maximum site coverage of 60 percent.

Higher developments on the perimeter of sub-precinct A should be designed so that the height and form are sufficiently stepped down, so that the scale and form complement the interface of sub-precinct B, or other adjoining zone.

Sub-precinct B (DDO8-3) is an area where single storey and two storey dwellings only will be considered and development should have a maximum site coverage of 60 percent. There is no minimum land area for such developments.

4.26 The site is located within Main Road Sub-precinct (DDO8-1).

4.27 Clause 21.05-2 Housing contains the following objectives:

- *To accommodate Manningham's projected population growth through urban consolidation, infill developments and Key Redevelopment Sites.*
- *To ensure that housing choice, quality and diversity will be increased to better meet the needs of the local community and reflect demographic changes.*
- *To ensure that higher density housing is located close to activity centres and along main roads in accordance with relevant strategies.*
- *To promote affordable and accessible housing to enable residents with changing needs to stay within their local neighbourhood or the municipality.*
- *To encourage development of key Redevelopment Sites to support a diverse residential community that offers a range of dwelling densities and lifestyle opportunities.*
- *To encourage high quality and integrated environmentally sustainable development.*

4.28 The strategies to achieve these objectives include:

- *Ensure that the provision of housing stock responds to the needs of the municipality's population.*
- *Promote the consolidation of lots to provide for a diversity of housing types and design options.*
- *Ensure higher density residential development occurs around the prescribed activity centres and along main roads identified as Precinct 2 on the Residential Framework Plan 1 and Map 1 to this clause.*
- *Encourage development to be designed to respond to the needs of people with limited mobility, which may for example, incorporate lifts into three storey developments*

- 4.29 Clause 21.05-4 (Built form and neighbourhood character) seeks to ensure that residential development enhances the existing or preferred neighbourhood character of the residential character precincts as shown on Map 1 to this Clause.
- 4.30 The strategies to achieve this objective include:
- *Require residential development to be designed and landscaped to make a positive contribution to the streetscape and the character of the local area.*
 - *Ensure that where development is constructed on steeply sloping sites that any development is encouraged to adopt suitable architectural techniques that minimise earthworks and building bulk.*
 - *Ensure that development is designed to provide a high level of internal amenity for residents.*
 - *Require residential development to include stepped heights, articulation and sufficient setbacks to avoid detrimental impacts to the area's character and amenity.*
- 4.31 Clause 21.10 (Ecologically Sustainable Development) highlights Council's commitment to ESD and outlines a number of ESD principles to which regard must be given. These are:
- Building energy management
 - Water sensitive design
 - External environmental amenity
 - Waste management
 - Quality of public and private realm
 - Transport

Local Planning Policy

- 4.32 Clause 22.08 (Safety through urban design) applies to all land in Manningham. It endeavours to provide and maintain a safer physical environment for those who live in, work in or visit the City of Manningham. The policy seeks attractive, vibrant and walkable public spaces where crime, graffiti and vandalism is minimised.
- 4.33 Clause 22.09 (Access for disabled people) also applies to all land in Manningham. It seeks to ensure that people with a disability have the same level of access to buildings, services and facilities as any other person. The policy requires the needs of people with a disability to be taken into account in the design of all proposed developments.

Particular Provisions

- 4.34 Clause 52.06 (Car Parking) is relevant to this application. Pursuant to Clause 52.06-5, car parking is required to be provided at the following rate:
- 1 space for 1 and 2 bedroom dwellings
 - *2 spaces for 3 or more bedroom dwellings*

- 1 visitor space to every 5 dwellings for developments of 5 or more dwellings
- 4.35 Clause 52.06-8 outlines various design standards for parking areas that should be achieved.
- 4.36 Clause 52.34 (Bicycle Facilities) seeks to encourage cycling as a mode of transport and provide secure, accessible and convenient bicycle parking spaces.
- 4.37 Clause 55 (Two or More Dwellings on a Lot) applies to all applications for two or more dwellings on a lot. Consideration of this clause is outlined in the Assessment section of this report.

General Provisions

- 4.38 Clause 65 (Decision Guidelines) outlines that before deciding on an application, the responsible authority must consider, as appropriate:
- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
 - *The purpose of the zone, overlay or other provision.*
 - *The orderly planning of the area.*
 - *The effect on the amenity of the area.*

5 ASSESSMENT

- 5.1 Council has, through its policy statements throughout the Planning Scheme and in particular by its adoption of Schedule 8 to the Design and Development Overlay over part of this neighbourhood, created a planning mechanism that has and will, in time, alter the existing neighbourhood character.
- 5.2 Council's planning preference is for higher density, multi-unit developments which can include apartment style developments on larger lots. This higher density housing thereby provides for the "preferred neighbourhood character" which is guided by the design elements contained within the Schedule 8 to the Design and Development Overlay, in conjunction with an assessment against Clause 21.05 and Clause 55 – Rescode. The resultant built form is contemplated to have a more intense and less suburban outcome.
- 5.3 An apartment building has been approved on the site under Planning Permit PL09/020097. Council must now decide whether the intensification now proposed is acceptable under the planning controls.
- 5.4 An assessment of the proposal will be made based on the following clauses:
- Local Planning Policy Framework
 - Schedule 8 to the Design and Development Overlay (DDO8)
 - Clause 52.06 Car Parking
 - Clause 52.29 Land Adjacent to a Road Zone Category 1
 - Clause 52.34 Bicycle Facilities
 - Clause 55 Two or More Dwellings on a Lot

- Clause 65 Decision Guidelines

Local Planning Policy Assessment

Clause 21.05 Residential

- 5.5 The development site is situated within Precinct 2 – Residential Areas Surrounding Activity Centres and Along Main Roads, where higher density is encouraged. Given the site is a consolidated lot with an area of 2049.75m², a maximum preferred building height of 11 metres is applicable. The development has a site coverage of 60%, which is within the threshold of the maximum specified in the DDO8. The apartment building has a maximum building height of 14.4m, an increase of 3.5m (10.9m) from the current proposal.
- 5.6 The proposal does not provide adequate setbacks to all boundaries, thereby providing spacing and separation to alleviate amenity impact to adjoining properties. In particular, the western boundary is only provided with a setback of 1.0m – 1.24m from the edge of the driveway ramp for the provision of landscaping and the eastern boundary is setback 2.44m from the edge of the building for the provision of landscaping, where a 2.44m wide easement exists. There are inadequate pervious surfaces around the development to provide perimeter landscaping, so that a visual barrier can be provided to adjoining properties and to soften the built form of the development.
- 5.7 It appears that the desire to maximise dwelling yield has resulted in the creation of substandard bedrooms that rely on borrowed light. Bedroom 1 of Apartments A15, A16, A17, A18, A19, A25, A26, A30, A 31 & A34) have access to 0.71m wide long corridors for natural light. These bedrooms generally have a corridor length of 4.0m from the window. The poor internal amenity of the apartments will result in poor comfort and liveability, which impacts the operational cost of the building, as there will be a greater reliance on mechanical ventilation and artificial lighting.
- 5.8 Overall, the design response is considered to be inconsistent with Council's policy expectations at Clause 21.05 Residential.

Clause 21.10 Ecologically Sustainable Development

- 5.9 Council's MSS outlines ESD requirements to be incorporated into larger developments within the municipality. The poor internal layout of the development will greatly affect the overall comfort and liveability of the apartments. The battleaxe apartments which rely on internal light courts for natural light and ventilation and the corridors which do not have access to daylight and ventilation, in addition to the south-facing subterranean apartments will have an impact on the operational cost of the building. Therefore, the Sustainability Management Plan and the proposal would be required to be reviewed. Detailed comments are located in Section 6 of this report.

Clause 22.08 Safety through Urban design

- 5.10 Council's Local Planning policy at Clause 22.08 applies to all land in the municipality and therefore has a broad range of objectives and policy requirements in relation to the design of buildings, street layout/access, lighting and car parks.

- 5.11 While a number of items are not relevant to the application, a number of the requirements in relation to building design area, including *“Buildings be orientated to maximise surveillance of entrances and exits from streets”*, *“Public spaces are adequately illuminated and are subject to surveillance from overlooking windows”* and *“The location of building entrances and windows maximise opportunities for passive surveillance of streets and other public spaces”*
- 5.12 It is considered that the design response is consistent with the requirements of this clause with a concerted effort made to ensure that passive surveillance is provided to the pedestrian pathway to the front of the site, although the 1.7m to 2.4m high front fence should be reduced for passive surveillance.

Clause 22.09 Access for Disabled People

- 5.13 The Access for Disabled People Policy is based on the Disability Discrimination Act and requires that persons with a disability have the same level of access to buildings, services and facilities as any other person. It requires that the design of new building account for the needs of persons of limited mobility.
- 5.14 Provision is made for an accessible ramp to the front entry and a lift is provided within the building.

Schedule 8 to the Design and Development Overlay

- 5.15 In the tables below, Officers have used the term ‘Met’ where an objective and performance standard or policy requirement is achieved and ‘Met subject to conditions’ where the objective or performance standard or policy requirement has not been met and modifications are required.
- 5.16 The assessment is against the design requirements of the DDO8:

| Design Element | Level of Compliance |
|---|---|
| <p>DDO8-1 (Main Road Sub-precinct)</p> <ul style="list-style-type: none"> The minimum lot size is 1800 square metres, which must be all the same sub-precinct. Where the land comprises more than one lot, the lots must be consecutive lots which are side by side and have a shared frontage 11 metres provided the condition regarding minimum land size is met. If the condition is not met, the maximum height is 9 metres, unless the slope of the natural ground level at any cross section wider than eight metres of the site of the building is 2.5 degrees or more, in which case the maximum height must not | <p>Not Met</p> <p>The site comprises of three consolidated lots, all within the Main Road Sub-precinct, with a total site area of 2049.75m². Therefore, the maximum building height is 11 metres. The proposal has a maximum building height of 14.4m. Although, there are some opportunity for a fourth storey on Doncaster Road, due to its main road location, it is considered that an additional height of 3.4m above the 11.0m height is considered excessive. Additionally, the size and scale of the upper floors extend across the site with no additional setback from the street, to provide visual relief and articulation. The ground floor through to the second floor are all provided with a front setback of 6.0m.</p> |

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| exceed 10 metres. | |
| <ul style="list-style-type: none"> Minimum front street setback is the distance specified in Clause 55.03-1 or 6 metres, whichever is the lesser. | <p>Met A minimum front setback of 6.0m is provided.</p> |
| <p>Form</p> <ul style="list-style-type: none"> Ensure that the site area covered by buildings does not exceed 60 percent. | <p>Met The development will have a site coverage of 60%.</p> |
| <ul style="list-style-type: none"> Provide visual interest through articulation, glazing and variation in materials and textures. | <p>Met The walls will entail feature brick, feature tiling, render, feature panel with expressed lines, Alucobond feature and canopies over windows on the upper floors.</p> |
| <ul style="list-style-type: none"> Minimise buildings on boundaries to create spacing between developments. | <p>Met No part of the development will be located on the boundary.</p> |
| <ul style="list-style-type: none"> Where appropriate ensure that buildings are stepped down at the rear of sites to provide a transition to the scale of the adjoining residential area. | <p>Not Met The third storey is setback 7.0m to the edge of the balconies from the rear and the second storey is setback 5.2m – 6.0m. It is considered that there insufficient stepping from the third storey rear setback to alleviate the appearance of the three-storey built form when viewed from the sides and rear. Rear adjoining properties are within a Sub-Precinct B, which will likely accommodate a two-storey townhouse development, rather than a three-storey apartment.</p> |
| <ul style="list-style-type: none"> Where appropriate, ensure that buildings are designed to step with the slope of the land. | <p>Not Met There is a modest fall from front to rear which means that the apartments are benched into the ground a maximum of 1.25m and the rear apartments rely on elevated balconies 800mm above the ground. The proposal would benefit from some subtle stepping through internal corridor rooms or similar to reduce these projections and benching and remove the need to screen the rear ground floor balconies to improve amenity. It is considered that the development has not been designed to respond to the natural slope of the land.</p> |
| <ul style="list-style-type: none"> Avoid reliance on below ground light courts for any habitable rooms. | <p>Not Met The south-facing ground floor apartments are subterranean, as they are benched</p> |

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| | 1.25m in the ground (A2, A3, A4, A5 & A6). These apartments also have a southern aspect, therefore, there will be reduced natural light to these apartments. |
| <ul style="list-style-type: none"> Ensure the upper level of a two storey building provides adequate articulation to reduce the appearance of visual bulk and minimise continuous sheer wall presentation. | N/A |
| <ul style="list-style-type: none"> Ensure that the upper level of a three storey building does not exceed 75% of the lower levels, unless it can be demonstrated that there is sufficient architectural interest to reduce the appearance of visual bulk and minimise continuous sheer wall presentation. | <p>Not Met</p> <p>There is insufficient stepping in front facade to reduce the scale and visual dominance of the four storey building to Doncaster Road. The ground floor through to the second floor all have a minimum front setback of 6.0m.</p> |
| <ul style="list-style-type: none"> Integrate porticos and other design features with the overall design of the building and not include imposing design features such as double storey porticos. | <p>Met</p> <p>No imposing design element incorporated.</p> |
| <ul style="list-style-type: none"> Be designed and sited to address slope constraints, including minimising views of basement projections and/or minimising the height of finished floor levels and providing appropriate retaining wall presentation. | <p>Not Met</p> <p>The basement projects 800mm above ground on the rear façade and the front portion of the building is benched in the ground, resulting in subterranean apartments that are sunken 1.25m in the ground.</p> |
| <ul style="list-style-type: none"> Be designed to minimise overlooking and avoid the excessive application of screen devices. | <p>Not Met</p> <p>All eastern, western and all northern (rear) habitable room windows and open spaces from the ground floor through to the second floor are required to be screened. This is due to the inadequate setbacks and stepping of the building to provide setbacks from the level below and parapet walls to restrict downward views. It is considered that the building has excessive reliance on louvered screening devices.</p> |
| <ul style="list-style-type: none"> Ensure design solutions respect the principle of equitable access at the main entry of any building for people of all mobilities. | <p>Met</p> <p>A pedestrian ramp is provided in front of the entry foyer, which will assist people of all mobilities. The ramp is located parallel to the property frontage, with no landscaping in front. Should approval be granted, the pedestrian ramp be setback</p> |

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| | 1.0m from the title boundary to enable the provision of continuous landscape treatment. |
| <ul style="list-style-type: none"> Ensure that projections of basement car parking above natural ground level do not result in excessive building height as viewed by neighbouring properties. | <p>Not Met</p> <p>The basement projection of 800mm will result in a maximum building height of 14.4m.</p> |
| <ul style="list-style-type: none"> Ensure basement or undercroft car parks are not visually obtrusive when viewed from the front of the site. | <p>Met</p> <p>The basement will not be visually obtrusive when viewed from the street. The rear setback is generally consistent with the approved development under the existing planning permit. However the side setbacks, particularly the eastern setback is reduced from 3.0m to 2.44m.</p> |
| <ul style="list-style-type: none"> Integrate car parking requirements into the design of buildings and landform by encouraging the use of undercroft or basement parking and minimise the use of open car park and half basement parking. | <p>Met</p> <p>The use of a basement configuration for the development is considered appropriate.</p> |
| <ul style="list-style-type: none"> Ensure the setback of the basement or undercroft car park is consistent with the front building setback and is setback a minimum of 4.0m from the rear boundary to enable effective landscaping to be established. | <p>Not Met</p> <p>The basement is provided with a rear setback of 5.0m. The minimum front setback of the basement is not aligned with the 6.0m front setback on the ground floor. The basement has a minimum front setback 4.0m, which comes forward 2.0m from the current approval.</p> |
| <ul style="list-style-type: none"> Ensure that building walls, including basements, are sited a sufficient distance from site boundaries to enable the planting of effective screen planting, including canopy trees, in larger spaces. | <p>Not Met</p> <p>The building has not been adequately setback from all boundaries to enable the provision and establishment of effective screen planting and canopy trees. The northern and eastern boundaries contain a 2.44m wide easement, which is intended to provide pedestrian access from the emergency stairs in the basement and is the only area for perimeter landscaping. This reduces the planting area to 1.4m at best on the east, as it is constrained by the easement. The 1.0m setback on the western boundary can be acceptable subject to confirmation that traditional piling that creates concrete walls of 0.6m thick will not be used as these would reduce setbacks to 0.4m or less.</p> |
| <ul style="list-style-type: none"> Ensure that service equipment, | <p>Met</p> |

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| <p>building services, lift over-runs and roof-mounted equipment, including screening devices is integrated into the built form or otherwise screened to minimise the aesthetic impacts on the streetscape and avoids unreasonable amenity impacts on surrounding properties and open spaces.</p> | <p>Aluminium privacy screens will be erected around the services area on the roof to minimise the aesthetic impact on the streetscape and unreasonable amenity on surrounding properties.</p> |
| <p><u>Car Parking and Access</u></p> <ul style="list-style-type: none"> • Include only one vehicular crossover, wherever possible, to maximise availability of on street parking and to minimise disruption to pedestrian movement. Where possible, retain existing crossovers to avoid the removal of street tree(s). Driveways must be setback a minimum of 1.5m from any street tree, except in cases where a larger tree requires an increased setback. | <p>Met Vehicle access is via one 6.0m wide crossover, which remains unchanged.</p> |
| <ul style="list-style-type: none"> • Ensure that when the basement car park extends beyond the built form of the ground level of the building in the front and rear setback, any visible extension is utilised for paved open space or is appropriately screened, as is necessary. | <p>Met The area that extends beyond the built form is the western area adjacent to Apartment A13 and to the east of A17. This area is proposed to have pebbles. The private open space areas within the ground floor apartments will be located above the basement car park and this area is proposed to have lawn.</p> |
| <ul style="list-style-type: none"> • Ensure that where garages are located in the street elevation, they are set back a minimum of 1.0m from the front setback of the dwelling. | <p>N/A</p> |
| <ul style="list-style-type: none"> • Ensure that access gradients of basement car parks are designed appropriately to provide for safe and convenient access for vehicles and servicing requirements. | <p>Met No change.</p> |
| <p><u>Landscaping</u></p> <ul style="list-style-type: none"> • On sites where a three storey development is proposed include at least 3 canopy trees within the front setback, which have a spreading crown and | <p>Met The landscape plan shows the provision of 4 canopy trees within the frontage.</p> |

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| <p>are capable of growing to a height of 8.0m or more at maturity.</p> <ul style="list-style-type: none"> On sites where one or two storey development is proposed include at least 1 canopy tree within the front setback, which has a spreading crown, and is capable of growing to a height of 8.0m or more at maturity. | |
| <ul style="list-style-type: none"> Provide opportunities for planting alongside boundaries in areas that assist in breaking up the length of continuous built form and/or soften the appearance of the built form. | <p>Not Met</p> <p>There are inadequate pervious surfaces around the building for the provision of a substantial landscape buffer to provide a visual barrier and to soften the four storey built form.</p> |
| <p>Fencing</p> <ul style="list-style-type: none"> A front fence must be at least 50 per cent transparent. On sites that front Doncaster, Tram, Elgar, Manningham, Thompsons, Blackburn and Mitcham Roads, a fence must: <ul style="list-style-type: none"> not exceed a maximum height of 1.8m be setback a minimum of 1.0m from the front title boundary <p>and a continuous landscaping treatment within the 1.0m setback must be provided.</p> | <p>Not Met</p> <p>Horizontal slat fences with a height of 2.4m are proposed within the frontage. These area excessive in height as they obscure all surveillance opportunities at ground level and enclose the front apartment's terrace with a barrier 3.6m (2.4m fence and 1.2m retaining wall). Should approval be granted, the fences be spaced to achieve a minimum of 50% transparency and the height reduced to 1.5m.</p> |

5.17 Having regard to the above assessment against the requirements of Schedule 8 to the Design and Development Overlay, it is considered that the proposed amended design fails to meet the preferred neighbourhood character and does not responds to the features of the site.

Clause 52.06 Car Parking

- 5.18 Prior to a new use commencing or a new building being occupied, Clause 52.06-2 requires that the number of car parking spaces outlined at Clause 52.06-6 to be provided on the land or as approved under Clause 52.06-3 to the satisfaction of the Responsible Authority.
- 5.19 This clause requires resident car parking at a rate of one space for each dwelling with one or two bedrooms and two spaces for each dwelling with three or more bedrooms. Visitor car parking is required at a rate of one car parking space for every five (5) dwellings.
- 5.20 The proposal requires 40 car spaces for residents and visitor car spaces. This number is provided. However, there are 10 car spaces located within five car stackers.

5.21 The following table provides an assessment of the proposal against the seven (7) design standards of Clause 52.06-8:

| Design Standard | Met/Not Met |
|------------------------|--|
| 1 – Accessways | Met Access to the development is via a 6.0m wide crossover with clear sightlines, descending in a 5.5m wide driveway to the basement. The basement will have a height clearance of 2.2m. Two-way vehicle access and a passing area are provided within the driveway ramp. |
| 2 – Car Parking Spaces | Met The dimensions of the car spaces are provided in accordance with the design standard. |
| 3 – Gradients | Met The driveway will have a gradient of 1:10 for the first 5m, with a maximum ramp grade of 1:5 and a transition grade of 1:8 for the remainder of the driveway. |
| 4 – Mechanical Parking | Not Met There are 10 car spaces provided within the five car stackers. The car space within the lower stacker will have a vehicle clearance of 1.5m and car space within the upper stacker will have a vehicle clearance of 1.55m. The design standard requires a minimum of 25 per cent of the mechanical car spaces to accommodate a vehicle clearance height of 1.8m. Should a planning approval be granted for the development, the floor to ceiling heights for the stackers are required to be increased and pits introduced to 1.8m. |
| 5 – Urban Design | Met The basement will not visually dominate the public realm. Concern is expressed in relation to the impact on private realm and internal amenity due to a 800mm – 870mm projection on the northern elevation. |
| 6 – Safety | Met The basement car park is conveniently accessible either via stairs or lift. The design of the basement is appropriate and no unsafe spaces are created. |
| 7 – Landscaping | Not Met It is considered that there are inadequate pervious surfaces around the development for the provision of substantial landscaping, which will soften the built form appearance and provide water infiltration. |

Clause 52.34 Bicycle Facilities

5.22 Pursuant to Table 1, a minimum of 8 bicycle spaces are required for residents and 4 bicycle spaces for visitors. Based on the plans, there is provision for 8 Ned Kelly racks within the basement for residents and two for visitors in front of the entry. Should approval be granted, a minimum of 4 spaces are required for visitors.

Clause 55 Two or More Dwellings on a Lot

- 5.23 This Clause sets out a range of objectives which must be met. Each objective is supported by standards which should be met. If an alternative design solution to the relevant standard meets the objective, the alternative may be considered.

Clause 55 Assessment – Two or more dwellings on a lot

| OBJECTIVE | OBJECTIVE MET/NOT MET |
|--|---|
| <p>55.02-1 Neighbourhood Character To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character.</p> <p>To ensure that development responds to the features of the site and the surrounding area.</p> | <p>Not Met As outlined in the assessment of the proposal against the policy requirements of the Schedule 8 to the Design and Development Overlay (DD08), it is considered that the proposed apartment development fails to respond positively to the preferred neighbourhood character, and does not respect the natural features of the site and its surrounds.</p> |
| <p>55.02-2 Residential Policy To ensure that residential development is provided in accordance with any policy for housing in the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.</p> <p>To support medium densities in areas where development can take advantage of public transport and community infrastructure and services.</p> | <p>Met The application was accompanied by a written statement that has demonstrated how the development is consistent with State, Local and Council policy.</p> |
| <p>55.02-3 Dwelling Diversity To encourage a range of dwelling sizes and types in developments of ten or more dwellings.</p> | <p>Met The proposed development provides for 2 one-bedroom and 2 three-bedroom apartments, with the remaining 34 apartments being two-bedrooms.</p> |
| <p>55.02-4 Infrastructure To ensure development is provided with appropriate utility services and infrastructure.</p> <p>To ensure development does not unreasonably overload the capacity of utility services and infrastructure.</p> | <p>Met The site has access to all services. The applicant will be required to provide an on-site stormwater detention system to alleviate pressure on the drainage system. The pedestrian entry itself is recessed but of sufficient width to be reasonably recognisable.</p> |
| <p>55.02-5 Integration with street</p> | <p>Not Met</p> |

| OBJECTIVE | OBJECTIVE MET/NOT MET |
|---|---|
| To integrate the layout of development with the street. | It is considered that the 2.4m high timber slat fence to be too high and obscures too much of the ground floor areas. The ground floor private open spaces occupy a significant portion of the front setback which cannot be landscaped with canopy trees. |
| 55.03-1 Street Setback To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site. | Met The development is provided with a minimum front setback of 6.0m, which complies with the provisions of the DDO8. |
| 55.03-2 Building Height To ensure that the height of buildings respects the existing or preferred neighbourhood character. | Not Met Pursuant to the provisions of the DDO8, the maximum building height is 11.0m for the Main Road Sub-precinct. The development has a maximum building height of 14.4m. Having regards to the decision guidelines, the proposed building height is considered to be excessive. Although there is scope for some four storey element in sizable apartment building on Doncaster Road. The proposed fourth storey in this proposal is too large and not setback sufficiently from Doncaster Road to generate more of a pop up visual perspective. It also generates excessive massing to the eastern and western side, resulting in an unreasonable amenity impact to the adjoining properties. |
| 55.03-3 Site Coverage To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site. | Met The development will have a site coverage of 60%. |
| 55.03-4 Permeability To reduce the impact of increased stormwater run-off on the drainage system. To facilitate on-site stormwater infiltration. | Met The development will have a permeability of 26%. |
| 55.03-5 Energy Efficiency To achieve and protect energy efficient dwellings. | Not Met Bedroom 1 of A2, A3, A4, A5, A15, A16, A17, A18, A25, A26, A28, A29 & Bedroom 2 of A27 have 'snorkel' bedroom designs. The |

| OBJECTIVE | OBJECTIVE MET/NOT MET |
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| To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy. | design is liken to the shape of a battleaxe, with deep corridors and rely on 0.7m wide windows for natural light and ventilation. The length of the corridors is generally 4.0m in length, which is too long to enable penetration of natural light. The battleaxe bedroom designs should be reduced and the length of the corridors should be reduced to a maximum of 2.0m to allow for natural light penetration. There are other battleaxe bedrooms to the north but the length of the corridors are generally shorter (2.0m approximately). The development will have poor internal amenity for future occupants. |
| 55.03-6 Open Space To integrate the layout of development with any public and communal open space provided in or adjacent to the development. | N/A No communal open space provided. |
| 55.03-7 Safety To ensure the layout of development provides for the safety and security of residents and property. | Met The development is well designed to prevent the creation of unsafe spaces. Balconies and ground floor courtyards are appropriately delineated to prevent public access. |
| 55.03-8 Landscaping To encourage development that respects the landscape character of the neighbourhood. To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance. To provide appropriate landscaping. To encourage the retention of mature vegetation on the site. | Not Met There are inadequate pervious surfaces around the development for the provision of substantial landscaping to form a visual barrier and to enable the establishment of canopy trees. Minimal canopy vegetation can be accommodated along the eastern and western boundaries, as a driveway setback 1.24m from the western boundary and a 2.44m wide easement occupies the eastern boundary. |
| 55.03-9 Access To ensure vehicle access to and from a development is safe, manageable and convenient To ensure the number and design of vehicle crossovers respects the neighbourhood character. | Met The provision for a basement for the development is considered appropriate and the number of access points is appropriate. |
| 55.03-10 Parking Location | Met |

| OBJECTIVE | OBJECTIVE MET/NOT MET | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|--------------------|-----------------|------------------|---------------|----------------|--|--|--|-------------|------|------|---|--------------|-------|------|---|----------------|--|--|--|-------------|-------|-------|---|--------------|-------|------|---|-----------------|--|--|--|-------------|------|--------------------|---|--------------|-------|-------|---|
| <p>To provide convenient parking for resident and visitor vehicles.</p> <p>To avoid parking and traffic difficulties in the development and the neighbourhood.</p> <p>To protect residents from vehicular noise within developments.</p> | <p>The provision of basement carparking is appropriate, as it is convenient and secure for residents and visitors.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>55.04-1 Side and Rear Setbacks To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</p> | <p>Not Met The development does not exceed the required setbacks.</p> <table border="1" data-bbox="815 770 1390 1182"> <thead> <tr> <th>Wall</th> <th>Minimum Setback</th> <th>Setback Proposed</th> <th>Comply ✓ ✗</th> </tr> </thead> <tbody> <tr> <td colspan="4">Western</td> </tr> <tr> <td>Third Floor</td> <td>4.9m</td> <td>7.0m</td> <td>✓</td> </tr> <tr> <td>Fourth Floor</td> <td>7.89m</td> <td>8.0m</td> <td>✓</td> </tr> <tr> <td colspan="4">Eastern</td> </tr> <tr> <td>Third Floor</td> <td>5.49m</td> <td>7.02m</td> <td>✓</td> </tr> <tr> <td>Fourth Floor</td> <td>7.69m</td> <td>6.0m</td> <td>✗</td> </tr> <tr> <td colspan="4">Northern</td> </tr> <tr> <td>Third Floor</td> <td>4.9m</td> <td>7.01m (balcony)</td> <td>✓</td> </tr> <tr> <td>Fourth Floor</td> <td>7.89m</td> <td>16.5m</td> <td>✓</td> </tr> </tbody> </table> <p>The fourth floor, eastern wall of family/meals area and Bedroom 2 of Apartment 38 and the balcony of Apartment 37 does not meet the minimum setback requirements of the standard. Should approval be granted to the development, these walls and balconies should be revised or deleted.</p> | Wall | Minimum Setback | Setback Proposed | Comply ✓ ✗ | Western | | | | Third Floor | 4.9m | 7.0m | ✓ | Fourth Floor | 7.89m | 8.0m | ✓ | Eastern | | | | Third Floor | 5.49m | 7.02m | ✓ | Fourth Floor | 7.69m | 6.0m | ✗ | Northern | | | | Third Floor | 4.9m | 7.01m (balcony) | ✓ | Fourth Floor | 7.89m | 16.5m | ✓ |
| Wall | Minimum Setback | Setback Proposed | Comply ✓ ✗ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Western | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Third Floor | 4.9m | 7.0m | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Fourth Floor | 7.89m | 8.0m | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Eastern | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Third Floor | 5.49m | 7.02m | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Fourth Floor | 7.69m | 6.0m | ✗ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Northern | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Third Floor | 4.9m | 7.01m (balcony) | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Fourth Floor | 7.89m | 16.5m | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>55.04-2 Walls on Boundaries To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</p> | <p>Not applicable No walls on boundaries are proposed.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>55.04-3 Daylight to Existing Windows To allow adequate daylight into existing habitable room windows.</p> | <p>Met There is one habitable room window located at Unit 2, 967 Doncaster Road, two at 975 Doncaster Road and two at Unit 3, 8 Roderick Street.</p> <p>Pursuant to the standard, the third floor western wall is required to setback 4.5m from</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| OBJECTIVE | OBJECTIVE MET/NOT MET |
|--|--|
| | <p>the edge of the window at Unit 2, 967 Doncaster Road. The third floor western wall is setback 9.0m from the window, which exceeds the minimum setback requirement.</p> <p>Pursuant to the standard, the third floor, eastern wall is required to be setback 4.9m from the edge of the window at 975 Doncaster Road. The third floor, eastern wall is setback 9.0m from the edge of the window, which complies with the standard.</p> <p>The third floor, northern wall is required to be setback 4.8m from the edge of the window at Unit 3, 8 Roderick Street. The balcony of Apartment A33 & A32 are setback 9.6m from the edge of the windows, which exceeds the minimum requirements.</p> |
| <p>55.04-4 North Facing Windows To allow adequate solar access to existing north-facing habitable room windows.</p> | <p>Met There are no north-facing windows within 3.0m of the boundary.</p> |
| <p>55.04-5 Overshadowing Open Space To ensure buildings do not significantly overshadow existing secluded private open space.</p> | <p>Met The proposed development will not have any unreasonable overshadowing to any adjoining secluded private open spaces. At 3pm, the existing dwelling at 975 Doncaster Road will have shading over the dwelling and the front yard.</p> |
| <p>55.04-6 Overlooking To limit views into existing secluded private open space and habitable room windows.</p> | <p>Not Met Overlooking from the northern, eastern and western habitable room windows are alleviated by aluminium louvre screens and fixed obscure glazing to balconies. There are some first floor north-facing bedroom windows that do not have any form of screening. Should approval be granted these windows will be required to be screened.</p> <p>Having regards to the decision guidelines, it is considered that the design response is inappropriate. There are too many windows reliant on screening devices and balconies with screens to prevent overlooking to the east, west and northern sides. Overlooking from the upper floor levels generally can be mitigated through designs, such as greater setback offsets between levels, the parapet</p> |

| OBJECTIVE | OBJECTIVE MET/NOT MET |
|--|--|
| | roofs from the levels below can restrict downward views and a smaller upper floor area. |
| <p>55.04-7 Internal Views To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development.</p> | <p>Met There is no internal overlooking between adjoining habitable room windows and secluded private open spaces.</p> |
| <p>55.04-8 Noise Impacts To contain noise sources in developments that may affect existing dwellings. To protect residents from external noise.</p> | <p>Met Should approval be granted for the development, all windows orientated to Doncaster Road should have acoustically treated glass for noise attenuation.</p> |
| <p>55.05-1 Accessibility To encourage the consideration of the needs of people with limited mobility in the design of developments.</p> | <p>Met A pedestrian ramp is provided to the entry foyer and a lift is provided within the building to meet the needs of people with limited mobility.</p> |
| <p>55.05-2 Dwelling Entry To provide each dwelling or residential building with its own sense of identity.</p> | <p>Not Met The main entry to the building is not very well defined, as the entry is located 1.1m below the footpath. Should approval be granted, a portal frame or architectural feature be provided to enhance and frame the entry presentation.</p> |
| <p>55.05-3 Daylight to New Windows To allow adequate daylight into new habitable room windows.</p> | <p>Met There are 6 apartments with access to an internal light court (A1, A7, A14, A20, A26 & A30). Although it is undesirable to have natural light and ventilation provided via internal light courts, good practice guidelines for apartments, including this standard anticipates development to have light courts for natural daylight. The size of these light courts is of an appropriate size, with dimensions of 2.46m by 3.85m or 2.7m by 5.35m. It is considered that the objective is met.</p> |
| <p>55.05-4 Private Open Space To provide adequate private open space for the reasonable recreation and service needs of residents.</p> | <p>Met The ground floor apartments will have access to courtyards (A2, A3, A4, A5 & A6) with an area from 25m² to 33m² with a dimension of 3.5m – 4.0m).</p> |

| OBJECTIVE | OBJECTIVE MET/NOT MET |
|---|--|
| | <p>All remaining apartments will have access to a balcony with an area from 8m² to 11m², with a dimension of between 1.8m – 2.5m. Should air conditioning condensers be located within the balconies, then the size and dimensions be increased to offset the condensers.</p> <p>The private open space provided is considered adequate to meet the recreational needs of future occupants.</p> |
| <p>55.05-5 Solar Access to Open Space To allow solar access into the secluded private open space of new dwellings and residential buildings.</p> | <p>Not Met The development has 39% of south-facing apartments, of which 5 will be subterranean apartments, which are benched 1.25m into the ground, thereby limiting natural light. Based on the overshadowing diagrams, the south-facing ground level apartments will be overshadowed throughout the day from 9am-3pm during the equinox. Apartments on located on the corner, such as A15 and A19 on the upper floors should have balconies reorientated to face east or west, so that natural light is enhanced to these apartments. Therefore, a significant portion of the apartments will be in the dark, with poor internal amenity.</p> |
| <p>55.05-6 Storage To provide adequate storage facilities for each dwelling.</p> | <p>Met All storages are provided within the basement. There are a variety of options and spaces provided and over bonnet storage is limited to two.</p> |
| <p>55.06-1 Design Detail To encourage design detail that respects the existing or preferred neighbourhood character.</p> | <p>Not Met The proposed architectural design is of a reasonable standard and offers a contemporary statement that responds positively to the preferred neighbourhood character.</p> <p>The varied materials palette, in addition to the articulated facades and the projecting awnings to the windows adds depth and emphasis. The different textures and colours provides contrast and variety, whilst the mosaic feature tiles and the feature cladding to wall edges enhances the architectural presentation of the building. Sufficient variety</p> |

| OBJECTIVE | OBJECTIVE MET/NOT MET |
|---|--|
| | <p>to window proportions and design detail is provided.</p> <p>There is however, inadequate stepping from the front (southern facade), modulation and variation in setbacks between the second and third levels. A reduction to the third storey, with greater setbacks and stepping would alleviate the building mass and bulk of the building.</p> |
| <p>55.06-2 Front Fence To encourage front fence design that respects the existing or preferred neighbourhood character.</p> | <p>Not Met A 2.4m high timber slat fence is proposed within the property frontage. The height of the fence is considered excessive and the slats should be spaced so that it provides a minimum transparency of 50% to enable views to the courtyards.</p> |
| <p>55.06-3 Common Property To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained.</p> <p>To avoid future management difficulties in areas of common ownership.</p> | <p>Met The driveway, letterboxes, visitor car spaces and parts of the basement, including the landscaping around the building will be maintained by an Owners' Corporation. There are no apparent difficulties associated with future management of these areas.</p> |
| <p>55.06-4 Site Services To ensure that site services can be installed and easily maintained.</p> <p>To ensure that site facilities are accessible, adequate and attractive.</p> | <p>Met The site has access to all relevant services. Waste removal will be via a private contractor and a Waste Management Plan will be required.</p> |

6 REFERRALS

- 6.1 The application was referred to VicRoads as the relevant road authority for Doncaster Road.
- 6.2 The application was referred to a number of Service Units within Council, the following table summarises their responses:

| Service Unit | Comments |
|--|---|
| Engineering & Technical Services Unit (Drainage) | <ul style="list-style-type: none"> On site stormwater detention will be a requirement. |
| Engineering & Technical | <ul style="list-style-type: none"> Existing crossover to be removed, with kerb |

| Service Unit | Comments |
|--|---|
| Services Unit (Vehicle Crossing) | and channelling reinstated to the satisfaction of the Responsible Authority. |
| Engineering & Technical Services Unit (Access and Driveway) | <ul style="list-style-type: none"> • Gradients comply with Design Standard 3 of Clause 52.06. • Adequate sight lines for driveway. • Adequate height clearance for basement. |
| Engineering & Technical Services Unit (Traffic and Car Parking) | <ul style="list-style-type: none"> • No objection, other than issues identified with mechanical parking. |
| Engineering & Technical Services Unit (Construction Management) | <ul style="list-style-type: none"> • Submission of a Construction Management Plan. |
| Engineering & Technical Services Unit (Waste) | <ul style="list-style-type: none"> • Private waste collection will be required. • Compliance with draft Waste Management Plan, prepared by Solution Traffic Engineers, dated December 2015. |
| Strategic Projects Unit (Sustainability) | <ul style="list-style-type: none"> • Indoor Environment Quality will be greatly impeded with limited access to daylight and natural ventilation which will have poor comfort and liveability, which will impact operational costs of the building as there will be greater reliance on mechanical ventilation and artificial lighting. • The development plans and Sustainability Management Plan are required to be amended to address the following as a minimum: <ul style="list-style-type: none"> <u>Indoor Environment Quality and Energy Efficiency</u> <ul style="list-style-type: none"> ○ Limited natural ventilation and daylight to battleaxe bedrooms with narrow 0.71m glazed light corridors, in particular to south-facing apartments. ○ Southern bedrooms with deep overhangs will have poor daylight, in particular Bedroom 1 in Apartments A3 & A4. ○ Long corridors (southern end) between apartment with no daylight and ventilation. ○ Adjustable external blinds to west facade to control summer glare while allowing winter solar gains. <u>Energy Efficiency</u> <ul style="list-style-type: none"> ○ Indicate locations of air conditioning condenser units to ensure external areas are not impeded and to alleviate visual |

| Service Unit | Comments |
|---|---|
| | <p>impact.</p> <p><u>Renewable Energy</u></p> <ul style="list-style-type: none"> ○ Provide solar hot water or photovoltaic (PV) system and indicate on roof plans. <p><u>Stormwater Management</u></p> <ul style="list-style-type: none"> ○ Architectural drawings indicate 40,000 litres grey water reuse. Incorrect terminology, it should be referenced as rainwater reuse, whereas SMP indicates 21,000 litres. ○ Roof plan to reflect 1,350m² harvested to rain storage and connected to all (27) toilets on ground and first floors. ○ Ensure rainwater re-use overflow to be connected to detention system via gravity. <p><u>Location and transport</u></p> <ul style="list-style-type: none"> ○ Bicycle parking should be in a secure lockable room to mitigate rising theft within apartment basement car parks. |
| Economic and Environmental Planning Unit (Urban Design) | <ul style="list-style-type: none"> • Fourth storey building envelope is too large to alleviate impacts on Doncaster Road streetscape and adjoining properties. The fourth storey does not constitute a 'minor component' above three levels as required, but would clearly read as a fourth level to Doncaster Road, with minimal stepping back from the road. Other Doncaster Road apartments do not exceed three levels other than minor components. • The third level has not stepped back sufficiently from the residential interface to the north. • The north side of Doncaster Road including footpath and naturestrip will be in shadow for most of the day at the September equinox, while the dwelling at 975 Doncaster Road will be overshadowed in the afternoon. Additional stepping at the third level would assist in reducing the impacts of overshadowing to the street and to 975 Doncaster Road. • The offsets to the basement carpark are insufficient along the western boundary. A minimum offset of 2.0 – 2.5m would be required to allow for appropriate screen planting. • There are significant number of windows and balconies overlooking adjoining dwellings to the north, east and west, |

| Service Unit | Comments |
|--------------|---|
| | <p>resulting in overlooking and privacy concerns on all three sides. This impact can be reduced with greater offsets and alternative treatments to the transparent balustrading and windows.</p> <ul style="list-style-type: none"> • Building form is suitably articulated and materials/colour palette is acceptable to provide visual interest. • The front fence is considered unnecessarily high and would benefit from a softer appearance, such as deeper recesses and better use of landscaping in front. • The concept landscape plan does not indicate which of the plants list will be planted on the site. The Pencil Pines on the perspective appear to have little impact on the western boundary. |

- 6.3 As appropriate, should approval be granted for the development, the requirements of internal departments and external authorities will be added in the form of planning permit conditions or notes.

7 CONSULTATION

- 7.1 The planning application was placed on public notice for a three (3) week period which concluded on 6 May 2016. The public was notified by the sending of letters to nearby properties and by the display of three (3) signs at the site frontage.
- 7.2 Council has received three (3) objections from the following property:

| Address |
|---|
| 6 Roderick Street, DONCASTER EAST VIC 3109 |
| 12 Roderick Street, DONCASTER EAST VIC 3109 |
| 975 Doncaster Road, DONCASTER EAST VIC 3109 |

- 7.3 The following is a summary of the grounds upon which the above properties have objected to the proposal:
- Appropriateness of fourth storey;
 - Additional height
 - Privacy to 975 Doncaster Road;
 - Overshadowing impact to 975 Doncaster Road;
 - Potential damage during construction to 975 Doncaster Road;
 - Financial burden for fencing cost to 975 Doncaster Road;
 - North-facing windows and balconies affect privacy to 6 Roderick Street;
 - Privacy from west-facing windows and balconies to 12 Roderick Street;

- Visual bulk; and
- Appropriateness of reduced setbacks.

A response to the above grounds is provided in the paragraphs below:

Appropriateness of fourth storey

- 7.4 The four storey component is visually overwhelming viewed from Doncaster Road and the eastern and western sides. The fourth storey is too large and extends across the site from the west to east. Other developments along Doncaster Road comprise of smaller fourth storeys that are generally well setback from the front facade of the building. It is considered that the design and configuration of the fourth storey is inappropriate and results in a significant visual impact to the street and overshadowing of the footpath, resulting in undesirable urban design implications.
- 7.5 The fourth storey has resulted in a maximum building height of 14.4m to the feature parapet wall and major sections of the building being 13.1m – 13.7m. The additional building height is considered excessive, given the presence on Doncaster Road and the building has not been adequately stepped in from either the sides or front.

Privacy to 975 Doncaster Road

- 7.6 The building has many habitable room windows and 5 balconies orientated to the east. The use of the balconies may have amenity impact on the adjoining property at 975 Doncaster Road, as the balconies are only setback 4.5 – 6.0m.
- 7.7 The ground floor only has a setback of 2.44m, which also contains an easement and a pathway. There are inadequate pervious surfaces on the eastern boundary to provide a substantial landscaping that will form a visual barrier to eastern facade.

Overshadowing impact to 975 Doncaster Road

- 7.8 During the September equinox in the afternoon (3pm), the development will overshadow half the adjoining dwelling and over half of the front yard at 975 Doncaster Road. The significant overshadowing impact will be mitigated if the fourth storey is reduced and be provided with greater side setbacks.

Potential damage during construction to 975 Doncaster Road

- 7.9 During the construction process, the appointed building surveyor will determine if there is any risk of damage to any adjoining properties and provide the relevant notice in accordance with relevant Building Regulations. There is no relevant planning requirement that regulates the construction process.

Financial fencing cost to 975 Doncaster Road

- 7.10 Should approval be granted, the developer/applicant should bear the cost of erecting a new boundary fence on the eastern boundary.

North-facing windows and balconies affect privacy to 6 Roderick Street

- 7.11 There are 5 balconies that have a direct interface with 6 Roderick Street from the ground floor to the second floor. The use of the balconies would have amenity impact to the rear adjoining property at 6 Roderick Street, as the balconies are setback from 4.0m -7.4m. The balcony and windows on the

third floor (fourth storey) will not have any overlooking potential. Additionally, the first floor windows for Bedroom 2 have not been screened. Should approval be granted, these windows will be required to be screened to prevent overlooking.

Privacy from west-facing windows and balconies to 12 Roderick Street

- 7.12 The west-facing windows and balconies are unlikely to have amenity impact to 12 Roderick Street, as it is located to the rear south-western corner. Therefore, there will be no direct interaction to the objector's property.

Visual bulk

- 7.13 The four storey component is considered visually bulky on Doncaster Road and from the eastern and western sides. The fourth storey should be reduced significantly and the third storey requires greater variety in setbacks, to present a tiered built form and alleviate the building mass.

Appropriateness of reduced setbacks

- 7.14 The amended development has resulted in the reduction to all side setbacks on all levels, due to the larger building footprint on all levels. Given that the larger building footprint, greater side and rear setbacks should be provided so that effective landscaping can be established and greater variety in setbacks on the upper floor to provide for articulation and modulation, which may also assist in mitigating overlooking concerns.

8 CONCLUSION

- 8.1 It is considered appropriate to not support the application.
- 8.2 The proposal is inconsistent with the vision of the Manningham Planning Scheme, in particular Clause 21.05 Residential, Schedule 8 to the Design and Development Overlay (DDO8), and Clause 55 (ResCode). It will however, allow an increase in housing density and diversity in a location that has good access to services. The site is suitable to develop an apartment. There is suitable variety in materials and colours, with adequate visual interest.
- 8.3 The proposal has failed to achieved an acceptable balance between considering the amenity of nearby properties and to provide adequate internal amenity to the apartments with good natural light and ventilation, adequate stepping between the floors, and the impact of the fourth storey and its additional building height. The development has resulted in the creation of battleaxe bedrooms with long corridors from small windows to provide natural light and ventilation. The desire to maximise dwelling yield has resulted in a four storey building with excessive building heights, inadequate setbacks due to a larger floor plan and substandard apartments with poor internal amenity. It is for these reasons, that the development does not constitute orderly planning and is an overdevelopment.
- 8.4 It is therefore considered appropriate to not support the planning application, subject to the grounds of refusal outlined in the recommendation.

RECOMMENDATION

- (A) That having considered all objections, had Council determined the application within the prescribed period, it would have issued a REFUSAL TO GRANT A**

PLANNING PERMIT in relation to Amended Planning Permit Application No. PL09/020097.01 - Construction of a four storey apartment building, comprising 38 apartments with a basement car park and alteration to access to a Road Zone, at Nos. 969 – 973 Doncaster Road, Doncaster East, subject to the following grounds:

- 1. The location, scale, size and height of the fourth floor overwhelms Doncaster Road and does not provide the built form aspiration or the amenity protection to neighbours sought under Clause 21.05-Residential or Design and Development Overlay No. 8.**
- 2. The building's setbacks do not accord with Clause 55.04-1 and are inadequate to provide acceptable transition to neighbouring development including sufficient space for perimeter landscaping to soften the built form outcome.**
- 3. The design, orientation and lack of ground floor stepping with the fall of the land generates poor internal amenity through an excessive reliance on screening devices and limited daylight access (due to apartments being south-facing, benched into the site behind high fencing and/or reliant on long and narrow light corridors in bedrooms).**
- 4. The car stackers proposed in the basement do not provided adequate height clearance to comply with Design Standard 4 of Clause 52.06.**
- 5. The 2.4m high front fence unreasonably dominates the public realm, limits passive surveillance and unreasonably enclosed the courtyards of the south-facing ground level apartments.**
- 6. The proposal does not have adequate provision for visitor bicycle spaces, thus not meeting Clause 52.34.**

**MOVED: O'BRIEN
SECONDED: HAYNES**

That the Recommendation be adopted.

CARRIED

DIVISION

A Division having been demanded the Council divided as follows:

FOR (8): Councillors Haynes, O'Brien, Grivokostopoulos, Downie, Gough, Kleinert, Galbally and McLeish.

AGAINST (0): Nil

THE MOTION WAS DECLARED CARRIED UNANIMOUSLY

"Refer Attachments"

* * * * *

PROPOSED APARTMENT BUILDING DEVELOPMENT PROJECT: 969-973 DONCASTER ROAD, DONCASTER EAST

| | |
|--------------------|----------------------------|
| SITE AREA | 2048.75sq.m |
| SITE COVERAGE | 60.00% |
| HARD SURFACE AREA | 74.00% |
| TOTAL CAR SPACES | 48 CAR SPACES (6 STACKERS) |
| VISITOR CAR SPACES | 8 CAR SPACES |

| APARTMENT No. | BEDROOMS | CARSACES | APARTMENT AREA | P.O.S. AREA (BALCONY) |
|---------------|------------|--------------------|---------------------|-----------------------|
| APARTMENT 1 | 2 BEDROOMS | CAR SPACE - 9 | 87.15sq.m, 9.38sq | 9.54sq.m |
| APARTMENT 2 | 2 BEDROOMS | CAR SPACE - 10 | 82.90sq.m, 8.92sq | 32.83sq.m |
| APARTMENT 3 | 2 BEDROOMS | CAR SPACE - 11 | 84.30sq.m, 6.92sq | 28.49sq.m |
| APARTMENT 4 | 2 BEDROOMS | CAR SPACE - 12 | 95.10sq.m, 6.36sq | 25.34sq.m |
| APARTMENT 5 | 2 BEDROOMS | CAR SPACE - 13 | 63.92sq.m, 6.88sq | 33.34sq.m |
| APARTMENT 6 | 2 BEDROOMS | CAR SPACE - 14 | 66.91sq.m, 7.52sq | 27.57sq.m |
| APARTMENT 7 | 3 BEDROOMS | CAR SPACES - 15-16 | 105.45sq.m, 11.35sq | 10.39sq.m |
| APARTMENT 8 | 2 BEDROOMS | CAR SPACE - 17 | 77.00sq.m, 8.28sq | 10.30sq.m |
| APARTMENT 9 | 2 BEDROOMS | CAR SPACE - 18 | 65.27sq.m, 7.03sq | 9.06sq.m |
| APARTMENT 10 | 2 BEDROOMS | CAR SPACE - 19 | 65.28sq.m, 7.03sq | 8.96sq.m |
| APARTMENT 11 | 2 BEDROOMS | CAR SPACE - 20 | 65.28sq.m, 7.03sq | 8.96sq.m |
| APARTMENT 12 | 2 BEDROOMS | CAR SPACE - 21 | 65.28sq.m, 7.03sq | 9.07sq.m |
| APARTMENT 13 | 2 BEDROOMS | CAR SPACE - 22 | 77.14sq.m, 8.30sq | 10.80sq.m |
| APARTMENT 14 | 2 BEDROOMS | CAR SPACE - 23 | 94.10sq.m, 10.13sq | 10.80sq.m |
| APARTMENT 15 | 2 BEDROOMS | CAR SPACE - 24 | 76.50sq.m, 8.40sq | 9.90sq.m |
| APARTMENT 16 | 2 BEDROOMS | CAR SPACE - 25 | 67.15sq.m, 7.22sq | 9.90sq.m |
| APARTMENT 17 | 2 BEDROOMS | CAR SPACE - 26 | 67.15sq.m, 7.22sq | 14.70sq.m |
| APARTMENT 18 | 2 BEDROOMS | CAR SPACE - 27 | 67.05sq.m, 7.22sq | 9.90sq.m |
| APARTMENT 19 | 2 BEDROOMS | CAR SPACE - 28 | 83.95sq.m, 9.03sq | 13.45sq.m |
| APARTMENT 20 | 2 BEDROOMS | CAR SPACE - 29 | 106.40sq.m, 11.45sq | 16.85sq.m |
| APARTMENT 21 | 2 BEDROOMS | CAR SPACE - 30 | 84.90sq.m, 9.14sq | 8.00sq.m |
| APARTMENT 22 | 2 BEDROOMS | CAR SPACE - 31 | 69.80sq.m, 7.91sq | 8.00sq.m |
| APARTMENT 23 | 2 BEDROOMS | CAR SPACE - 32 | 69.80sq.m, 7.91sq | 8.00sq.m |
| APARTMENT 24 | 2 BEDROOMS | CAR SPACE - 33 | 66.85sq.m, 7.52sq | 8.75sq.m |
| APARTMENT 25 | 2 BEDROOMS | CAR SPACE - 34 | 66.65sq.m, 9.54sq | 10.10sq.m |
| APARTMENT 26 | 2 BEDROOMS | CAR SPACE - 35 | 84.91sq.m, 9.14sq | 8.94sq.m |
| APARTMENT 27 | 2 BEDROOMS | CAR SPACE - 36 | 100.14sq.m, 10.78sq | 8.01sq.m |
| APARTMENT 28 | 2 BEDROOMS | CAR SPACE - 37 | 77.85sq.m, 8.38sq | 12.79sq.m |
| APARTMENT 29 | 2 BEDROOMS | CAR SPACE - 38 | 100.63sq.m, 10.81sq | 8.01sq.m |
| APARTMENT 30 | 2 BEDROOMS | CAR SPACE - 39 | 79.82sq.m, 8.59sq | 8.92sq.m |
| APARTMENT 31 | 2 BEDROOMS | CAR SPACE - 40 | 92.68sq.m, 9.97sq | 10.05sq.m |
| APARTMENT 32 | 1 BEDROOM | CAR SPACE - 41 | 32.08sq.m, 5.60sq | 11.72sq.m |
| APARTMENT 33 | 2 BEDROOMS | CAR SPACE - 42 | 32.08sq.m, 5.60sq | 10.04sq.m |
| APARTMENT 34 | 2 BEDROOMS | CAR SPACE - 43 | 87.98sq.m, 9.47sq | 10.04sq.m |
| APARTMENT 35 | 2 BEDROOMS | CAR SPACE - 44 | 100.50sq.m, 10.82sq | 10.00sq.m |
| APARTMENT 36 | 3 BEDROOMS | CAR SPACES - 44-45 | 108.25sq.m, 11.78sq | 10.25sq.m |
| APARTMENT 37 | 2 BEDROOMS | CAR SPACE - 47 | 98.05sq.m, 10.58sq | 8.35sq.m |
| APARTMENT 38 | 2 BEDROOMS | CAR SPACE - 48 | 82.33sq.m, 8.69sq | 10.00sq.m |

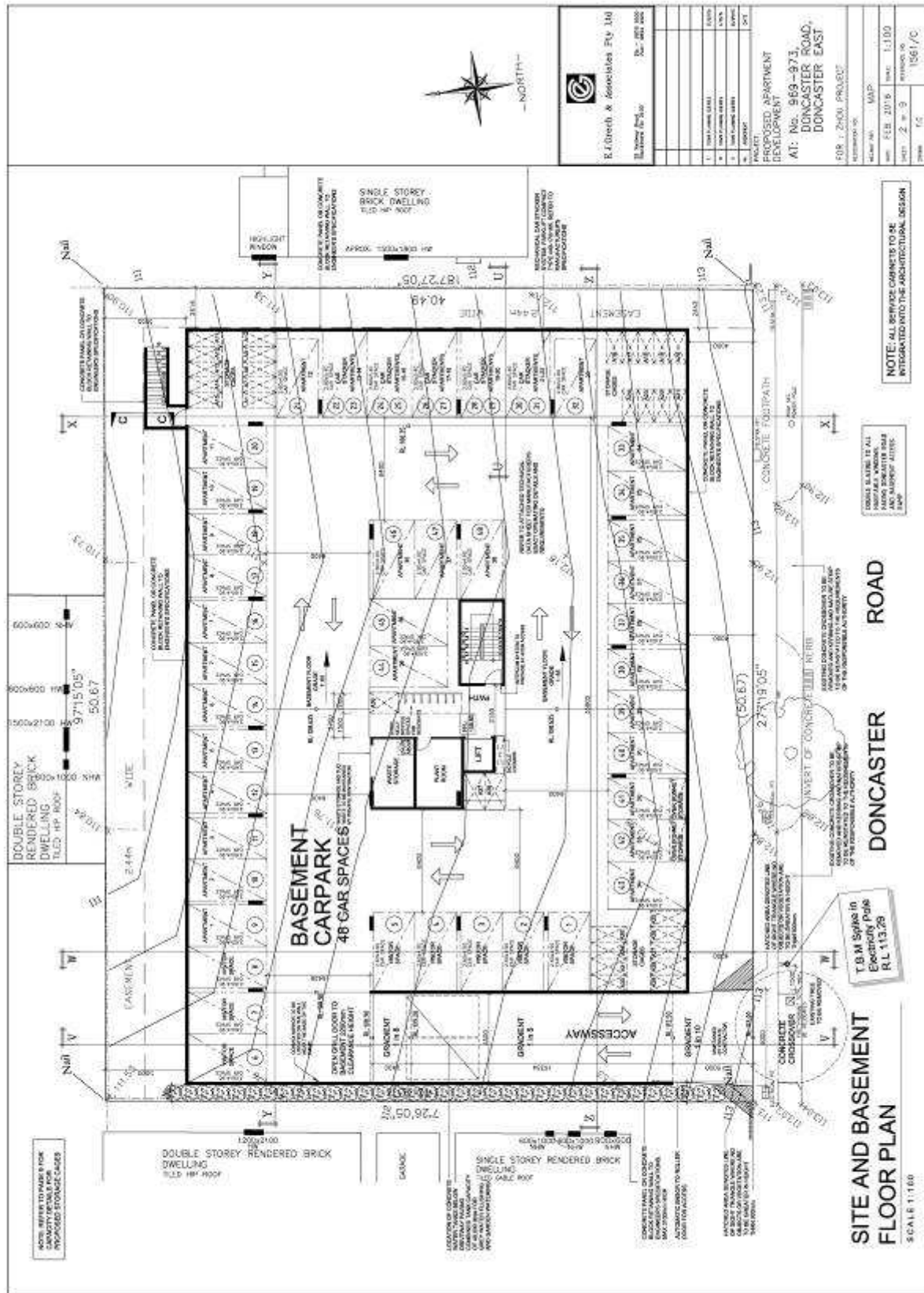


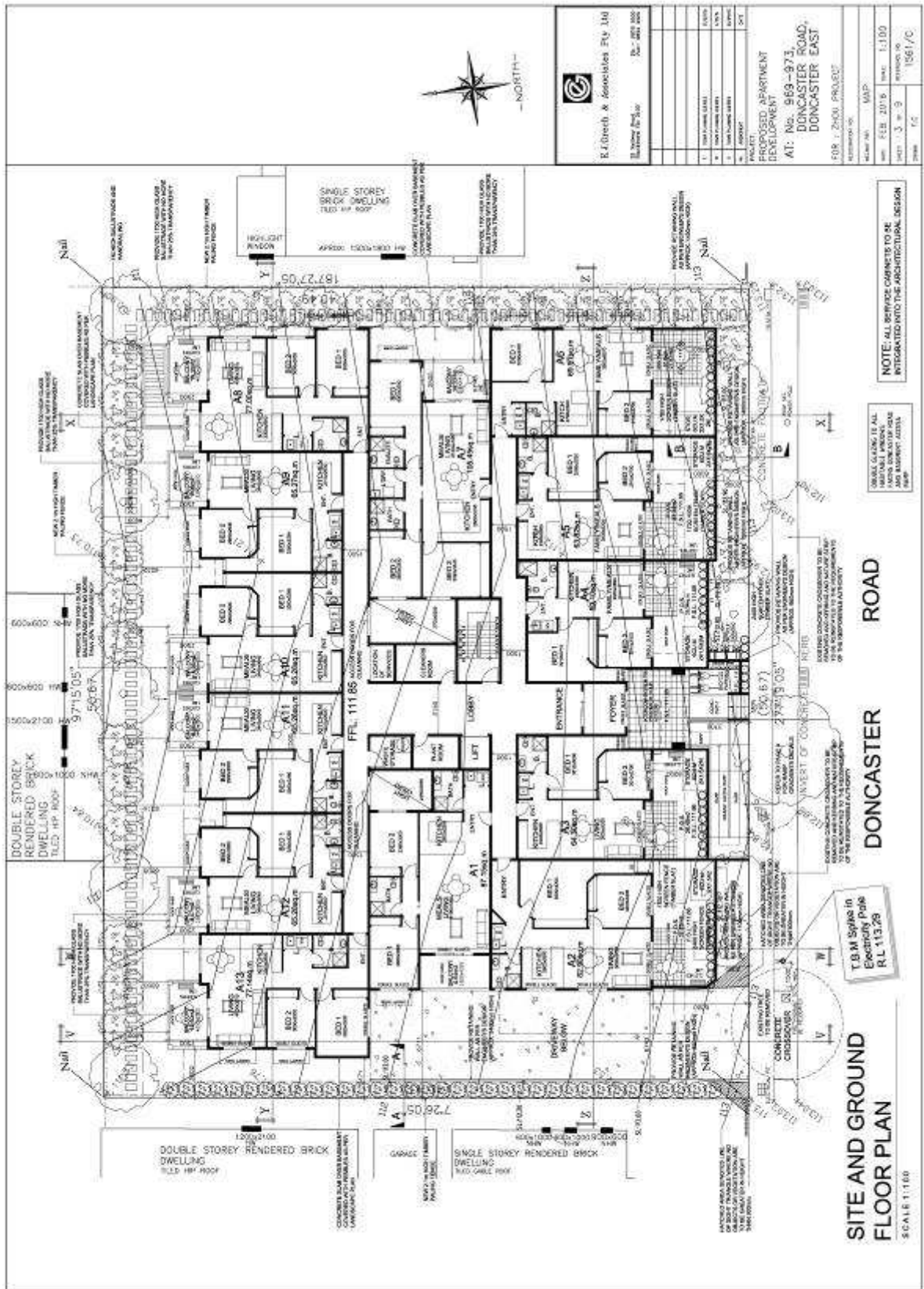
E.L. Grech & Associates Pty Ltd
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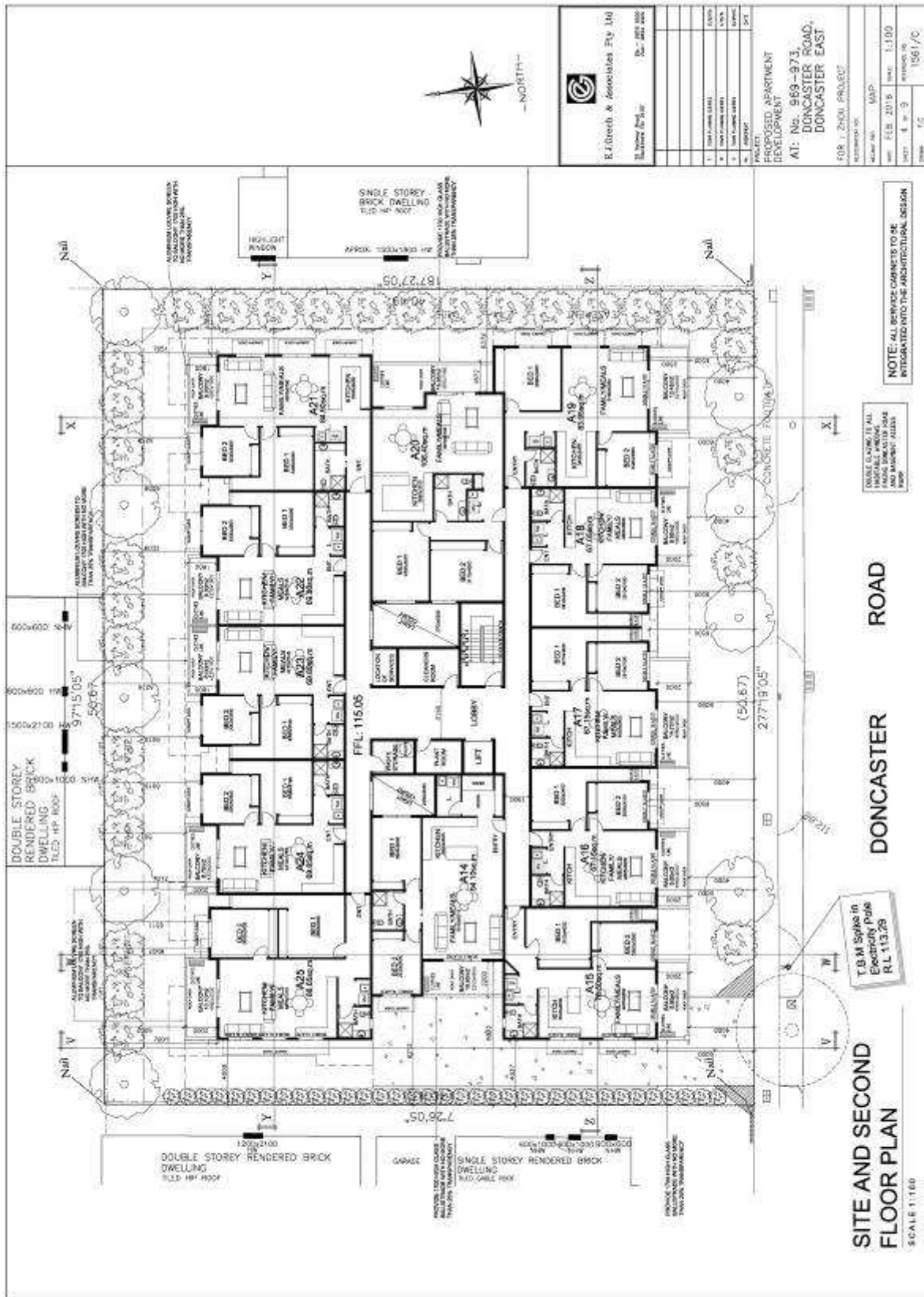
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|-----------------------|----|
| 1. TOTAL CAR SPACES | 48 |
| 2. VISITOR CAR SPACES | 8 |
| 3. TOTAL CAR SPACES | 56 |
| 4. STACKERS | 6 |

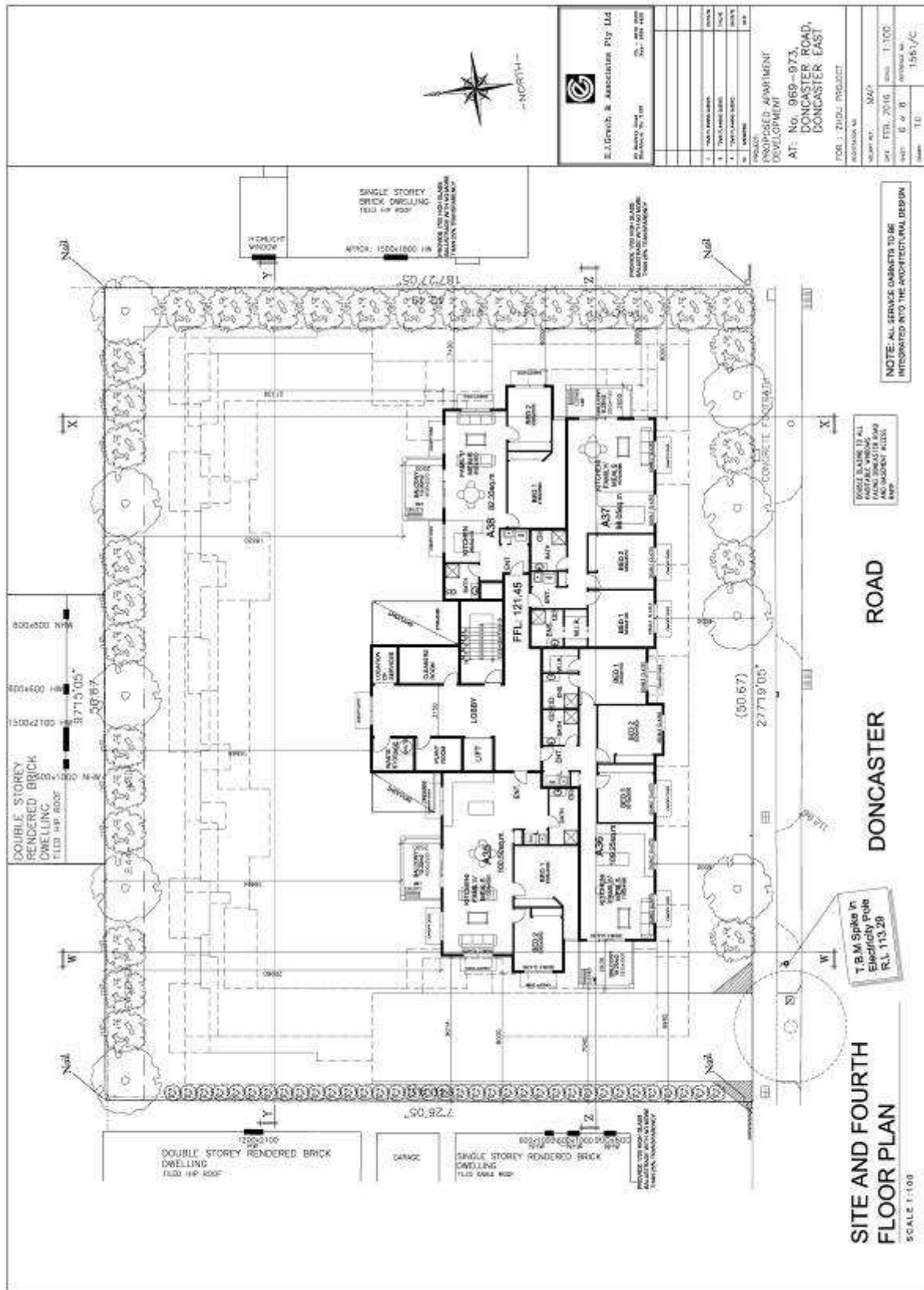
PROJECT: PROPOSED APARTMENT BUILDING DEVELOPMENT
 AT: No. 969-973 DONCASTER ROAD, DONCASTER EAST
 FOR L. 24300 PROJECT

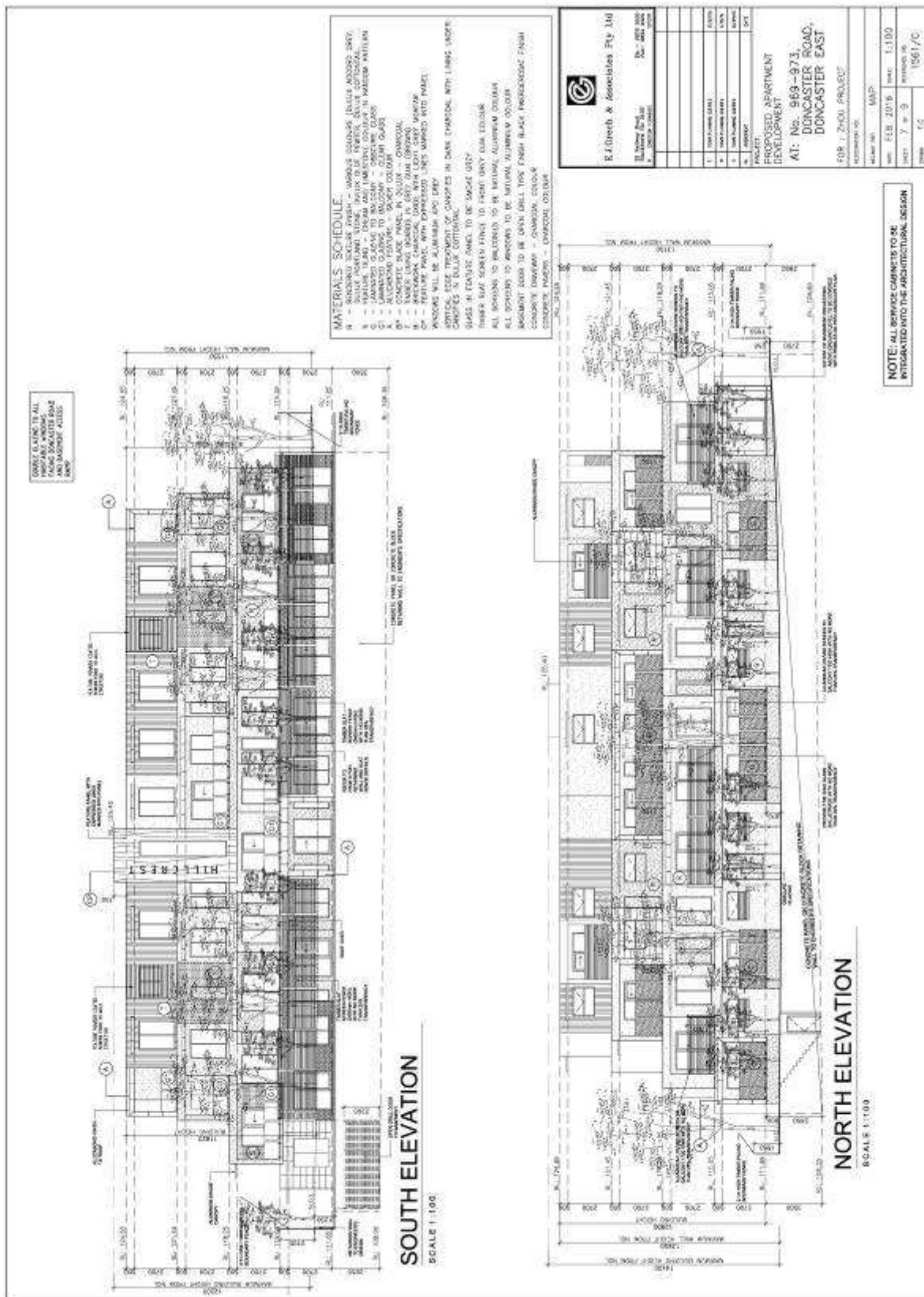
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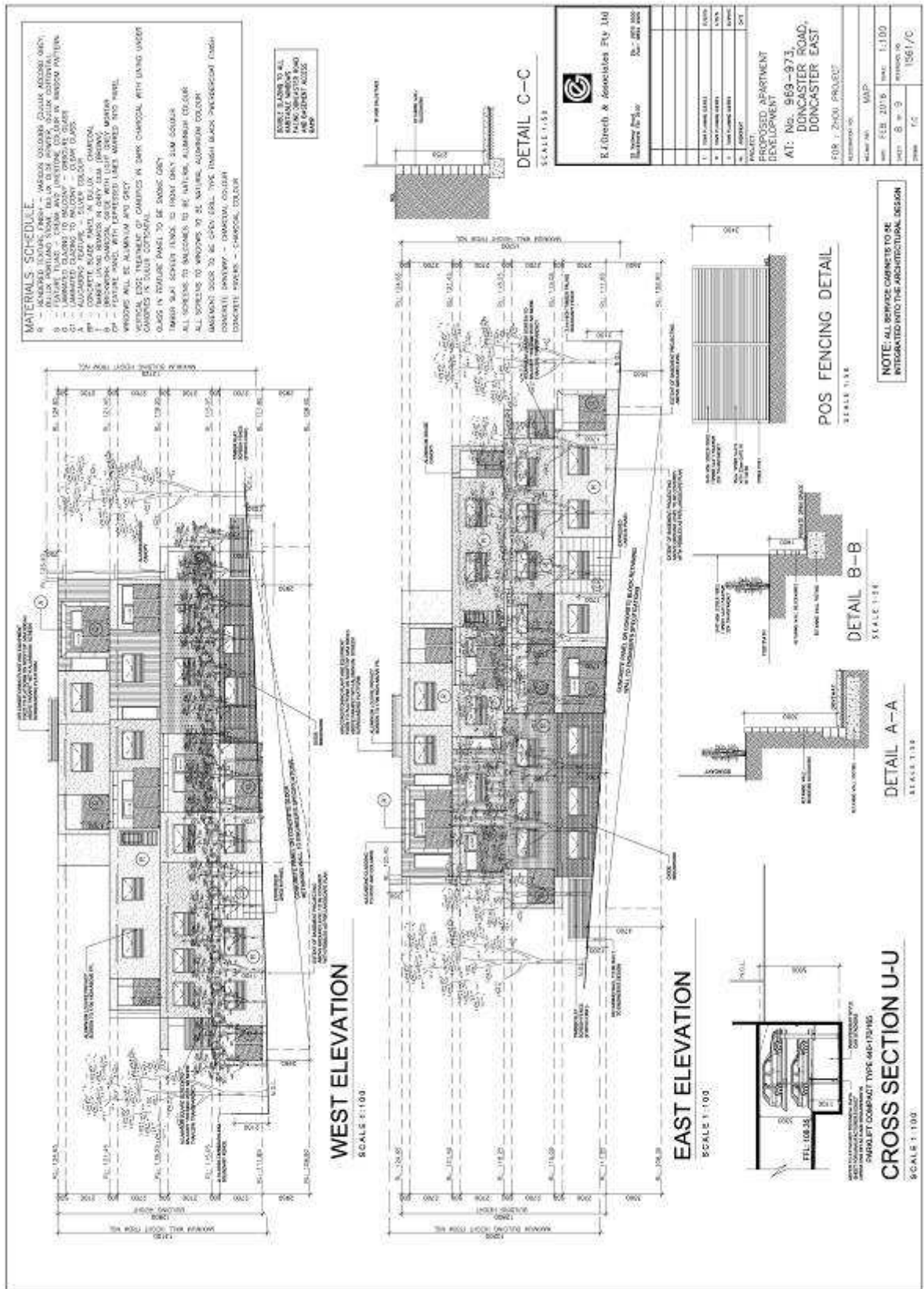


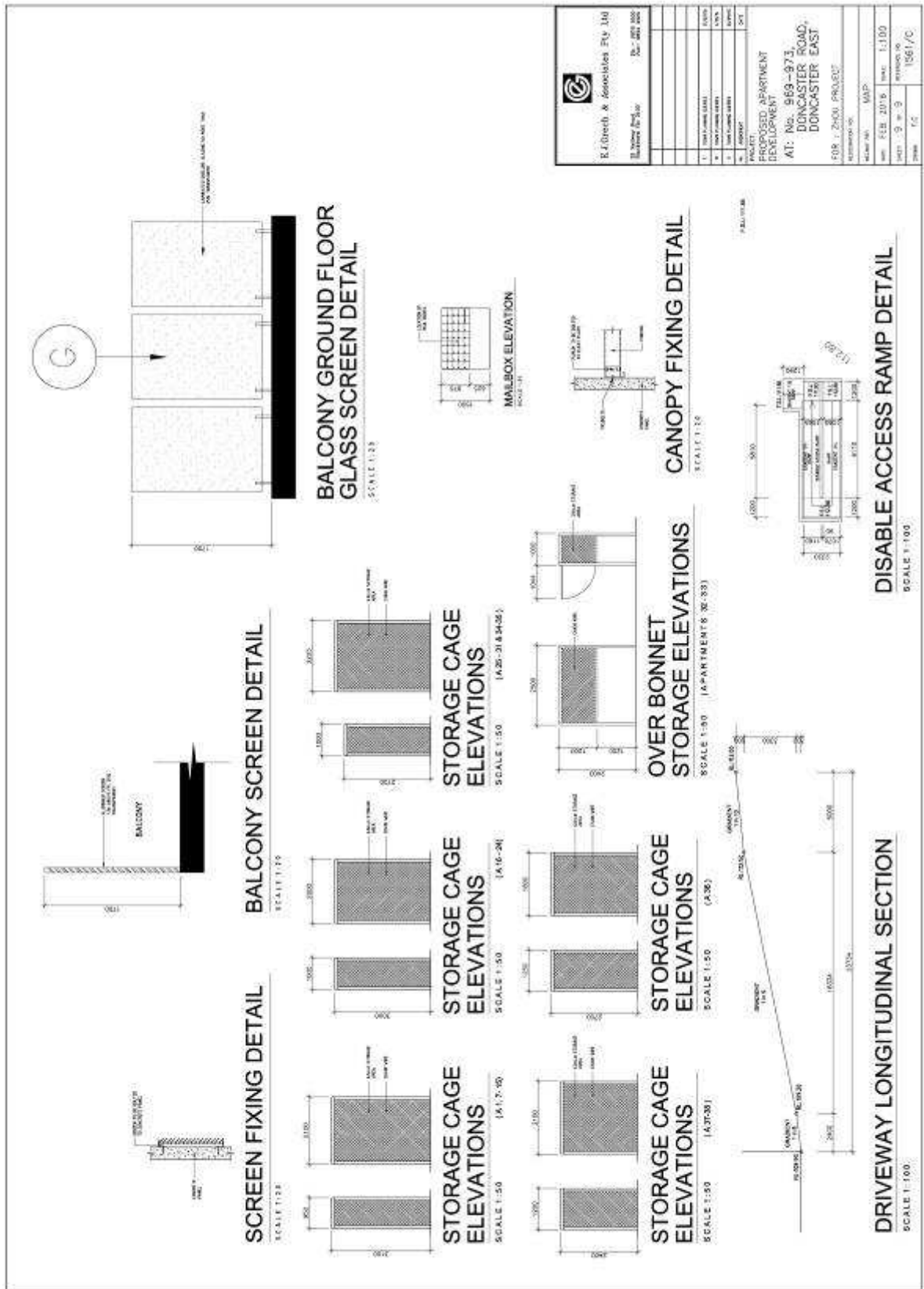










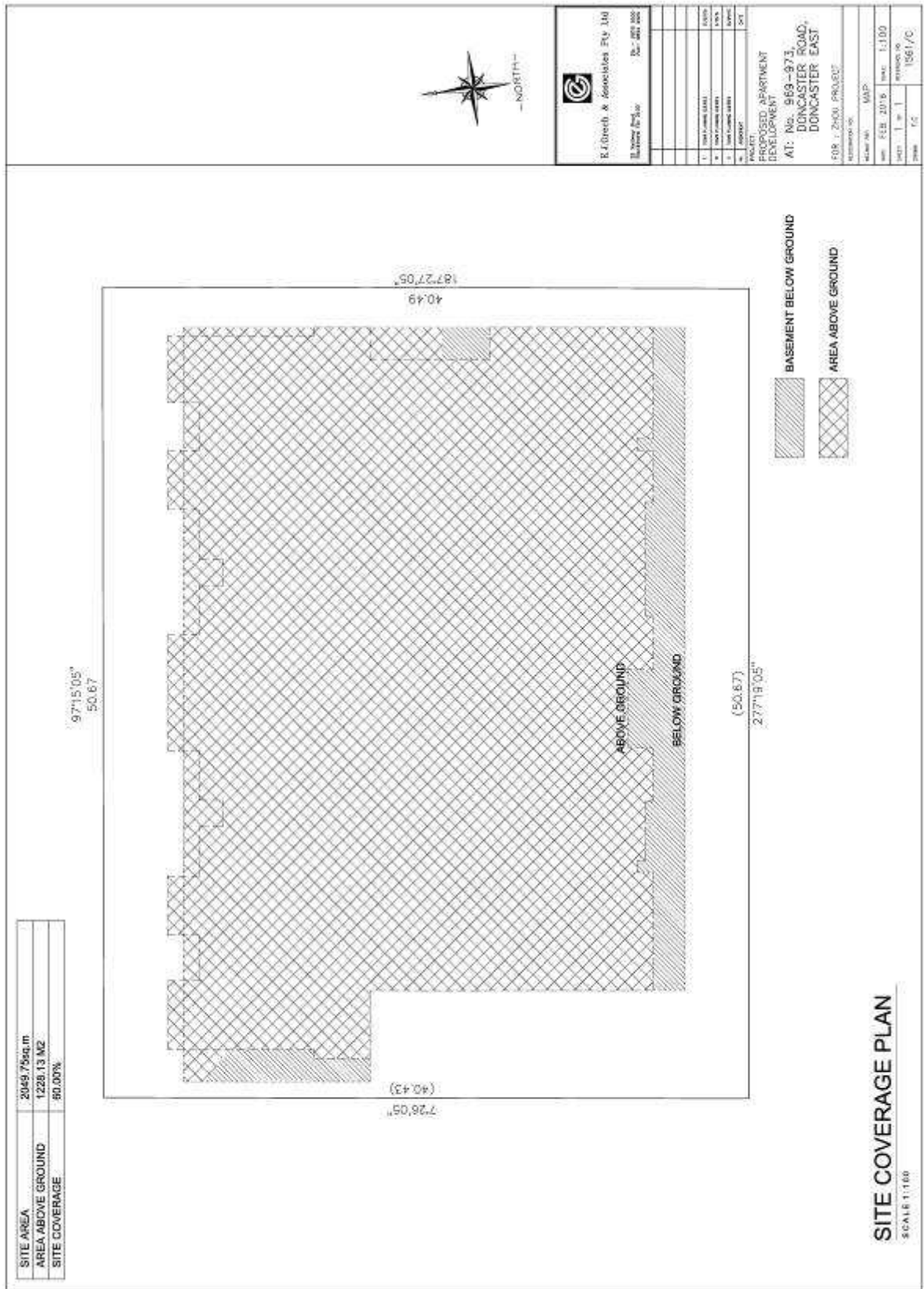


E.J. Breth & Associates Pty Ltd
 11 Waverley Road, Malvern VIC 3144
 Tel: 9592 8888 Fax: 9592 8888

| | | |
|----|--------------|------|
| 1 | FINAL LAYOUT | DATE |
| 2 | FINAL LAYOUT | DATE |
| 3 | FINAL LAYOUT | DATE |
| 4 | FINAL LAYOUT | DATE |
| 5 | FINAL LAYOUT | DATE |
| 6 | FINAL LAYOUT | DATE |
| 7 | FINAL LAYOUT | DATE |
| 8 | FINAL LAYOUT | DATE |
| 9 | FINAL LAYOUT | DATE |
| 10 | FINAL LAYOUT | DATE |

PROJECT: RESIDENTIAL APARTMENT DEVELOPMENT
 AT: No. 969-973, DONCASTER ROAD, DONCASTER EAST
 FOR: J. ZHOU PROJECT

DATE: 21.08.2016
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 SCALE: 1:100
 SHEET: 3 of 3
 PROJECT NO: 1561/C





EASTING RESIDUES NO. 107 DONCASTER ROAD

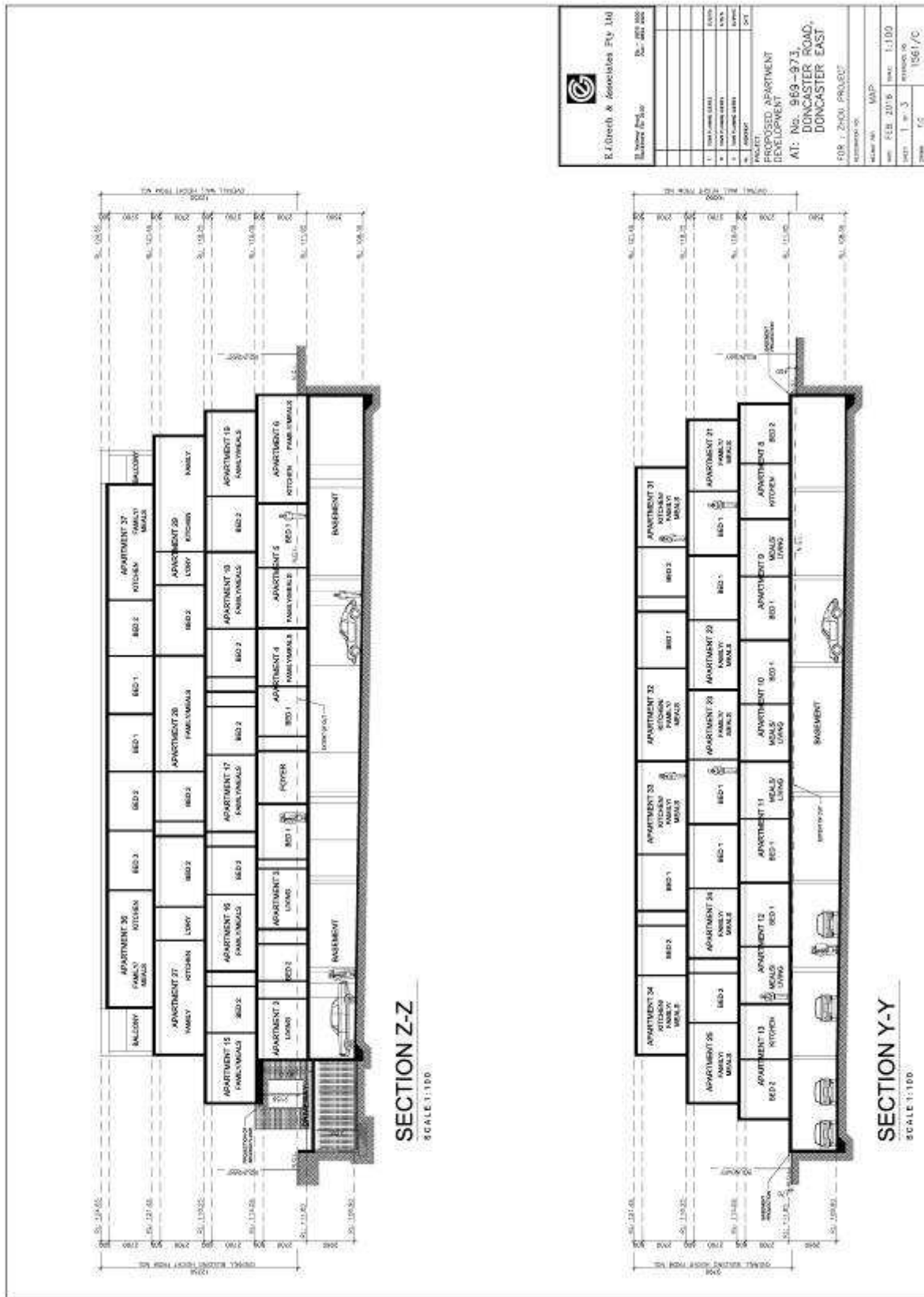
PROPOSED DEVELOPMENT NO. 408-413 DONCASTER ROAD

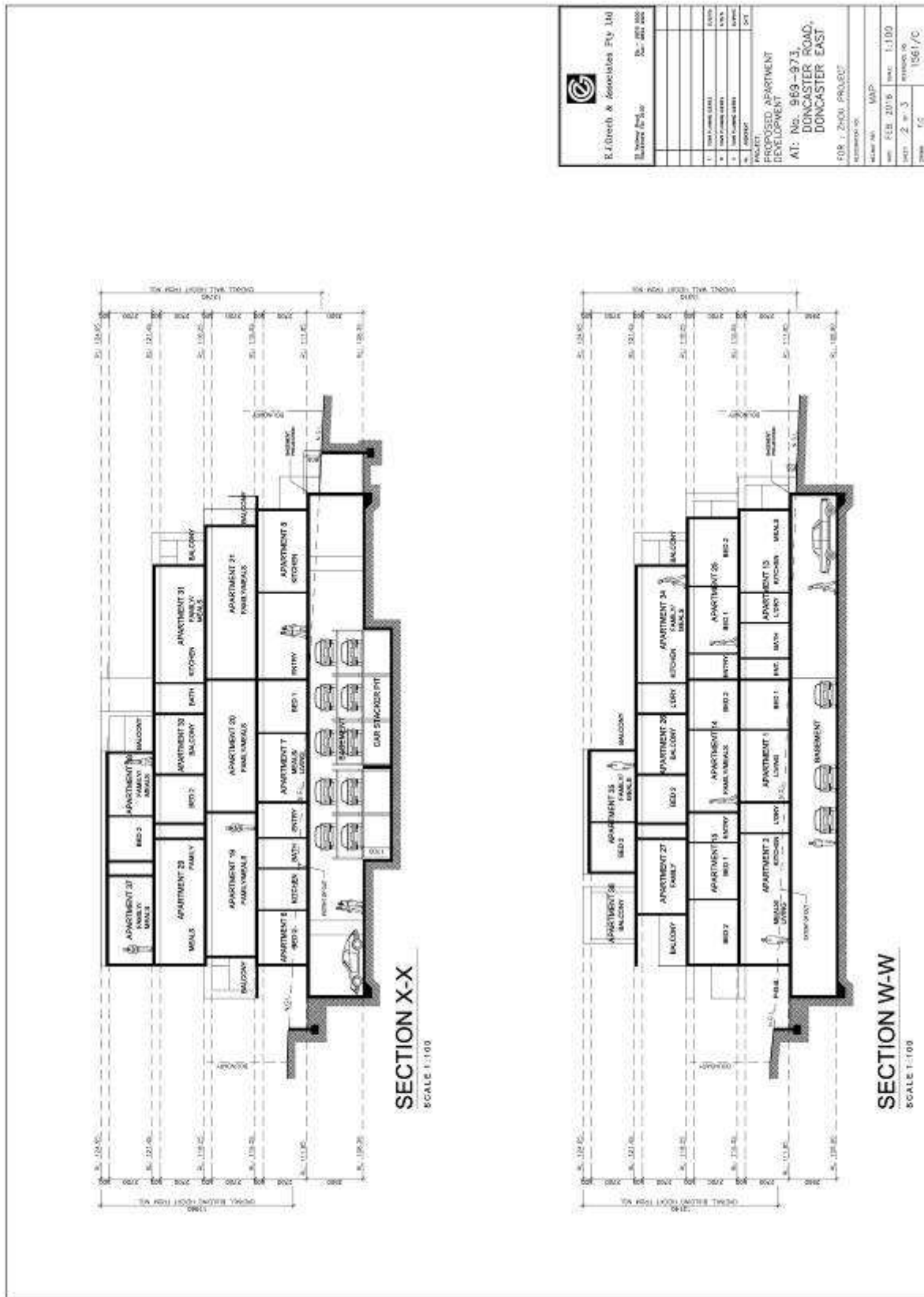
EASTING RESIDUES NO. 475 DONCASTER ROAD

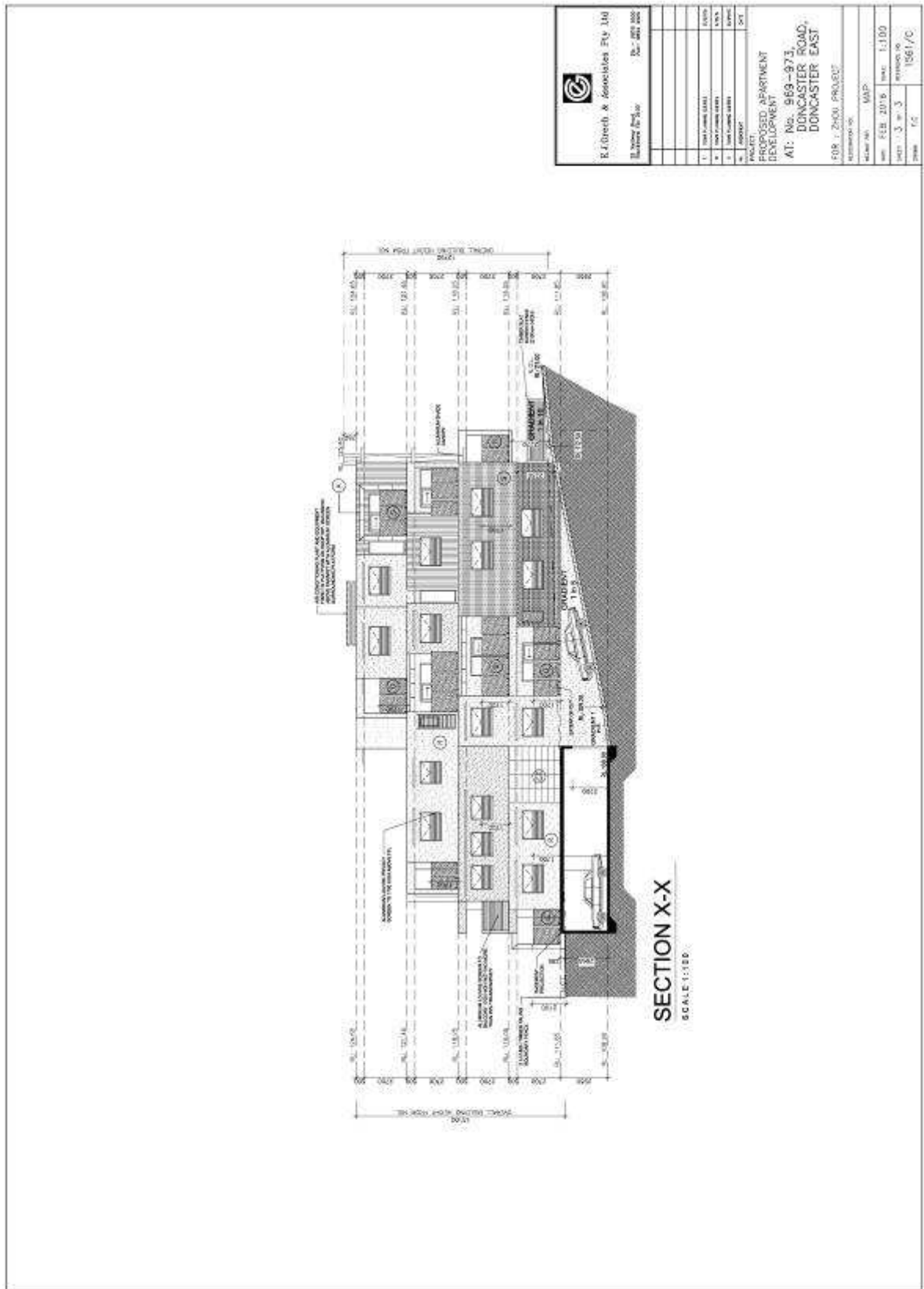
DONCASTER ROAD ELEVATION

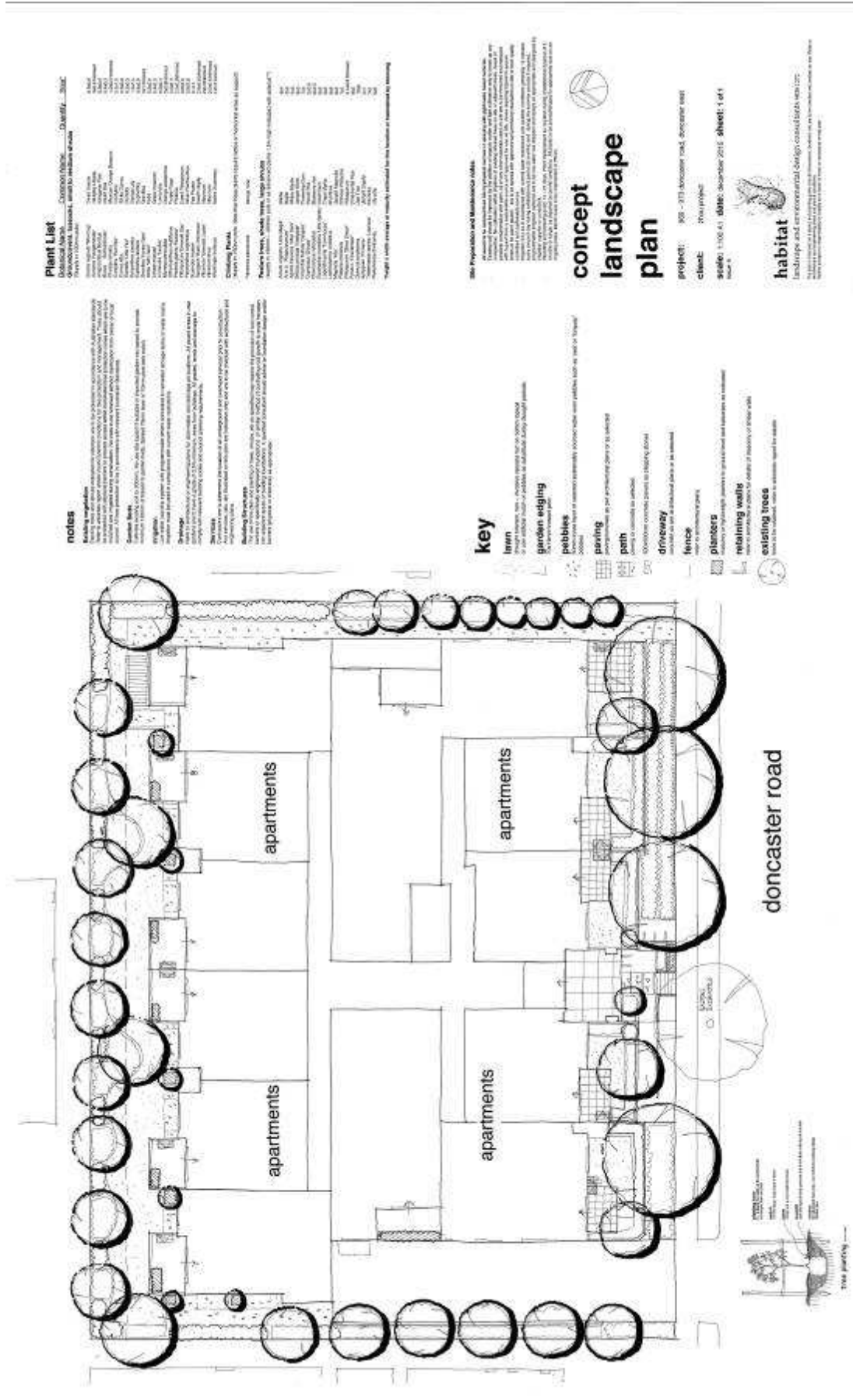
| | |
|--|-----------------------|
| | |
| E.J. O'Brien & Associates (EJA) | |
| 200 Dundas Street West, Suite 200 | Doncaster, ON M3A 1R7 |
| TEL: 905-881-1111 | FAX: 905-881-1112 |
| WWW.EJA.COM | |
| PROJECT: PROPOSED DEVELOPMENT DEVELOPMENT | |
| AT: No. 408-413 DONCASTER ROAD, DONCASTER EAST | |
| DRAWN BY: J. D. J. J. J. | DATE: 10/15/16 |
| SCALE: 1/8" = 1'-0" | PROJECT NO: 158170 |

STREETSCAPE ELEVATION
SCALE 1/10"









Plant List

Common Name: Quantity: Size

| | | |
|------------|----|-----|
| Apple | 10 | 100 |
| Birch | 10 | 100 |
| Bush | 10 | 100 |
| Cherry | 10 | 100 |
| Conifer | 10 | 100 |
| Deciduous | 10 | 100 |
| Evergreen | 10 | 100 |
| Flowering | 10 | 100 |
| Fruit | 10 | 100 |
| Grass | 10 | 100 |
| Herb | 10 | 100 |
| Shrub | 10 | 100 |
| Tree | 10 | 100 |
| Vegetable | 10 | 100 |
| Wildflower | 10 | 100 |
| Wood | 10 | 100 |
| Yew | 10 | 100 |

Site Preparation and Maintenance notes:

1. All areas to be prepared in accordance with the following specifications:

- Grass: 100% seed, 100% cover, 100% germination.
- Soil: 100% topsoil, 100% depth, 100% quality.
- Water: 100% supply, 100% pressure, 100% flow.
- Light: 100% intensity, 100% duration, 100% direction.
- Temperature: 100% range, 100% stability, 100% control.
- Humidity: 100% level, 100% consistency, 100% variation.
- Wind: 100% speed, 100% direction, 100% frequency.
- Weather: 100% forecast, 100% accuracy, 100% reliability.
- Season: 100% timing, 100% duration, 100% effectiveness.
- Cost: 100% budget, 100% value, 100% efficiency.
- Quality: 100% standard, 100% compliance, 100% excellence.
- Time: 100% schedule, 100% adherence, 100% completion.
- Resources: 100% availability, 100% allocation, 100% utilization.
- Skills: 100% proficiency, 100% application, 100% innovation.
- Tools: 100% functionality, 100% maintenance, 100% safety.
- Materials: 100% quality, 100% quantity, 100% variety.
- Methods: 100% effectiveness, 100% efficiency, 100% sustainability.
- Results: 100% achievement, 100% satisfaction, 100% impact.
- Feedback: 100% collection, 100% analysis, 100% implementation.
- Improvement: 100% focus, 100% effort, 100% commitment.
- Success: 100% goal, 100% vision, 100% mission.
- Future: 100% planning, 100% preparation, 100% execution.
- Legacy: 100% creation, 100% preservation, 100% celebration.

concept landscape plan

project: 300 - 375 doncaster road, doncaster west
 client: 375a project
 scale: 1:100 A1 date: september 2015 sheet: 1 of 1



habitat
 landscape and environmental design

notes

1. All areas to be prepared in accordance with the following specifications:

- Grass: 100% seed, 100% cover, 100% germination.
- Soil: 100% topsoil, 100% depth, 100% quality.
- Water: 100% supply, 100% pressure, 100% flow.
- Light: 100% intensity, 100% duration, 100% direction.
- Temperature: 100% range, 100% stability, 100% control.
- Humidity: 100% level, 100% consistency, 100% variation.
- Wind: 100% speed, 100% direction, 100% frequency.
- Weather: 100% forecast, 100% accuracy, 100% reliability.
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- Success: 100% goal, 100% vision, 100% mission.
- Future: 100% planning, 100% preparation, 100% execution.
- Legacy: 100% creation, 100% preservation, 100% celebration.

key

- lawn** - 100% seed, 100% cover, 100% germination.
- garden edging** - 100% quality, 100% quantity, 100% variety.
- pebbles** - 100% size, 100% color, 100% texture.
- paving** - 100% material, 100% pattern, 100% finish.
- path** - 100% width, 100% depth, 100% direction.
- driveway** - 100% length, 100% width, 100% angle.
- fence** - 100% height, 100% material, 100% color.
- planters** - 100% size, 100% shape, 100% material.
- retaining walls** - 100% height, 100% material, 100% color.
- existing trees** - 100% size, 100% shape, 100% material.















6 Warrandyte Special Rate Scheme Renewal - Notice of Intention to Declare Special Rate

Responsible Director: Director Planning & Environment

File No. T16/184

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

SUMMARY

The purpose of this report is to seek endorsement from Council to commence the statutory procedures under the Local Government Act 1989 to declare a Special Rate Scheme for the Warrandyte Activity Centre for the purposes of marketing and promotion in accordance with a new business plan which has been developed for the Centre.

Council has received a written request from the Warrandyte Business Association (the Association) to renew the Special Rate Scheme (for the purposes of marketing and promotion) for the Warrandyte Activity Centre. The request is supported by the majority of the businesses who are liable to pay the special rate.

The previous scheme commenced on 1 January 2011 and concluded on 31 December 2015. The Business Association seeks to renew the Scheme for a five year period commencing on 1 January 2017 and to maintain the levy payable by each business as was payable under the previous scheme.

The Association has requested that the proposed Scheme be applied to all commercial properties within the Warrandyte Activity Centre precinct, being a total of 81 commercial properties, which will raise an amount of \$50,278.40 in each year of the Scheme. Properties have been categorised into those that receive a "Primary Special Benefit" (calculated at 0.0015 in the dollar) and those that receive a "Secondary Special Benefit" (calculated at 0.00065 in the dollar) in accordance with their location within the Activity Centre. The proposed Scheme will raise an amount of \$251,392.00 over the 5 year period of the Scheme.

There are some changes to the properties to be included in the proposed Scheme as compared to the previous scheme. One property has been subdivided into three separate properties since the previous scheme and will therefore be treated now as three properties. An additional property has also been added to the Scheme as its use has changed from a library to a commercial business. Three properties have been removed from the Scheme due to their use changing to qualify as contiguous. Another property has also been removed from the Scheme as its use has changed to a private residence.

It is recommended that Council commences the statutory process by giving notice of its intention to declare the Special Rate Scheme for Warrandyte.

1 BACKGROUND

- 1.1 The *Local Government Act 1989* (LG Act) enables Council to levy a special rate or charge on properties within a defined area if it considers that the land in that area will receive a 'special benefit' from the expenditure of the funds raised in accordance with the functions of Council.
- 1.2 Council has received a written request from the Warrandyte Business Association (the Association) to renew the Special Rate Scheme for the Warrandyte Activity Centre (**Attachment 1**). The Business Association's request is accompanied by evidence of the support of a majority of businesses who are required to pay the rate (62.4% of businesses have signed an "in-principle support" form for the Scheme to continue).
- 1.3 The Scheme is proposed to operate over a five year period, commencing on 1 January 2017 and ending on 31 December 2021.
- 1.4 A special rate scheme has operated in the Warrandyte Activity Centre since 2011. The previous scheme expired on 31 December 2015. That scheme raised a total of \$247,822 over the past five years (\$49,564.40 per annum). It has funded the development and implementation of a business plan to target promotional initiatives such as seasonal marketing campaigns, Christmas decorations for the Centre, festivals, refreshed branding for the Centre, business support and development workshops and a new website featuring a directory of businesses within the Centre. The previous scheme also funded the employment of a part-time marketing coordinator appointed by the Business Association to execute the actions of the business plan.
- 1.5 The Business Association has worked with Council's Economic Development team to undertake a review of the previous scheme and to develop a new business plan in order to outline key directions and activities to guide the expenditure of the funds received through a renewed Special Rate Scheme.

2 PROPOSAL/ISSUE

- 2.1 This report seeks endorsement by Council to commence the statutory procedures under the LG Act to declare a Special Rate Scheme for the Warrandyte Activity Centre.
- 2.2 The area known as the Warrandyte Activity Centre (Yarra Street through to the Goldfields Plaza) is a defined area that is based on an analysis of zoning under the Manningham Planning Scheme and an assessment of the current and potential land use for commercial, retail and professional purposes.
- 2.3 A list of the properties that are proposed to be included in the Scheme, showing the amount payable per property, forms a part of the Proposed Declaration of the Special Rate (**Attachment 2**). A map of the Scheme area is included as **Attachment 3** (and also forms a part of the Proposed Declaration of Special Rate).
- 2.4 In order to raise \$50,278.40 per annum, the properties included in the Scheme will be levied a Special Rate quarterly, for each year of the Scheme, based on whether the property receives a "Primary Special Benefit" or a "Secondary Special Benefit". The "Primary Special Benefit" properties will be defined as those properties located within the core precinct areas of Yarra Street and Warrandyte Goldfields. The "Secondary Special Benefit"

properties will be defined as those properties located on the periphery of the core precinct areas of Yarra Street and Warrandyte Goldfields.

- 2.5 The Business Association must adhere to the conditions provided in its funding agreement to ensure that, at all times, it is acting in accordance with the legal requirements for expenditure of the Special Rate. The funding agreement must be renewed with Council upon the declaration of the new Scheme and its conditions must be adhered to prior to any Special Rate payments being made to the Business Association.
- 2.6 The services proposed to be provided from the proceeds of the Special Rate relate to professional co-ordination assistance, promotions, advertising, marketing and other incidental purposes associated with the encouragement of commerce, retail and professional activity and employment at the Warrandyte Activity Centre.
- 2.7 The Warrandyte Business Association is required to create and maintain a business precinct plan (**Attachment 6**) for the duration of the Scheme, with annual implementation plans approved by Council officer.
- 2.8 These services will only provide a 'special benefit' to the owners and the occupiers of the land and the commercial properties located in the Scheme area. For this reason, the whole of the proposed Special Rate will be levied against the commercial properties located in the Scheme area.
- 2.9 A total of 88 rateable properties are located within the Scheme area, however six of these properties are contiguous and occupied by a single business operating from combined shopfronts and one property is used as a residence. For the contiguous properties; the Special Rate will be payable for only one of the properties (the higher rate applicable). The Scheme will therefore be made up of 81 participant properties, being 77 "Primary Special Benefit" properties and 4 "Secondary Special Benefit" properties.

3 PRIORITY/TIMING

- 3.1 The previous scheme expired on 31 December 2015. This report seeks to introduce a new Scheme to commence on 1 January 2017, which is to continue for a term of five years.

4 POLICY/PRECEDENT IMPLICATIONS

- 4.1 Council generally requires more than a mere majority of support from persons who are liable to pay the special rate or charge (usually the tenant or business under the terms of a lease), prior to proceeding with the formal statutory process.
- 4.2 Manningham's *Special Rates and Charges Contributory Projects Policy*, which was last updated in August 2012, states, amongst other things, that
"The final outcome of many proposals of Council's contribution towards the cost of the works or services will depend to a large degree on community support In some instances following community consultation Council may not proceed unless at least 75% support is received from persons required to pay the Special Rate or Special Charge ...
.... Council reserves the right to continue with the preparation of a special charge, should the level of community support be less than 75% if it is

deemed by Council that it would be in the interests of the community to proceed with the proposed works or services.”

- 4.3 While property owners/landlords are liable to pay the special rate under the LG Act, it is the tenants or businesses who are most often required to pay the rate as part of standard commercial leases, where all building outgoings included special rates, are passed on to the commercial tenant.
- 4.4 With the above in mind, Council officers required the Association to identify the level of support from the businesses/tenants of the properties included in the Scheme area as part of its request to Council.
- 4.5 The Warrandyte Activity Centre is made up of 85 businesses (some traders occupy more than one property and some properties house more than one business). The Business Association has submitted evidence that 53 of the business owners (being 62.4%) are in support of the Scheme (this includes two property owners of vacant premises). Nine business owners do not support the Scheme and have indicated as such on their 'Indication of Support' forms. Currently 20 businesses and two property owners (of vacant premises) have not responded. This response is considered sufficient to show a positive level of support for Council to proceed with the formal Notice of Intention to Declare. A copy of the blank 'Indication of Support' form is provided as **Attachment 4**.
- 4.6 The distribution of support is spread evenly throughout the three sections of the Warrandyte Business Precinct. This is reflected in the spread of those not supporting the scheme and those who have not made a response either way. The spread of businesses not supporting the scheme is across the broad sectors of Professional Services, Restaurants and Retail.
- 4.7 The *Manningham Economic Development Strategy 2011-2030* aims to generate support for the retail sector through planning and programs to attract local economic opportunities, specifically the development and implementation of special rate and charge schemes for the purposes of marketing, promotion and business development.

5 CUSTOMER/COMMUNITY IMPACT

- 5.1 The purpose of the Scheme is to encourage and generate commerce, retail and professional activity and employment in the Warrandyte Activity Centre through expenditure of the Special Rate funds on professional co-ordination assistance, promotions, advertising, marketing and other incidental expenses. The expenditure of the Special Rate funds on these services will provide a 'special benefit' to the owners and the occupiers of the land and the commercial and business properties located in the Scheme area. Customers, and the community generally, value an active and well-functioning shopping precinct that can respond to, serve, and cater for, all their needs.
- 5.2 The Scheme will also support the Business Association to actively work with the traders, Council and the community generally to deliver a range of initiatives that focus on generating increased economic activity and vibrancy to the Warrandyte Activity Centre.
- 5.3 Decision making in relation to expenditure of the Special Rate funds will include input from the members of the Business Association. Members of the Association are invited to regular monthly meetings, where they have

opportunities to vote and to have input into the business plan for the Centre. The Association will be communicating regularly with traders at the Centre in relation to the business plan and its progress.

6 COUNCIL PLAN

- 6.1 A renewal of the Special Rate Scheme for the Warrandyte Activity Centre is in accordance with Council's overall vision and capacity to support a vibrant and desirable retail and commercial hub within this activity centre.
- 6.2 The *Manningham Council Plan (2013-2017)* supports sustainable, cohesive and well-resourced communities with appropriate services and facilities. Council seeks to ensure that all community members have access to vital services that meet their needs and which value our distinct local villages and activity centres, seeking to promote and support businesses and traders to build a resilient local economy. A key strategic indicator in the current Manningham Council Plan is measured by the participation of special rate and charge schemes for the purposes of marketing and promotion.

7 FINANCIAL PLAN

- 7.1 The Business Association has requested that the proposed Scheme raise approximately \$50,000 per annum to be consistent (as much as possible) with the previous scheme. Accordingly, there will be only minor changes to the levy payable by each property in the proposed Scheme when compared to the previous scheme. Three new properties have been included in the Scheme due to a subdivision (these three properties were combined as one property in the previous scheme). An additional property has also been included in the Scheme which did not previously participate as its use (previously a library) did not qualify (this particular property is now a commercial business). Three properties have been removed from the Scheme as they are now classified as contiguous. A further property has also been removed based on its use, now being residential.
- 7.2 The rate applicable to each property is based on the capital improved value (CIV) of each property and uses a multiplier method, being 0.0015 for "Primary Special Benefit" properties and 0.00065 for "Secondary Special Benefit" properties.
- 7.3 At the request of the Business Association and after consideration and agreement by Council officers, it is proposed that the CIV for each property remain equal in the new Scheme to those used in the previous scheme (which commenced in 2011). This includes the new properties created by subdivision, CIV has been calculated to match the same value as they would have had in 2011.
- 7.4 For properties where a business occupies more than one contiguous property, the Special Rate payable will be for only one of the contiguous properties and will be the higher rate applicable. The Special Rate for all properties is capped at a minimum of \$300 and a maximum of \$3000.
- 7.5 Based on this structure, with a total of 81 properties, the Special Rate Scheme will raise an amount of \$50,278.40 in each year of the Scheme. In total, the Scheme will raise an amount of \$251,392.00 over the 5 year period of the Scheme.

- 7.6 Property owners are legally liable to pay the Special Rate, however under a standard commercial lease the requirement to pay is usually passed on to the tenant (trader/business operator). In rare cases, where a standard commercial lease is not in place, it is a matter between the property owner and the tenant to decide who is responsible to pay the Special Rate.
- 7.7 In accordance with the funding agreement, Council will require the Business Association to have a high level of financial and management accountability of the funds.
- 7.8 Financial requirements will include the submission by the Business Association of quarterly profit and loss statements and budgets, evidence of promotions conducted in accordance with the business plan, an annual plan and budget, and certified annual financial statements at the end of each financial year.
- 7.9 The Business Association will be required to enter into a new funding agreement with Council, as a precondition to any funds from the proceeds of the Special Rate being paid to the Business Association.

8 FINANCIAL RESOURCE IMPLICATIONS

- 8.1 The financial implications for Council will include administrative support of the Scheme. Council is responsible for monitoring the quarterly progress of the Scheme and dispersing the funds to the Business Association upon receipt and approval of the financial documentation.

9 SUSTAINABILITY

- 9.1 The Special Rate Scheme will provide economic benefit and sustainability to all property owners, tenants and the Warrandyte Activity Centre as a whole. Raising the profile of the Warrandyte Activity Centre will continue to support a successful shopping centre with quality traders, services, higher employment and prosperous businesses. The renewal of the Special Rate Scheme will support the economic sustainability of the shopping centre.

10 REGIONAL/STRATEGIC IMPLICATIONS

- 10.1 A study by Mainstreet Australia and Essential Economics (The Economic Value of Main Street, May 2011) indicated that there were at that time in excess of 70 special rate and/or charge schemes (for the purposes of marketing and promotion) operating throughout Victoria. The study highlighted that management and marketing programs funded by special rates and charges are becoming increasingly important in supporting the viability and health of main streets in Victoria. The study highlighted that there are schemes in nearly one third of Victorian municipalities and approximately \$7.6 million dollars is generated directly by special rates and charges. The adoption of a special rate and/or charge scheme is identified as the current best practice financial model to sustain a long term marketing and management framework for main street precincts, shopping and town centres.
- 10.2 Several competing centres within the City of Manningham and in neighbouring municipalities currently operate under a special rate and/or charge scheme, such as the Tunstall Square Shopping Precinct. The renewal of the Warrandyte Special Rate Scheme will facilitate the

competitive positioning of a local centre through marketing and promotion, while demonstrating the continuation of Council support for growth in the local economy.

11 CONSULTATION

11.1 The Business Association and Council's Economic Development team, with the support of an independent consultant, have been working to review the current program and to develop future priorities.

11.2 As a part of the process, traders and business owners included in the Scheme have:

- Been provided with a survey to complete to give feedback on past activities and suggestions for future marketing plans. A total of 18 surveys were completed and these have been referred to the Business Association for consideration in its planning.
- Been visited on several occasions by the project consultant to discuss input into the business plan, issues or suggestions for improvement and answer any questions on the Special Rate Scheme.
- Been provided with the pro-forma support form (62.45% expressed support for the renewal and 10.6% did not support the renewal), together with an information sheet providing an overview of the Special Rate Scheme and future marketing plan priorities.
- Received a personal invitation to attend a trader workshop to discuss the successes and opportunities from the previous scheme. This included an opportunity for input on any ideas for the future that could be considered as a part of the new business plan. Key activities of the draft "Warrandyte Activity Centre Business Plan" include actions such as improving the business mix by attracting appropriate new businesses; incorporating the Centre branding into beautification works throughout the Centre; strategic and targeted advertising campaigns; promotional events; and community development initiatives.

11.3 In order to declare a Special Rate Scheme, Council is required to comply with the statutory process under the LG Act. The process provides the community with the opportunity to make a submission in relation to the proposal and also provides those persons liable to pay the Special Rate with a right of objection to the proposal. Council (through a Committee, to be called the "Warrandyte Special Rate Submissions Committee") will consider any submissions and take into account any objections in accordance with the LG Act, prior to making a final decision to declare a Special Rate Scheme for the Warrandyte Activity Centre. Council cannot make a declaration if it receives objections from a majority of persons required to pay the Special Rate (in respect to a majority of affected rateable properties).

12 COMMUNICATIONS STRATEGY

12.1 Statutory communications must be adhered to throughout the declaration process and is planned as follows:

| Action | Date |
|--------|------|
|--------|------|

| Action | Date |
|---|--|
| Council meeting to endorse Notice of Intention to Declare a Special Rate | Tuesday, 13 September 2016 |
| Public Notice of Proposed Declaration in Manningham Leader and The Age newspapers | Friday, 23 September/Monday, 26 September 2016 |
| Statutory letter to property owners and occupiers advising of Council's intention to declare a Special Rate Scheme (including copy of public notice) and providing opportunity to lodge a submission and/or objection | Friday, 23 September 2016 |
| Media Release to local media | Friday, 23 September 2016 |
| 28 day period allowing opportunity to lodge submissions and objections regarding the Scheme | 26 September 2016 – 28 October 2016 |
| Letter to submitters inviting them to Council Submissions Hearing (if required) | Wednesday, 31 October 2016 |
| Council Submissions Hearing (if required) to hear submissions | Thursday, 17 November 2016 |
| Council Meeting – Consideration of submissions – Notice of Decision as to whether to proceed with the Declaration of the Scheme | 13 December 2016 |
| Statutory letter to property owners and occupiers and also all persons who made a submission advising of Council's decision and reasons for decision | 16 December 2016 |

13 CONCLUSION

- 13.1 The proposed Special Rate is a positive local economic development initiative which will encourage and generate competitive commerce, retail and professional activity and employment in the Warrandyte Activity Centre.
- 13.2 It is considered that all of the commercial properties and businesses located in the Warrandyte Activity Centre will derive a special benefit from the expenditure of the Special Rate proceeds. Directly and indirectly, the viability of the Warrandyte Activity Centre as a commercial, retail and professional area will be further enhanced through increased economic activity by:
- Collective marketing and promotion of the precinct as a whole, which will assist to create a greater awareness and profile of the area, including what it has to offer to the community and its customers;
 - All businesses benefitting from the continuation of a Business Association that coordinates the daily management of activities and drives the overall strategic direction of the precinct with the support of Council; and

- Enhanced value, use, enjoyment and occupation of properties and overall business goodwill, resulting in the Warrandyte Activity Centre being considered a more desirable location to conduct business.

OFFICER'S RECOMMENDATION

That Council:

- (A) Notes the letter received from the Warrandyte Business Association (*Business Association*) requesting the reintroduction of a Special Rate Scheme for the Warrandyte Activity Centre (Attachment 1), and having considered all relevant matters, commences the statutory process under the *Local Government Act 1989 (LG Act)* to reintroduce by way of renewal a Special Rate Scheme to and for the properties within the Warrandyte Activity Centre (Yarra Street through to the Goldfields Plaza). Such Special Rate is to raise an amount of \$50,278.40 in each year of the Scheme and to commence on 1 January 2017 and end on 31 December 2021 (over the 5 year period of the Scheme the Special Rate will raise a total amount of \$251,392.00).
- (B) Acting in accordance with sections 163(1A) and 163B(3) of the LG Act, directs that public notices be placed in "The Age" daily newspaper and the "Manningham Leader" newspaper of the intention of Council to declare the Special Rate at its special meeting to be held on 13 September 2016 in accordance with the Proposed Declaration of Special Rate (Attachment 2), such Special Rate to be for the purposes of defraying expenses to be incurred by Council in providing funds to the incorporated body known and operating as the Warrandyte Business Association. The funds are to be used by the Business Association, on an administrative basis only and subject always to the approval, direction and control of Council, for the purposes of contracted support, promotional, advertising, marketing, business development and other incidental expenses as approved by and agreed to from time to time between Council and the Business Association, all of which are associated with the encouragement of commerce, retail and professional activity and employment in the Warrandyte Activity Centre.
- (C) Directs that, in accordance with section 163(1C) of the LG Act, the first statutory letter enclosing a copy of the public notice be sent to the owners and the occupiers of the properties referred to and set out in the listing of rateable properties set out in Schedule 2 of the Proposed Declaration of Special Rate, advising of the intention of Council to declare the Special Rate at its ordinary meeting to be held on 13 December 2016 (Attachment 5). The letter will also include other such relevant matters as the amount for which the property owner or the occupier (being a person who as a condition of a lease under which the person who occupies the property is required to pay the Special Rate) will be liable, the basis of the calculation and distribution of the Special Rate and notifying such persons that submissions and/or objections in writing in relation to the Proposed Declaration of Special Rate will be considered and/or taken into account by Council in accordance with sections 163A, 163B and 223 of the LG Act.
- (D) Advises the Business Association of the matters specified in paragraphs (A), (B) and (C) of this resolution.

- (E) **Appoints and authorises the Mullum Mullum Ward Councillors to be the members of the Committee established by Council under section 223(1)(b)(i) of the LG Act to be known as the “Warrandyte Special Rate Submissions Committee” to hear any persons who in their written submissions under section 223 of the LG Act have requested that they be heard in support of their submissions.**
- (F) **Authorises the Mullum Mullum Ward Councillors to elect a chair prior to the meeting.**
- (G) **Notes it is anticipated that a further report will be submitted to December 2016 Council Meeting to consider submissions received.**

**MOVED: DOWNIE
SECONDED: GALBALLY**

That the Recommendation be adopted.

CARRIED

Attachment 1 – Letter from Warrandyte Business Association requesting reintroduction of Special Rate

Attachment 2 – Notice of Intention to Declare Special Rate

Attachment 3 – Map of Scheme area and listing of rateable properties

Attachment 4 – Copy of blank ‘Indication of Support’ form

Attachment 5 – First statutory Council letter to traders and property owners (enclosing copy of public notice)

Attachment 6 – Warrandyte Business Association Business Plan 2016-2021

* * * * *

Attachment 1 – Letter from Warrandyte Business Association

WARRANDYTE
BUSINESS ASSOCIATION



Att: Ralph Geerling
Economic Development Officer
Manningham City Council
PO BOX 1
Doncaster 3108
Vic

12 August 2015

Dear Ralph

RE: RENEWAL OF WARRANDYTE SPECIAL RATES AND CHARGES SCHEME

The WBA requests that Council pursue the renewal of the Special Rates and Charges scheme. The Scheme that has been in place for the past 5 years has been well managed and has assisted Traders in overall marketing and promotion of Warrandyte with the publication of the Directory as well as advertising in the media, live music at many events and venues, and assisting traders with many other issues.

Regards

Janelle Wareham
President

Meredith Thornton
Co-ordinator

Attachment 2 – Notice of Intention to Declare Special Rate**NOTICE OF INTENTION TO DECLARE A SPECIAL RATE
WARRANTYTE SHOPPING CENTRE PRECINCT**

In accordance with a resolution of the Manningham City Council (**Council**) made at its special meeting held on 13 September 2016, notice is given that at the special meeting of the Council to be held on 13 December 2016, it is the intention of Council to declare a Special Rate (**Special Rate**) under section 163(1) of the *Local Government Act 1989* (**Act**) for the purposes of defraying expenses to be incurred by Council in providing funds to the incorporated body known and operating as the Warrandyte Business Association Incorporated (**Business Association**), which funds, will be provided on an administrative basis only and subject always to the approval, direction and control of Council, are to be used for the purposes of the appointment of a part time marketing coordinator, promotional, advertising, marketing, business development and other incidental expenses as approved by Council and agreed to from time to time between Council and the Business Association, all of which are associated with the encouragement of commerce, retail and professional activity and employment in the Warrandyte Shopping Centre Precinct, Yarra Street through to the Goldfields Plaza (**Centre** or **Scheme**).

The Special Rate will be based on geographic criteria, having regard to the location and the capital improved value (CIV) of those rateable properties in the Centre that are used, or reasonably capable of being used, for commercial, retail or professional purposes, and further, the classification of those properties as receiving a “Primary” or “Secondary” special benefit.

Council considers that each rateable property and each business included in the Scheme area that is required to pay the Special Rate will receive a special benefit because the viability of the Centre as a commercial, retail and professional area will be enhanced through increased economic activity.

In performing functions and exercising powers in relation to activities associated with the encouragement of commerce and retail activity in and around the area for which it is proposed the Special Rate will be declared, Council intends to levy and spend an amount of \$50,278.40 in the first year of the Scheme, raising in total an amount of \$251,392 over the five year period of the Scheme.

The Special Rate is to be declared, and will remain in force, for the period commencing on 1 January 2017 and ending on 31 December 2021.

For the period of the Scheme, the Special Rate will be assessed based on whether a property receives a “Primary” or “Secondary” special benefit. Properties included in the “Primary” benefit area (defined as those properties located within the core precinct areas of Yarra Street and Warrandyte Goldfields) will be liable or required to pay a rate in the dollar of 0.0015 annually based on the CIV of each property in 2011. Properties included in the “Secondary” benefit area (defined as those properties located on the periphery of the core precinct areas of Yarra Street and Warrandyte Goldfields) will be liable or required to pay a rate in the dollar of 0.00065 annually, based on the CIV of each property in 2011. For properties where a business occupies more than one contiguous property, the Special Rate payable will be for only one of the contiguous properties and will be the higher rate applicable. The Special Rate for all properties is capped at a minimum of \$300 and a maximum of \$3000.

The Special Rate will be levied by Council sending a notice of levy annually to the persons who are liable to pay the Special Rate, which will require that the Special Rate must be paid in the following manner –

- by one annual payment to be paid in full by the due date fixed by Council in the notice, which will be a date not less than 30 days after the date of issue of the notice; or
- by four instalments, to be paid by the dates which are fixed by Council in the notice.

Council will consider cases of financial and other hardship and may reconsider other payment options for the Special Rate.

For the purposes of having determined the total amount of the Special Rate to be levied under the Scheme, the Council considers and formally determines for the purposes of sections 163(2)(a), (2A) and (2B) of the Act that the estimated proportion of the total benefits of the Scheme to which the performance of the function and the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Special Rate is in a ratio of 1:1 (or 100%). This is on the basis that, in the opinion of the Council, all of the services and activities to be provided from the proceeds of the expenditure of the Special Rate are marketing, promotion and advertising related and will accordingly only benefit those properties and businesses included in the Scheme that are used, or reasonably capable of being used, for retail, commercial or professional purposes.

Copies of the proposed declaration of Special Rate, a detailed plan of the Scheme area and classifications as to whether a property is included within a “Primary” or “Secondary” special benefit area are available for inspection at the offices of the Manningham City Council, 699 Doncaster Road, Doncaster 3108 during normal office hours for a period of at least 28 days after the publication of this notice.

Any person may make a written submission to Council under sections 163A and 223 of the Act.

In addition, any person who will be required to pay the Special Rate to be imposed by the proposed declaration, whether an owner or an occupier of a property included in the Scheme, has a right to object to the proposed declaration and may also make a written objection to the Council under section 163B of the Act. An occupier is entitled to exercise the right of objection if they submit documentary evidence with the objection which shows that it is a condition of the lease under which the person is an occupier that the occupier is to pay the Special Rate.

Written submissions to be submitted to the Council under section 223 of the Act and/or written objections to be lodged with the Council under section 163B of the Act must be received by the Council by **5pm on Friday, 28 October 2016**. Submissions and/or objections must be in writing and addressed and sent by mail to the Chief Executive Officer, Manningham City Council, PO Box 1, Doncaster, Victoria, 3108.

Any person who has made a written submission under section 223 of the Act and has requested to be heard in support of their written submission is entitled to appear in person or to be represented by a person specified in the submission before a Committee appointed by Council to hear submissions under section 223 of the Act, the day, time and place of which will be advised in writing

Any person making a written submission under section 223 of the Act is advised that the Council is no longer required to make available for public inspection submissions received in accordance with section 223 of the Act. Accordingly, all submissions and personal information in submissions will be handled as authorised or required by law, including under the *Privacy and Data Protection Act 2014*.

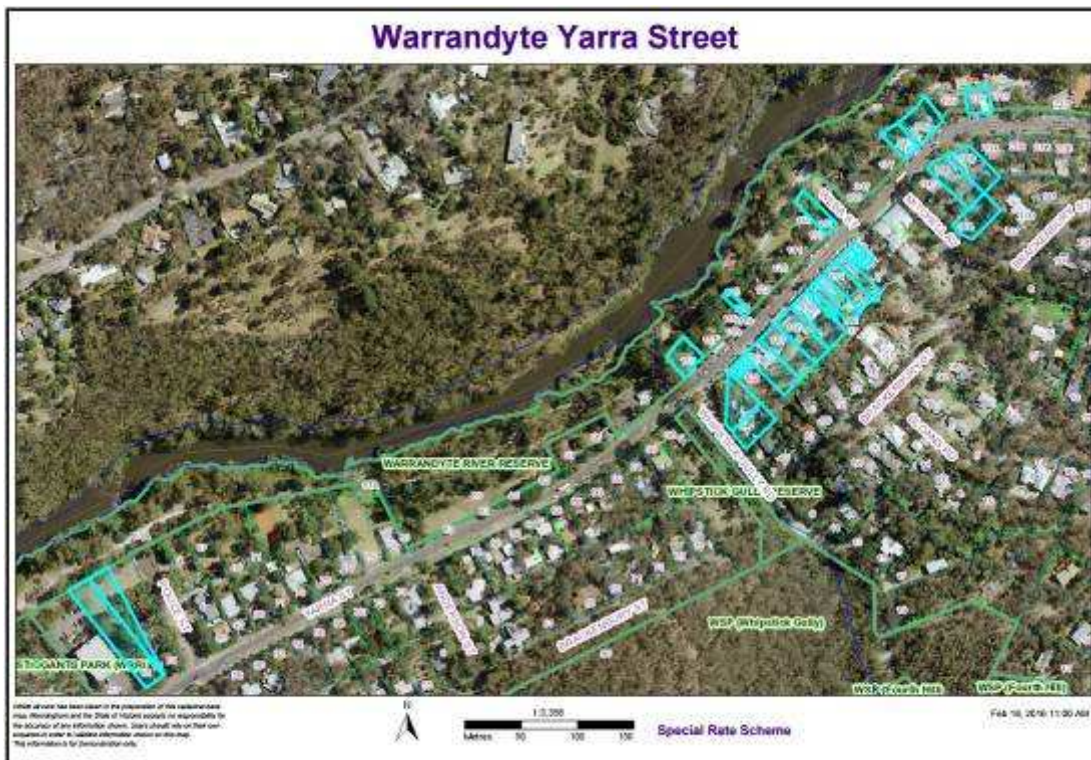
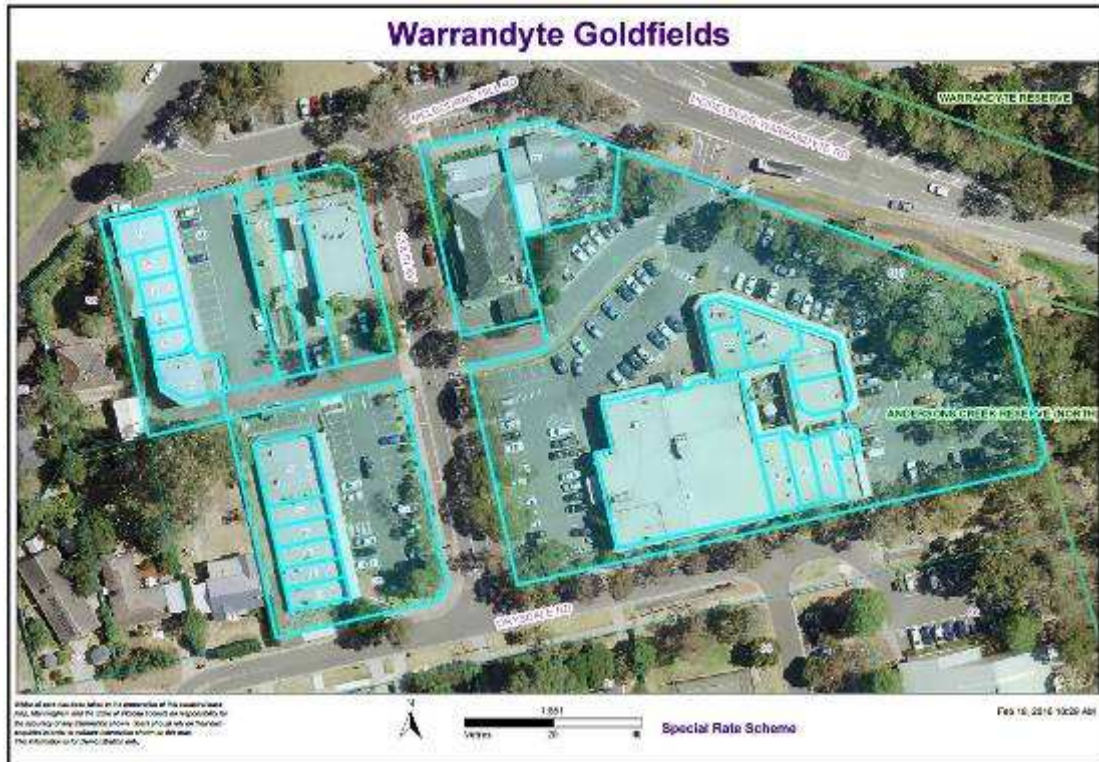
Council will consider any written submissions and take into account any objections in accordance with sections 163A, 163B and 223 of the Act.

Any person requiring further information concerning the proposed declaration of the Special Rate should in the first instance contact Ben Harnwell, Coordinator Economic Development and Tourism, on telephone (03) 9840 9338, facsimile (03) 9840 9465 or email ben.harnwell@manningham.vic.gov.au.

WARWICK WINN
CHIEF EXECUTIVE OFFICER

Attachment 3 – Map of Scheme area and listing of rateable properties

Schedule 1 to the Proposed Declaration of Special Rate





Schedule 2 to the Proposed Declaration of Special Rate

| Property address | Amount(\$) |
|--|------------|
| 2/2 Colin Avenue, WARRANDYTE | 318.00 |
| 1/2 Colin Avenue, WARRANDYTE | 334.50 |
| 3/35 Drysdale Road, WARRANDYTE | 300.00 |
| 4/35 Drysdale Road, WARRANDYTE | 300.00 |
| 5/35 Drysdale Road, WARRANDYTE | 300.00 |
| 1-2/35 Drysdale Road, WARRANDYTE | 576.00 |
| 6/35 Drysdale Road, WARRANDYTE | 864.00 |
| 11/402 Heidelberg-Warrandyte Road, WARRANDYTE | 372.00 |
| 3/402 Heidelberg-Warrandyte Road, WARRANDYTE | 586.50 |
| 9/402 Heidelberg-Warrandyte Road, WARRANDYTE | 694.50 |
| 10/402 Heidelberg-Warrandyte Road, WARRANDYTE | 694.50 |
| 2A/402 Heidelberg-Warrandyte Road, WARRANDYTE | 772.50 |
| 6-7/402 Heidelberg-Warrandyte Road, WARRANDYTE | 931.50 |
| 12/402 Heidelberg-Warrandyte Road, WARRANDYTE | 954.00 |
| 5/402 Heidelberg-Warrandyte Road, WARRANDYTE | 1219.50 |
| 4/402 Heidelberg-Warrandyte Road, WARRANDYTE | 1290.00 |
| 1/402 Heidelberg-Warrandyte Road, WARRANDYTE | 3000.00 |
| 2/90-94 Melbourne Hill Road, WARRANDYTE | 300.00 |
| 3/90-94 Melbourne Hill Road, WARRANDYTE | 300.00 |

| Property address | Amount(\$) |
|---|-------------------|
| 4/90-94 Melbourne Hill Road, WARRANDYTE | 300.00 |
| 5/90-94 Melbourne Hill Road, WARRANDYTE | 300.00 |
| 6/90-94 Melbourne Hill Road, WARRANDYTE | 436.50 |
| 98 Melbourne Hill Road, WARRANDYTE | 442.50 |
| 96 Melbourne Hill Road, WARRANDYTE | 478.50 |
| 100 Melbourne Hill Road, WARRANDYTE | 510.00 |
| 102 Melbourne Hill Road, WARRANDYTE | 502.50 |
| 1/90-94 Melbourne Hill Road, WARRANDYTE | 517.50 |
| 91-93 Melbourne Hill Road, WARRANDYTE | 702.00 |
| 104 Melbourne Hill Road, WARRANDYTE | 1119.00 |
| 323 Ringwood-Warrandyte Road, WARRANDYTE | 300.00 |
| 321 Ringwood-Warrandyte Road, WARRANDYTE | 330.20 |
| 2 Webb Street, WARRANDYTE | 300.00 |
| 2A Webb Street, WARRANDYTE | 300.00 |
| 1-3 Whipstick Gully Road, WARRANDYTE | 378.95 |
| First floor 1/152-156 Yarra Street WARRANDYTE | 852.00 |
| 2/152-156 Yarra Street WARRANDYTE | 837.00 |
| 1/152-156 Yarra Street WARRANDYTE | 499.50 |
| 167 Yarra Street, WARRANDYTE | 300.00 |
| 165 Yarra Street, WARRANDYTE | 300.00 |
| 3/266 Yarra Street, WARRANDYTE | 300.00 |
| 189 Yarra Street, WARRANDYTE | 300.00 |
| 2/207 Yarra Street, WARRANDYTE | 300.00 |
| 104 Yarra Street, WARRANDYTE | 358.50 |
| 102 Yarra Street, WARRANDYTE | 358.50 |
| 163 Yarra Street, WARRANDYTE | 363.00 |
| 160A Yarra Street, WARRANDYTE | 370.50 |
| 272 Yarra Street, WARRANDYTE | 438.00 |
| 4-5/266 Yarra Street, WARRANDYTE | 444.00 |
| 1/207 Yarra Street, WARRANDYTE | 445.50 |
| 256 Yarra Street, WARRANDYTE | 451.50 |
| 240 Yarra Street, WARRANDYTE | 451.50 |
| 103-109 Yarra Street, WARRANDYTE | 463.50 |
| 3/188-202 Yarra Street, WARRANDYTE | 484.50 |
| 5/188-202 Yarra Street, WARRANDYTE | 484.50 |
| 254 Yarra Street, WARRANDYTE | 487.50 |
| 252 Yarra Street, WARRANDYTE | 487.50 |
| 238 Yarra Street, WARRANDYTE | 495.00 |
| 270 Yarra Street, WARRANDYTE | 499.50 |
| 274 Yarra Street, WARRANDYTE | 547.50 |
| 242-244 Yarra Street, WARRANDYTE | 582.00 |
| 162-164 Yarra Street, WARRANDYTE | 586.50 |

| Property address | Amount(\$) |
|---------------------------------------|-------------------|
| 166 Yarra Street, WARRANDYTE | 586.50 |
| 193-197 Yarra Street, WARRANDYTE | 597.00 |
| 183-187 Yarra Street, WARRANDYTE | 633.00 |
| 264 Yarra Street, WARRANDYTE | 636.00 |
| 106-108 Yarra Street, WARRANDYTE | 642.00 |
| 246-250 Yarra Street, WARRANDYTE | 675.00 |
| 232-236 Yarra Street, WARRANDYTE | 699.00 |
| 1-2/266 Yarra Street, WARRANDYTE | 721.50 |
| 148-150 Yarra Street, WARRANDYTE | 729.00 |
| 258-260 Yarra Street, WARRANDYTE | 735.00 |
| 220-230 Yarra Street, WARRANDYTE | 738.00 |
| 158-160 Yarra Street, WARRANDYTE | 741.00 |
| 61-63 Yarra Street, WARRANDYTE | 666.25 |
| 1/142 Yarra Street, WARRANDYTE | 772.50 |
| 2/142 Yarra Street, WARRANDYTE | 337.50 |
| 1/188-202 Yarra Street, WARRANDYTE | 828.00 |
| 138-140 Yarra Street, WARRANDYTE | 901.50 |
| 282 Yarra Street, WARRANDYTE | 981.00 |
| 144-146 Yarra Street, WARRANDYTE | 1146.00 |
| 110-136 Yarra Street, WARRANDYTE | 3000.00 |
| TOTAL | 50,278.40 |

Attachment 4 – Copy of pro-forma ‘Indication of Support’ form

Renewal of Special Rate- Support Form
Indicate your Support!

The Warrandyte special rate that has funded a range of marketing, business and promotions will expire in December, 2015. The Warrandyte Business Association (WBA) is seeking to renew this program for another 5 years and has formally approached Manningham Council. The WBA must demonstrate to the Council a positive level of support from business owners/operators for the program to provide Council with the confidence to commence the formal statutory process to renew for another 5 years. This formal process involves official notification to owners/tenants, public notices and the opportunity for formal submissions to be submitted from operators or owners included in the scheme.

With local businesses facing increasing challenges, changing customer preferences and rising competition, now more than ever collective approaches to marketing and promotions is critical. The Association seeks your initial support to continue the special rate which over the years has been instrumental in building the identity of Warrandyte, developing positive working relationships, stimulating promotions and marketing what Warrandyte has to offer. We look forward to your support and participation in the future.

Support Form

“I support the renewal of the Special Rate scheme to continue to collectively market and promote Warrandyte (please circle either Yes or No)

Yes**No**

Name:

Business:

Address:Phone.....

Signature

Warrandyte representatives. Further information and completed support forms please see

- President Janelle Wareham
- Treasurer Mark Challen
- Julie Quinton
- Terry Rafferty
- Meredith Thornton -Coordinator

Insert details of committee and Meredith

Collectively we can achieve more! We look forward to your support

You can also fax this form to Ralph Geerling – Economic Development –

Manningham City Council

Please return by 20 August

Attachment 5 – Council letter to traders and property owners

Enquiries to: Ben Harnwell
Telephone: 9840 9338

26 September 2016

**** Name
**** Street Address
**** SUBURB VIC ****Postcode

Dear Sir / Madam

Re: Notice of Intention to Declare a Special Rate Scheme (2016-2021)

Warrandyte Activity Centre

Property Address: ****

Proposed Amount Payable 2016: \$*.00**

Council has received a formal request from the Warrandyte Business Association to renew the Special Rate Scheme for the purposes of marketing and promotion for a further 5 year period, commencing on 1 July 2016 and ending on 30 June 2021.

As a prerequisite to Council's consideration of this request, Council required a demonstration of initial trader support for a renewal of the Scheme, evidence of a coordinated trader body and evidence of researched marketing plans to enhance the Warrandyte Shopping Centre Precinct.

To meet these expectations, the Business Association worked together with Council to seek support from the traders in the Warrandyte Shopping Centre area. Indicative support forms were received with 62% of traders within the proposed Scheme area supporting a renewal of the Scheme. The Business Association also produced a five year business plan for the expenditure of the Special Rate proceeds.

On 13 September 2016, Council resolved of its intention to declare a Special Rate for the Warrandyte Activity Centre in accordance with section 163(1) of the *Local Government Act*

1989. A copy of the Council report in relation to this matter can be viewed on Council's website on www.manningham.vic.gov.au or by contacting Council's Economic Development team on (03) 9840 9338.

I write to inform you of the opportunity for you to make a submission and/or an objection to the proposed Scheme and to provide you with further information concerning the proposed Special Rate.

The Special Rate – An investment fund to facilitate effective business and marketing activities

The declaration of a Special Rate, raising a total of \$50,278.40 per annum for the next five years will be a partnership between the traders and property owners to proactively encourage commerce and business activity within the Warrandyte Shopping Centre Precinct. A Special Rate can play a critical role in helping to fund positive promotional activities in Warrandyte. Council considers that the Special Rate will enable the entire precinct to be strongly positioned through collaborative promotion and business development activities.

How is the amount proposed per property calculated?

At the Business Association's request and after consideration and agreement by Council, the Special Rate applicable to each property will be calculated based on a property's capital improved value (CIV) as at the commencement date of the previous special rate scheme for the precinct (being 2011 CIVs). Consistent with the previous scheme, properties receiving a "Primary Special Benefit" will have their Special Rate calculated by multiplying the CIV of those properties by a multiplier of 0.0015. Properties receiving a "Secondary Special Benefit" will have their Special Rate calculated by multiplying the CIV of those properties by 0.00065. The "Primary Special Benefit" properties are defined as those properties located within the core precinct areas of Yarra Street and Warrandyte Goldfields. The "Secondary Special Benefit" properties are defined as those properties located on the periphery of the core precinct areas of Yarra Street and Warrandyte Goldfields. The Special Rate for all properties is capped at a minimum of \$300 and a maximum of \$3000. In plain terms, this means that the Special Rate for each property is based on the CIV of that property from 2011, multiplied by either the "primary" or "secondary" rate, and combined with a minimum contribution payable of \$300 and a maximum contribution payable of \$3,000 per property.

New properties that are being included in the Scheme will have their Special Rate calculated based on equivalent 2011 CIV level.

The figures have been calculated to provide a total annual budget of approximately \$50,278.40 for Centre coordination and promotional activities.

Council believes that the property which you own or occupy (together with all of the properties included in the Scheme) will derive a 'special benefit' from the expenditure of the Special Rate funds. If Council proceeds to declare the Special Rate, each person liable to pay the Special Rate will receive a levy notice to pay the amount of the Special Rate each year for a period of five years (in addition to the normal Council General Rates).

What will the money be spent on?

Should this new Special Rate be declared, the Business Association will be committed to ensuring key actions from the Warrandyte Business Plan (2016-2021) are delivered in conjunction with all stakeholders and that the shared vision for the Warrandyte Shopping Centre Precinct is committed to and regularly reviewed. Key ongoing actions are likely to address:

- Organisation/management and committee representation;
- Marketing, promotions and branding of the precinct;
- Business mix/development and attraction; and
- Funding and budget priorities.

Importantly, these funds will allow for the appointment of a part-time independent Centre Co-ordinator. That person will work with the Business Association and its members to implement the range of marketing, promotion and business development activities as approved by Council and other stakeholders.

Who manages the Special Rate funds collected?

Council will require the Business Association to have a high level of financial and management accountability of the funds. This will include requirements such as the submission of an annual plan at the beginning of each year and an audited financial report at the conclusion of each year. Additionally, the Business Association will be required to enter into a funding agreement with Council, which will confirm that the Business Association is at all times acting in accordance with the requirements and purposes of the Special Rate Scheme, including the expenditure of those funds.

Who will pay the Special Rate?

The owner of the property is liable to pay the Special Rate. However, most commercial leases require all costs, such as a Special Rate, be passed on to the tenant (for example, the tenant is responsible for all outgoings). This usually makes the tenant responsible for paying any Special Rate under the terms of their lease arrangements.

Council wants you to be fully informed

Council has previously written to all property owners and tenants in the Warrandyte Activity Centre Precinct included in the proposed Scheme and has provided each with a copy of the Warrandyte Business Association's Business Plan.

Additionally, this letter includes a copy of the Public Notice that was published in "The Age" and the "Manningham Leader" newspapers on Friday, 23 September 2016 and Monday, 26 September 2016 respectively, advertising Council's intention to declare the Special Rate. The Public Notice marked the commencement of a formal submissions and objections period allowing you to have your say.

It is important that you tell Council how you feel about this proposal

Council would like to hear from as many persons as possible in relation to this proposal so that it is able to make an informed decision about whether or not to declare the Special Rate. You can make a submission to Council about the proposal in accordance with sections 163A and 223 of the *Local Government Act 1989*. Additionally, persons liable to pay the proposed

Special Rate also have a right of objection to the proposed Scheme and may object under section 163B of that Act.

You can make a written submission and/or objection

Please make your submission and/or objection in writing and lodge it with Council by **Friday, 28 October 2016**. Submissions and objections should be addressed to Economic and Environmental Planning, Manningham City Council, PO Box 1, Doncaster, 3108. Please note that a decision not to respond to this letter cannot be interpreted by Council as either an indication of support or an objection to the proposal.

You may make a verbal submission to the Council Submissions Hearing on the Special Rate on Thursday, 17 November 2016

If you lodge a written submission and request in that submission that you also wish to be heard in support of your submission, you are entitled to speak on your submission at the Council Submissions Hearing meeting to be held at the Manning City Council Chambers on Thursday, 10 November 2016. Council asks that you clearly indicate in your submission if you would like to speak at the hearing.

Council will make a decision at its meeting in December

It is proposed that Council, following a consideration of all submissions and the taking into account of any objections, will decide whether or not to declare the Special Rate at its ordinary meeting on 13 December 2016. You are welcome to attend this meeting. You will in due course be advised of Council's decision on this matter.

Do you need more information?

Please contact Economic and Environmental Planning on (03) 9840 9338 for further information regarding this matter.

Yours sincerely

TERESA DOMINIK
Director Planning and Environment

Attachment 6 – Warrandyte Business Association Business Plan 2016-2021



**WARRANDYTE
BUSINESS PRECINCT PLAN
2016-2020**

Contents

Introduction

Profile of the Precinct

SWOT Analysis

Future Vision

Mission Statement

Strategies

Implementation

Monitoring and Evaluation

Appendix - Business Listing



Introduction

This is a five year business plan for the Warrandyte Business Precinct comprising Yarra St from Tills Drive encompassing the Bridge section, the Village, Goldfields Shopping Centre, Goldfields Terraces and adjacent areas.

It outlines a vision for the precinct and mission statement for the Warrandyte Business Association (WBA)

It also provides a set of strategies to achieve the vision in terms of business development, marketing and public relations, community development, centre management, communication and finance.

This Plan has been prepared in consultation with business owners in Warrandyte and the Manningham City Council.



Profile of the Precinct

The Warrandyte Business Precinct is a neighbourhood activity centre and a specialist business destination area located at the entrance to the Yarra Valley in the north eastern part of the City of Manningham, just 35 minutes from the City of Melbourne. The precinct has approximately 15,000 square metres of business floor space of which approximately 9800 square metres is retail floor space. There are 88 business premises in the precinct (as at Feb 2016).

The main catchment area of the precinct covers approximately 10,000 households in Warrandyte, Warranwood, Park Orchards, Research and Wonga Park.

Activity Mix

Retailing is the predominant business activity. The precinct has 57 existing retail businesses representing 63% of all businesses.

Personal and household goods represent 21% of all businesses, more than double the proportion allocated to food retailing. This category consists of a diverse range of shops extending from convenience outlets such as newsagency and pharmacy at Goldfields Shopping Centre to other specialist destination stores (e.g. Homewares, jewellery, gift shops and galleries, Vets, Doctor Surgery) on Yarra St, Ringwood –Warrandyte Rd and Heidelberg-Warrandyte Rd.

There are a number of cafes and restaurants representing a significant 16% of all businesses in the precinct. The category is represented by a mixture of restaurants (e.g., Indian, Italian, modern cosmopolitan) in Yarra Street as well as in Drysdale Road, Melbourne Hill Road, and Ringwood-Warrandyte Road.

Existing uses evident in the Warrandyte Business Precinct are summarised in Table 1 below.



Table 1

| Activity Type | No. of uses | % of total |
|--|-------------|------------|
| Food Retail including Takeaway Food | 9 | 10 |
| Personal Household Goods | 27 | 31 |
| Personal Retail Services | 7 | 8 |
| Cafes & Restaurants | 14 | 16 |
| Entertainment – Hotel, reception/accommodation | 2 | 2 |
| Banks & Financial Services | 3 | 3 |
| Business Professional Services | 16 | 18 |
| Medical, Veterinary & other Health Services | 8 | 9 |
| Automotive (Car Wash) | 1 | 1 |
| Vacant | 1 | 1 |
| Total | 88 | 100 |

Source: Peter McNabb & Associates, November 2009 (updated December 2015)

While there are 16 professional and business services premises (18%) in the Warrandyte Business Precinct, these operations perform a stabilising role in Warrandyte. These include services such as the Warrandyte Community Bank, three accounting firms, three real estate agencies, two legal firms and four other specialist services including an architectural practice and other professionals.

Health services are an important sector within the precinct with nine facilities, representing 10% of all businesses. There is a medical centre, two veterinary clinics, an optometrist, a psychologist, a hearing audiologist, an osteopath and a fitness studio.

There is one car wash in the precinct at Goldfields.

Over the past few years the vacancy rate has dropped as Warrandyte shops are being more sought after.

Current Marketing & Promotions Program

The Warrandyte Business Association has had a very successful Special Rate Scheme from 2011-2015 with a part time paid Coordinator.

The WBA is an active incorporated body working for all businesses in the precinct. A Committee is elected each year, and meets as a group once a month. The Association Executive worked hard over many years to facilitate significant physical improvements in the Warrandyte Precinct and has developed a very good working relationship with Manningham City Council.



SWOT Analysis

Strengths

- Attractive and pleasant setting adjacent to the Yarra river (one of only 3 Victorian townships located on the banks of the Yarra).
- Good mix of retail, commercial, health, food and entertainment services.
- Range of specialist retail businesses, gifts, interiors and homewares.
- Strong Café and Restaurant culture.
- Good community focus – strong patronage by and affiliation with Warrandyte residents/ visiting friends and relatives market.
- Active, positive Business Association.
- Gateway to the Yarra Valley Wine district.
- Fantastic anchors in Quintons IGA and the Grand Hotel

Weaknesses

- Core business precinct is spread out over three sections, creating a disjointed township.
- Parking availability.
- The Warrandyte shopping experience is still a secret to some local residents.

Opportunities

- Enhancement of the image and branding of the precinct.
- Develop a strong Buy Local campaign
- Develop a strong tourist/visitor attraction.
- Improve the business mix
- Continue a co-ordinated marketing and business development program with exciting advertising and promotional events.
- Improved digital and social media.
- Create a balance between marketing to locals and becoming a tourist destination.

Threats

- Competition from nearby centres (e.g. Eastland, Westfield Doncaster etc)
- Lack of engagement from a small number of traders who display apathy in terms of taking an active role in the Business Association.
- Challenges balancing community and business development.



Future Vision

To develop a vibrant, upmarket precinct with strong community links which supports a highly attractive visitor destination, providing a localised experience, good value to customers, old fashioned good customer service, and increased trade for business.

To continue our active business association which works effectively in partnership with all businesses, the wider community and Manningham City Council.



Mission Statement

The mission of the Warrandyte Business Association is to:

- Work to improve the image and profile of the Warrandyte Precinct.
- Promote Warrandyte so that it becomes more vibrant
- Generate interest and enthusiasm in the activities of the Association, creating a cohesive and engaged trader group.
- Act as leaders and ambassadors for the precinct.
- Work to improve the overall trading performance of the precinct each year – targeting both locals and visitors.
- Continue to develop positive partnerships with Manningham City Council, the community and other key stake holders.
- Continue to lobby Council for improvements in the physical infrastructure and appearance of the precinct.



Strategies

Over the next 5 years some key areas include to:

- Develop and implement the next self funded marketing program – Special Rate Scheme.
- Create an annual calendar of distinctive marketing and promotional activities.
- Develop stronger connections with the Warrandyte community and wider metropolitan groups.
- Involve community groups in the promotional program.
- Continue to roll out education programs to support business growth.
- Identify gaps in the market and seek to introduce complimentary business types into the precinct.
- Work together with individual businesses to develop strategies to overcome a challenging economy.
- Work with Council to develop regular communication and opportunities for partnership initiatives including street scape improvements.
- Support the development of fire and emergency safety kits prepared by and tailored to each individual business.
- Develop an appropriate signage strategy for the whole of Warrandyte.

Branding

- Continue to consistently promote and reinforce Warrandyte branding to create an instantly recognisable brand.

Marketing

- Further develop the WBA website and regularly update. Continue to cross reference with Traders websites and link with The MCC website.
- Produce regular advertising features in The Diary. Feature regular profiles of retail and commercial businesses.
- Continue quarterly advertising in localised publications.
- Encourage cross marketing and joint promotions among businesses.
- Develop a digital marketing strategy and implement.
- Develop an independent promotional strategic plan to directly support professional services.
- Encourage business owners to enter their business into industry and regional award programs, such as the Manningham BEA awards
- Investigate opportunities for promotion of public art displayed in Warrandyte.



Special Promotional Events

- Develop an annual calendar of promotional events including:
 - Christmas VIP Open Nights
 - Light Up Warrandyte
 - Gnome Hunt
 - VIP Shopping nights
- Live music.
- Progressive dinners – incorporating historical elements and re-enactments.
- Winter campaigns – cosy campaign.
- Promote what is special and unique.
- Provide value and benefit for professional services.
- Target day trippers.
- Shop Local Campaign.
- Spin off activities from the Market.
- Promote the calendar of events through strategically placed signage.
- Link promotional events with local community groups.

Community Development

- Develop Warrandyte through marketing, as a key community hub in Manningham.
- Strengthen community connections and loyalty to the Precinct particularly with the various communities that visit.
- Involve local schools and other community groups through music and dance performance and art and sculptural displays in the promotions program. Buskers, choir performances, local bands.

Retaining and improving existing businesses

- Encourage businesses to improve cleaning, building facades, signage, internal presentation and customer service.
- Consistent streetscape beautification elements to unify the exterior of building facades.
- Visual Merchandising seminar
- Support business networking opportunities and training programs
- Develop a Welcome Kit for all new businesses.
- Provide greater recognition and promotion through being involved in the Manningham BEA awards
- Celebrate at Christmas with the Light Up Warrandyte – window display competition.
- Breakfast Seminars and Mentoring sessions
- Update Business Directories



Improve the business mix by attracting appropriate new businesses

- Analyse the current business mix and identify any gaps
- Develop a list of desired new operations to fit any vacancies
- Work with local real estate agents and property owners to attract these types of new businesses into Warrandyte if vacancies occur.

Management and Communication

Warrandyte Business Association:

- Elect a Committee of Management each year. Work to ensure that it is an appropriate representation from different types of businesses in the 3 precincts.
- Outline clear responsibilities for the Executive to share the workload.
- Establish sub committees or working groups to undertake projects and involve other businesses.
- Continue to organise short monthly meetings to direct and monitor the agreed program of activities. Ensure that each meeting has an Agenda and is conducted in accordance with the Rules of Association. Organise Minutes and distribute promptly.
- Communicate regularly with businesses. Prepare and distribute a short monthly newsletter to keep businesses up to date with proposed new events and activities.
- Hold an AGM annually and elect the Committee for the next year.
- Hold an open discussion session annually for all the traders on Warrandyte's marketing and business development program.
- Organise each year an informal networking session with traders to share information and discuss current issues.
- Organise an annual business/customer/resident survey to obtain feedback on the WBA activities over the last year.
- Continue to maintain monthly discussions with Council on issues such as streetscape, car parking, traffic management and maintenance, improvements and establish a system of regularly reporting back to the Committee.
- Prepare an evaluation report and submit to Council every quarter and annually present to WBA.



Financial Strategy

- Seek approval from Council for the next ongoing self-funded program through the Special Marketing Rate to which all businesses contribute with a budget of approximately \$50,000 per annum (please note this amount has not been increased since the previous scheme,)
- Develop an annual sponsorship program (cash and in kind) to attract additional funds to supplement the levy program.
- Identify and apply to Council and organisation on an annual basis for grants for specific projects.



Streetscape Improvements

Advocate to Council for the following improvements:

- Maintenance of Council owned parks and garden areas around business areas.
- Maintenance and promotion of Soundscape listening Posts in Warrandyte
- Work with Council to optimise links to parks and reserves close to Warrandyte business including improved directional signage for walkers and bike riders to connect through the Goldfields to major tracks and reserves.
- Work with Council to get the Bike track continued into Warrandyte from Beasleys.
- Assist Council to finalise and build the public toilet at the Playground near The Bakery
- Continue widening of footpaths where appropriate to accommodate emerging social trends in the Activity Centre such as alfresco dining, market style displays and footpath advertising.





Implementation

A 12 month work plan to be developed in line with the overall Business Plan.

The WBA to prepare quarterly financial and implementation reports to Council as well as a proposed program for the next quarter.

Calendar of events to be prepared outlining project timelines.



Monitoring & Evaluation

Achievements of the actions outlined in the Business Plan are to be evaluated during and at the end of each financial year. Key performance indicators to be included in the evaluation are:

- Extent of completion of projects specified in the Business plan and Quarterly Work Plan
- Level of business participation in activities and promotions
- Business and customer perceptions about the success of promotions and advertising campaigns
- Financial accountability

A short evaluation report is prepared at the end of each quarter and presented to Council. The report addresses the degree of compliance with the performance indicators. It is submitted to Council as part of the accountability requirements for the special rate scheme program and is used as a basis for developing a more detailed work program and budget for the following financial year.



Appendix

List of Businesses in the Warrandyte Business Precinct (as at March 2016)

| Address | Business Name |
|---|---|
| Colin Avenue | |
| 1/2 | Peter Gardiner Lawyers and Solicitors |
| 2/2 | Haden Partners Accountants |
| Drysdale Road | |
| 1-2/35 | Indian Affair Restaurant |
| 3/35 | Muscle Magic Muscle Manipulation Clinic |
| 4/35 | Bonnie's West End Hairdressing |
| 5/35 | John Roberts and Associates Accounting |
| 6/35 | Red Fox Restaurant |
| Melbourne Hill Road | |
| 1/90-94 | Ruby Tuesday Jewellery |
| 2/90-94 | Warrandyte Osteopathy |
| 3/90-94 | Australian College of Environmental Studies |
| 4/90-94 | OMNI Trade Services |
| 5/90-94 | Ivory Hearing |
| 6/90-94 | Mings Chinese Restaurant |
| 91 | Warrandyte Vet Clinic |
| 96 | West End Fish and Chips |
| 98 | Vacant |
| 100 | Australia Post Office |
| 102 | Needles and Pins |
| 104 | Huntress Restaurant |
| Heidelberg - Warrandyte Road (Goldfields) | |
| 1/402 | Quintons IGA |
| 2/402 | Leo's Bakery |
| 3/402 | Eyes on Warrandyte |
| 4/402 | Rex Medical Clinic |
| 5/402 | Warrandyte Chemmart Pharmacy |
| 6-7/402 | Warrandyte Newsagency |
| 8/402 | Quintons IGA |



| | |
|----------------------|--|
| 9/402 | Warrandyte Quality Meats |
| 10/402 | The White Owl Cafe |
| 11/402 | Warrandyte Hairco |
| 12/402 | Warrandyte Car Wash |
| Whipstick Gully Road | |
| 1-3 | Warrandyte Goldfields Bed & Breakfast |
| Yarra Street | |
| 61 | Warrandyte Cafe |
| 102 | Warrandyte Beauty Centre |
| 103 | Stonehouse Gallery |
| 104 | Essentially Hair by Emma |
| 106-108 | She Earth Rare Crystals |
| 110-136 | Grand Hotel |
| 138-140 | Vacant |
| 1/142 | Riveresque Home |
| 2/142 | Warrandyte Pilates |
| 144-146 | Warrandyte Community Bank Branch of Bendigo Bank |
| 148-150 | Now and Not Yet Cafe |
| 1/152-156 | DM Cycles |
| 2/152-156 | Altair Fine Dining |
| First Floor 1/152 | McKellar Bros |
| 158-160 | Interiors by Riveresque |
| 1/158-160 | SMS Civil Engineers |
| 162-164 | Seafood by the Yarra |
| 166 | Cocoa Moon |
| 168 | Warrandyte Lions Opportunity Shop |
| Webb Street | |
| 2 | Warrandyte Travel and Cruise |
| 2A & 2B | Gardiner McInnes Estate Agents |
| Yarra Street | |
| 163 | Rush and Hampshire Barrister and Solicitor |
| 165 | Henry Architects |
| 167 | Clinical Psychologist |
| 183-187 | Landfield Real Estate |
| 189 | Yarra Cottage Books |



| | |
|----------------------------|---------------------------------------|
| 193-197 | The Bakery Warrandyte |
| 1/207 | Ratty and Moles Antiques |
| 2/207 | Warrandyte Lollies and Treats |
| 1-2/188 | Bolero's European Restaurant |
| 3/188 | Bubba Pizza |
| 4-5/188 | Vanilla Orchid Thai Cuisine |
| 220 | Roundabout Cafe |
| 232 | Folkart Gifts and Clothing |
| 238 | Thyme by the Yarra |
| 240 | Quirk Gifts and Lifestyle |
| 242-244 | Warrandyte Cellars |
| 252 | D'Silvas of Warrandyte Ladies Fashion |
| 254 | Food For All Seasons |
| 256 | The Purple Dragonfly |
| 258 | Carrington Craft |
| 260 | Alert Fire Safety |
| 262-264 | Riverview Cafe |
| 270 | Homing Instincts |
| 272 | Frankies Boutique |
| 272A | Vacant |
| 274 | |
| 1-2/266 | North Warrandyte Vet |
| 3/266 | Rotary Opportunity Shop |
| 4-5/266 | Rivva PT |
| 246 | Utaki Health and Wellbeing |
| 248 | Tails a go go Grooming |
| 250 | Rotary Opportunity Shop (furniture) |
| 282 | Nardee Indian Restaurant |
| Ringwood - Warrandyte Road | |
| 321 | Stonehouse Cafe |
| 323 | Yarra Store Linen and Larder |





7 Parks and Reserves Benchmarking Survey - April 2016

Responsible Director: Director Assets and Engineering

File No. T16/81

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible director, manager nor the officer authoring this report has a conflict of interest in this matter.

SUMMARY

This report considers the outcomes of the annual parks and reserves maintenance and infrastructure benchmarking survey of Manningham against five (5) other municipalities, carried out during April 2016. A detailed and comprehensive parks and reserves benchmarking survey report is attached.

The parks and reserves infrastructure benchmarking survey is solely an initiative of Council, which has been conducted annually since 2000 and provides valuable trend data, and is a key exercise in assisting with the prioritising of Council's resources.

The results indicate that Manningham continues to present its parks and reserves at a high standard and is generally performing well against the other councils.

It is recommended that the report and benchmarking survey outcomes be noted, including the key improvement opportunity to raise the overall level of performance, in relation to the standard of maintenance of parks and reserves throughout Manningham.

1 BACKGROUND

- 1.1 An external consultant, Gilbert Consulting and Council's Asset Coordinator carried out a parks and reserves maintenance benchmarking survey of Manningham against five (5) other municipalities. The other councils surveyed were the Cities of Whitehorse, Monash, Maroondah, Knox and Banyule.
- 1.2 The parks and reserves benchmarking survey was carried out on 5th and 6th April 2016.
- 1.3 Parks and reserves infrastructure benchmarking surveys have been conducted annually since 2000, and the results of the key elements inspected have been compared over this period. In addition, the results for Manningham over the past surveys have been compiled, to assist in identifying any key trends or issues that may require further analysis, and to assist with resource prioritisation. The surveys are an initiative of Manningham.
- 1.4 The main objective of the benchmarking survey exercise is to determine the overall performance, from a community perspective, of each council surveyed in terms of parks and reserves maintenance and infrastructure, and to establish an appropriate visual benchmark on which to compare the overall performance and urban amenity with that of Manningham.

- 1.5 The parks and reserves benchmarking survey is assessed by a “walk around” approach to determine performance by a visual assessment, in much the same way as a general user or visitor to that park or reserve would determine the standard of maintenance and overall presentation.
- 1.6 The parks and reserves survey included the random selection of four (4) sporting reserves, four (4) major reserves and four (4) pocket parks within each municipality, incorporating the following items; litter, basic infrastructure, grass height and quality, garden beds and overall appearance.

2 PROPOSAL

- 2.1 It is proposed that the report and parks and reserves benchmarking survey outcomes be noted, including the key improvement opportunity to raise the overall level of performance in relation to the standard of maintenance of parks and reserves throughout Manningham.

3 ISSUE

- 3.1 Summaries of the survey results for Manningham, and the comparisons of performance against the other councils surveyed, are outlined in the following table:

(The table summarises the number of ratings recorded for the various assessment items within the park & reserves survey. The higher the rating, the higher the standard of maintenance / presentation at the time of the survey).

| Ratings | | | | |
|---------------------------------------|------------|-------------------------------|-------------------------------|------------------------------|
| Parks and Reserves - Assessment Items | Manningham | Average Rating (All Councils) | Highest Rating (All Councils) | Lowest Rating (All Councils) |
| SPORTING RESERVES | | | | |
| Litter | 4.5 | 4.3 | 4.5 | 3.8 |
| Basic Infrastructure | 4.2 | 4.2 | 4.5 | 3.9 |
| Grass Height | 4.6 | 4.4 | 4.8 | 4.3 |
| Grass Quality | 4.3 | 4.2 | 4.5 | 4.0 |
| Garden Beds | 4.2 | 3.9 | 4.3 | 3.5 |
| MAJOR RESERVES | | | | |
| Litter | 4.4 | 4.2 | 4.8 | 3.6 |
| Basic Infrastructure | 4.3 | 4.3 | 4.6 | 4.0 |
| Grass Height | 3.9 | 3.8 | 4.4 | 3.3 |
| Grass Quality | 3.7 | 3.8 | 4.5 | 3.3 |
| Garden Beds | 4.0 | 4.2 | 4.6 | 3.7 |
| POCKET PARKS | | | | |
| Litter | 4.4 | 4.3 | 4.8 | 4.1 |
| Basic Infrastructure | 4.3 | 4.2 | 4.4 | 4.0 |
| Grass Height | 3.6 | 3.7 | 4.5 | 3.0 |
| Grass Quality | 3.8 | 3.7 | 3.9 | 3.4 |
| Garden Beds | 3.8 | - | - | - |

Notes:

- Ratings are out of 5.0.
 - Due to an overall lack of garden beds in pocket parks across all councils surveyed, garden beds have been removed from this park survey category in comparing performance against other councils, but will continue to be included to assess Manningham's performance history and trends in performance year to year.
- 3.2 The results of the parks and reserves survey indicate that Manningham's performance has remained relatively consistent over previous surveys, with

an improvement in the overall presentation of reserves in comparison to the 2015 assessment (see Chart 44 on page 28 of the attached report).

- 3.3 The results show that Manningham continues to present its parks and reserves at a high standard and is generally performing well against the other councils surveyed.
- 3.4 All reserves were found to be to have consistent performance and improving trend for overall tidiness and appearance, litter management and garden beds across all park categories.
- 3.5 Evidence from the 2015 and 2016 surveys indicates a strong commitment by Council towards infrastructure renewal funding, with a high standard in the presentation of its reserves and corresponding infrastructure. However, Council faces a challenge of maintaining a high comparative standard with other councils over the next few years, as the 2016 survey observed a trend, first identified in 2015, of a high level of new and upgraded infrastructure being implemented across the other councils.
- 3.6 Sporting reserves also had consistent performance for grass height and grass quality, reflecting a trend of continuous improvement. Some inconsistencies were found in grass height on pocket parks and grass quality on major reserves, with a slight decline from previous results.
- 3.7 The following is a summary of Manningham's performance in comparison to the other councils surveyed, including trends over past surveys:
 - **Litter** - Consistent high standards being achieved on all reserves with a trend of progressive improvement, and is well above the overall Industry Mean.
 - **Basic Infrastructure** - Consistent performance reflecting a strong commitment in renewal and maintenance, although slight decrease in sporting reserves from last year, but still above the overall Industry Mean.
 - **Grass Height** - Consistent performance, although some inconsistencies in grass height on pocket parks, but still above the overall Industry Mean.
 - **Grass Quality** - Continuous improvement, particularly on sporting reserves and pocket parks, although slight decline in performance of major reserves from last year's result, which was adversely influenced by two reserves.
 - **Garden Beds** - Consistent performance with continued improvement on sporting reserves and pocket parks compared to past surveys, although a slight drop in performance on major reserves from last year, but still indicating an overall upward trend in performance and well above the overall Industry Mean.
- 3.8 The appearance of public areas, such as Council parks and reserves, is well regarded, and historically, Manningham's performance over time has rated well in comparison to other councils.
- 3.9 An improvement opportunity/recommendation has been identified, as a result of the parks and reserves benchmarking survey, to meet the needs and reasonable expectations of the community and improve the overall standard of maintenance of major reserves and pocket parks. The following is a summary of the recommended action plan and management response:

| Recommended Action | Management Response |
|--|---------------------|
| 1. The inconsistencies in grass quality and height across major and pocket parks be continually reviewed and assessed to improve the overall standard and consistency of presentation. | Agreed. |

4 BEST VALUE

- 4.1 The survey provides a comprehensive urban amenity benchmark to assist in comparing Manningham's overall performance and amenity, in regard to park infrastructure maintenance and presentation, and enables comparisons with other councils surveyed.

5 FINANCIAL RESOURCE IMPLICATIONS

- 5.1 The parks and reserves benchmarking survey is provided for within the Assets and Engineering budget.

6 CONSULTATION

- 6.1 The Manager of Parks & Recreation has been consulted in regard to the outcomes and improvement opportunity identified, as a result of the benchmarking survey.

7 CONCLUSION

- 7.1 The annual parks and reserves benchmarking survey, involving the cities of Manningham, Whitehorse, Monash, Knox, Maroondah and Banyule, continues to provide Council with a practical means of measuring its performance against similar councils. It also enables trends to be identified and effective process improvements to be implemented, to improve the consistency in performance.
- 7.2 The survey has identified an improvement opportunity to raise the overall level of performance and standard of parks and reserves throughout Manningham.

OFFICER'S RECOMMENDATION That Council

- (A) Receive and note the report.
- (B) Note the improvement opportunity and resultant action plan identified in the report, to improve the overall level of performance in relation to the standard of maintenance of parks and reserves throughout Manningham.

MOVED: GOUGH
SECONDED: KLEINERT

That the Recommendation be adopted.

CARRIED

"Refer Attachments"

- Manningham Parks and Reserves Benchmarking Survey - April 2016

* * * * *

Manningham Parks and Reserves Benchmarking Report April 2016



Prepared by
Gilbert Consulting
with Manningham City Council

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1. OBJECTIVE

To determine the overall performance, from a "community" perspective, of six (6) councils, parks and reserve maintenance and infrastructure and to establish an appropriate visual benchmark on which to compare Manningham's performance and amenity.

The two key outcomes sought are to:

Compare Manningham's performance with previous years and to ascertain the level of consistency or change in performance from year to year; and

Compare Manningham's performance against five (5) other similar Victorian (metropolitan) councils to ascertain the relativity between their respective performances.

The survey extends the roadside "windscreen" survey into a "walk around" survey of the parks area to provide a comprehensive urban amenity benchmark to reflect either Manningham Maintenance's overall performance or the priority of those areas given by Council in the presentation of the following park categories:

- Sporting Reserves;
- Major Reserves; and
- Pocket Parks.

2. MAINTENANCE ITEMS SURVEYED

The parks and reserves survey included assessment within the randomly selected sporting reserves, major reserves and pocket parks of the following key aspects:

- Litter;
- Basic infrastructure;
- Grass height;
- Grass quality;
- Garden beds; and
- Overall appearance (tidiness)

3. COUNCILS SURVEYED

The six councils surveyed were the Cities of Banyule, Knox, Manningham, Maroondah, Monash and Whitehorse.

4. METHODOLOGY

The Parks and Reserve infrastructure were assessed by a "walk around" approach to determine performance by a visual assessment in much the same way as a general user or visitor to that park or reserve would to determine the standard of maintenance.

The following is a summary of the methodology:

- Inspection of four (4) major reserves, four (4) sporting reserves and four (4) pocket parks within each council. The random selection process endeavoured to identify reserves with similar standards of sport played, e.g. football and/or cricket within councils surveyed;
- recording the rating of the various elements within each reserve and an overall appearance (tidiness) rating against the Assessment Criteria;

- The surveys of all reserves were undertaken on 14th and 15th April 2015 to ensure minimal differences in standards due to weather conditions or maintenance frequencies; and
- Assessments carried out by persons experienced in parks and reserve maintenance and management and further independent to the Manningham Parks Maintenance operations.

Since 2008, the number of reserves assessed within each category for each council was increased from two (2) to four (4). This initiative was introduced to further improve the robustness and validity of the assessments and the resultant outcomes. The 2016 survey was undertaken in April to view parks at a time when drought, excessive rain and sunshine would not be a significant influence as has potentially occurred in some previous surveys.

5. ASSESSMENT CRITERIA

The assessment of performance was by visually inspecting and recording landscape and horticultural performance against agreed assessment criteria. A score range of 5 to 1 was used with the higher the rating the higher the standard of maintenance/presentation observed at the time of the inspection.


The following tables identify the assessment criteria and the corresponding rating for that element within reserves and parks.

Basic infrastructure is included to better highlight the overall condition (maintenance level) of other key infrastructure assets within reserves as well as the horticultural assessments that would be viewed by the "community". These infrastructure elements include such assets as car parks, fences, coach's boxes, scoreboards, play equipment, toilet blocks, etc.

5.1 Litter Rating

An assessment of the extent of litter (paper, wrappings, cardboard, bags etc) within a reserve and the overall impact of that litter on the reserve's appearance.



| Rating | Description |
|--------|--|
| 5 | No Litter |
| 4 | Some small amounts of scatted litter but not unsightly |
| 3 | Scattered amounts of unsightly litter |
| 2 | Significant amounts of unsightly litter |
| 1 | Excessive amounts of unsightly litter. |



5.2 Basic Infrastructure

Overall assessment of condition of infrastructure elements in the reserve including such assets as fences, scoreboards, car park pavements, kerb and channel, toilets, coach's boxes, cricket nets, furniture (seats/bins, etc).

Bends in fences, exposed fence footings, footpath/spectator pavement condition (potholes, repairs, etc) impact on the overall assessment.

| Rating | Description | |
|--------|---|---|
| 5 | Excellent condition (as new with no damage or deterioration). |  |
| 4 | Very Good (minimal damage or deterioration) | |
| 3 | Satisfactory (some damage or deterioration of assets) | |
| 2 | Poor (Significant amounts of damage and or deterioration - unsightly and needs maintenance) |  |
| 1 | Very Poor (generally unsuitable for purpose with major damage/deterioration requires urgent maintenance or replacement) | |

5.3 Garden Beds

Overall assessment of garden beds located within a reserve having regard to the extent and healthiness of plants/shrubs and the extent of weeds.

The extent of bare patches and amount of mulch material also impact on the visual assessment rating.

| Rating | Description | |
|--------|--|---|
| 5 | Healthy plants, dense cover and no weeds and /or litter. |  |
| 4 | Healthy plants with some weed growth and /or litter. | |
| 3 | Plants with some distress and/or some weed growth and /or litter | |
| 2 | Plants with significant distress and/or weed growth and /or litter | |
| 1 | Plants with excessive distress and/or weed growth and /or litter |  |



5.4 Grass Quality

Overall assessment of the health of the grass including the extent of coverage (bare patches) and the amount of weeds evident.

| Rating | Description | |
|--------|---|---|
| 5 | Suitable for use, vibrant dense grass cover with no weeds. | |
| 4 | Good grass cover with minimal patchy areas and/or weeds |  |
| 3 | Good grass cover with some patchy areas and/or weeds | |
| 2 | Unsuitable grass cover with significant patchy areas and/or weeds |  |
| 1 | Poor grass cover with excessive patchy areas and/or weeds | |

5.5 Grass height

Overall assessment of the grass height had regard to the reserve use and the quality of the grass cutting and extent of windrows evident after mowing.

| Rating | Description | |
|--------|---|---|
| 5 | Excellent condition with even cut and /or no evidence of grass clippings | |
| 4 | Very good grass cut with minimal uneven grass height and/or some minor evidence of grass clippings | |
| 3 | Good grass cover with some areas of uneven height (missed cuts, wet areas etc) and evidence of grass clippings | |
| 2 | Unsuitable grass cover with significant areas of uneven height and/or significant evidence of grass clippings, impacting on the use of the facility |  |
| 1 | Very poor grass cover, with excessive areas of uneven grass height and/or grass clippings significantly impacting on the use of the facility. |  |

5.6 Overall Tidiness

An assessment of the overall appearance tidiness/ of a facility having regard to all criteria factors including weeds, neatness, condition of infrastructure, grass quality and extent of graffiti. Is the facility and its associated infrastructure "cared" for and encourages use?

| Rating | Description |
|--------|---|
| 5 | Excellent – no weeds or litter, Edges trimmed and reserve and its furniture in excellent condition with no graffiti |
| 4 | Very Good with little litter and/or some weeds. Reserve furniture good condition and litter to no graffiti |
| 3 | Some scattered amounts of litter and/or some weeds, reserve furniture good condition, some graffiti. |
| 2 | Significant amounts of litter and/or weeds. Edges not trimmed and reserve furniture in poor condition (requiring maintenance) and/or graffiti |
| 1 | Excessive amounts of litter and/or weeds. No edges, reserve furniture in urgent need maintenance and/or extensive amount graffiti. |

6. LIMITATIONS OF THE SURVEY

The following lists the limitations of the survey and the results presented in this report;

- Evaluation of the parks and reserves based on a **visual** inspection. (no soil tests or other “technological means of assessing plant condition etc);
- The performance criteria (standards of each council) may not match that individual councils required priorities and performance/intervention levels;
- Survey does not assess or make comment on the adequacy of the infrastructure but focuses on the quality (presentation) of the infrastructure;
- The ratings recorded for each category is a score for that sample and may not reflect as a percentage the total picture within that category;
- Assessment undertaken during two (2) consecutive days of the week which may not reflect the maintenance programs of all councils; and
- The sample size for Parks and Reserves with four (4) sporting reserves, four (4) major parks and four (4) pocket parks inspected within each municipality.

The surveys were commenced in June 2008, with the most recent survey in 2016. Over a 3-4 year period up to 2009, the impacts of a long drought was most prevalent. During the 2010 and 2011 surveys more traditional weather for that time of year occurred with high rainfall and periods of warm weather, which provided extreme growing conditions for plants, grass and weeds. The survey for 2016 was undertaken in April to reduce the likelihood of these significant variances.

The six Councils surveyed are located within the regions of Yarra Valley Water and South East Water where water restrictions have prevailed over recent years. In response, all councils have undertaken extensive renovations and changed the grass types of their sporting ovals to reduce water usage. The majority of ovals inspected in 2016 have now been upgraded and well established as a result of these renovations and this was clearly reflected during the inspections.

Mid-week (Tuesday and Wednesday) was chosen for the inspections to allow time for councils to respond to high weekend usage so the results were not adversely influenced. This was considered especially important in the case of litter and grass cutting.

7. OVERALL SURVEY RATING'S TABLE

| MUNICIPALITY | GRASS HEIGHT/QUALITY/GENERAL TIDINESS (Rating) | | | | | | | | | | | | | | | (RATING) Overall | | | |
|--------------|--|------------|-------------|----------|---------------|---------------|------------|-------------|----------|---------------|--------------|------------|----------|---------------|-----|---------------------|-----|-----|-----|
| | Sporting Reserve | | | | | Major Reserve | | | | | Pocket Parks | | | | | | | | |
| | Gen Litter | Basic Infr | Garden Beds | Grass Ht | Grass Quality | Gen Litter | Basic Infr | Garden Beds | Grass Ht | Grass Quality | Gen Litter | Basic Infr | Grass Ht | Grass Quality | | | | | |
| Apr-16 | | | | | | | | | | | | | | | | | | | |
| Banyule | 3.8 | 3.9 | 3.5 | 4.1 | 4.1 | 3.6 | 4.0 | 3.7 | 3.3 | 3.3 | 4.1 | 4.0 | 3.0 | 3.4 | 4.1 | 4.0 | 3.0 | 3.4 | 3.8 |
| Knox | 4.5 | 4.0 | 3.9 | 4.3 | 4.1 | 4.4 | 4.6 | 4.6 | 4.4 | 4.5 | 4.3 | 4.3 | 4.0 | 3.9 | 4.3 | 4.3 | 4.0 | 3.9 | 4.3 |
| Manningham | 4.5 | 4.2 | 4.2 | 4.6 | 4.3 | 4.4 | 4.3 | 4.0 | 3.9 | 3.7 | 4.4 | 4.3 | 3.6 | 3.8 | 4.4 | 4.3 | 3.6 | 3.8 | 4.3 |
| Maroondah | 4.3 | 4.1 | 3.8 | 4.1 | 4.0 | 3.9 | 4.2 | 4.2 | 3.6 | 4.1 | 4.1 | 4.2 | 3.4 | 3.9 | 4.1 | 4.2 | 3.4 | 3.9 | 4.0 |
| Monash | 4.5 | 4.5 | 4.3 | 4.8 | 4.4 | 4.8 | 4.5 | 4.4 | 4.0 | 4.0 | 4.8 | 4.4 | 4.5 | 3.9 | 4.4 | 4.4 | 4.5 | 3.9 | 4.3 |
| Whitehorse | 4.1 | 4.3 | 3.8 | 4.4 | 4.5 | 4.4 | 4.4 | 4.4 | 3.8 | 3.4 | 4.5 | 4.0 | 3.8 | 3.4 | 4.5 | 4.0 | 3.8 | 3.4 | 4.3 |

The above table summarises the number of ratings recorded for the various assessment items with this Parks and Reserves benchmarking survey.

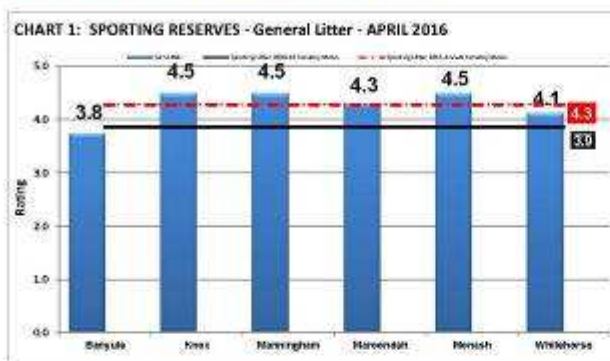


Notes:

1. The higher the rating, the higher the standard of maintenance/presentation at the time of the survey.
2. Due to an overall lack of garden beds in pocket parks across all councils surveyed, garden beds have been removed from this park survey category in comparing performance against other councils, but will continue to be included to assess Manningham's performance history and trends in performance year to year.

8. SPORTING RESERVES

8.1 Sporting Reserves Litter



In terms of litter ratings, as in 2015 **Chart 1 (Higher the rating the better the quality/performance)** shows there was little variance between council ratings except for Banyule which scored lower. The Annual Industry Mean remains higher than the Overall Industry Mean even though the Overall industry Mean increased by 0.1. This indicates an improvement in performance and higher standard presentation of the Sporting Reserves in 2016.

Manningham was in the higher range with Knox and Monash, while Maroondah and Whitehorse were slightly lower. These four councils were considered very good. Banyule had the lowest rating.

8.2 Sporting Reserves Basic Infrastructure

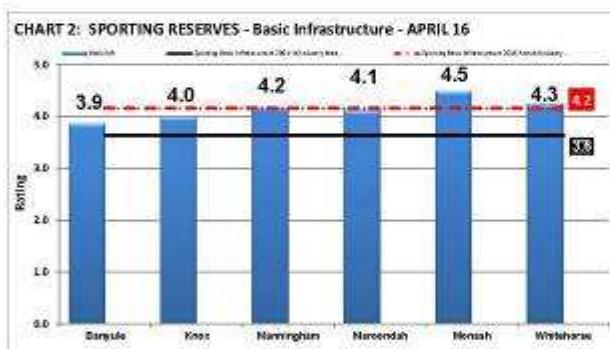


Chart 2 reveals that of the randomly selected sporting reserves within each municipality, Monash and Whitehorse and were considered very good, with Manningham marginally less, but at the Annual Industry Mean.

Knox and Maroondah were slightly lower with Banyule the lowest indicating infrastructure assets generally in poorer condition.

Assets inspected include car park pavements (potholes, depressions, cracking and general condition), footpath areas, ground & other fences such as treated pine log fencing, cricket practice nets fencing, buildings especially standing areas adjacent to pavilions and coaches boxes, bollards etc.

Although there has continued to be an improvement in the overall ratings in previous years, with the Annual Industry Mean remaining significantly higher than the Overall Industry Mean, the Annual industry Mean fell by 0.1 from last year. The results have a direct relationship to the level of renewal (generally capital expenditure and maintenance), and focus on infrastructure.



8.3 Sporting Reserves Grass Quality

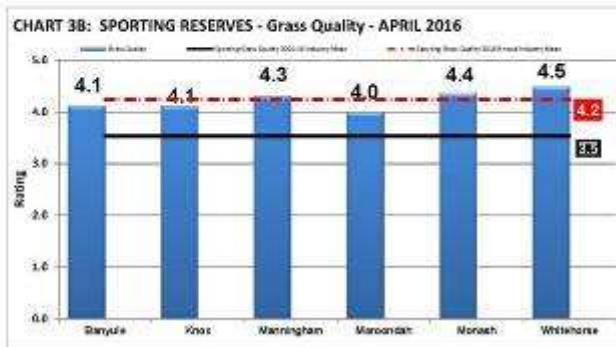


Chart 3B identifies the results from the site inspections and grass assessment of sporting reserves within each municipality for grass quality.

As indicated by a comparison between the overall Industry Mean and the Annual Industry Mean, the 2016 results show a significant improvement over the past years clearly reflecting the change in grass types, water management. Undertaking the survey later in the

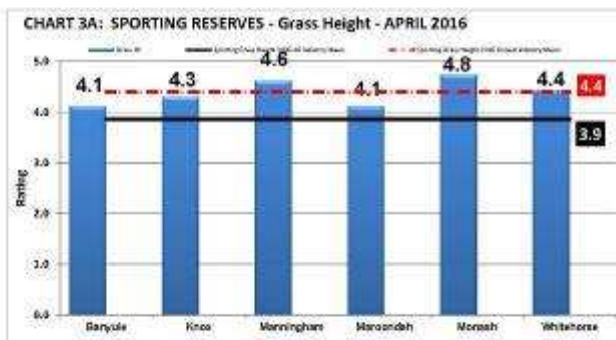
year (April) may also be an influencing factor.

Whitehorse, Monash, and Manningham sporting surfaces on average across the four reserves inspected, had very good grass quality above the Annual Industry Mean indicating dense grass with minimal patchy areas. It is noted that the Annual Industry mean fell by 0.1 compared with 2015.

Banyule and Knox also had good grass quality being just below the Annual Industry Mean. It was also observed that there was less variance in grass quality between five of the councils. The results for Maroondah, although still a good score, indicate lower quality grass presentation.



8.4 Sporting Reserves Grass Height



In terms of grass height, Chart 3A highlights that Monash continued to exhibit the highest average, closely followed by Manningham (much improved in 2016) indicating excellent grass cutting height with no windrows and an even height suitable for the sport being played.

Whitehorse was at the Annual Industry Level indicating very good cutting height followed by Knox just below the Annual Industry Mean.

Maroondah and Banyule were slightly lower indicating some uneven height and windrows in some reserves. The Annual Industry Mean is much higher than the overall Industry Mean indicating an overall lift in the standard in 2016.

8.5 Sporting Reserves Garden Beds

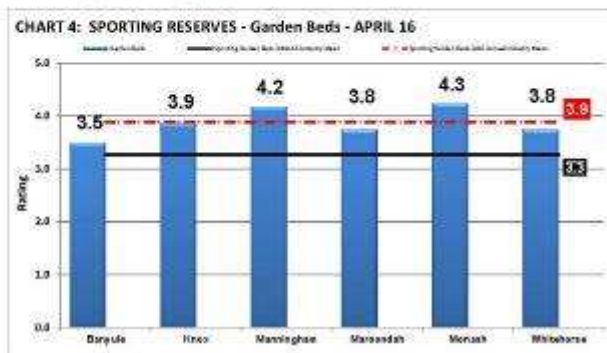


Chart 4 highlights a wide variance in presentation levels of garden beds at sporting reserves. Banyule had significantly lower ratings indicating areas of weeds and/or plants with distress.

Monash rated the highest followed closely by Manningham, the only other council above the Annual Industry Mean. Knox rated equal to the Annual Industry Mean.

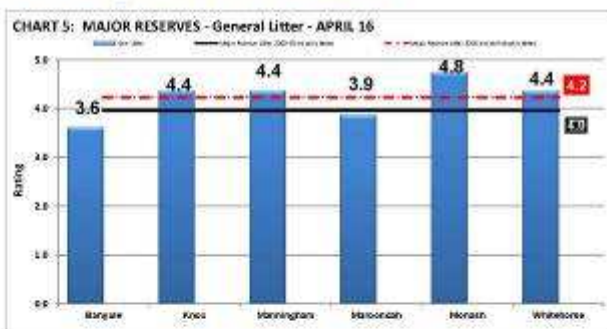
On average across all garden beds within Manningham, minimal weeds were present and plants were presented in healthy condition.

In terms of the **Annual Industry Mean** and the **Overall Industry Mean**, Chart 4 indicates an improvement in performance in 2016 with each increasing by 0.1 compared with 2015. As previously documented, it was evident that improvements in the maintenance of the garden beds had occurred and were being maintained by the majority of councils.



9. MAJOR RESERVES

9.1 Major Reserves Litter



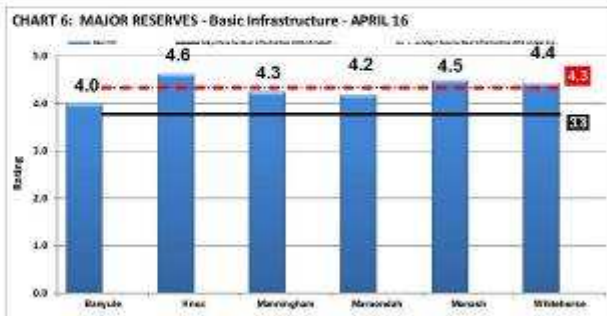
As per Chart 5, the level of litter (paper, wrappings, cardboard, bags etc) was generally good and very consistent with very little litter being evident at the majority of reserves inspected.

On average Monash had the cleanest reserves closely followed by Whitehorse, Manningham and Knox.

Maroondah and Banyule fell below the Annual Industry Mean.

The Annual Industry Mean remains higher than the Overall Industry Mean indicating a greater effort to control litter and improve presentation.

9.2 Major Reserves Basic Infrastructure



The results of the survey, **Chart 6**, indicate little variances in infrastructure across the councils surveyed. Monash, Knox and Whitehorse infrastructure was considered very good, with all above the Annual Industry Mean.

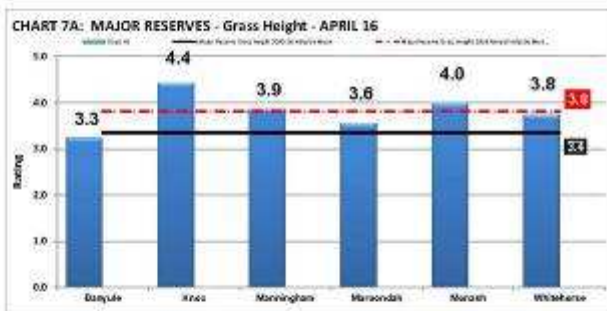
Manningham was only slightly lower being equal to the Annual Industry Mean, while Maroondah and Banyule were just below the Annual Industry Mean, indicating overall good condition/presentation of their infrastructure with some instances of damage or deterioration of assets.

Maintenance of gravel car parks had improved, but in some instances sealed car parks had potholes and/or cracking, which required maintenance and damage to signs.

The Annual Industry Mean remains higher than the overall Industry Mean indicating an overall consistent improvement in performance.



9.3 Major Reserves Grass Height

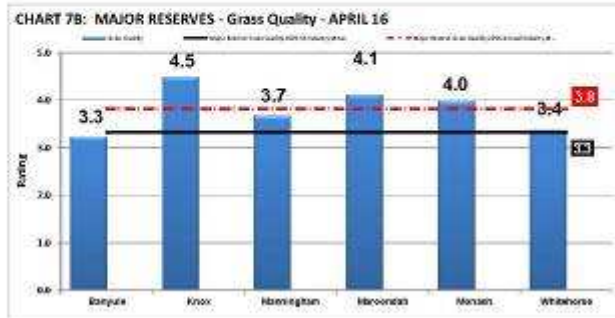


The overall ratings for **grass height**, as evidenced from **Chart 7A**, indicates a variation in performance across councils for their Major Reserves. Knox and Monash exhibited the most consistent good grass height followed closely by Manningham and then Whitehorse. The two exceptions were Banyule and Maroondah where the grass height was considered below average and impacting on their use.

Although the Annual Industry Mean is higher than the Overall industry Mean indicating a continuing overall improvement, it was observed in the field a wide disparity in individual reserve presentations.

The Manningham results indicate some improvement in consistency in performance compared with 2015, with three of the reserves rating 4 (very good) and only one reserve rating 3.5 (good grass cover with some areas of uneven height). The lower ratings indicate either long grass/lack of mowing etc, which potentially impacts on the users of those reserves.

9.4 Major Reserves Grass Quality



In terms of grass quality as per Chart 7B, the results indicate reasonable performance and consistency within Maroondah and Monash, with Knox the exceptional performer. Overall the reserves had minimal bare patches and or weeds.

Manningham was just below the Annual Industry Mean, with Banyule and Whitehorse results falling well below and considered average.

The Annual Industry Mean remains higher than the Overall Industry Mean indicating a general improvement in performance.



9.5 Major Reserves Garden Beds

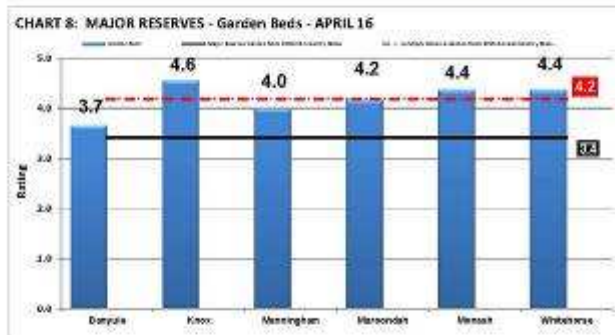


Chart 8 identifies a general consistency in the presentation of garden beds at Major Reserves reflecting the maintenance effort provided to those garden beds by each municipality.

The 2016 Annual Industry Mean remains much higher than the overall Industry Mean indicating an increase in overall performance (presentation) of garden beds within Major Reserves.

Knox, Monash, Whitehorse and Maroondah had the highest ratings, all at or above the Annual Industry Mean, indicating garden beds in good condition with minimal dead plants and weeds.

Manningham was rated slightly lower, although still a reasonable score, and Banyule rated the lowest, indicating the garden beds were, on average, in slightly poorer condition with distressed plants and/or weeds prevalent in some areas.

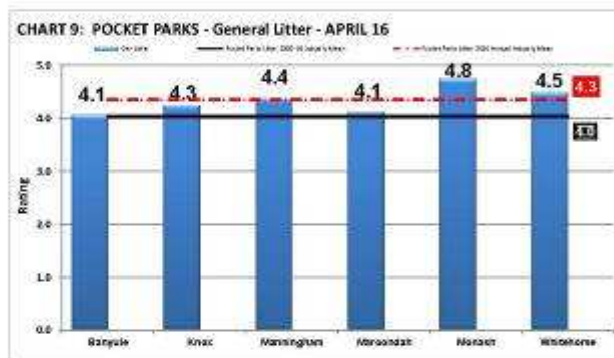


Overall, there was an overall improvement in the standard of the garden beds as evidenced by the 2016 Annual Industry Mean being higher than the 2002-2015 Industry Mean.

As evidenced in previous surveys the majority of garden beds in major reserves were now planted with low maintenance drought tolerant plants. The key impact on performance was the density of planting (some gaps), evidence of weeds and dead plants.

10. POCKET PARKS

10.1 Pocket Parks Litter



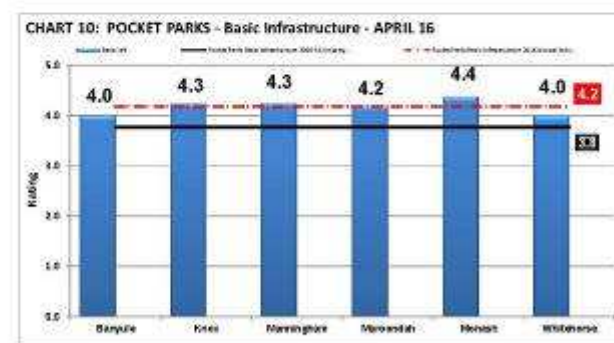
As per Chart 9, there was very little litter in the majority of reserves inspected with all councils scoring above 4. A rating of 4 or above indicates little to no litter present. Monash, Whitehorse and Manningham had the highest overall ratings with Knox, Maroondah and Banyule slightly lower.

dropped by 0.2 compared with 2015, indicating a drop in the overall performance compared to the previous survey.

Although the Overall Industry Mean is lower than the Annual Industry Mean, the Annual Industry Mean

10.2 Pocket Parks Basic Infrastructure

As evidenced in Chart 10, the Annual Industry Mean is higher than the overall Industry Mean indicating consistent improvement in performance.

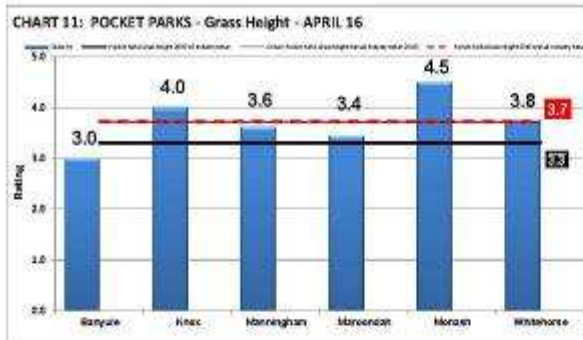


The Chart also identifies consistency in performance with all Pocket Parks infrastructure rated very good with scores of 4 or above. Monash, Manningham and Knox were rated highest closely followed by Maroondah, Whitehorse and Banyule.

It was evident that many councils had replaced aging infrastructure including playgrounds, fences/bollards and resurfacing paths.



10.3 Pocket Parks Grass Height



Similar to the previous two surveys, **Chart 11A** identifies a very inconsistent performance across all Councils in terms of grass height in Pocket Parks.

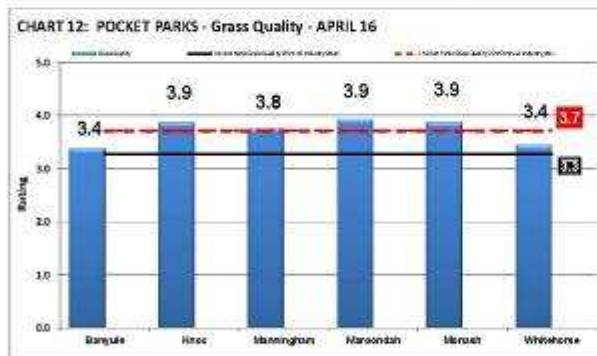
Having regard to the time of the survey (April) there was considerable grass growth and the variable results may be due in part to the scheduling of mowing of the reserves.

Monash, Knox and Whitehorse were the best performers, being above the Annual Industry Mean, indicating good consistent grass height.

Manningham, Maroondah and Banyule each had one reserve considered very poor with long grass affecting the score and the pocket parks use.

The Annual Industry Mean was higher than the overall Industry Mean indicating improved performance this year.

10.4 Pocket Parks Grass Quality



In terms of grass quality, **Chart 12** highlights a greater consistency in performance over the six councils surveyed.

Knox, Maroondah, Monash and Manningham were clearly rated highest and at or above the Annual Industry Mean.

Whitehorse and Banyule were rated the lowest with evidence of lower quality grass (bare patches and excessive weeds).

The Annual Industry Mean was higher than the Overall Industry Mean indicating an improvement in overall performance.

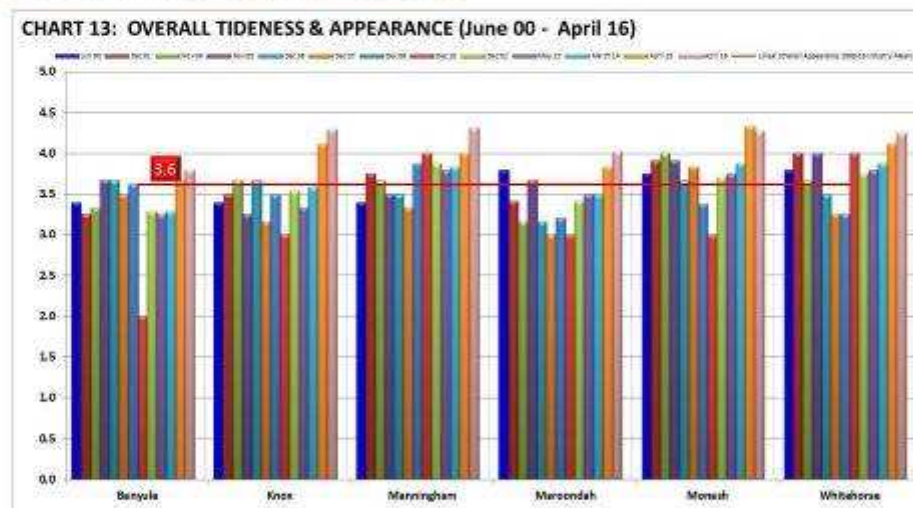
11. OVERALL COMPARISONS

Over the past 16 years, thirteen (13) specific parks and reserves surveys have been undertaken albeit at varying times of each year, to assess the overall performance of randomly selected sporting reserves, major parks and pocket parks.

The surveys were undertaken in June 2000, December 2001, November 2004, November 2005, December 2006, December 2007, December 2008, November 2010, December 2011, May 2013, March 2014, April 2015 and April 2016. Since December 2001, the surveys have been undertaken either late November or early December and during the middle of the week to obtain greater consistency in assessing the results and determining any key trends. This was changed in 2013 as it was considered the summer period provided extremes in terms of heat and growth with rain during these warmer months. The aim in 2013 was to achieve greater consistency and evenness in workload.

To give an appreciation of the changes in performance (ratings) for the key elements over this period, the survey results of the key elements inspected have been compared over this 16-year period.

11.1 Overall Tidiness/Appearance



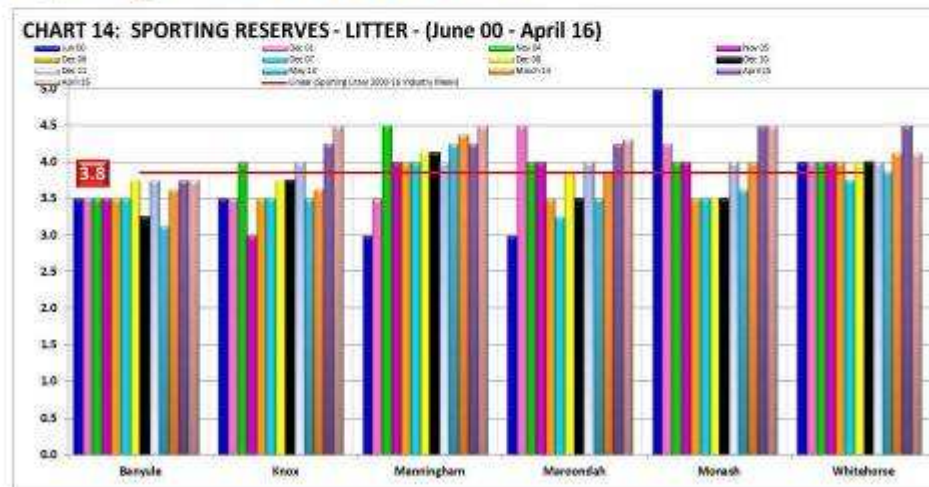
To better gauge the relative performance of each municipality in terms of **tidiness/appearance** for **all** reserves assessed (sporting, major and pocket), the ratings within each municipality were averaged to determine an overall "Tidiness/Appearance" rating. The overall tidiness/appearance considers the extent of litter, presentation of infrastructure such as pathway edges etc and provides a "first" impression when a user enters the reserve. "Clean and well kept".

The outcomes are summarised in **Chart 13**. As evidenced by the Chart over the previous three surveys there has been a very consistent performance improvement for each council, with all, except for Monash that remained the same as 2015, showing further improvement in 2016.

Knox, Manningham and Whitehorse achieved the same high rating as Monash indicating they all continue to provide good quality appearance of its reserves especially over the past five year period and continues to be well above the Industry Mean.

Banyule and Maroondah also continued to improve achieving scores in 2016 higher than the Industry Mean.

11.2 Sporting Reserves Overall – Litter



In terms of litter within Sporting Reserves, Chart 14 indicates that Manningham has very consistent good performance over a long period and above the Overall Industry Mean, with the 2016 rating improving from last survey.

Knox and Maroondah’s performance increased with Banyule and Monash remaining the same as 2015. Whitehorse decreased between surveys and may indicate inconsistent litter collection practices.

11.3 Sporting Reserves Overall - Grass Height

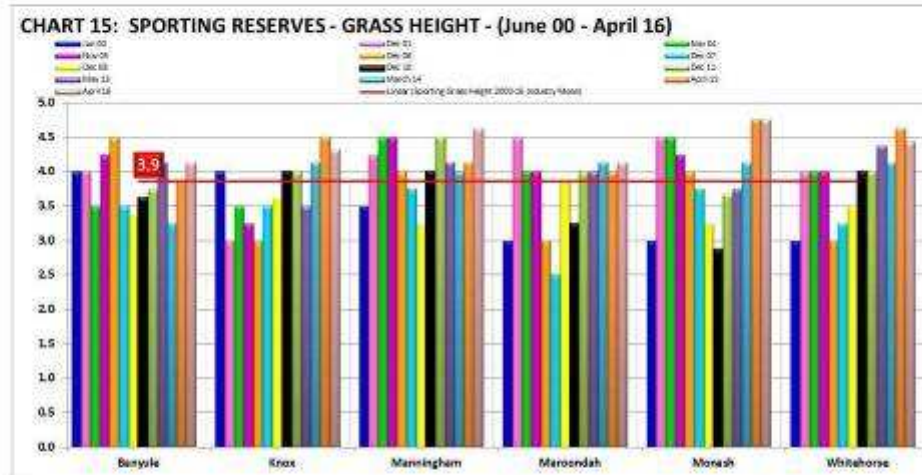
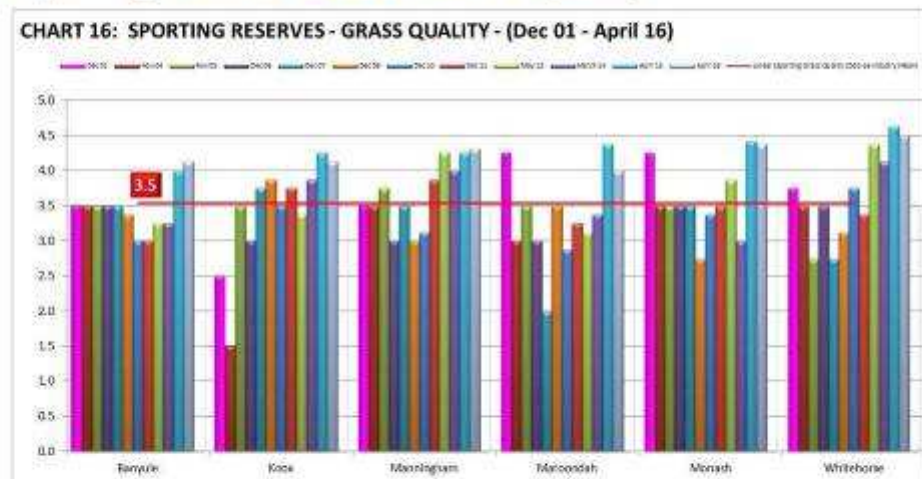


Chart 15 highlights that there has been a steady improvement in Whitehorse, Monash and Knox over many years with 2016 showing Monash the same this year and Whitehorse and Knox decreasing. Banyule and Manningham achieved further improvements in 2016, while Maroondah has remained relatively steady over the last five years. Manningham continues to be above the overall Industry Mean. These results reflect significant efforts over the past five years to upgrade sporting surfaces to meet the changes in managing reduced water usage.

11.4 Sporting Reserves Overall - Grass Quality



In 2000, the assessment of grass quality and grass height was undertaken as one overall rating. Since 2001, these two key aspects have been assessed individually to better reflect the performance of two different activities.

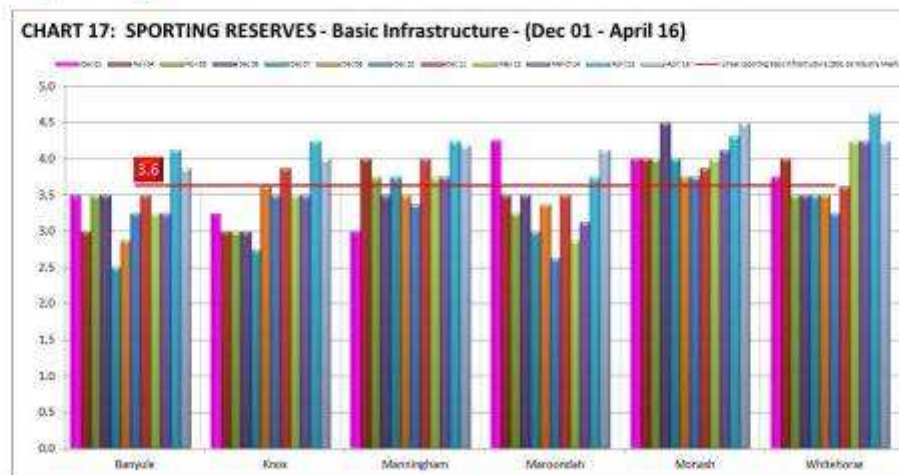
In terms of **grass quality**, the inspections are seeking to identify consistent grass coverage across the whole ground (no bare patches) with no weeds etc that may adversely impact on the use of that reserve. As evidenced in the adjacent photo, rough surfaces may cause cricket balls etc to not run straight and adversely impact on the fielder.



Chart 16 identifies very significant variations in performance between surveys especially in the period 2007-2011 where many reserves were being subjected to severe drought and as a consequence refurbishment to new grass types.

Manningham and Banyule demonstrated improved grass quality over the previous year, with all the other councils showing a decrease in grass quality compared with 2015. Manningham has consistently performed above the Overall Industry Mean over the past five surveys.

11.5 Sporting Reserves Overall – Basic Infrastructure



As evidenced in **Chart 17**, over the past four surveys Maroondah and Monash have consistently improved their infrastructure with Monash achieving the highest score for 2016. All councils are providing infrastructure in very good condition and all are well above the Overall Industry Mean. Manningham along with Banyule, Knox, and Whitehorse showed a slight decline from 2015 to 2016, although Manningham remains one of the better performers.

11.6 Major Reserves Overall - Grass Height

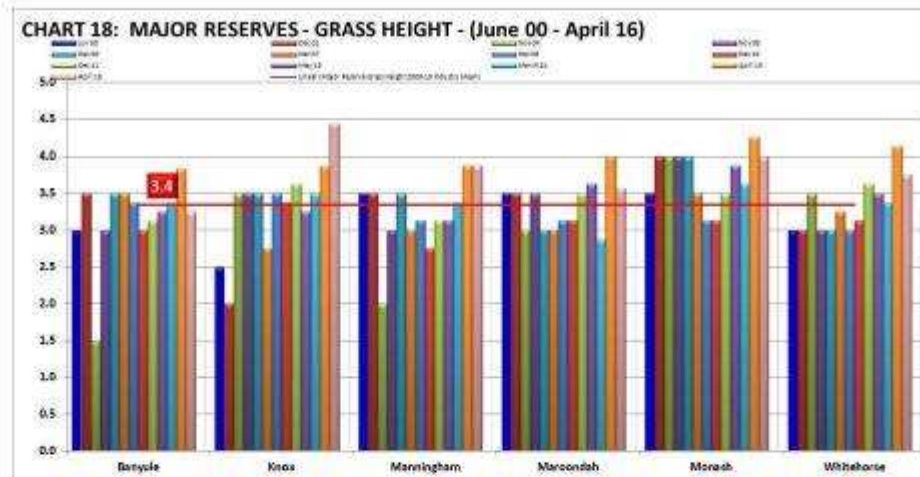


Chart 18 indicates that apart from Knox and Manningham a decline in ratings was recorded across the other four councils since the last survey. Apart from Banyule, above average ratings were achieved across the other five councils. Knox achieved the largest improvement and highest rating since the last survey.

11.7 Major Reserves Overall – Garden Beds

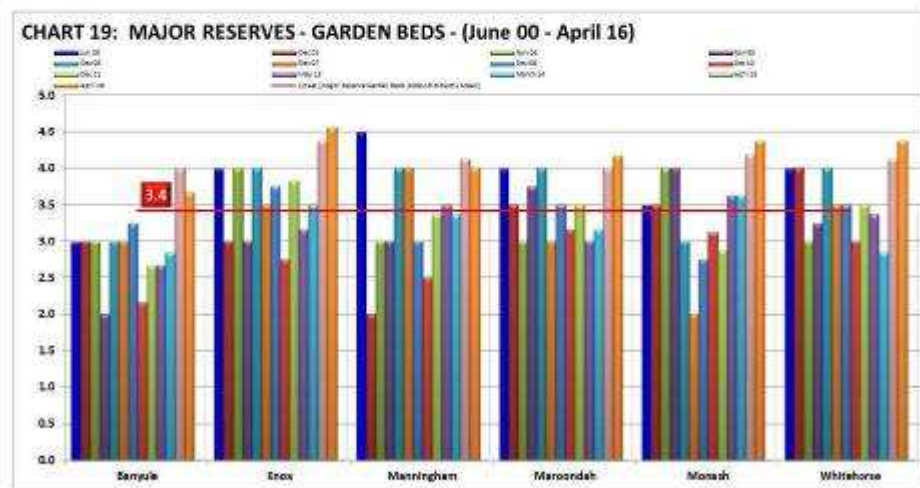


Chart 19 highlights that apart from Banyule and Manningham, a consistent improvement across the other four councils surveyed. Manningham and Banyule both experienced a slight decline in performance since the last survey. All councils achieved ratings above the Overall Industry Mean.

11.8 Major Reserves Overall – Litter

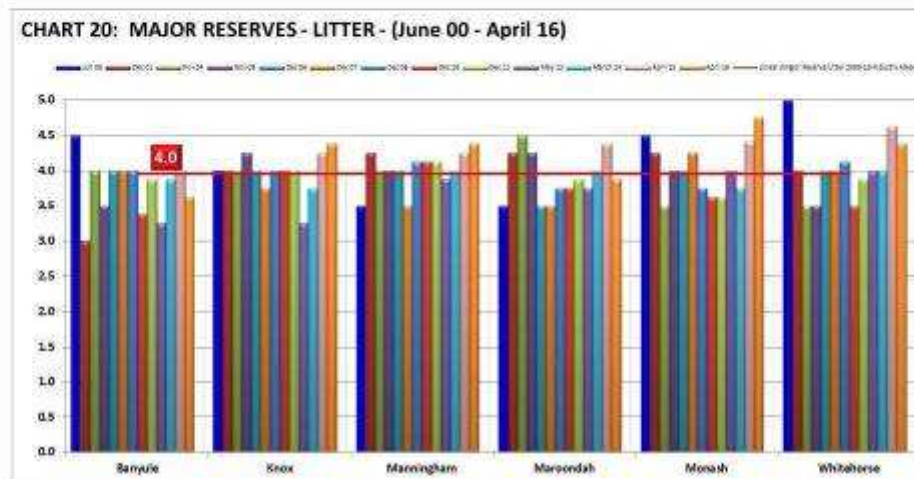
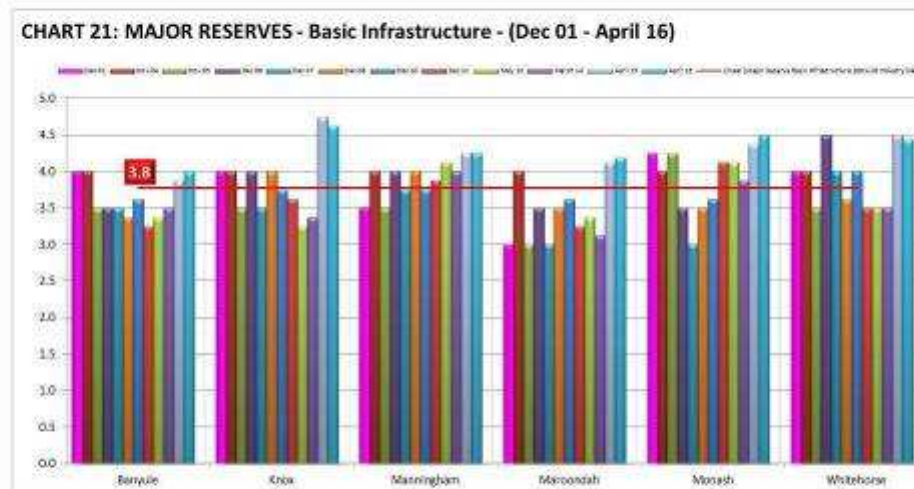


Chart 20 highlights that the results for 2016 indicate inconsistency between the councils with four achieving above the overall Industry Mean, and two councils, Banyule and Maroondah, falling below. Manningham, Knox and Monash experienced improvement over the last survey results.

11.9 Major Reserves Overall – Basic Infrastructure



As indicated in Chart 21, a comparison between 2015 and 2016 results indicate consistency for all councils, and all achieving ratings above the Overall Industry Mean in 2016. Manningham and Monash continue to have very good ratings extending over a long period indicating very consistent presentation (renewal and maintenance) of their Infrastructure. The Chart also highlights that Knox, after many years of decline, is maintaining the higher standard of presentation of their assets set in 2015. There continued to be evidence of the trend commenced 2014 of many councils progressively replacing some of their infrastructure especially fencing/bollards, repairs to seats and in some instances renewal of playground equipment in major reserves is continuing.

11.10 Pocket Parks Overall - Grass Height

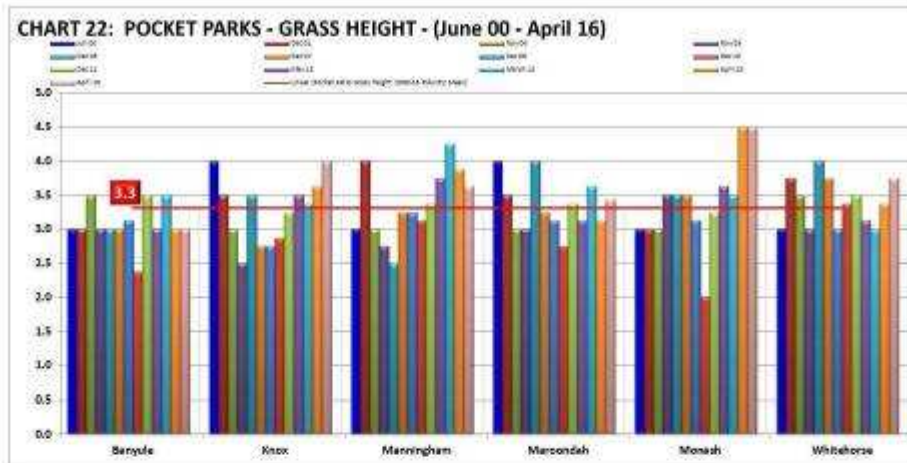
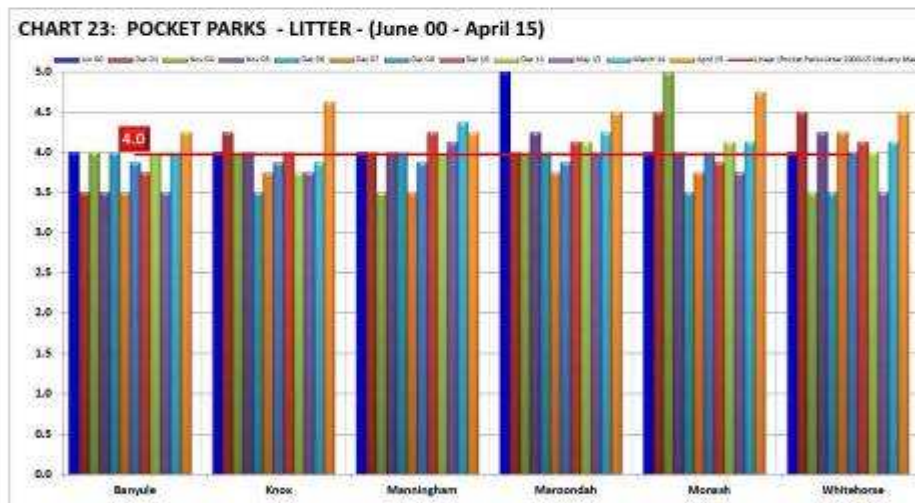


Chart 22 highlights that the level of performance for Grass Height in 2016 continues to be inconsistent across all councils. Manningham showed a slight decline in performance compared to the previous two surveys, although it still remains well above the overall Industry Mean. This indicates that although Manningham is maintaining a strong focus on this element, attention to the current downward trend needs to be monitored.

11.11 Pocket Parks Overall – Litter



The overall ratings for 2016, as evidenced in Chart 23, indicate relative consistency and high level of performance across all councils and further a review of each individual reserve results confirm this consistency. Knox, Monash and Whitehorse achieved the highest percentage increase compared with 2015 survey results. Manningham demonstrated consistency in this area. Minimal litter was evident across all 24 pocket parks inspected.

12.MANNINGHAM PERFORMANCE HISTORY

The benchmarking survey has now been undertaken over an extended period (13 surveys) and to better gauge how Manningham’s performance has trended, the results of these surveys have been compared and observations made as follows.

12.1 Sporting

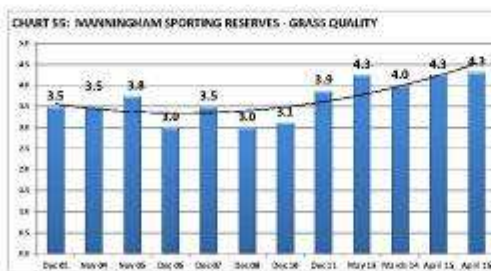


Chart 40 indicates an overall continuous improvement trend in litter since 2005 with very consistent high standard results achieved.

The 2016 results indicate an improvement in the standard with overall very minimal litter present.



Chart 41 indicates an overall very good performance in grass height except for the 07-08 period. Since 2010 the results have been consistently higher indicating consistent grass height with minimal grass clippings evident. This year saw a further improvement on the 2015 survey which had reversed the drop in performance trend over previous surveys. The reserves remain in very good condition for the intended use.



Whilst the trend line in Chart 55 indicates a steady improvement in grass quality from 2008 to 2013 with a marginally reduced result in 2014. The result for 2016 maintains the upward trend.

Between 2005-2008 the impacts of the drought are most evident and also this was a period when major refurbishment works were being undertaken on the playing surfaces. The results of the past five surveys indicate a consistently good performance.



Chart 42 indicates a strong trend of improvement in garden beds within sporting reserves over many years. Appears 2010 results were an aberration and the last five years healthy garden beds with minimal weeds/distressed plants evident.



Chart 43 indicates relative consistent performance for basic infrastructure. The downward trend between 2007 and 2010 has been corrected with minimal performance change between the peak of 2011 and 2014. The 2016 survey shows a slightly lower score than the peak of the 2015 survey.

12.2 Major Reserves

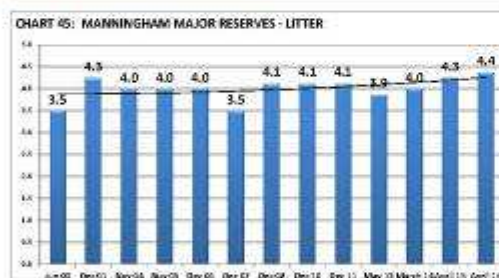


Chart 45 indicates very consistent good performance over a long period. Dec 07 appears to have been an aberration. The 2016 results continue the upward trend from 2013, indicating minimal litter and very good presentation of major reserves in terms of litter management.

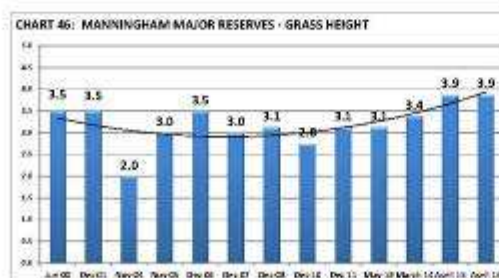


Chart 46 indicates that whilst in the early surveys there were significant inconsistencies the past five surveys indicate continued improved performance in terms of grass height within these larger open reserves.

Grass height ratings around 3 indicate grass heights are starting to impact on usage.

The results would have been higher, however Finns reserve had grass height impacting on its use.

The level of inconsistencies for grass height in Major Reserves continues to be present, but the inspections do indicate overall improvement. Marshall Avenue, Ruffey Lake Park and Jenkins Park were very good.

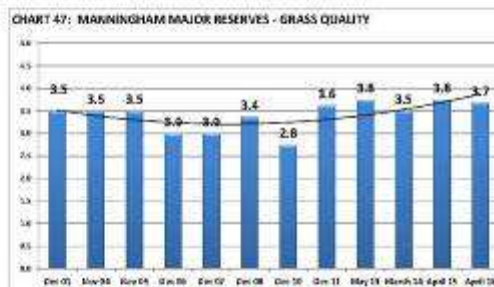


Chart 47 trend line for **grass quality** indicates a steady improvement with the results for 2016 showing a slight reversal of this trend. Finns Reserve and Ruffey Lake Park had the lowest ratings of the four parks surveyed.

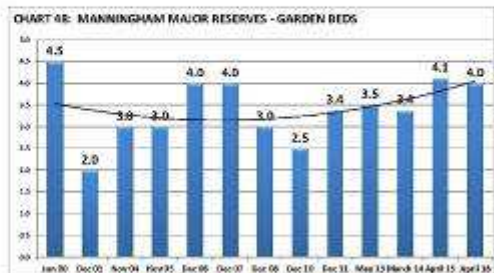


Chart 48 indicates a slight decline in garden beds since the last survey, albeit the standard remains high with healthy plants with only occasional weed growth and/or litter.

The garden beds at Finns Reserve were considered very good (healthy plants, minimal weeds) especially having regard to the high use of this reserve.

The garden beds at Marshall Avenue continue to be below average with signs of plant distress and weeds within the garden beds.



In terms of **basic infrastructure** (car parks, fences, bollards, etc) **Chart 49** indicates very consistent presentation over a long period with infrastructure continuing to be renewed and maintained.

12.3 Pocket Parks

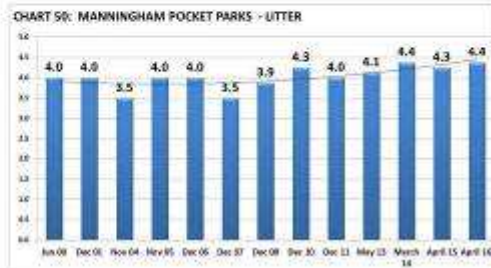


Chart 50 indicates relatively consistent good performance for litter within Pocket Parks and a trend line that is improving especially since the 2007 survey. This trend is continuing with the 2016 results equaling the 2014 highest recorded result. Good examples are Mandalla Street, Green Gully Street and Mossdale Court, which were very clean and neat.



Grass height, as indicated in **Chart 51**, demonstrates a steady decline compared with the 2014 peak. The 2016 inspections revealed some variation in results across the four reserves inspected, with Mandalla Street and Green Gully with some areas of uneven height (missed cuts, wet areas etc).



Chart 52 trend line indicates steady improvement in the **quality of grass** coverage at the pocket parks inspected with the 2016 results improving on the 2015 low score. Two pocket parks had good grass cover (Mossdale and Green Gully Reserve) with the other two (Renshaw and Mandalla) with some patchy areas and weeds.



Whilst **Chart 53** highlights a significant drop in garden bed performance between 2001 and 2007 and since 2007 there has been a significant improvement in garden bed presentation except the 2015 and 2016 results indicate further improvement is necessary to maintain the upward trend. E.g. Mandella Street Reserve was again given a lower rating.

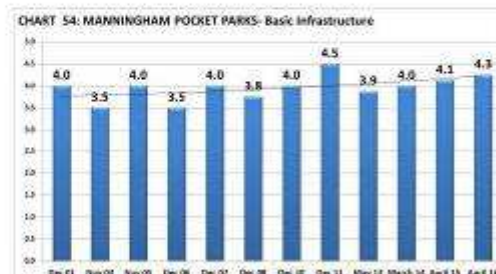
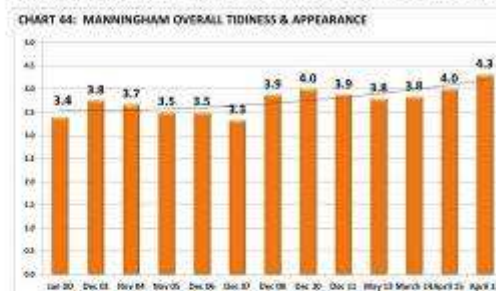


Chart 54 highlights very consistent good presentation/maintenance of **infrastructure**. Overall average ratings around 4 indicate very good infrastructure with only some minor damage. Mandalla Street Reserve and Green Gully Reserve achieved the highest scores of the four parks surveyed.

12.4 Overall Tidiness & Appearance (all reserves)

Chart 44 indicates the overall assessment for tidiness/appearance of all reserves (Sporting, Major and Pocket). It reflects the overall "initial" impression a user/visitor may have upon walking into/through a reserve.



Over the past seven surveys very consistent presentation has been achieved, with 2016 achieving the highest rating recorded. There was little evidence of litter, minimal weeds, pathways well defined (edges trimmed) and overall impression of

reserves well maintained in all aspects. It should also be noted that Manningham was well above the Overall Annual Mean of 3.6.

13. CONCLUSIONS

The assessment of parks and reserves performance was based on condition ratings within specified criteria in the categories surveyed. This process reflects the condition of the visible infrastructure, as could be expected to be observed, by the many users of these parks and reserves. Arguably, this is how a member of the public would view the level of performance of these elements if they had visited each site.

Whereas the sample size has been increased to four (4) reserves per Council per reserve category, the sample size is not large. The results should however provide an overview of performance especially when comparing the performance changes between the various surveys.

The survey was undertaken on consecutive days, Tuesday 5th and Wednesday 6th April 2016, in an endeavour to limit potential variances in performance due to the impacts of weekend usage and weather changes and to improve the overall consistency in results. Note that Tuesday was sunny and Wednesday was overcast with some showers.

It should be noted that this year's inspections occurred at a time where rainfall and warm weather occurs and where growth could be expected.

Over the 13 surveys to date, Manningham's performance for **overall tidiness and appearance** of all reserves has remained relatively consistent over the last seven years with further improvement in 2016. Generally, all reserves were well presented and tidy.

The following is a "snap shot" of the 2016 survey results.

13.1 Sporting Reserves

Litter - Continues to provide high standards with further improvement in the level of service from last year and well above the overall Industry Mean.

Basic Infrastructure - Good and well above Industry Mean. Very consistent ratings over all surveys, even though a slight decrease in rating from last year, reflecting a need for continuous focus on regular renewal of infrastructure.



Grass height - Consistent ratings over many years, overall good and well above Industry Mean with an increased rating in 2016.

It is noted that grass height is very dependent upon the timing of the mowing.

Grass quality - Excellent and well above Industry Mean. Ongoing improvement over five surveys with the drop in 2014 regained in 2015 and steady in 2016.

Garden Beds - Manningham continued to improve in 2015 with further gains in 2016 presenting a higher standard when compared to most other councils surveyed (except Monash and Whitehorse). Significant improvement over past five surveys.

13.2 Major Reserves

Litter - Continues to provide consistent high standards (over past seven surveys) and above Industry Mean with further gains in 2016.

Basic Infrastructure - Consistently good and continuing improvement trend, with 2016 same as 2015.

Grass height - 2016 results indicate some inconsistency in grass height continues within the four reserves inspected, with 2016 result the same as 2015. The overall result remains well above the overall Industry Mean.



Grass quality - Good quality, with a slight drop from 2015. Finns Reserve and Ruffey Lake Park the lowest ratings, but maintaining good performance overall for the past five surveys and above the overall Industry Mean.

Garden Beds - Good and well above Industry Mean. Past five surveys indicate consistent performance, albeit Marshall Avenue Reserve average results in 2016 has influenced the overall results, which are marginally down on 2015.

13.3 Pocket Parks

Litter - Very good and consistent over 13 surveys. Above overall industry Mean and 2016 results excellent with improvement on last survey. Requires vigilance to maintain the expected standard.

Basic Infrastructure - Overall, very good, above overall Industry Mean. Continued trend of improvement of higher ratings since 2013, with further improvement in 2016.

Grass height - Consistently above the overall Industry Mean for the last four surveys, but a steady decline compared with the 2014 peak. Rated second highest in 2015 survey, slipped to fourth highest in 2016. Mandalla Street and Green Gully lower ratings reducing the overall score.

Page 29 of 31

Grass quality - Improvement in performance since last survey with Green Gully Reserve and Mossdale Court Reserve influencing the higher score. 2016 result well above the overall industry Mean.

Garden Beds - Overall good. Maintained the same level of service as 2015, with an upward trend in performance.

13.4 Specific Reserve & Activity Trends

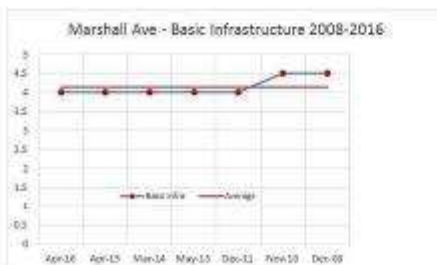
The following Charts and brief comments relate to specific reserves and key elements that have been assessed over a long period. It highlights specific reserve performance over this period.



Koonung Reserve grass quality is a key factor in its use as a high standard sport reserve. As evidenced over the past four years significant improvement has occurred with a peak results in 2013 and a little lower in 2014 and 2015. This overall improvement has occurred even though the surveys have been undertaken at varying times during this period.



Mandella Court Reserve has been assessed since the start of the benchmark surveys in December 2001. Grass height remained relatively poor until 2011 and since then a steady improvement has occurred with the highest rating in 2014 and a little lower in 2015.



in terms of Basic Infrastructure at Marshall Avenue reserve, very consistent results have been achieved over a long period indicating a continued focus on renewal and maintenance of these assets.

13.5 Key Issues for Review

In summary evidence from the survey in 2016, suggest that the overall presentation of Manningham's reserves has improved, with some areas plateauing and slight decreases in level of service identified this year. The challenge is to reverse any falls in ratings and maintain that high standard such as **litter management, garden beds** across all park categories, and **grass height and quality** in Sporting Reserves.

The issue of inconsistency in grass quality and grass height across Pocket Parks and Major Reserves requires addressing to achieve a higher overall standard of presentation.

In terms of **Basic Infrastructure** evidence indicates that although a high standard is presented, the 2016 results showing a plateauing in Major Reserves, slight decrease in Sporting Reserves and improvement in Pocket Parks, the issues of maintaining a high consistent and comparative standard with other councils, particularly in Major Reserves and Sporting Reserves will be challenging over the next few years as the 2016 survey observed a trend, first identified in 2015, of a high level of new and upgraded infrastructure across the other councils.

8 Acquisition of Land at the Rear of 997, 999 and 1001 Doncaster Road, Doncaster East (Montgomery Precinct Laneway)

Responsible Director: Director Shared Services

File No. T16/181

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

SUMMARY

The purpose of this report is to consider the acquisition of land which is currently privately owned. In order to facilitate the upgrading, including widening of the laneway at the rear of the commercial properties facing the north side of Doncaster Road in the Doncaster East Village precinct (the Montgomery Street Laneway). (Refer Attachment 1).

The laneway is owned by or vested in Council. There is a need to make the laneway more uniform and to allow for two way vehicular traffic rather than being narrow allowing for only a single vehicle to pass carriage at the rear of the properties at 997, 999 and 1001 Doncaster Road, Doncaster East.

The proposed sale of Council's land at 6 (part)-10 Montgomery Street will allow Council to fund the purchase of the rear parcels of land totalling 72 m² from the properties at 997, 999 and 1001 Doncaster Road, Doncaster East.

Council officers have liaised with the owners of the properties at 997, 999 and 1001 Doncaster Road and received in principle agreement to allow Council to acquire the land, which will include the potential relocation of the toilet facility, which is still in use at the rear of 999 Doncaster Road.

This report seeks approval to purchase a total of 72m² of land at the rear of 997, 999 and 1001 Doncaster Road, Doncaster East.

1 BACKGROUND

- 1.1 Council owns or has a vested interest in five parcels of land which together constitute a road that comprises the laneway at the rear of the 989-1025 Doncaster Road located on the north side of the Doncaster East shopping centre and abutting the land within the Montgomery Street precinct which is owned by Council.
- 1.2 On 26 July 2016 Council resolved to commence the expression of interest process sell its land at 8-10 Montgomery Street, Doncaster East.
- 1.3 As part of the proceeds from the sale of this property, Council agreed to the upgrading of the adjacent laneway (with the cost and date of works yet to be confirmed).
- 1.4 The upgrading of the laneway is an integral part of the redevelopment of the Montgomery Street subprecinct, in terms of improving pedestrian accessibility, and visual amenity for the residential properties which will eventually face the laneway. While ongoing access to the rear of the

commercial premises will be important, there is an opportunity to activate the rear of the retail premises.

- 1.5 As shown in Attachment 1, there are three privately owned lots, at 997-1001 Doncaster Road, the rear of which impedes the required two way vehicular access which needs to be provided along the laneway.

2 PROPOSAL/ISSUE

- 2.1 It is proposed that Council proceeds to undertake the acquisition of a total of approximately 72m² of the rear portion of land (approximately 3.5 metres in depth) from the owners of the properties at 997, 999 and 1001 Doncaster Road, Doncaster East.
- 2.2 The acquisition of all rear portions of land will enable Council to provide for a more uniform laneway that will allow for the creation of a shared pedestrian/ vehicle access and maximise opportunities to activate the laneway for other uses.
- 2.3 As part of the acquisition of the rear portion of land, it will be necessary for Council to relocate the existing toilet facility located at the rear of 999 Doncaster Road.
- 2.4 Council officers have liaised with the owners of the properties at 997, 999 and 1001 Doncaster Road, Doncaster East with the view to establishing support for the sale of a rear portion of their land that abuts the laneway.

3 PRIORITY/TIMING

- 3.1 Given discussions and in principle support for acquisition was provided as part of Places Victoria's proposal a number of years ago, it is timely to provide certainty to current owners.
- 3.2 It is recommended that Council should be placed in a position to acquire the rear portion of the privately owned land once it has sold the Council land at 8-10 Montgomery Street, which is expected to be by way of an expression of interest campaign during 2016/17.
- 3.3 The acquisition will allow Council to prepare for the upgrading of the laneway following any proposed development of the land at 8-10 Montgomery Street, along with the upgrading and line marking of the carpark at Council's land at 6 Montgomery Street.

4 POLICY/PRECEDENT IMPLICATIONS

- 4.1 The upgrading of the laneway is identified as an action in the *Doncaster East Village Structure Plan* adopted by Council in November 2011 and updated in July 2012.

5 CUSTOMER/COMMUNITY IMPACT

- 5.1 The widening of the laneway by the purchase of the subject land will optimize the opportunities for upgrading of the laneway to improve pedestrian accessibility, improve the visual amenity for the residential properties which will eventually face the laneway, and to provide ongoing access to the rear of the commercial premises.
- 5.2 It is also envisaged that the upgrade provides opportunities for activation of the rear of the commercial properties.

6 FINANCIAL PLAN

- 6.1 At its meeting on 24 November 2015, Council resolved inter alia to:
- “Subject to the successful resolution of the necessary statutory processes, agrees to investigate and implement a car parking management plan for the Montgomery Street precinct and to commit funds from the sale of the proposed development site at 6 (part)-10 Montgomery Street towards the upgrading of the laneway.”*
- 6.2 The cost of acquiring the rear portion of lands and relocation of the ablution block are to be part of the sale proceeds from 8-10 Montgomery Street, Doncaster East.
- 6.3 Execution of acquisition will be timed to coincide with funds being received for the sale of 8-10 Montgomery Street, Doncaster East.

7 CONCLUSION

- 7.1 Acquisition of the rear portion of the properties at 997, 999 and 1001 Doncaster Road, Doncaster East will allow Council to control the land on which it intends to upgrade the laneway once the sale of the Council land at 8-10 Montgomery Street has been sold.

OFFICER’S RECOMMENDATION

That Council:

- A. Notes that the land purchase is required to enable the widening of the laneway at the rear of 997, 999 and 1001 Doncaster Road, Doncaster East;
- B. Notes that the owners of the these properties have been in active discussions with officers for a number of years;
- C. Resolves to purchase a total of approximately 72m² of land at the rear of 997, 999 and 1001 Doncaster Road, Doncaster East;
- D. Resolves that the land be incorporated as a road reserve into the laneway at the rear of 2-4 Montgomery Street which abuts 997, 999 and 1001 Doncaster Road, Doncaster East;
- E. Authorises the CEO, in consultation with the City Valuer, to set a maximum price for negotiations, based on reasonable valuation.
- F. Authorises the Chief Executive Officer to execute any documents associated with the purchase of the land;
- G. Affixes the common seal to the Transfer of Land and any other documents required to effect the purchase and transfer of the land to Council;
- H. Notes that a project brief and business case for the “*Montgomery Street Laneway Enhancement*” will be prepared for consideration by Council at a later date.

MOVED: HAYNES
SECONDED: GOUGH

That the Recommendation be adopted.

CARRIED

Attachment 1 - Aerial Map showing location of required land

* * * * *

ATTACHMENT 1

Aerial Map Showing Location of Required Land



9 Annual Report 2015/2016 in Principle Approval

Responsible Director: Director Shared Services

File No. .

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

SUMMARY

All Victorian councils have a statutory obligation to prepare an annual report that is in accordance with section 131 of the Local Government Act 1989 (the Act). The annual report must be lodged with the Minister for Local Government (the Minister) by 30 September each year.

Council is being requested to give 'in principle' approval of the draft Annual Report 2015/2016 at the Special Meeting of Council on 13 September 2016. Council is also required to publicly consider the annual report within one month after it has been sent to the Minister by the 30 September deadline. A further report to this effect will be presented to the 4 October 2016 Special Meeting of Council, during the Election Period.

The Annual Report is an exempt document from the requirements of the Election Period and does not need certification by the Chief Executive Officer. However Council will ensure that the Annual Report produced will not contain any material that could be regarded as overt electioneering or that inappropriately promotes individual councillors.

In principle approval of the performance statement and financial statements (i.e. the audited section of the annual report) will be provided in a separate report presented at the 30 August 2016 Ordinary Meeting of Council.

1 BACKGROUND

- 1.1 The Annual Report is a key reporting tool used to monitor Council's performance. It must include a report of Council's operations, audited standard statements, audited financial statements and audited performance statement.
- 1.2 This is the second year Council is reporting on a number of service performance, financial and sustainability indicators under the new Local Government Performance Reporting Framework (LGPRF).
- 1.3 Council is now in a position to review and give 'in principle' approval to the general content and structure of the Annual Report 2015/2016 prior to its publication.
- 1.4 The Annual Report provides the community with a comprehensive overview of Council's performance during the 2015/2016 financial year, covering a range of information, including:
 - 1.4.1 A review of Council's performance against the 2013-2017 Council Plan and the strategic indicators contained within it

- 1.4.2 A statement of progress in relation to the major initiatives and initiatives identified in the Annual Budget 2015/2016
- 1.4.3 The indicators, measures and results of the prescribed service performance indicators and measures as part of the Local Government Performance Reporting Framework
- 1.4.4 The results in the prescribed form of Council's assessment against the governance and management checklist
- 1.4.5 An overview of the legislative, economic and other factors that have had an impact on Council's performance
- 1.4.6 Performance, standard and financial statements
- 1.4.7 Major policy initiatives, operations and works undertaken
- 1.4.8 Information on the nature and range of activities and services delivered
- 1.4.9 Highlights, achievements and challenges for Council
- 1.4.10 Names of the Councillors and their details
- 1.4.11 The administrative structure of Council, including the name of the Chief Executive Officer/senior officers and their areas of responsibility, the organisational chart and Council's contact details.

2 PROPOSAL/ISSUE

- 2.1 It is proposed that Council approves 'in principle' the Annual Report 2015/2016 for the year ended 30 June 2016.

3 PRIORITY/TIMING

- 3.1 Following the Council's 'in principle' approval of the Annual Report 2015/2016, a copy inclusive of the audited 2015/2016 Performance Statement and Financial Statements, will be forwarded to the Minister by 30 September 2016.

4 POLICY/PRECEDENT IMPLICATIONS

- 4.1 Council has a legal obligation to submit its Annual Report 2015/2016 to the Minister by 30 September 2016. Failure to submit by the due date will result in this being published in the Annual Report of the Department of Environment, Land, Water and Planning.
- 4.2 Council is required to comply with section 131 of the *Local Government Act 1989* and, in addition, to the *Local Government (Planning and Reporting) Regulations 2014*, which prescribe further information that is required to be included in the Annual Report.
- 4.3 Following Council's in principle approval of the Financial Report and Performance Statement on 30 August 2016, the statutory statements were submitted to the Auditor-General's Office for final audit clearance. No issues of significance arose during the audit that needed to be brought to management's attention.
 - 4.3.1 It is anticipated that the Auditor General's Report will be received prior to the 13 September Special Council meeting for this to be

included in the Annual Report. If this report is not received prior to this meeting, it will be incorporated once received, before the Annual Report is submitted to the Minister.

- 4.4 In accordance with statutory requirements, the Annual Report 2015/2016 is to be presented to the Special Meeting of Council on 4 October 2016, in line with the *Local Government Act 1989* which requires councils to publicly consider the annual report within one month of submitting it to the Minister.
- 4.5 The Annual Report is an exempt document from the requirements of the Election Period and does not need certification by the Chief Executive Officer.
 - 4.5.1 Council has ensured that the Annual Report produced does not contain any material that could be regarded as overt electioneering or that inappropriately promotes individual councillors.
 - 4.5.2 A Special Meeting of Council is required to consider the Annual Report 2015/2016 on 4 October 2016 to confirm the completion of the Annual Report.

5 COUNCIL PLAN/ MEASURE OF ACHIEVEMENT OF ACTION

- 5.1 The Annual Report contains a summary of Council's performance against the strategic objectives in the 2013-2017 Council Plan.

6 SUSTAINABILITY

- 6.1 An online version of the Annual Report 2015/2016 will be placed onto Council's website to complement the printed publication.

7 COMMUNICATIONS STRATEGY

- 7.1 Following in principle approval of the Annual Report, as required by the *Local Government Act 1989*, public notice will be given advising that the Annual Report 2015/2016 is available for public inspection
 - 7.1.1 Public notice advertisements will be placed in *The Age* (Saturday 17 September) and *Manningham Leader* (Monday 19 September)
- 7.2 The report includes the interpreter services symbol and phone number on the back page to direct non-English readers to contact Council's language services for information about the document or Council services in general.
- 7.3 Following the Special Meeting of Council on 4 October 2016:
 - 7.3.1 An online version of the Annual Report 2015/2016 will be produced and placed on Council's corporate website
 - 7.3.2 Hard copies will be printed and made available at the Manningham Civic Centre and Manningham libraries
 - 7.3.3 Copies will be distributed to the Executive Management Team (EMT), councillors, managers and co-ordinators, Eastern Region Metropolitan councils, and other interested persons (upon request).

8 CONCLUSION

- 8.1 The Annual Report 2015/2016 provides a comprehensive review of Council's performance during the 2015/2016 financial year. Council is now in a position to give 'in principle' approval to the general contents and structure prior to its publication.

OFFICER'S RECOMMENDATION

That:

- (A) Council gives 'in principle' approval to the tabled version of the Annual Report 2015/2016 and for the Report to be sent to the Minister for Local Government by 30 September 2016.
- (B) The Annual Report 2015/2016 be presented to the Special Meeting of Council on 4 October 2016, in line with the *Local Government Act 1989* which requires councils to publicly consider the annual report within one month of submitting it to the Minister for Local Government.
- (C) That a public notice be placed in the *Manningham Leader* and *The Age* advising the community that the Annual Report 2014/2015 is available for public inspection and of the 4 October 2016 Special Meeting of Council.

MOVED: GRIVOKOSTOPOULOS

SECONDED: GOUGH

That the Recommendation be adopted with 2014/15 in part (C) being changed to 2015/16.

CARRIED

Refer Attachment

* * * * *

ANNUAL REPORT 2015/16



BUILDING ACTIVE COMMUNITIES



WELCOME

Manningham Council provides a wide variety of more than 100 services to our community and is responsible for the effective management of \$2 billion of land and infrastructure assets, such as roads, drains, footpaths and more, across an area of 114 square kilometres in Melbourne's north eastern suburbs.

OUR STRATEGIC DIRECTION

Council's objectives and actions to achieve our mission and further improve services and facilities are described in our Council Plan 2013 – 2017. They are delivered through our annual Strategic Resource Plan 2015/16 and Annual Budget 2015/16 and are reported on in this document.

The strategic objectives outlined in our Council Plan 2013 – 2017 are reflective of our Generation 2030 Community Plan, which informs and guides all of Council's strategic plans.

Council is committed to transparent reporting and accountability to the community and the Annual Report 2015/16 is the primary way of informing the Manningham community of Council's performance during this financial year.

This report incorporates all operational activities of Manningham and includes key issues and challenges facing the City and its community. This is the second year we are reporting on a number of service performance, financial and sustainability indicators under the Local Government Performance Reporting Framework (LGPRF), which was introduced in 2014.

OUR MISSION

To serve our community by delivering valued services and programs that meet community expectations.

OUR VISION

To be a City that values people, heritage and resources. A City with a strong economy and diverse social and natural environment that will enrich our vibrant community.

OUR VALUES

Honesty – we commit to truth, integrity and goodwill in our community.

Inclusiveness – we embrace and promote all people.

Transparency – we will be open in our practices and communication with the community.

Equity – we will be fair and impartial in serving the community.

Respect – we will treat people with dignity and courtesy.

OUR THEME

The theme for this Annual Report is *Building Active Communities*. In 2015/16, Council embarked on a range of projects to develop facilities and programs that encourage our community to come together, get active and enjoy what Manningham has to offer.

OUR COVER

The new children's splash play area at the Aquarena Aquatic and Leisure Centre, completed as part of the \$21.4 million redevelopment in 2015/16.

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WELCOME

PERFORMANCE HIGHLIGHTS

**2013 – 2017 COUNCIL
PLAN STRATEGIC
OBJECTIVES**
OUR MAJOR ACHIEVEMENTS IN 2015/16
**OUR COMMUNITY
SPIRIT**

More information on
page 29

Developed and delivered the Plaza Park Project on the MC² Civic Plaza, with the assistance of VicHealth funding, with more than 15,000 people engaged in 70 events.

Continued implementation of the Live Well in Bulleen Project.

Undertook extensive conservation works on the significant public art sculptures of 'Sentinel' and 'River Peef'.

\$1,598,343 provided in community grants to 36 community projects.

Awarded 78 food businesses with Five Star Food Safety Awards.

Received Best Practice standard from the State Emergency Services (SES) in their audit of Council's updated Municipal Emergency Management Plan (MEMP).

**ENJOY AND PROTECT
OUR NATURAL
SPACES**

More information on
page 38

Developed a new waste bin program to commence in 2016/17 and awarded a new waste collection contract with enhanced technology features to improve service delivery and waste recovery.

Delivered approximately 70 events to encourage the community to learn how to live more sustainably.

Committed approximately \$2 million to install energy efficient LED (Light Emitting Diode) streetlights across Manningham in 2016/17.

Expanded Manningham's open space network by 8,256sqm.

Developed and trialled 20 new zero additional maintenance local stormwater treatment systems (known as ZAM-WSUD) across the municipality.

More than 6,000 community members participated in more than 150 environmental stewardship events and other environmental programs.

Converted 313 local park and carpark lights to LED lights across the municipality.

**GETTING FROM PLACE
TO PLACE**

More information on
page 47

Completed construction of Tindals Road in Donvale, between Mullum Mullum Creek and Stintons Road.

Commenced construction on the final one kilometre section of the Mullum Mullum Trail.

Provided support to five primary schools to implement their active travel plans and more than 50 school activities were held to promote active travel.

Commenced community consultation on a draft strategy for a major upgrade of Jumping Creek Road in Wonga Park to be completed between 2017 and 2023.

Constructed 1,770 metres of new footpaths as part of the Principal Pedestrian Network program.

**PLANNING FOR
WHERE WE LIVE**

More information on
page 55

Attained a planning permit for the construction of the Mullum Mullum Stadium at Mullum Mullum Reserve in Donvale.

Three amendments to the Manningham Planning Scheme were gazetted.

Upgraded playgrounds at six reserves with new play equipment, landscaping and paths.

Installed new outdoor exercise equipment at three reserves.

Provided \$28,188 worth of grants to 19 projects as part of the Heritage Restoration Fund.



EVERYTHING WE NEED IS LOCAL

More information on page 64

Completed the \$21.4 million redevelopment of Aquarena Aquatic and Leisure Centre, including improved all abilities access, a new therapy pool, enlarged gym space and a children's splash play area.

Endorsed the inaugural Manningham Local Dementia Alliance Group Action Plan.

Endorsed the Manningham Food Security Plan 2016 – 2021.

Launched the new look Manningham Business website.

COUNCIL LEADERSHIP AND ORGANISATIONAL PERFORMANCE

More information on page 77

Completed the first phase of an organisational customer service 'health check' and developed a Customer Service Transformation Roadmap.

Established a new IT Transformation service unit.

Provided mobile devices to Aged and Disability Support Services and Engineering Operations to improve service delivery.

Launched a new staff Intranet.

Completed leadership development program for service unit managers to build coaching capability and resilience.

CHALLENGES AND FUTURE OUTLOOK

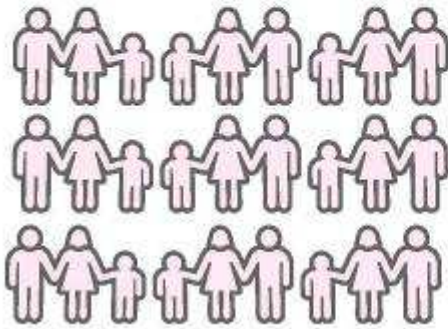
CHALLENGES

- Council's budget continues to be affected by the impact of long term cost shifting, grant reductions and increased charges from both State and Federal governments.
- National and state wide reforms impacting on libraries, early years, maternal and child health and the implementation of the National Disability Insurance Scheme.
- Growing demand for public transport across the municipality.
- Continued increase in the number and complexity of planning permit applications received by Council.
- Managing the impacts of growth in medium density housing, including amenity impacts during construction and increased demand for open space areas and car parking.

YEAR AHEAD

- Commence construction of the highly anticipated five court Mullum Mullum Stadium at Mullum Mullum Reserve.
- Complete the Mullum Mullum Creek Linear Park, including constructing and opening of the final section of the Mullum Mullum Trail.
- Continue to implement the Live Well in Bulleen Project to promote better health outcomes for people in Bulleen by conducting new research that aims to understand ways to minimise social isolation and disadvantage.
- Implement the new waste management system and roll out the new waste bins.
- Continue Council's advocacy for improved public transport options for Manningham, including improvements to the bus, cycling, pedestrian and road network, and advocacy for heavy rail to Doncaster.
- Engage the community in the development of the 2017 – 2021 Council Plan.
- Implement the 'Citizen Connect' program, which will include introducing a new contact centre, knowledge base system and an enterprise customer relationship management (CRM) system to improve our ability to meet citizens' needs, expectations and preferences.

MANNINGHAM COUNCIL SNAPSHOT



POPULATION:

120,766

Source: www.forecast.id.com.au/manningham



14,976

CATS AND DOGS REGISTERED



1,090

BIRTHS SUPPORTED BY
MATERNAL AND CHILD
HEALTH CENTRES

6



47,229

RATEABLE PROPERTIES



12,000

TREES PLANTED



23,151

VISITS TO THE MANNINGHAM
GALLERY



53%

OF HOUSEHOLD
WASTE DIVERTED
FROM LANDFILL



696

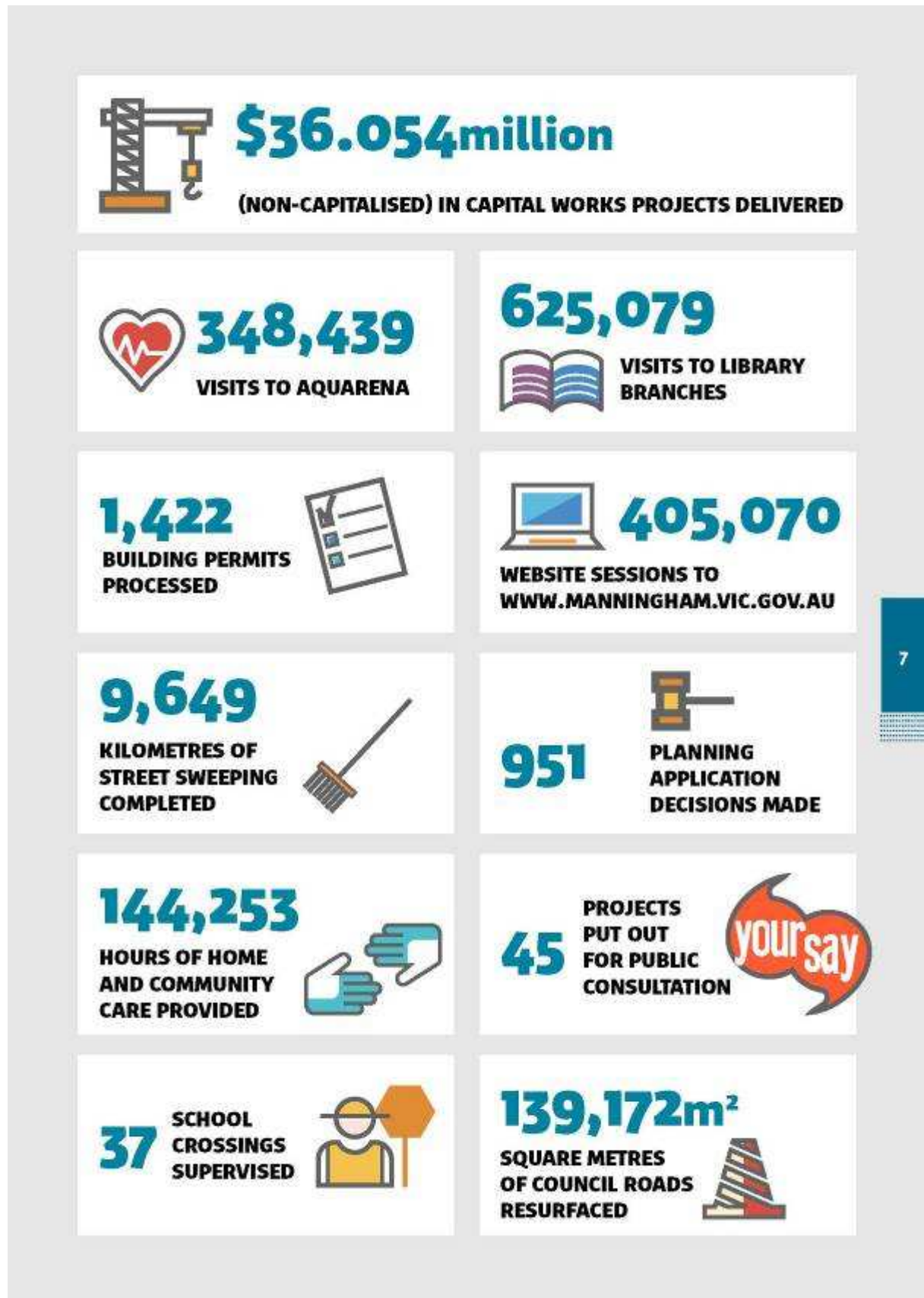
REQUESTS
FOR
GRAFFITI
REMOVAL



APPROXIMATELY

\$1.6million

PROVIDED IN COMMUNITY
GRANTS



YEAR IN REVIEW

MAYOR'S MESSAGE



On behalf of my fellow Councillors it is with great pleasure that I present Manningham Council's Annual Report 2015/16.

Over the past year we have achieved and embarked on a range of fantastic projects to support our active and vibrant community. This has included a range of community wellbeing, infrastructure and service improvement initiatives. This report outlines our achievements and challenges, as well as what is proposed in the year ahead for council and our community.

As a Council we are committed to supporting and working with our community to meet the ever changing needs of our City, its people and the environment.

This completes the third year of our four year Council Plan 2013 – 2017, and this year we have continued to make progress in achieving our goals and strategic objectives.

Some of the highlights of 2015/16 include:

- Completing the \$21.4 million redevelopment of the Aquarena Aquatic and Leisure Centre to provide a fantastic new facility for our community to enjoy
- Completing planning and design, and attaining planning approval for the \$20 million five court Mullum Mullum Stadium, with construction starting in 2016/17
- Transforming the MC² Civic Plaza in Doncaster to deliver the Plaza Park Project with the assistance of VicHealth funding and more than 15,000 people taking part in 70 events and activities
- Upgrading playgrounds at six Manningham reserves with new play equipment, landscaping and paths, and installing new outdoor exercise equipment at three reserves across the municipality

- Negotiating a new waste service contract that is Australian Standards compliant and will deliver \$5.8 million savings over the next six years, including reduced waste bin charges to residential properties.
- Constructing 1,770 metres of new footpaths as part of our Principal Pedestrian Network program

Council continued to deliver an overall strong financial position, including an average annual rate increase of only 2.73 per cent over the last four years. Strong financial management with a focus on long term sustainability continued in 2015/16, as reported on in more detail in the Financial Performance Overview starting on page 10.

I encourage all members of our community to read this Annual Report to understand the wide range of projects and initiatives that have been delivered or are currently underway in our wonderful City.

Cr Paul McLeish

Mayor

CHIEF EXECUTIVE OFFICER'S MESSAGE



As the new Manningham Council CEO*, I am very pleased to present this Annual Report which provides a comprehensive overview of the key achievements, challenges and activities of Council during 2015/16.

Council finished the year in a strong financial position and with a range of exciting projects underway and on the horizon.

Through the Capital Works Program, Council delivered a range of important community projects such as playground and open space improvements, road and footpath upgrades and two major community infrastructure projects – the successful competition of the \$21.4 million Aquarena Aquatic and Leisure Centre redevelopment and planning for the highly anticipated \$19.6 million Mullum Mullum Stadium project, which will get underway in 2016/17.

This year saw commitment to invest and strengthen Council's approach for enhancing it's service delivery using new technological advances. An IT Transformation Unit was established to plan and spearhead a significant program of works to help Manningham become a more efficient and high performing organisation. This theme is set to continue into 2016/17 and beyond with a variety of exciting transformational projects underway.

These technological enhancements will be the foundation for Council's *Citizen Connect* project to drive a best practice approach to all our customer service.

Citizen Connect will be supported by the implementation of a new customer contact centre, a knowledge base system and an enterprise customer relationship management (CRM) system that will be the foundation stones as Manningham develops and grows to meet the challenges of the future.

It is an exciting time to be in Manningham and I look forward to the year ahead.

Warwick Winn
Chief Executive Officer
**Appointed in April 2016*

YEAR IN REVIEW

FINANCIAL PERFORMANCE OVERVIEW

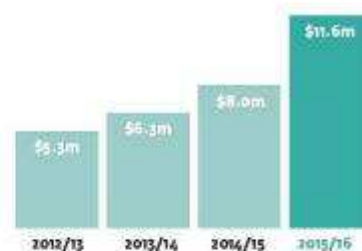
Council's financial results for 2015/16 improved upon the adopted budget forecasts and Council continues to be in a sound financial position. A summary of our performance is outlined below, while detailed information is included within the Financial Statements and Performance Statement section of this report, see page 105.

OPERATING POSITION

Council achieved a surplus of \$24.7 million in 2015/16. This surplus compares favourably to the adopted budget surplus of \$16.3 million.

The adjusted underlying surplus – which removes capital grants, non-monetary asset contributions and other capital contributions – is \$11.6 million. Sustaining a surplus is a critical financial strategy that provides capacity to renew the \$1.9 billion of community assets under Council control.

ADJUSTED UNDERLYING SURPLUS (\$MILLIONS)



INCOME

Council income is derived from various sources including rates, user fees and charges, grants, interest and other contributions.

Council's total income for 2015/16 was \$132.3 million compared to a budget of \$124.7 million. The increased revenue is mainly due higher cash open space contributions from developers, receipt of unbudgeted capital grants and higher rate revenues.

INCOME 2015/16

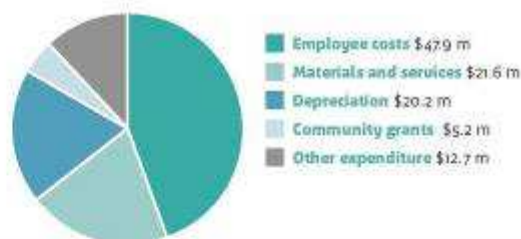


| INCOME | 2012/13 \$'000 | 2013/14 \$'000 | 2014/15 \$'000 | 2015/16 \$'000 |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|
| General rates | 67,576 | 71,256 | 76,142 | 81,370 |
| Waste charges | 11,510 | 12,070 | 12,149 | 12,040 |
| User fees, charges and fines | 10,901 | 11,465 | 11,937 | 12,553 |
| Operating grants | 10,292 | 9,435 | 12,136 | 10,023 |
| Capital grants | 5,202 | 2,304 | 2,441 | 7,189 |
| Developer contributions | 4,948 | 4,553 | 3,712 | 5,924 |
| Interest revenue | 1,421 | 1,619 | 1,787 | 1,874 |
| Other income | 900 | 1,392 | 903 | 1,336 |
| TOTAL | 112,750 | 114,094 | 120,207 | 132,309 |

EXPENDITURE

Council's total expenditure for 2015/16 was \$107.6 million compared to a budget of \$108.4 million. In 2015/16 the main expense was employee costs which accounted for 44.5 per cent of expenses. Services are provided to the community through a combination of contractors and employees.

OPERATING EXPENDITURE 2015/16



| EXPENDITURE | 2012/13 \$'000 | 2013/14 \$'000 | 2014/15 \$'000 | 2015/16 \$'000 |
|--------------------------------------|-------------------|-------------------|-------------------|-------------------|
| Employee costs | 41,200 | 43,730 | 45,948 | 47,890 |
| Materials and contracts | 19,181 | 19,632 | 19,951 | 21,586 |
| Depreciation and amortisation | 18,645 | 19,507 | 19,754 | 20,221 |
| Community grants and library | 4,831 | 5,228 | 5,137 | 5,203 |
| Other expenses | 13,466 | 12,800 | 15,255 | 12,734 |
| Total | 97,343 | 100,897 | 106,045 | 107,643 |



NET WORTH

Council's financial strength, indicated by net assets (what we own, less what we owe) increased by \$81 million during 2015/16 to \$1.9 billion.

ASSETS

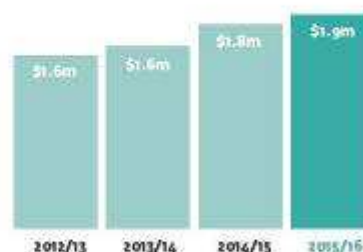
Total assets increased by \$67.3 million or 4.8 per cent primarily due to the revaluation of our roads, land, buildings and other infrastructure assets.

The major components of our assets include:

- Infrastructure, property, plant and equipment valued at \$1,845 million
- Cash and investments \$63 million
- Debtors \$9.3 million.

These components make up 99.7 per cent of our total assets.

TOTAL ASSETS (\$MILLIONS)



YEAR IN REVIEW

LIABILITIES

Council's liabilities include debt (loan), amounts owed to suppliers and amounts owed to employees for leave entitlements. Total liabilities at 30 June 2016 were \$42.1 million, an increase of \$6.1 million over the previous year.

At the end of 2015/16, Council's debt ratio – measured by comparing interest bearing loans and borrowings to rate revenue – was 7.8 per cent, which is within the expected band range of 0 per cent to 50 per cent.

CAPITAL INVESTMENT

Council aims to ensure that it is able to maintain its infrastructure assets at expected levels, while continuing to deliver services needed by the community. During 2015/16, Council invested \$34.8 million in an extensive capital program to renew and upgrade community assets throughout the municipality. This was funded primarily through rates, with additional funds provided through grants and contributions. The major categories of capital works included:

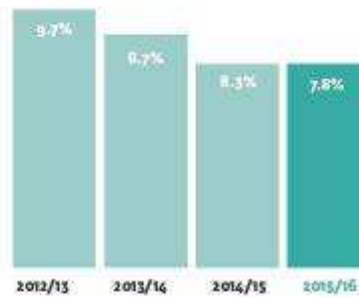
- Roads, footpaths and cycle ways – \$10.6 million
- Community building refurbishment and upgrade – \$13.3 million
- Recreation, parks and open space assets – \$4.6 million.

LIQUIDITY

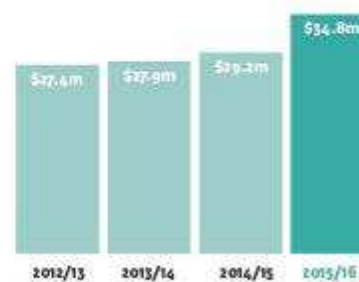
Cash and investments at 30 June 2016 was \$62.9 million, an increase of \$14.1 million from the previous year. This is primarily due to the higher operating surplus than budgeted and \$6.1 million in capital works carried forward to the 2016/17 financial year.

The working capital ratio which assesses Council's ability to meet current commitments is calculated by measuring Council's current assets as a percentage of current liabilities. Council's result of 217 per cent indicates that for every dollar of short term liabilities it has \$2.17 worth of assets. This is a strong result.

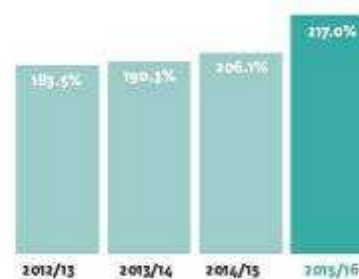
DEBT TO RATES AND CHARGES (%)



CAPITAL WORKS PROGRAM (\$ MILLIONS)



WORKING CAPITAL RATIO (%)



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SERVICES PROVIDED DURING 2015/16

For every \$100 of expenditure, Council delivered the following services in 2015/16.



YEAR IN REVIEW

FINANCIAL PERFORMANCE REPORTING

The Victorian Government introduced the Local Government Performance Reporting Framework (LGPRF) in 2014 to ensure that all councils measure and report their performance on a range of services in a consistent way. This includes a series of financial performance indicators.

Council is required to report an audited financial statement (see page 105) and performance statement (see page 155) as part of its Annual Report.

This following table highlights Council's 2015/16 performance across a range of prescribed key financial performance indicators.

| | | ACTUAL | BUDGET | TARGET ACHIEVED / NOT ACHIEVED |
|--|--|---------|---------|--------------------------------|
| | target achieved | | | |
| | target not achieved | | | |
| Efficiency | | | | |
| E1 | Average residential rate per residential property assessment | \$1,881 | \$1,840 | |
| E2 | Expenses per property assessment | \$2,278 | \$2,325 | |
| E3 | Resignations and terminations compared to average staff | 8.7% | 9.5% | |
| Liquidity | | | | |
| L1 | Current assets compared to current liabilities | 217.0% | 176.0% | |
| L2 | Unrestricted cash compared to current liabilities | 77.0% | 63.0% | |
| Obligations | | | | |
| O1 | Asset renewal compared to depreciation | 74.0% | 83.5% | |
| O2 | Loans and borrowings compared to rates | 7.8% | 7.9% | |
| O3 | Loans and borrowings repayments compared to rates | 0.3% | 0.3% | |
| O4 | Non-current liabilities compared to own source revenue | 7.5% | 7.7% | |
| Operating position | | | | |
| OP1 | Adjusted underlying surplus (or deficit) | 9.7% | 7.6% | |
| Stability | | | | |
| S1 | Rates compared to adjusted underlying revenue | 78.3% | 78.6% | |
| S2 | Rates compared to property values | 0.3% | 0.3% | |
| Sustainable Capacity Indicators | | | | |
| C1 | Expenses per head of municipal population | \$901 | \$883 | |
| C2 | Infrastructure per head of municipal population | \$5,762 | \$6,112 | |
| C3 | Population density per length of road | 200 | 201 | |
| C4 | Own-source revenue per head of municipal population | \$914 | \$853 | |
| C5 | Recurrent grants per head of municipal population | \$97 | \$99 | |
| C6 | Relative socio-economic disadvantage | \$10 | \$10 | |

MANNINGHAM'S MAJOR PROJECTS

Effectively implementing capital works projects is essential to achieving Council's aim to provide safe, accessible and appropriate infrastructure that meets the changing lifestyles of our community. See page 125 for a capital works expenditure breakdown.



Council was committed to achieving real outcomes from our capital works program and in 2015/16 \$36.054 million (non-capitalised) of capital projects were delivered.

A summary of projects and detailed examples are shown below.

- Completion of stages four, five and six of the Aquarena Aquatic and Leisure Centre Master Plan implementation works. This included construction of a warm water indoor pool, increased dry fitness/exercise space, wellness centre, redevelopment of the entry foyer, water splash and play area, and installation of a sky bridge walkway from the car park – \$7.85 million.
- Footpath construction works along Yarra Road in Wonga Park and Springvale Road in Donvale – \$1.14 million.
- Completed construction of Tindals Road stage two, from Rainbow Valley Road to Stirtons Road in Donvale – \$2.08 million.
- Implementation of the Drainage Strategy Program, including upgrades and improvement works at Devon Drive and Thea Grove in Doncaster East and Delatite Court in Werrandyte South – \$710,000.
- Installation and replacement of playgrounds and outdoor exercise equipment at various reserves, including playgrounds at Sharon Reserve in Doncaster and Spring Valley Reserve in Templestowe, and exercise equipment at Koonung Reserve in Bulleen, Jenkins Park in Templestowe and Ted Ajani Reserve in Templestowe Lower – \$540,000.
- Completion of works to improve pedestrian and cycling paths, car parking and landscaping at Mullum Mullum Reserve and commencement of planning and design for the construction of the Mullum Mullum Reserve Stadium – \$2.29 million.
- Implementation of the Neighbourhood Activity Centre Strategy to add value and amenity to some of our key centres, including improvements and upgrade works at Jackson Court (stages three and four) and Tunstall Square (stages one and two) – \$690,000.
- Implementation of the Sportsground Refurbishment Program, including improvements at Stintons Reserve in Park Orchards and Wonga Park Reserve – \$556,000.
- Streetscape improvement works (tree planting and landscaping) – \$470,000.

OUR COUNCIL OUR CITY

MANNINGHAM PROFILE

THE CITY

Manningham is located in Melbourne's north-eastern suburbs, about ten kilometres from Melbourne's CBD at its western boundary in Bulleen, and is bounded by the Yarra River and the municipalities of Maroondah, Whitehorse, Boroondara and Banyule.

Covering 114 square kilometres, Manningham has large areas of open space, with more than 300 parks and reserves; it also includes a mix of shopping and dining precincts, and vibrant residential neighbourhoods with a wide range of housing options and attractions such as local galleries, nurseries and community centres.

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

Manningham has a diverse and multicultural community, which brings a wealth of languages, music, food and cultural traditions to the area.

OUR HISTORY

The history of Manningham dates back thousands of years to the Wurundjeri tribe whose way of life was closely linked to the natural environment.

In the late 1830s, the first European settlers began growing wheat, vegetables and grapes before eventually planting orchards throughout the area. The district's real windfall came with the discovery of gold in Warrandyte and by 1851 thousands of fortune hunters were trying their luck panning the streams and digging the rich soil around Harris Gully.

Local government in the area dates back to the election of the Templestowe District Roads Board in 1858. On 28 February 1967, the Shire of Doncaster and Templestowe was proclaimed a City. The City of Manningham was formed in 1994 as a result of local government amalgamations.

For more information on Manningham's local history, visit www.manningham.vic.gov.au/local-history

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POPULATION

Manningham is a diverse community, with its current estimated resident population of 120,766* spanning a wide range of ages, household types and cultures.

OUR RESIDENTIAL POPULATION IS CONSTANTLY GROWING. BY 2036 MANNINGHAM'S POPULATION IS EXPECTED TO REACH 148,236*

51.4% ARE FEMALE



48.6% ARE MALE

38.8%. ALMOST FOUR OUT OF TEN, SPEAK A LANGUAGE OTHER THAN ENGLISH AT HOME



CHILDREN AGED 0 TO 14 YEARS MAKE UP 16.4% OF THE POPULATION AND PEOPLE AGED 65 YEARS AND OVER 19.3%



36.5% WERE BORN OVERSEAS, WITH CHINA AND ITALY PROVIDING THE HIGHEST REPRESENTATION



MEDIAN AGE 42 YEARS

Source: Australian Bureau of Statistics (ABS), 2011 Census of Housing and Population.
* The source for these population figures is www.forecast.id.com.au/manningham.

OUR SUBURBS

Manningham's suburbs include:

| | | |
|-----------------------|------------------------------|--------------------------|
| BULLEEN | NUNAWADING (PART) | TEMPLESTOWE LOWER |
| DONCASTER | PARK ORCHARDS | WARRANTYTE |
| DONCASTER EAST | RINGWOOD NORTH (PART) | WARRANTYTE SOUTH |
| DONVALE | TEMPLESTOWE | WONGA PARK |

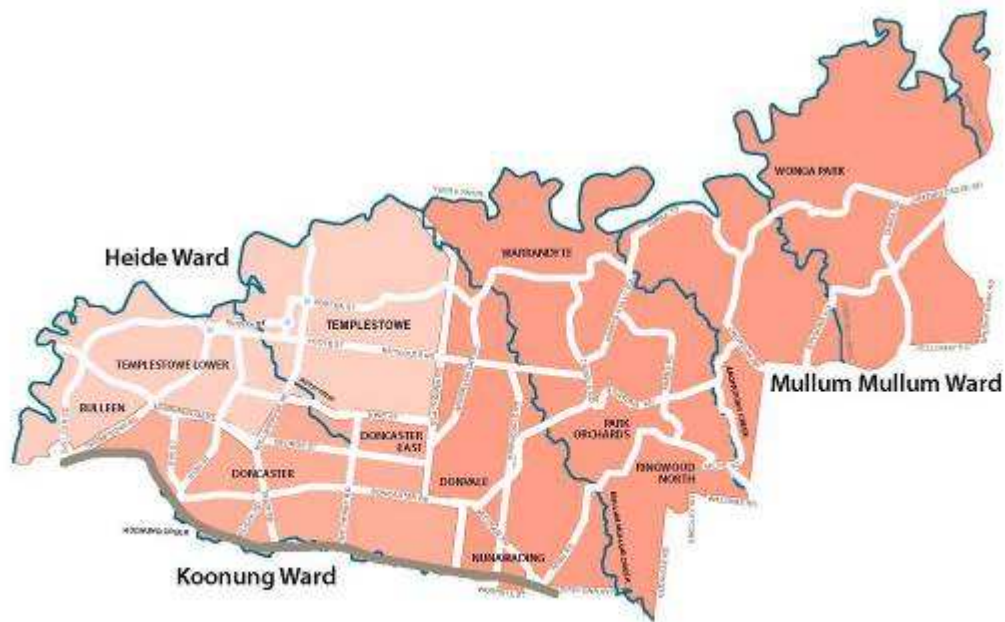
COUNCIL WARDS

Heide Ward: Bulleen, Templestowe and Lower Templestowe

Koonung Ward: Doncaster and Doncaster East (south of Doncaster Road) and Nunawading (part)

Mullum Mullum Ward: Warrandyte, Wonga Park, Warrandyte South, Park Orchards and significant parts of Donvale, Doncaster East and Ringwood North (part)

Each ward currently contains around 30,000 voters. The current boundaries were drawn following an independent review of Council's electoral representation structure in 2007. The next independent review of Council's electoral representation structure is due by 2020, subject to any changes to the *Local Government Act 1989* prior to that date.



OUR COUNCIL OUR CITY

COUNCILLORS

Manningham is divided into three wards with three Councillors elected to represent each ward. The three wards are known as the Heide, Koonung, and Mullum Mullum wards.

Councillors are elected by the community for a four year term. Together, the Councillors develop the strategies and policies, and make the key decisions to help shape how our City will develop in the future.

Council elections are held every four years. The most recent election was held on 27 October 2012.

Manningham's election was conducted by postal vote in accordance with a resolution of Council. The Victorian Electoral Commission (VEC) conducted the election.

2015/16 marks the last financial year of this Council's four year term, with Council elections scheduled to be held in October 2016.

On 30 April 2016, Cr Jennifer Yang resigned as Mayor and a Councillor. Following her resignation, a Special Meeting of Council was held on Tuesday 17 May to elect a new Mayor. Cr Paul McLeish was elected and served as Mayor for the remainder of 2015/16.



CR GEOFF GOUGH

HEIDE WARD

Date elected: 27 October 2012

p 0412 345 081

e geoff.gough@manningham.vic.gov.au



**CR DOT HAYNES
(DEPUTY MAYOR)**

KOONUNG WARD

Date elected: 27 October 2012

p 0425 718 937

e dothaynes@manningham.vic.gov.au



CR MEG DOWNIE

MULLUM MULLUM WARD

Date elected: 27 October 2012

p 0428 502 839

e meg.downie@manningham.vic.gov.au



CR JIM GRIVOKOSTOPOULOS

HEIDE WARD

Date elected: 27 October 2012

p 0407 822 103

e jim.grivas@manningham.vic.gov.au



CR STEPHEN O'BRIEN

KOONUNG WARD

Date elected: 27 October 2012

p 0448 147 238

e stephen.obrien@manningham.vic.gov.au



CR SOPHY GALBALLY

MULLUM MULLUM WARD

Date elected: 27 October 2012

p 0409 417 389

e sophy.galbally@manningham.vic.gov.au



CR MICHELLE KLEINERT

HEIDE WARD

Date elected: 27 October 2012

p 0400 902 822

e michelle.kleinert@manningham.vic.gov.au



CR JENNIFER YANG

KOONUNG WARD

Date elected: 27 October 2012

p 0419 041 454

e jennifer.yang@manningham.vic.gov.au
Note: Cr Jennifer Yang resigned as a councillor of Manningham on 30 April 2016. Prior to her resignation, Cr Yang was Mayor.



**CR PAUL MCLEISH
(MAYOR)**

MULLUM MULLUM WARD

Date elected: 27 October 2012

p 0435 806 684

e paul.mcleish@manningham.vic.gov.au

THE ORGANISATION

Manningham City Council is led by the Chief Executive Officer (CEO), who operates under the guidance of the elected Council. The CEO is supported by four directors and one executive manager, who collectively form the Executive Management Team.

The CEO is directly accountable to the Mayor and Councillors who are elected by the Manningham community. The Executive Management Team oversees and manages the operations of Council. They are supported by service unit managers and their staff who have responsibility for implementing the policies and directions set by the Council.

In January 2016, Chief Executive Officer Joe Carbone resigned from Manningham Council. During the CEO recruitment process, the Director Community Programs, Chris Potter, was appointed as Acting Chief Executive Officer. During this period, the Manager Social and Community Services, Malcolm Foard, was appointed as Acting Director Community Programs.

In April 2016, Warwick Winn was appointed and commenced in the position of Chief Executive Officer at Manningham City Council.



Council's Executive Management Team. Back L - R: Director Community Programs Chris Potter, Director Shared Services Philip Lee, Director Assets and Engineering Leigh Harrison. Front L - R: Director Planning and Environment Teresa Dominik, Chief Executive Officer Warwick Winn, Executive Manager People and Governance Jill Colson.

WARWICK WINN

CHIEF EXECUTIVE OFFICER Commenced position 11 April 2016

Areas of responsibility

- Day to day running of Council on policy and strategic matters.
- Management of operations (i.e. financial, assets, human resources, governance) in line with the Council Plan.
- Strategic Advisory Committees.

Qualifications

Advanced Diploma of Management (PLS Performance Group), Masters of Environmental and Local Government Law (Macquarie University), Post Graduate Diploma of Town and Country Planning (Leeds Metropolitan University), Advanced Diploma of Environment and Development (Open University, England) and a Bachelor of Arts majoring in Organisational Psychology (University of Canterbury, New Zealand)

Chris Potter, Acting Chief Executive Officer

Acting in position 18 January – 8 April 2016

Joe Carbone, Chief Executive Officer

Commenced position January 2013, concluded 29 January 2016

Qualifications Bachelor of Health Administration (University of New South Wales)

OUR COUNCIL OUR CITY

LEIGH HARRISON
DIRECTOR ASSETS AND ENGINEERING
 Commenced position March 2010

Areas of responsibility

- Asset Management
- Building Maintenance
- Capital Works Program
- Emergency Management
- Engineering Operations
- Engineering and Technical Services
- Parks and Recreation Services
- Strategic Projects
- Waste Management

Qualifications

Bachelor of Engineering (Civil) (RMIT University), Post Graduate Diploma Municipal Engineering (Deakin University), Certificate Qualification Municipal Engineer, Certified Practising Engineer (EA)

CHRIS POTTER
DIRECTOR COMMUNITY PROGRAMS
 Commenced position July 2013

Areas of responsibility

- Aged and Disability Support
- Cultural Services
- Library Services
- Manningham Centre
- Social and Community Services

Qualifications

Bachelor of Science Economics and Business Economics (University of Hull), and Qualified CIPFA (Chartered Institute Public Finance and Accountancy) (Leeds Metropolitan University)

MALCOLM FOARD
ACTING DIRECTOR COMMUNITY PROGRAMS
 Acting in position 18 January – 8 April 2016

JILL COLSON
EXECUTIVE MANAGER PEOPLE AND GOVERNANCE
 Commenced position 31 May 2016

Areas of responsibility

- Strategic Governance
- People, Culture and Risk

Qualifications

Bachelor of Arts (Honours) (University of Melbourne) Graduate Diploma Human Resources and Industrial Relations (RMIT University), Master of Training and Development (University of Melbourne)

TERESA DOMINIK
DIRECTOR PLANNING AND ENVIRONMENT
 Commenced position April 2012

Areas of responsibility

- Building Services
- Doncaster Hill Place Management
- Economic Development, Business Support and Tourism
- Environmental Planning, Stewardship and Programs
- Health and Local Laws
- Landscape and urban design
- Open Spaces and Recreation Planning
- Strategic Land Use Planning and Heritage
- Statutory Planning

Qualifications

Bachelor of Arts (Honours) (University of Melbourne), Diploma Education (Melbourne State College), Post Graduate Diploma Urban and Regional Planning (RMIT University), Graduate Certificate Management (University of Ballarat)

PHILIP LEE
DIRECTOR SHARED SERVICES
 Commenced position December 2013

Areas of responsibility

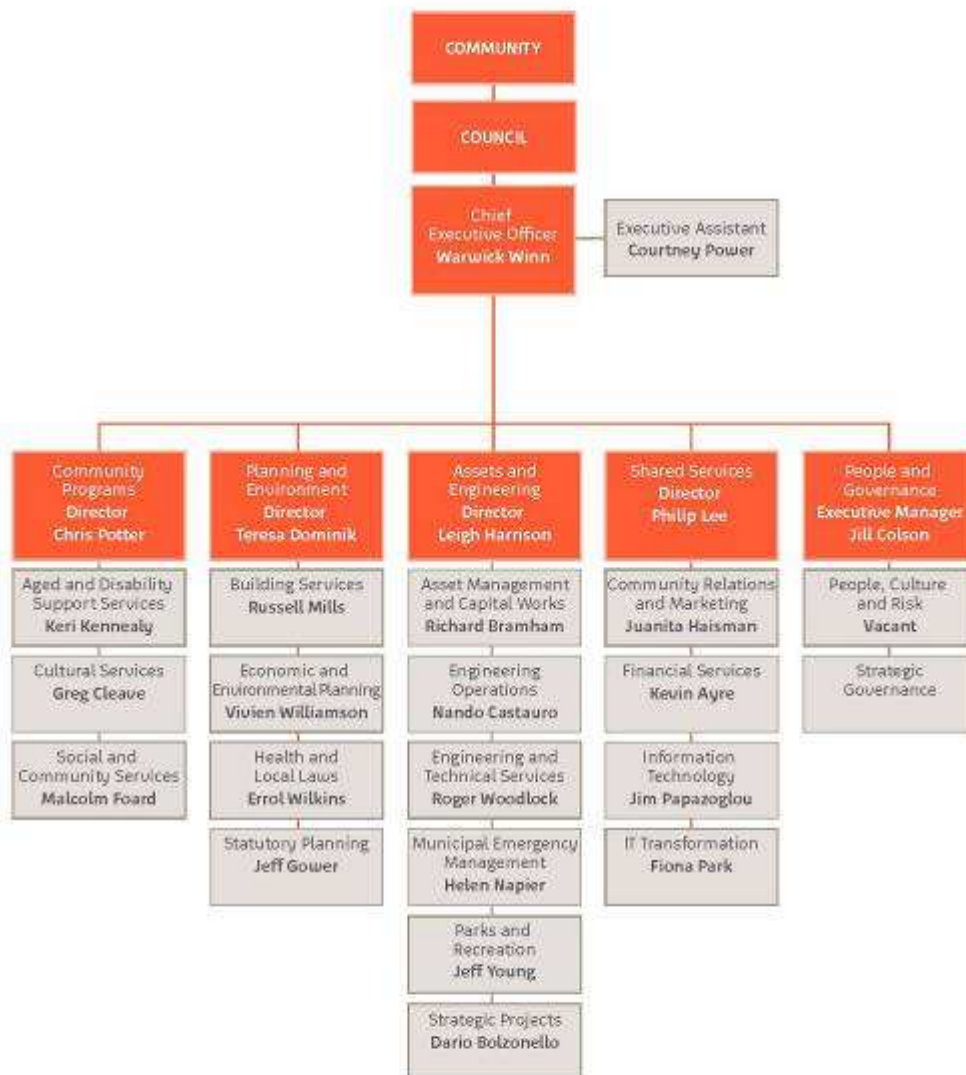
- Community Relations and Marketing
- Customer Service and Function Centre
- Financial Services
- Information Technology
- Procurement and Contracts
- IT Transformation

Qualifications

Bachelor Engineering (Mech) (Monash University), Graduate Diploma Finance and Investment (part) (SIA), Master of Business Administration (University of Melbourne)

ORGANISATIONAL CHART

Manningham Council's organisational structure as at 30 June 2016.



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MAJOR CHANGES

During 2015/16 changes were made to the organisational structure to strengthen our commitment to people and governance. This included the creation of the People and Governance Directorate, led by the newly appointed Executive Manager People and Governance, which combined the Strategic Governance and People, Culture and Risk units.

The IT Transformation unit was also established in 2015/16 as part of the commitment to build our technological capability to enhance the services we provide to our customers.

OUR COUNCIL OUR CITY

EMPLOYEE PROFILE

Our success in providing services to the community is directly linked to Council's ability to attract, retain, motivate and develop a diverse range of quality and skilled people.

The next few years will be a time of transformation for the organisation as we prepare to meet the changing expectations of our community and State Government. We need to ensure that our customer is always at the centre of everything we do. We need to give our employees the tools to be resilient, adaptable and prepared to think differently about how we work to deliver our services.

Some of the factors that the organisation's People Strategy takes into consideration include:

- Growing community expectations of service
- Rate capping and fiscal constraints
- Technology improvements
- Increased focus on regional collaboration
- An overall mandate to do more with available resources
- Our ageing workforce.

Accordingly, our People Strategy is built around three themes, which serve to guide all of our people and culture activity, these include:

- Creating a contemporary workforce
- Building organisational leadership capability
- Great place to work.

Our major achievements for 2015/16 in relation to the People Strategy include:

- Implemented a Secondment Policy to promote the development of employees through working within other areas of Council and external organisations
- Reviewed our working from home arrangements to encourage employees to work flexibly while still maintaining services to our customers
- Introduced Performance and Development Process (PDP) Online, our new performance management software, and commenced re-educating managers and employees to strengthen our performance based culture
- Implemented a leadership development program for managers to build their coaching capability and resilience.

OUR PEOPLE

As at 30 June 2016, Council employed 704 people in a full time, part time or casual capacity, in a diverse range of positions, including engineering, customer service, administration, finance, community and aged care, planning, waste management, parks and recreation, local laws, arts and culture, management and more. This equates to 491 full time equivalent (FTE) employees.

STAFF PROFILE

The tables below show the total number of full time equivalent (FTE) Council employees as at 30 June 2016 by organisational structure, employment type and gender, and by employment classification and gender.

| EMPLOYMENT TYPE/ GENDER | Chief Executive | Assets and Engineering | Community Programs | Planning and Environment | Shared Services | Total |
|-------------------------|-----------------|------------------------|--------------------|--------------------------|-----------------|------------|
| Full Time – Female* | 8 | 19 | 34 | 29 | 35 | 125 |
| Full Time – Male* | 4 | 122 | 7 | 35 | 36 | 204 |
| Part Time – Female* | 1 | 8 | 82 | 19 | 12 | 122 |
| Part Time – Male* | 0 | 1 | 23 | 3 | 2 | 29 |
| Casual – Female | 0 | 0 | 2 | 2 | 5 | 9 |
| Casual – Male | 0 | 0 | 1 | 1 | 0 | 2 |
| TOTAL | 13 | 150 | 149 | 89 | 90 | 491 |

* Includes permanent and temporary employees

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| EMPLOYMENT CLASSIFICATION | FEMALE FTE | MALE FTE | TOTAL FTE |
|---------------------------|------------|------------|------------|
| Band 1 | 6 | 4 | 10 |
| Band 2 | 28 | 11 | 39 |
| Band 3 | 36 | 49 | 85 |
| Band 4 | 34 | 28 | 62 |
| Band 5 | 49 | 32 | 81 |
| Band 6 | 62 | 35 | 97 |
| Band 7 | 24 | 29 | 53 |
| Band 8 | 9 | 16 | 25 |
| Nurses | 11 | 0 | 11 |
| Senior officers* | 8 | 22 | 28 |
| TOTAL | 265 | 226 | 491 |

* Senior officers include the CEO, any officer of Council who has management responsibilities and reports directly to the CEO or any other member of Council staff whose total annual remuneration exceeds \$139,000.

OUR COUNCIL OUR CITY

In 2015/16, the majority of our employees were aged over 35 years (81.7 per cent), which is slightly lower than in 2014/15.

As at 30 June 2016, 52 per cent of our employees were aged between 46 and 65 years and 18 per cent less than 35 years.

Most of our employees are positioned at the officer level (96 per cent) with senior management representing just 4 per cent of the total workforce.

Our staff turnover during 2015/16 was 12 per cent, which is a slight increase from the turnover rate for 2014/15.

The following tables show staff turnover, employee level and employee level by gender, as well as the age breakdown of Council's employees.

| STAFF TURNOVER | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|----------------|---------|---------|---------|---------|
| Staff Turnover | 8% | 10% | 9% | 12% |

| EMPLOYEE LEVEL | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|------------------|---------|---------|---------|---------|
| Officer Level | 96% | 96.1% | 96.2% | 96% |
| Senior Officers* | 4% | 3.9% | 3.8% | 4% |

| EMPLOYEE AGE | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
|-------------------|------------|------------|------------|------------|
| > 25 years | 23 | 21 | 18 | 18 |
| 26 – 35 years | 118 | 117 | 123 | 111 |
| 36 – 45 years | 161 | 149 | 148 | 139 |
| 46 – 55 years | 200 | 210 | 214 | 212 |
| 56 – 65 years | 167 | 166 | 170 | 159 |
| 65 years and over | 60 | 64 | 64 | 65 |
| TOTAL | 729 | 727 | 737 | 704 |

CONDITIONS OF EMPLOYMENT

Employees at Council's are currently covered by the Manningham City Council Enterprise Agreement 6, 2014 (EBA), which became effective on 5 February 2015.

Manningham Council offers a range of benefits to employees, including:

- Employee Assistance Program (for employees requiring personal or professional support. This program provides confidential and independent support)
- Education Assistance Program to support staff to obtain TAFE and Undergraduate/Postgraduate qualifications. It provides up to \$2,483.32 per financial year towards tuition, books and other related costs and up to four hours per week study leave and exam leave
- Flexible working arrangements
- Corporate Learning and Development Program to meet a range of needs identified across the organisation (e.g. technology use, regulatory and governance training, project management). A total of 32 programs were attended by approximately 997 participants in 2015/16
- Leadership development, including participation in the annual LGMA Challenge and the Manningham Leadership Development Program.

EQUAL OPPORTUNITY EMPLOYMENT

Manningham Council is an Equal Opportunity (EO) employer committed to the principles of providing a working environment free from discrimination and harassment.

Council policies and practices meet both the diverse needs of employees and those of the community. In 2015/16 we implemented a Discrimination, Harassment and Bullying Policy to broaden and strengthen our commitment to EO in the workplace.

The policy prohibits discrimination and provides for all aspects of human resource management to be conducted, without regard to race, sex, colour, national origin, religion, sexual orientation, age, marital status, political affiliation or disability, in accordance with Section 96 and Schedule 8 of the *Local Government Act 1989* and the *Equal Employment Opportunity Act 2010*.

The policy aims to ensure that all employees can work in an environment that fosters mutual employee respect and working relationships free from harassment and where each employee has the opportunity to progress to the fullest extent of his or her capabilities. Council's commitment is also extended to members of the public in accessing our products and services.

In 2015/16 we continued our partnership with the Australian Services Union (ASU) to deliver Equal Opportunity, Harassment and Bullying Awareness training across the organisation. In 2015/16, 217 employees attended this training, this was in addition to 140 employees who attended in 2014/15.

The indicators that measure the effectiveness of the policy and the results for the year are:

- Indicator: Percentage of new employees receiving training within six months of commencement. Target: 100 per cent. Result: 98 per cent
- Indicator: Number of contact officers available across the organisation. Target: 1:10. Result: 1:90.

REWARD AND RECOGNITION

The contribution of staff is vitally important to the success of the organisation. Manningham has a Reward and Recognition Award program to promote and recognise employees for their achievements and contributions to Council.

Excellence Awards

In 2015/16, 68 Excellence Awards were presented to staff throughout the organisation at various directorate based events. These awards recognise employees demonstrating the guiding principles of:

- People
- Customers
- Technology
- Leadership
- Continuous improvement
- Policies and process
- Place.

Service Awards

Council also recognises the contribution of long serving staff and presents awards to staff at the completion of 10, 15, 20, 25, 30, 35, 40, 45 and 50 years of service with Council. These employees are also formally acknowledged at a Council meeting. This year, 65 employees celebrated notable lengths of service with Manningham Council.

Council thanks these staff for their commitment and dedication to local government and the community.

REPORTING ON OUR PERFORMANCE

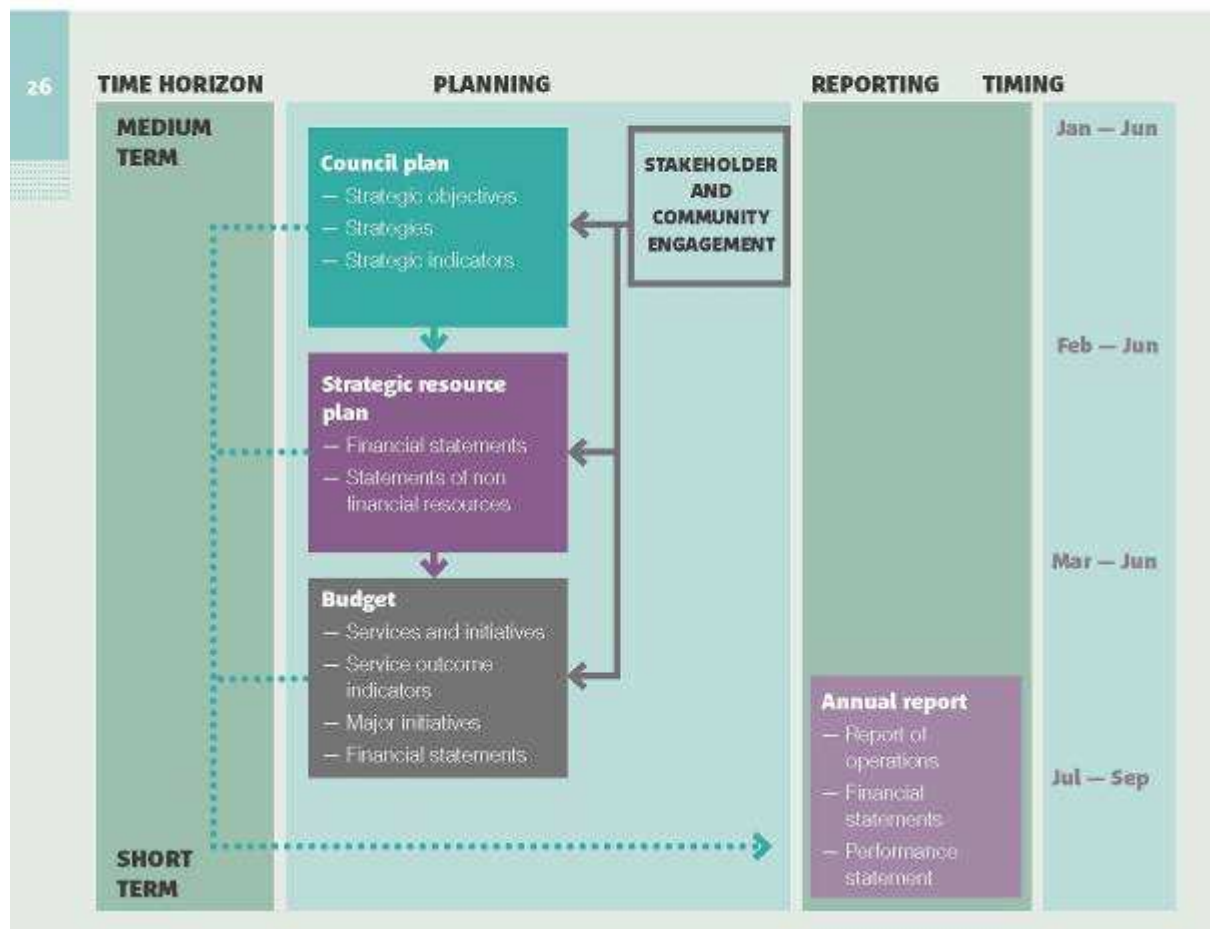
PLANNING AND REPORTING FRAMEWORK

In 2014 the Victorian Government introduced the Local Government Performance Reporting Framework to enable councils to measure and report on performance in a consistent way.

To detail our performance each year, Council prepares:

- A Council Plan within the six months after each general election or 30 June, whichever is later
- A Strategic Resource Plan for a period of at least four years
- A Budget for each financial year
- An Annual Report in respect of each financial year.

The following diagram shows the relationships between the key planning and reporting documents that make up the planning and accountability framework for local government.



COUNCIL PLAN

The 2015/16 Annual Report measures Council's performance against our 2013 – 2017 Council Plan. It also reports on the outcomes and commitments in our annual Strategic Resource Plan 2015/16 and Annual Budget 2015/16.

The Council Plan outlines the strategic objectives for the four year Council term. It contains strategic indicators, which are used to monitor the achievement of the plan's six strategic objectives.

The Strategic Resource Plan summarises the resources allocated and plans developed to achieve the strategic objectives and, in conjunction with the Annual Budget, provides the financial framework for delivering all the services and programs that the community enjoys and expects from its local Council across respective financial years.

The following are the six strategic objectives as detailed in the Council Plan 2013 – 2017. These objectives are also reflective of our Generation 2030 Plan.

OUR COMMUNITY SPIRIT

Our municipality is a collection of communities each with a distinct character. We support diversity and recognise how differences can strengthen community spirit. We value and recognise the need to preserve our rich history as an important part of our identity. We strive to ensure harmonious neighbourhoods where everyone feels safe and secure.

ENJOY AND PROTECT OUR NATURAL SPACES

Our unique balance of city and country is one of our defining traits. We value Manningham's natural environment and endeavour to maintain and protect it as a valuable community resource.

GETTING FROM PLACE TO PLACE

We acknowledge the importance of an integrated and efficient transport network, with a variety of accessible, safe and affordable transport options to enable travel, in, out and around the area. The reduction on the reliance on cars is a priority for Council and we will endeavour to ensure pedestrian and bicycle routes are well integrated with connections to public transport and the City.

PLANNING FOR WHERE WE LIVE

We recognise the need to continue to respond to the challenges of population growth. Council endeavours to take a considered and sustainable approach to development, respecting the natural environment. Council will work collaboratively with the community to ensure effective planning is in place and local infrastructure meets the needs of future populations.

EVERYTHING WE NEED IS LOCAL

We support sustainable, cohesive and well resourced communities with relevant services and facilities. Council seeks to ensure all community members have access to vital services that meet their needs. Promotion of distinct local villages and activity centres are valued and cultivated and we aim to support businesses and traders to build a resilient local economy.

COUNCIL LEADERSHIP AND ORGANISATIONAL PERFORMANCE

We strive to be an innovative and progressive Council that actively seeks partnerships and opportunities to expand its knowledge base. Council leads through transparent processes and mechanisms, effective planning, advocacy and accountability. We pursue best practice in engaging our local community in the decision making process.

REPORTING ON OUR PERFORMANCE

2015/16 PERFORMANCE

Council's performance for 2015/16 has been reported against each strategic objective. Performance has been documented as follows:

- ✓ Results achieved in relation to the Strategic Indicators in the Council Plan
- ✓ Progress in relation to the Major Initiatives and Initiatives identified in the Strategic Resource Plan
- ✓ Services funded in the Annual Budget
- ✓ Results against the prescribed service performance indicators and measures that were introduced as part of the Local Government Performance Reporting Framework (LGPRF); 2015/16 is the second year Council is reporting on these indicators.

In addition, we have included the key achievements and challenges for the year along with some fast facts for each strategic objective, to further illustrate Council's performance for the 2015/16 financial year.

OUR COMMUNITY SPIRIT

This objective focuses on building a strong and inclusive community that celebrates our diversity and rich heritage, and has safe and secure neighbourhoods where people look out for one another.

GOALS

- An inclusive and harmonious community that celebrates our diversity and draws strength from our differences.
- Safe and secure households and neighbourhoods, where people look out for one another.
- A community that is involved and well connected, strengthening community spirit.
- A community that feels a greater sense of public safety.

SERVICES/ACTIVITIES

- Cultural services
- Community events and programs
- Community grants program
- Community planning (e.g. consultation, social research).
- Health and Local Laws, including:
 - Food safety
 - Animal management.
- Building services
- Street lighting
- Street cleaning and litter pick up
- Traffic control and school crossings
- Graffiti removal.



OUR COMMUNITY SPIRIT

ACHIEVEMENTS

- Developed and delivered the Plaza Park Project on the MC² Civic Plaza with the assistance of VicHealth funding. The project saw approximately 15,000 people engage in 70 events and activities over a seven month period.
- Delivered our annual National Reconciliation Week program of events in partnership with 22 community organisations. The 2016 program was the most successful to date, with more than 2,800 people taking part in events and activities.
- Undertook extensive conservation works on the significant public art sculptures of 'Sentinel' and 'River Peef'.
- Hosted a range of activities, including walks, bus tours, seminars and more, as part of the 2016 Heritage Festival, with all events booked to capacity. The annual festival was held as part of the National Trust's Heritage Festival.
- Celebrated Refugee Week with a 'Forest of Welcomes' tree planting ceremony at the Manningham Civic Centre.
- Delivered four emergency management community scenario events and forums in partnership with emergency service agencies and community groups.
- Achieved a Best Practice result for the audit of the Municipal Emergency Management Plan (MEMP).
- Commenced installation of newly designed public litter bins at shopping centres to reduce misuse and illegal dumping, with the assistance of a Sustainability Victoria grant.
- Awarded 78 food businesses with Five Star Food Safety Awards as part of implementing the Five Star Food Safety program, which reviews the performance of local medium and high risk food businesses against best practice standards.
- Received Best Practice standard from the State Emergency Services (SES) in their audit of Council's updated Municipal Emergency Management Plan (MEMP).
- Commenced the 'Connecting Bulleen Families Project' with the assistance of a \$49,740 State Government Maternal and Child Health Innovation Grant with programs including:
 - Parent education sessions held at two playgroups in Bulleen, including the Ajani Centre and Bulleen Library
 - A pop up playgroup event at the Bulleen Maternal and Child Health Centre.
- Continued implementation of the 'Live Well in Bulleen Project' with a range of initiatives aimed at improving and strengthening access to services in the Bulleen area. Initiatives included:
 - Café @ Ajani pre-employment training program to engage students with an intellectual disability.
 - Doncare Community Services outreach program available at the Living and Learning @ Ajani Centre and Bulleen Plaza.
 - A pop up cinema event at the Heide Museum of Modern Art, which was attended by more than 1,500 people.
 - A community Multicultural Festival event held at the Ajani Centre and Ted Ajani Reserve during Cultural Diversity Week 2016.
 - Pop up park family event at Bulleen Plaza.
- Completed the annual Understanding our Community Survey to assist Council in its future planning.
- Provided approximately \$1.6 million of community grants to 36 community projects. Together with investments by community groups and organisations, the total value of these projects was more than \$10.2 million. The 36 grants included:
 - 12 Community Partnership Grants for \$1.27 million
 - 13 Community Development Grants for \$142,265
 - 11 Arts and Culture Grants for \$79,272
 - 49 Small Grants for \$100,484.

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YEAR AHEAD

- Continue implementation of the Live Well in Bulleen Community Strengthening Project to promote better health outcomes for people in Bulleen by conducting new research that aims to understand ways to minimise social isolation and disadvantage.
- Develop a Community Facilities Resourcing Plan.
- Continue to implement Emergency Management Prevention and Preparedness Education Programs to promote community resilience in times of emergency events impacting Manningham.
- Review of the Healthy City Plan and Access, Equity and Diversity Strategy.

CHALLENGES

- Communicating with people in our linguistically diverse community and a growing demand to access interpreter and translation services.
- Addressing social isolation, depression, mental illness and health in our community.

FAST FACTS

- 21 major cultural and civic events held, including:
 - Dapper Day Out Seniors Event: 350 attendees
 - Seniors Music Concert: 99 attendees
 - Plaza Park Project: 15,000 attendees to more than 70 events
 - White Ribbon Day: 150 attendees
 - Carols by Candlelight: 6,000 attendees
 - Australia Day: 2,000 attendees
 - International Women’s Day: 250 attendees
 - Outdoor Cinema @ Heide Museum of Modern Art: 1,500 attendees
 - Bulleen Plaza Pop Up Park: 3,000 attendees
 - Seniors Morning Tea: 371 attendees
 - Peace Path Project: 500 attendees
 - Bulleen Safe Place Project: 50 attendees
 - Heimat Centre Project: 50 attendees
 - Dig Deep Youth Arts Festival: 120 attendees
 - Tomorrow Youth Film Festival: 150 attendees
 - National Reconciliation Week: 2,807 attendees
 - 190 people attended events during the Manningham Heritage Festival 2016.
- 509 people took part in the 2016 Understanding our Community Survey.
- 696 requests for graffiti removal (718 in 2014/15).
- 32 learner drivers assisted through the L2P Learner Driver Program.
- 1,723 food premises inspections performed.
- 469 health premises inspections performed.
- 10,713 dogs registered.
- 4,263 cats registered.
- 45 projects put out for public consultation.
- 28,500 visits to the Your Say Manningham online consultation portal, www.yoursaymanningham.com.au
- \$1,598,343 provided in community grants to 36 community projects.

15,000
PEOPLE ATTENDED
70 **EVENTS AT THE**
PLAZA PARK
PROJECT



2,807
PEOPLE ATTENDED NATIONAL
RECONCILIATION WEEK ACTIVITIES


 **10,713**
DOGS REGISTERED AND

4,263 
CATS REGISTERED

28,500
VISITS TO THE YOUR SAY
MANNINGHAM ONLINE
CONSULTATION PORTAL,
WWW.YOURSAYMANNINGHAM.
COM.AU



32 **LEARNER DRIVERS**
ASSISTED THROUGH
THE L2P LEARNER
DRIVER PROGRAM



OUR COMMUNITY SPIRIT

OUR PERFORMANCE – COUNCIL PLAN

The following statement reviews the performance of Council against the Council Plan 2013 – 2017.



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OUR PERFORMANCE – MAJOR INITIATIVES AND INITIATIVES

The following statement reviews the progress of Council in relation to the Major Initiatives and Initiatives identified in the 2015/16 Budget and Strategic Resource Plan.

| MAJOR INITIATIVES | PROGRESS | COMMENT |
|---|---------------|--|
| <p>To promote better health outcomes for people in Bulleen by conducting new research as part of the Live Well in Bulleen project that aims to understand ways to minimise social isolation and disadvantage.</p> <p>Measure: Project preparation of a research paper and implementation of one local community strengthening initiative by 30 June 2016.</p> | 100% complete | <p>This initiative included community consultation and liaison with community organisations to understand the future needs of the Bulleen community. A research paper was completed and was followed by a launch event in June 2016.</p> <p>The Connecting Families in Bulleen Pop Up Park event was held at Bulleen Plaza in June 2016 as part of a partnership project with Doncare. The event was funded through the State Government's Maternal and Child Health Innovations Grant Program and planning is underway for additional community events to be held in 2016/17.</p> |
| INITIATIVES | PROGRESS | COMMENT |
| <p>To continue to implement Emergency Management Prevention and Preparedness Education programs that promote community resilience in times of emergency events impacting the City of Manningham.</p> <p>Measure: The development of an engagement/disaster resilience strategy for the local community by 30 June 2016. Ongoing implementation of education and awareness programs in partnership with emergency management agencies/ organisations.</p> | 100% complete | <p>Ongoing education and awareness programs were completed in partnership with emergency services and organisations, such as the Winter Clean Up 2016 campaign to encourage residents to clean up their properties in preparation for an emergency event.</p> <p>Regular Community Resilience Sub-committee meetings were held to discuss a roadmap for disaster focused community resilience capacity building and a draft Disaster and Resilience Action Plan was developed to be integrated with the 2017 Healthy City Plan and Council Plan.</p> |
| <p>To work with local partners to promote recognition of Warrandyte's built heritage by affixing a number of heritage plaques to buildings and sites in the township.</p> <p>Measure: Installation of at least five heritage plaques by June 2016.</p> | 90% complete | <p>The Warrandyte Historical Society and relevant property owners have approved the five heritage plaque designs.</p> <p>Production and installation of the plaques is anticipated to be completed in August 2016.</p> |

OUR COMMUNITY SPIRIT

OUR PERFORMANCE – COUNCIL SERVICES

The following statement provides information in relation to the services funded in the 2015/16 Budget and the sections of the community provided the service.

| SERVICES | DESCRIPTION | NET COST |
|---|--|---------------------------------------|
| | | \$000 ACTUAL BUDGET VARIANCE |
| Cultural services | This service manages, develops and delivers a range of arts and cultural facilities, services and programs for the residents of, and visitors to, the City of Manningham. | 539 |
| | | 528 |
| | | (11) |
| Community events and programs | This service delivers a comprehensive events and festivals program, provides support for community run festivals and cultural services. | 466 |
| | | 417 |
| | | (49) |
| Community planning | This service leads community consultation and engagement activities, corporate and community planning, organisational performance monitoring and reporting and community and social research. | 873 |
| | | 646 |
| | | (227) |
| Health and local laws, food safety and animal management | This service protects the community's health and well being by co-ordinating food safety support programs, animal management and enforcement of municipal local laws. | 1,132 |
| | | 1,121 |
| | | (11) |
| Building services | This service provides statutory building services to the Council community including processing of building permits, emergency management responsibilities, fire safety inspections, audits of swimming pool barriers and investigations of complaints and illegal works. | 419 |
| | | 518 |
| | | 99 |
| Street lighting | This service provides for street lighting on Council's road network to enhance the safety and security of our community. | 1,042 |
| | | 1,214 |
| | | 172 |
| Street cleaning and litter pick up | This service is designed to keep the streets and surrounding areas looking neat, tidy and contributing the amenity and safety of the municipality. It includes mechanical kerb and street cleaning, roadside litter pick up and cleaning of footpaths at activity centres. | 1,152 |
| | | 1,180 |
| | | 288 |
| Traffic control and school crossings | This service supervises and monitors car parking facilities, school crossings and traffic control at community events to promote the safe use of Council and community assets. | (211) |
| | | 66 |
| | | 277 |
| Graffiti removal | This service facilitates the prompt removal of graffiti from Council properties and also private properties where the graffiti is in a prominent position along main roads. | 79 |
| | | 82 |
| | | 3 |

OUR PERFORMANCE – SERVICE PERFORMANCE INDICATORS

The following statement provides the results of the Local Government Performance Reporting Framework prescribed service performance indicators and measures for animal management and food safety.

| Service / Indicator / measure | 2014/15 | 2015/16 | MATERIAL VARIANCES |
|--|----------------|----------------|---|
| ANIMAL MANAGEMENT | | | |
| Timelines | | | |
| Time taken to action animal management requests [Number of days between receipt and first response action for all animal management requests / Number of animal management requests] | 0 | 1 | Council's approach to animal management is outlined in the Council's 2013 – 2017 Domestic Animal Plan to protect the community. High priority requests like dog attacks, stock out on roads and animal pickups are regarded as high priority and are responded to within hours of being reported. |
| Service standard | | | This indicator measures cats and dogs. The majority of dogs (88%) are re-homed and 10% are rehoused through the Blue Cross animal shelter. Although less cats are reclaimed, a higher percentage are re-homed through the Blue Cross Shelter. |
| Animals reclaimed [Number of animals reclaimed / Number of animals collected] x100. | 67.2% | 61.7% | |
| Service cost | | | The number of registered animals is the actual number of cats and dogs registered between 1 July 2015 and 30 June 2016, which were subject to the State Government animal registration levy. The cost of animal management services includes pound and animal collection services as well as administration costs that support the delivery of Animal Management Services in the municipality. |
| Cost of animal management service [Direct cost of the animal management service / Number of registered animals]. | \$33.12 | \$44.15 | |
| Health and safety | | | Council's approach to animal management is outlined in the Council's 2013 – 2017 Domestic Animal Plan to protect the community. Prosecutions occur when animal or animal owner behaviour is inconsistent with this approach and attempts at mediation have not been successful. 2015/16 saw less reported incidents that required court action, which could indicate an increased effectiveness in the animal management service. |
| Animal management prosecutions [Number of successful animal management prosecutions]. | 24 | 15 | |

OUR COMMUNITY SPIRIT

OUR PERFORMANCE – SERVICE PERFORMANCE INDICATORS CONTINUED

| Service / Indicator / measure | 2014/15 | 2015/16 | MATERIAL VARIANCES |
|--|----------|----------|--|
| FOOD SAFETY | | | |
| Timelines | | | |
| Time taken to action food complaints [Number of days between receipt and first response action for all food complaints / Number of food complaints]. | - | 1.1 days | Council is diligent in actioning food complaints. Priority cases including food poisoning are seen to as quickly as possible, as demonstrated with the 2015/16 result of just over an average of one day for responding to all 76 complaints relating to food safety and hygiene issues at food premises. |
| Service standard | | | |
| Food safety assessments [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x 100. | 98.0% | 100% | Manningham aims to inspect all registered premises in each calendar year. Some inspections may not have been counted in this financial year due to inspection dates falling due after the closure of the reporting period or premises being closed for renovations or only open at certain times of the year. |
| Service cost | | | |
| Cost of food safety service [Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act 1984]. | \$575,74 | \$835,52 | There are 840 registered food premises in Manningham. This measure represents the cost to Council directly related to the delivery of the food safety service including travel, equipment and staff costs. |
| Health and safety | | | |
| Critical and major non-compliance outcome notifications [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100. | 92.0% | 96.3% | Council is vigilant in ensuring all food premises are followed up after a major or critical non-conformance is detected to protect the residents and visitors to the municipality from unsafe food. The remaining 1.7 per cent of critical and major non-compliance outcome notifications are in the process of being followed up but were incomplete as at 30 June 2016. |

CASE STUDY:**PLAZA PARK AT
MC SQUARE**

The Plaza Park Project transformed the outdoor forecourt space of MC² (Manningham City Square) at 687 Doncaster Road in Doncaster into a vibrant community hub for events and activities from September 2015 to April 2016.

Co-funded by Manningham Council and VicHealth, the project transformed the space to provide opportunities for people of all ages and abilities to get active, meet others and have fun. The project saw approximately 16,000 people engage in 70 events and activities over a seven month period.

The temporary transformation included low rise staging, pallet seating and planter boxes, an exercise hub with fitness stations, an industrial ping pong table, an urban forest installation, which acted as an outdoor gallery system, and children's sandpit.

The official opening community day was held on Saturday 23 September 2015 and welcomed more than 1,500 visitors to enjoy what the space had to offer.

A diverse program of events and activities was run by Council in conjunction with community groups in the space. The Plaza Park Project offered a mix of large scale community events, school holiday activities and small group activities and classes.

Some of the events held at the Plaza Park included:

- Plaza Park community open day
- Australia Day pop up ferry yard family day
- Out There in partnership with the Australian Ballet
- Pop Up Circus events in partnership with Circus Oz
- Summer Sounds and Jungle Jam concerts presented in conjunction with Arts Centre Melbourne and Circus Oz
- Chinese Lunar New Year celebrations
- School holiday programs
- Social fitness classes, including Tai Chi, Social Spin and fitness circuit classes

The successful Plaza Park Project was completed in April 2016. The space will continue to be used for community events and activities.



ENJOY AND PROTECT OUR NATURAL SPACES

This objective aims to address key sustainability issues of global warming, energy usage and reduction, water management, preserving open space, protecting biodiversity and awareness, knowledge and education on sustainable practices.

GOALS

- Our unique balance of city and country is safeguarded into the future.
- Our open spaces, bushlands, creeks and rivers are valued and preserved.
- We proactively seek innovative solutions to address the effects of climate change and work together to protect the environment.
- Protect our environment by providing responsive waste management services for our community.

SERVICES/ACTIVITIES

- Natural and built environment, including:
 - Protection and enhancement of biodiversity values
 - Climate and energy activities
 - Bushland management
- Open space and recreation planning
- Septic tank compliance
- Parks and recreation
- Waste services
- Underground drains inspection, maintenance and cleaning

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ENJOY AND PROTECT OUR NATURAL SPACES

ACHIEVEMENTS

- Planted more than 12,000 trees across the municipality, including 2,751 street trees as part of the streetscape planting program.
- More than half of the residential kerbside waste collected was recycled.
- Developed a new waste bin program to commence in 2016/17 and awarded a new six year contract for waste collection services across the municipality.
- Supported more than 80 land owners with advice, weed and pest control, bushfire risk reduction works and other sustainable land management works through the Local Environment Assistance Fund (LEAF) and other programs.
- Supported Landcare and Environmental Friends Groups with 34 education and on the ground bushland improvement activities.
- Held approximately 30 environment seminars and nature walks to build community appreciation of the natural world and inspire action to protect that world.
- Delivered approximately 70 events as part of the Spring Outdoors, Smarter Living and Home Harvest programs in partnership with Banyule, Nillumbik and Whitehorse Councils, to encourage the community to learn how to live more sustainably.
- Held ten environmental education and activity days at Currawong Bush Park to inspire environmental stewardship among school children and help schools achieve five star leadership and certification in the State Government's ResourceSmart AuSSI Victoria program.
- Facilitated more than 40 solar system installations and other household energy efficiency for Manningham residents through the Positive Charge service.
- Committed almost \$2 million to install energy efficient LED (Light Emitting Diode) streetlights that use 75 per cent less electricity than the old lights and have the same light output. The streetlights will be installed in 2016/17.
- Expanded Manningham's open space network by 8,256sqm with the purchase of land at 3-7A Glenwill Court to be added to the Green Gully Linear Park in Templestowe.
- A series of nature play activities and events were held to encourage children and parents to enjoy the natural environment as a place to play, imagine, relax and explore.
- New nature inspired sculptures and sculptural artworks installed at Currawong Bush Park to encourage community members and families to explore the natural environment of the park.
- 102 people were involved in a National Tree Day event in July 2015 to plant trees in Ruffey Lake Park.
- Rehabilitated the Stintons Reserve leachate management system, following an Environmental Protection Agency (EPA) request regarding discharge of leachate downstream from the ex-landfill site located beneath the oval. This included expanding the leachate ponds, lining and sealing of the storm water drain beneath the landfill and installing system to allow leachate levels to be monitored remotely.
- Developed and trialled 20 new zero additional maintenance local stormwater treatment systems (known as ZAM-WSUD) across the municipality.
- Converted 313 local park and car park lights to LED lights across the municipality.

CHALLENGES

- Uncertainty over State Government funding and the Project Partner Agreement for the \$2.8 million Bolin Bolin Integrated Water Management Project caused delays to the project timeline. Construction of this project will supply treated stormwater for the irrigation of sporting facilities in the cities of Manningham and Boroondara and will now commence in 2017.
- Being able to fund and resource the diverse range and volume of Council's environment work will continue to be a challenge with the introduction of the State Government's rate capping system.

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YEAR AHEAD

- Complete the Mullum Mullum Creek Linear Park, including completing and opening of the final section of the Mullum Mullum Trail.
- Implement the Bolin Bolin Billabong Integrated Water Management Project.
- Prepare a planning scheme amendment to introduce an open space contribution rate.
- Develop and implement a revised Drainage Strategy that will co-ordinate, maintain and improve Manningham's drainage infrastructure to achieve acceptable standards of stormwater performance and management.
- Continue to implement environmental services and programs and encourage the community to engage with environmental sustainability issues and make environmental improvements in their everyday lives.
- Deliver a waste management system that is responsive to our community needs.
- Measure how much vegetation removal has occurred between 2011 and 2016.
- Install almost \$2 million of energy efficient LED (Light Emitting Diode) streetlights.


ENJOY AND PROTECT OUR NATURAL SPACES

FAST FACTS

- 53.3 per cent of waste diverted from landfill
- Waste services provided to approximately 43,000 households, including:
 - 43,735 domestic garbage bins emptied each week
 - 43,554 recycle bins emptied each week
 - 38,198 litre garden waste bins emptied each week
 - 1,342 commercial bins emptied each week.
- More than 12,000 trees planted.
- More than 200 children participated in nature play events and activities.
- More than 6,000 community members participated in more than 150 environmental stewardship events and other environmental programs, including:
 - More than 4,000 attendees for 70 Spring Outdoors, Smarter Living and Home Harvest events
 - More than 900 people attended about 60 nature walks, environmental seminars, field trips, landcare and environmental friends groups' activities
 - More than 5,000 volunteer hours worked by Landcare and friends groups members
 - More than 400 students attended ten environmental activity days at Currawong Bush Park
 - More than 80 landowners took advantage of Council's Local Environment Assistance Fund (LEAF) for sustainable land management works
 - More than 40 hectares of private properties received weed control works.
- 1,016 drainage requests responded to,
- 4,982 road drainage pits checked and cleared.




53.3%



OF WASTE DIVERTED FROM LANDFILL


MORE THAN

12,000



TREES PLANTED


43,554



RECYCLE BINS EMPTIED EACH WEEK


MORE THAN

6,000



COMMUNITY MEMBERS PARTICIPATED IN MORE THAN 150 ENVIRONMENTAL STEWARDSHIP EVENTS


14,982



ROAD DRAINAGE PITS CHECKED AND CLEARED

MORE THAN

200



CHILDREN PARTICIPATED IN NATURE PLAY EVENTS

OUR PERFORMANCE – COUNCIL PLAN

The following statement reviews the performance of Council against the Council Plan 2013 – 2017.

Indicator / Measure

Extent of open space

Total hectares of local government area classified as open space.

Source: Geographical Information System, Manningham City Council, 2016.



The value of parks and open spaces

Percentage of people who agree that Manningham's parks and open spaces are a feature of this area.

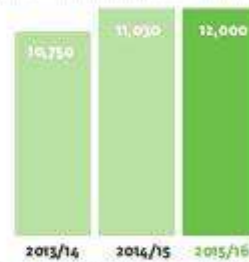
Source: Understanding our Community Survey, Manningham City Council, 2016.



Amount of trees planted

Number of trees planted in local government area.

Source: Parks and Recreation Unit, Manningham City Council, 2016.



Participation in sustainability programs

The number of people participating in Council's sustainability programs.

Source: Environment Team, Manningham City Council, 2016.



Household waste recycling

Percentage of household waste diverted from landfill.

Source: Waste Management Team, Manningham City Council, 2016.



ENJOY AND PROTECT OUR NATURAL SPACES

OUR PERFORMANCE – MAJOR INITIATIVES AND INITIATIVES

The following statement reviews the progress of Council in relation to the Major Initiatives and Initiatives identified in the 2015/16 Budget and Strategic Resource Plan.

| | action completed | action in progress | action not completed or deferred |
|--|------------------|--|----------------------------------|
| MAJOR INITIATIVES | PROGRESS | COMMENT | |
| <p>To complete Mullum Mullum Creek Linear Park (stage three) – construction of the remaining one kilometre of the linear trail.</p> <p>Measure: Commence construction of the final one kilometre section of the Mullum Mullum Trail between Park and Heads roads. This is a two year project with the opening of the trail scheduled for May 2017.</p> | 100% complete | Off-site construction of the footbridge and boardwalks commenced in February 2016 and is progressing well with some elements already completed. Construction is on schedule to be completed in May 2017. | |
| INITIATIVES | PROGRESS | COMMENT | |
| <p>To identify and resolve long term management issues associated with Council's ownership of land.</p> <p>Measure: A plan to address high priority actions has been developed by 30 June 2016.</p> | 100% complete | A plan to address high priority actions has been developed. The priority matters have been identified and are being implemented successfully to address the increasing number of land tenure projects requiring attention and resolution. | |
| <p>To implement the Bolin Bolin Billabong Integrated Water Management Project.</p> <p>Measure: Construction to be completed by 30 June 2016.*</p> <p><i>*Subject to receiving grant funding.</i></p> | 40% complete | At the February 2016 meeting, Council noted the delays in securing grant funding from the Department of Environment, Land, Water and Planning and endorsed an extension of time for the completion of project construction from 30 June 2016 to 31 December 2016. | |
| <p>To implement and monitor the high priority actions of the Open Space Future Needs Plan to achieve Manningham's open space planning objectives.</p> <p>Measure: Implementation of the high priority actions of the Open Space Future Needs Plan by 30 June 2016. Additional community events and programs to promote the use of local open space held by June 2016.</p> | 100% complete | <p>A series of high priority actions of the Open Space Future Needs Plan have been completed, such as the purchases of 3-7A Glenwill Court in Templestowe to expand Green Gully Linear Park and part of Whitelriars College in Donvale to expand the Mullum Mullum Creek Linear Park as part of the Open Space Development Program. Open space planning for the new large areas of open space being obtained by Council as part of the Tullamore Estate and Mullum Estate residential developments.</p> <p>A review of open space contributions was commenced and will continue in 2016/17.</p> <p>Manningham's open space network was promoted via the Manningham Active Kids Facebook page and open space activation progressed through the support of VicHealth for the Plaza Park Project.</p> | |

| INITIATIVES | PROGRESS | COMMENT |
|---|-----------------------------|---|
| <p>To develop and implement a revised strategy that will co-ordinate, maintain and improve Manningham's drainage infrastructure to achieve acceptable standards of stormwater performance and management.</p> <p>Measure: Strategy to be presented for Council endorsement by 30 November 2015.</p> | <p>deferred</p> | <p>This initiative has been deferred until 2016/17 to better align with the State Government's water planning and Amendment C109 to the Manningham Planning Scheme.</p> |
| <p>To continue to implement services and programs as identified in Council's key environmental strategies including Bushland Management Strategy, Green Wedge Strategy, Climate 2020 Action Plan, Securing the Future and Carbon Action Plan.</p> <p>Measure: Achievement of annual targets for 15 major natural environment projects, six major stewardship and education projects and seven major sustainability projects by 30 June 2016.</p> | <p>100% complete</p> | <p>This initiative has been completed with a variety of environmental programs delivered, including more than 150 activities that reached more than 6,000 members of the community.</p> <p>This includes natural environment and biodiversity protection activities such as weed and pest control, sustainable land management activities and advice, supporting Landcare and friends groups.</p> <p>Activities to engage the community to be stewards of the environment included Waterwatch water quality monitoring, environmental education days and partnering with other Councils to hold community events on sustainability.</p> <p>Sustainability and energy saving activities included installing solar panels at the Council Depot, encouraging household solar and investing to improve the energy efficiency of streetlights.</p> |

ENJOY AND PROTECT OUR NATURAL SPACES

OUR PERFORMANCE – COUNCIL SERVICES

The following statement provides information in relation to the services funded in the 2015/16 Budget and the sections of the community provided the service.

| SERVICES | DESCRIPTION | NET COST |
|---|---|--|
| | | \$'000 ACTUAL BUDGET VARIANCE |
| Natural and built environment | This service leads the protection and enhancement of biodiversity values, an integrated response to climate and energy issues and sustainable development policy and practice. The service is also responsible for the preparation and implementation of Council's Green Wedge and Bushland Management Strategies and for the planning, management, development and promotion of all Council Reserves and Parks and delivers a range of programs and community capacity building. | 975 |
| | | 1,082 |
| | | 107 |
| Open space and recreation planning | This service is responsible for the preparation and implementation of Council's Open Space and Recreation Strategies and for the management, planning and development of linear parks, conservation reserves and reserves of municipal significance. | 696 |
| | | 589 |
| | | (107) |
| Septic tank compliance | This service includes assessing applications, sand analysis, and location identification for property owners. The objective is to protect the environment and enhance community health. | 155 |
| | | 199 |
| | | 44 |
| Parks and recreation | This service provides the management, administration and maintenance activities for sports and recreation, sportsground maintenance, landscape maintenance, tree maintenance, bushland management, open space and parks maintenance and supervision of capital works projects. | 12,315 |
| | | 11,830 |
| | | (485) |
| Waste services | This service provides kerbside waste collections of garbage, recycle, garden and hard waste from all households and some commercial properties in Council. It also provides a waste call centre, education services and the strategic planning of waste services. | 10,611 |
| | | 10,728 |
| | | 117 |
| Underground drains | This service performs the inspection, maintenance and cleaning of underground drains to ensure correct operation. A depreciation expense of \$3.5 million is recognised on the \$212 million worth of drainage assets assigned to this activity. | 4,404 |
| | | 4,303 |
| | | (101) |

OUR PERFORMANCE – SERVICE PERFORMANCE INDICATORS

The following statement provides the results of the Local Government Performance Reporting Framework prescribed service performance indicators and measures for waste collection.

| <i>Service / Indicator / measure</i> | <i>2014/15</i> | <i>2015/16</i> | <i>MATERIAL VARIANCES</i> |
|---|----------------|----------------|---|
| WASTE COLLECTION | | | |
| Satisfaction | | | |
| <i>Kerbside bin collection requests</i> [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x 1000. | 74.4 requests | 61.6 requests | Council provides a comprehensive waste management service that meets 'Best Practice' standards in terms of kerbside collection. This indicator focuses on the kerbside bin collection service. This year Council received 74 bin collection requests per 1,000 residential households. The requests relate to new services, cancellations, damaged bin repairs/replacements or replacing stolen bins. |
| Service standard | | | |
| <i>Kerbside collection bins missed</i> [Number of kerbside garbage and recycling collection bins missed/ Number of scheduled kerbside garbage and recycling collection bin lifts] x 10,000. | 6.4 bins | 7.6 bins | This indicator demonstrates the ratio of bins missed compared to scheduled bin collections, with six bins reported as missed for every 10,000 scheduled collections. |
| Service cost | | | |
| <i>Cost of kerbside garbage bin collection service</i> [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]. | \$103.80 | \$110.80 | Costs include all operating expenses directly related to the delivery of the service from pick up to transportation and disposal of waste. This figure reflects the annual direct cost of the kerbside garbage bin collection weekly service per bin including disposal costs. It does not include the cost to provide the bin or any management/corporate overhead costs. |
| Service cost | | | |
| <i>Cost of kerbside recyclables collection service</i> [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]. | \$23.36 | \$21.81 | Costs include all operating expenses directly related to the delivery of the service from pick up to transportation and disposal of waste. This figure reflects the annual direct cost of the kerbside recycling bin collection. It does not include the cost to provide the bin or any management/corporate overhead costs. |
| Waste diversion | | | |
| <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x 100. | 54.0% | 53.1% | The decrease in diversion is due to the decreasing reliance on printed material (i.e. less junk mail and more online advertising). Products being recycled are lighter in weight but same in volume (such as plastic bottles). |

ENJOY AND PROTECT OUR NATURAL SPACES

CASE STUDY:

NEW WASTE BIN PROGRAM

Manningham has been at the forefront of increasing recycling rates and diverting waste from landfill since 1999, when we introduced our fully integrated three bin waste system.

After 17 years of constant use, the current waste bins were coming to the end of their useful life and the cost of repairs and replacement of the old bins had been growing steadily.

During 2015/16, we developed a new waste bin program to commence in 2016/17 and awarded a new six year contract for waste collection services across the municipality.

This includes introducing new Australian Standard compliant waste bins identified with red (garbage), yellow (recycle) and green (garden) coloured lids as part of the new waste service. Under the new arrangement, we are introducing a new standard (default) waste service that includes:

- A smaller, more environmentally friendly 80 litre garbage bin
- A 240 litre recycle bin
- A 240 litre garden bin.

Between May and June 2016, all households in Manningham were asked to make and confirm a bin selection that best suits their household needs.

The new waste contract will come into effect on 1 July 2016, with the new bins to be delivered to households across Manningham between August and November 2016.



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GETTING FROM PLACE TO PLACE

This objective aims to reduce the reliance on cars, a priority for Council, by working to ensure pedestrian and bicycle routes are well integrated to enable travel in, out and around the area, and have connections to public transport.

GOALS

- The need for an integrated and efficient transport network providing affordable, well connected and alternative forms of travel.
- A well connected and accessible community with linked bicycle and walking pathways.

SERVICES/ACTIVITIES

- Maintenance of:
 - Roads and streets
 - Bridges
 - Footpaths
 - Vehicle crossings
 - Kerb and channel.
- Line marking
- Signs and street furniture.
- Public transport advocacy

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GETTING FROM PLACE TO PLACE

ACHIEVEMENTS

- Completed construction of Tindals Road in Donvale, between Mullum Mullum Creek and Stintons Road. The \$3.85 million project was completed over two stages and included construction of bicycle and pedestrian facilities as well as two roundabouts to reduce vehicle speeds along Tindals Road and improve safety.
- Negotiated a road swap with VicRoads so that a section of King Street in Templestowe will become the responsibility of Council, in exchange for the section of Blackburn Road between King Street and Reynolds Road, which will become the responsibility of VicRoads. This transfer of responsibility will allow Council to reconstruct this section of King Street to improve pedestrian and public transport access. Design for this reconstruction has also commenced and construction of the first stage is anticipated to start early in 2017.
- More than 139,000sqm of road pavement was either rehabilitated or resurfaced.
- Provided support to five primary schools (including approximately 2,900 students) that are actively implementing active travel plans to encourage students to walk and be active on their commute to and from school.
- Commenced construction on the final one kilometre section of the Mullum Mullum Trail.
- Commenced community consultation on a draft strategy for a major upgrade of Jumping Creek Road in Wonga Park to be completed between 2017 and 2023.
- Started implementation of the Doncaster Hill Mode Shift Plan with a pilot behaviour change project commenced in consultation with the residents of Sovereign Point Court in Doncaster Hill. A review of pedestrian desire lines within Doncaster Hill was also undertaken and will inform discussions with VicRoads regarding safe crossing facilities on major roads.
- Formation of the Integrated Transport Advisory Committee (ITAC) to continue Council's advocacy for public transport.

CHALLENGES

- Continuing to seek improvements to the bus network in Manningham as the demand for public transport and capacity continues to grow.
- Concerns with VicRoads funding and maintenance can reflect poorly on the overall condition and presentation of the road network across the municipality.

YEAR AHEAD

- Continue Council's advocacy for improved public transport options for Manningham, including improvements to the bus, cycling, pedestrian and road network, and advocacy for heavy rail to Doncaster.
- Implement the Doncaster Hill Mode Shift Plan as a high priority action of the Doncaster Hill Strategy 2002 (revised 2004).
- Develop a program for the installation of facilities in support of the Principal Pedestrian Network, including seating.

FAST FACTS

- Six traffic calming devices (e.g. roundabouts, blister islands and speed humps) were constructed.
- 520 metres of new shared or bicycle paths were constructed.
- 1,770 metres of new footpaths constructed as part of the Principal Pedestrian Network.
- 9,649 kilometres of street sweeping completed.
- 139,172 square metres of Council roads resurfaced.
- More than 50 school activities were held to promote active travel to encourage primary school students to walk, ride or scooter to and from school.
- 54 per cent of Manningham primary schools took part in Council led active travel activities.
- 790 metres of existing local pedestrian and cycling paths were upgraded.
- Ongoing maintenance and renewal of a range of assets, including:
 - 13 kilometres of freeways or tollways
 - Two kilometres of state highways
 - 72 kilometres of declared arterial roads
 - 598 kilometres of local roads
 - 873 kilometres of footpaths
 - 75 kilometres of bicycle paths
 - 1,003 kilometres of drainage pipes
 - 882 kilometres of kerb and channel
 - 276,000sqm of car parks.

1,770 
METRES OF NEW FOOTPATHS CONSTRUCTED

520 
METRES OF NEW SHARED OR BICYCLE PATHS WERE CONSTRUCTED

139,172 
SQUARE METRES OF COUNCIL ROADS RESURFACED

9,649 
KILOMETRES OF STREET SWEEPING COMPLETED

MORE THAN 50 
SCHOOL ACTIVITIES WERE HELD TO PROMOTE ACTIVE TRAVEL TO SCHOOL

GETTING FROM PLACE TO PLACE

OUR PERFORMANCE – COUNCIL PLAN

The following statement reviews the performance of Council against the Council Plan 2013 – 2017.

Indicator / Measure

Extent of bus patronage

Percentage of residents who travel on buses in Manningham.

Source: Australian Bureau of Statistics, 2011.



Extent of sustainable connectivity

Percentage of people who can get to where they need to go without using a car if they choose to.

Source: Understanding our Community Survey, Manningham City Council, 2016.



Extent of footpaths

Percentage of Capital Works budget for construction of new footpaths and refurbishment and/or replacement of existing footpaths.

Source: Capital Works Program, Manningham City Council, 2016.



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Extent of bicycle pathways

Length of existing bicycle pathways in local government area.

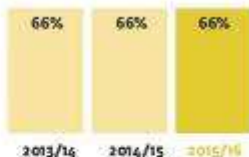
Source: Infrastructure Assets Register, Manningham City Council, 2016.



Extent of reliance of motor vehicles

Percentage of private dwellings who own two or more registered vehicles.

Source: Australian Bureau of Statistics, 2011.



OUR PERFORMANCE – MAJOR INITIATIVES AND INITIATIVES

The following statement reviews the progress of Council in relation to the Major Initiatives and Initiatives identified in the 2015/16 Budget and Strategic Resource Plan.

 **action completed**  **action in progress**  **action not completed or deferred**

| MAJOR INITIATIVES | PROGRESS | COMMENT |
|---|-----------------------------|--|
| <p>To continue Council’s advocacy for improved public transport options for Manningham, including improvements to the bus, cycling, pedestrian and road network, and advocacy for heavy rail to Doncaster.</p> <p>Measure: Briefing to key members of parliament on Manningham transport priorities by 30 June 2016. Work with Public Transport Victoria (PTV) to facilitate implementation of PTV’s new bus network for Manningham by 30 June 2016.</p> | <p>100% complete</p> | <p>Ongoing discussions have continued with bus operator, Transdev to investigate improvements to the bus network, and a potential Bus Rapid Transit proposal for Doncaster.</p> <p>Council officers continued to liaise with the Public Transport Minister, throughout the year on various public transport matters for Manningham.</p> <p>A submission made to Infrastructure Victoria’s ‘All Things Considered’ discussion paper.</p> <p>A new Integrated Transport Advisory Committee including community representatives was established to support advocacy for public transport in Manningham.</p> |
| INITIATIVES | PROGRESS | COMMENT |
| <p>To implement the Doncaster Hill Mode Shift Plan as a high priority action of the Doncaster Hill Strategy.</p> <p>Measure: Commence micro-simulation modelling to test the feasibility of installing continuous bus lanes through Doncaster Hill by 30 June 2016. Adoption of the Doncaster Hill Mode Shift Behaviour Change Plan by 30 June 2016.</p> | <p>100% complete</p> | <p>Micro-simulation modelling was undertaken for Doncaster Hill in relation to all traffic movements as part of the Westfield Master Plan investigation. The State Government has also announced a review to improve Doncaster Area Rapid Transit (DART) bus services.</p> <p>The Behaviour Change Plan was developed and adopted by Council in March 2016.</p> |

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GETTING FROM PLACE TO PLACE

OUR PERFORMANCE – COUNCIL SERVICES

The following statement provides information in relation to the services funded in the 2015/16 Budget and the sections of the community provided the service.

| SERVICES | DESCRIPTION | NET COST |
|---|--|--|
| | | \$'000 ACTUAL BUDGET VARIANCE |
| Roads, streets and bridges | This service provides the day to day maintenance of Council roads, bridges and includes both sealed and unsealed road maintenance such as repairs to potholes, patching, resheeting and minor works. | 12,076 |
| | | 13,362 |
| | A depreciation expense of \$7.67 million is included relating to the \$181 million value of roads, streets and bridges assigned to this activity. | 1,286 |
| Footpaths, vehicle crossings, and kerb and channel maintenance | This service maintains Council's extensive footpath, vehicle crossings and kerb and channel assets. | 1,773 |
| | | 701 |
| | A depreciation expense of \$1.07 million is recognised on the \$58 million worth of assets assigned to this activity. | (1,072) |
| Line marking | This service maintains line marking on roads and also includes traffic management treatments at school crossings, local roads and car parks. | 181 |
| | | 205 |
| | | 24 |
| Signs and street furniture | This service maintains and repairs all traffic signals and roadside signs and furniture including guard rails on Council roads. | 358 |
| | | 344 |
| | | (14) |
| Public transport | Advocate for improved public transport including heavy rail for Doncaster. | 8 |
| | | 8 |
| | | - |

OUR PERFORMANCE – SERVICE PERFORMANCE INDICATORS

The following statement provides the results of the Local Government Performance Reporting Framework prescribed service performance indicators and measures for roads.

| Service / Indicator / measure | 2014/15 | 2015/16 | MATERIAL VARIANCES |
|---|----------|----------|---|
| ROADS | | | |
| Satisfaction of use | | | |
| Sealed local road requests [Number of sealed local road requests / Kilometres of sealed local roads] x100. | 97.1% | 99.2% | Council strives to provide well maintained roads for the community. All requests are dealt with as efficiently as possible to achieve a high quality and cost efficient outcome. |
| Condition | | | |
| Sealed local roads below the intervention level [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100. | 97.7% | 98.9% | All Council roads are regularly maintained according to Council's Asset Management Plan and kept at a high standard. Intervention level is when a road is due for reconstruction based on a road condition rating undertaken every three years by Council. This rating determines when a road is due for reconstruction. Hence less than 2% of sealed local roads in Manningham require intervention. |
| Service cost | | | |
| Cost of sealed local road reconstruction [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed]. | \$147.84 | \$126.74 | Contracts for road reconstruction are awarded following an extensive public tender process. The data for 2015/16 is based on the Tindals Road stage two reconstruction project, as compared with the 2014/15 data. |
| Service cost | | | |
| Cost of sealed local road resealing [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed]. | \$20.55 | \$25.09 | The higher costs are due to a different combination of roads requiring resealing. Council uses a combination of asphalt and spray seal for the road resealing (each has different costs) with the type used dependant on the individual road. |
| Satisfaction | | | |
| Satisfaction with sealed local roads [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]. | 68 | 64 | An independent research company conducts the community satisfaction survey annually on behalf of State Government. Performance on the condition of local sealed roads (64) was lower than the 2014 result, but 10 points ahead of the statewide average. |

GETTING FROM PLACE TO PLACE

CASE STUDY:

ACTIVE TRAVEL IN MANNINGHAM

Manningham's Active Travel Program encourages primary school students, parents and teachers to leave the car at home and walk, cycle, scooter, carpool or take public transport to school.

Active travel to and from school can help reduce traffic in and around school areas as well as promoting greater road safety awareness among students and families, and safer streets. It can also help children to develop independence while increasing their physical activity and wellbeing.

Council supports schools by providing tools and templates, resources, traffic engineering and assistance in developing an Active Travel Plan. During 2015/16, Council provided support to five primary schools that are implementing Active Travel Plans.

To promote the importance of walking to school, Council promoted a range of national events and days that schools could get involved with including Ride to School Day (13 March 2016), Walk Safely to School Day (22 May 2016) and VicHealth's Walk to School month during October 2015.

A total of 22 local primary schools took part in VicHealth's Walk to School month, holding events, which were supported by Council. To promote Walk to School month, with funding from VicHealth, Council created a short video featuring the students from local schools getting active on their commute to school. To view the video, visit www.youtube.com/ManninghamCouncil

Two successful active travel forums were held in November 2015 and May 2016 to establish a supportive local active travel schools' network and encourage more schools to get involved. Council is also constructing new footpaths as part of its Principal Pedestrian Network program to better facilitate active travel in Manningham.



PLANNING FOR WHERE WE LIVE

This objective is designed to respond to the challenges of population growth by working with the community to make sure local infrastructure meets the needs of future populations, while encouraging appropriate and sustainable development that respects the natural environment. It also focuses on maintaining Council's assets and infrastructure (e.g. roads, drains, footpaths) and implementing our Capital Works Program.

GOALS

- A considered and sustainable approach to residential and commercial development balancing the needs of our diverse population with our natural surroundings.
- A diverse range of affordable and accessible housing options are available to accommodate the changing needs of our community.
- Effective planning for local infrastructure that addresses increasing population pressure.

SERVICES/ACTIVITIES

- Strategic land use planning and development, including:
 - Urban design
 - Heritage advisory service
 - Landscape architecture
- Statutory planning
- Strategic projects, including:
 - Capital Works Program
 - Major building projects
- Infrastructure planning.
- Developer contributions including contributions for open space, drainage and Doncaster Hill.
- Geographic Information Systems (GIS).

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PLANNING FOR WHERE WE LIVE

ACHIEVEMENTS

- A planning permit was attained for the construction of the Mullum Mullum Stadium at Mullum Mullum Reserve in Donvale.
- Amendment C109 to the Manningham Planning Scheme was exhibited and put out for community consultation. Amendment C109 proposes to change the Manningham Planning Scheme by revising the existing Land Subject to Inundation Overlay (LSIO) and Special Building Overlay (SBO), and by introducing the LSIO and SBO to other parts of the municipality, to reflect areas that may be subject to overland stormwater runoff in a severe storm event. As part of the consultation:
 - 10,000 households were advised of proposed changes
 - More than 1,000 phone enquiries were received
 - Six information sessions were held
 - More than 500 submissions were received.
- Three amendments to the Manningham Planning Scheme were gazetted, including:
 - Amendment C106, which includes minor corrections to the Planning Scheme
 - Amendment C108, which introduces a the Gaming Policy into the Planning Scheme
 - Amendment C110, which provides clearer guidance in relation to outbuildings within the Low Density Residential Zone, Non-residential Uses Policy and Residential Accommodation Policy.
- Two amendments to the Manningham Planning Scheme (Amendment C102 and Amendment C111) that will result in the sale of Council owned land were exhibited:
 - Amendment C102 is awaiting approval from the Minister for Planning
 - Amendment C111 is anticipated to be considered by an Independent Panel in September 2016.
- Council considered Amendment C104 to the Manningham Planning Scheme, which would allow for a future expansion of Westfield Doncaster, and supported the amendment being exhibited in July/ August 2016 along with a draft Development Plan for the site.
- The Environmentally Sustainable Development (ESD) Policy, Amendment GC42 to the Manningham Planning Scheme, was exhibited and reviewed by an Independent Panel. The Panel recommended adopted of the policy into the Manningham Planning Scheme.
- Endorsed a project concept and commenced design of a drainage solution to prevent flooding along Melbourne Hill Road in Warrandyte, following the development of several conceptual options and extensive community consultation. The concept includes providing a point of drainage discharge to an underground drain for each property within the catchment and will be implemented with a special charge scheme.
- An independent audit of our road maintenance functions demonstrated full compliance with Council's Road Management Plan.
- An independent benchmarking survey report of Council's asset maintenance activities demonstrated that these services are being delivered above the required service standards. Manningham achieved a better result than other Council's in the eastern region.
- Installed outdoor exercise equipment at three reserves including Jenkins Park in Templestowe, Koonung Park in Bulleen and Ted Ajani Reserve in Templestowe Lower.
- Playgrounds at six reserves were upgraded with new play equipment, landscaping and paths.
- Undertook community consultation on the draft Koonung Park Management Plan to guide the future use of the park.
- Developed a draft plan for Lawford Reserve in Doncaster and undertook community consultation on the draft plan.
- Commenced community consultation on the development of a new management plan for Domeny Reserve in Park Orchards.
- Two apartment developments were completed within Doncaster Hill, with a further six sites (more than 800 apartments) under construction.
- Constructed a new shared path within Precinct 1 of Doncaster Hill to provide a pedestrian link between JJ Tully Drive and Council Street and ensure a safe walking route for local school students.
- Successfully fulfilled a variety of core building services during continued period of strong demand.
- Addressed and prosecuted identified major breaches to building regulations at the Magistrates Court and defended Building Appeals against Manningham.
- Assessed 60 planning applications to provide advice on reducing environmental impacts including how vegetation loss can be minimised.
- Stage one of the new Tullamore Estate provided with statement of compliance.
- Upgraded Council's Geographical Information Systems' (GIS) aerial photography.

CHALLENGES

- Continued increase in the number and complexity of planning permit applications received by Council, which is increasing year by year, this includes:
 - Increase in applications that require environmental impact assessment and advice, due to the complexity between the bushfire management overlay (that allows certain vegetation clearing to reduce fire risk) and the native vegetation clearing regulations (that protect vegetation for biodiversity) in the planning system.
 - Increase engineering referrals associated with planning permit applications due to strong growth in larger scale developments, which has required additional of engineering and technical staff resources.
- The growing number of new developments across the municipality, such as Tullamore Estate on the site of the former Eastern Golf Course site and the Mullum Estate in Donvale, will increase the number and scope of assets for Council to maintain in the future.
- Maintaining a sustainable level of funding to ensure that assets, and the services that they support, continue to meet the needs of the community and growth of the city. Seeking opportunities for grants and other income sources is challenging in a climate of extreme competition and rate capping environment.
- Keeping up with the latest technology and best practice techniques, including asset management system improvements and integration with other software applications to review and enhance processes in the delivery and implementation of the capital works program.
- Communicating the proposed changes to the Manningham Planning Scheme under Amendment C109 to more than 10,000 households. The number of phone and in person enquiries, and the technical assessments required, in relation to Amendment C109 was more than expected and required additional staff resourcing from an engineering and planning perspective.
- Some of the successful applicants awarded grants as part of the Heritage Restoration Fund 2015/16 were not in a position to complete the works by 30 June 2016; in future the strict timelines will be highlighted as part of the application process for works to be completed.
- Managing the impacts of the medium density housing including amenity impacts during construction and increased pressure on open space use and car parking demands.
- Increased illegal building activity and non-compliance with building regulations.
- Increased complexity of negotiating solutions and building compliance with diverse community
- Proposed legislation changes to assist Victorian Building Authority in monitoring the private sector could lead to an increase in building services responsibility.
- Council continued to receive a high volume of planning applications over the past 12 months, with 1,207 applications received for the year, an increase of 25 per cent. This volume of work affected Council's capacity to achieve targeted turnaround times using existing resources. 39 per cent of all planning applications were determined within 60 days.
- A State Government review of planning application fees scheduled for 2010 did not occur, so for the past six years Council has absorbed the rapidly rising costs to ensure the Statutory Planning Unit was adequately resourced. Current planning fees only recover around 20 to 30 per cent of actual Council planning costs, which is an unfair burden on Council budgets and leaves ratepayers to subsidise those who are receiving a commercial benefit from planning permits and planning scheme amendments.

YEAR AHEAD

- Construction tender for the Mullum Mullum Stadium to be awarded and construction to commence.
- Continue to implement the high priority actions of the Manningham Residential Strategy.
- Complete capital works in accordance with the proposed Capital Works Program for 2016/17.
- Progress introduction of a city wide Developer Contributions Plan (DCP) and renew the Doncaster Hill DCP.

PLANNING FOR WHERE WE LIVE

FAST FACTS

- 175 building complaints were investigated within an average of 1.4 days.
- 2,440 property and zoning applications were processed within one day.
- 1,422 building permits were issued within Manningham with the total cost of works being \$569,730,125
- 281 permit search and copy requests were processed within an average of 4.6 day.
- 591 building inspection were undertaken within one day of request.
- 326 demolition consents were processed within 1.2 days
- 340 Domestic Water Management Plan final inspections completed (501 inspections in total, including inspection of new systems and systems in progress).
- \$28,188 worth of grants provided to 19 projects as part of the Heritage Restoration Fund (together with resident and community investment, the total value of works completed was \$52,100).
- 1,207 planning applications processed (951 decided in 2015/16), this included:
 - 48 Fast Track applications
 - 97 VicSmart applications
 - 19 Major applications.
- Provided advice on 182 planning pre-application submissions.
- 800 apartments under construction in Doncaster Hill.

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1,207



PLANNING APPLICATIONS PROCESSED

1,422



BUILDING PERMITS WERE ISSUED

\$27,750

WORTH OF GRANTS PROVIDED TO 19 PROJECTS AS PART OF THE HERITAGE RESTORATION FUND



175



BUILDING COMPLAINTS WERE INVESTIGATED

800



NEW APARTMENTS UNDER CONSTRUCTION IN DONCASTER HILL

OUR PERFORMANCE – COUNCIL PLAN

The following statement reviews the performance of Council against the Council Plan 2013 – 2017.

Indicator / Measure

Housing diversity

Number of approved building permits issued for single dwellings, multi-unit developments and apartments.

Source: Building Permits Register, Manningham City Council, 2016.



Housing affordability

Percentage of households spending 30 per cent or more of their gross household income on rent or mortgage payments.

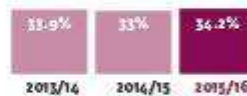
Source: VicHealth Survey, 2011.



Investment in community assets

Percentage of annual budget allocated to capital works.

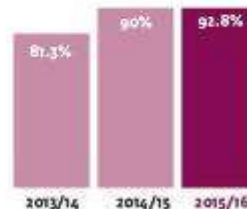
Source: Annual Budget, Manningham City Council, 2016.



Delivery of capital works projects

Actual capital expenditure against adopted capital works budget greater than 90 per cent.

Source: Capital Works Budget, Manningham City Council, 2016.



PLANNING FOR WHERE WE LIVE

OUR PERFORMANCE – MAJOR INITIATIVES AND INITIATIVES

The following statement reviews the progress of Council in relation to the Major Initiatives and Initiatives identified in the 2015/16 Budget and Strategic Resource Plan.

 action completed

 action in progress

 action not completed or deferred

| MAJOR INITIATIVES | PROGRESS | COMMENT |
|---|-----------------------------|---|
| <p>Concept planning and design of a state-of the art facility for Manningham.</p> <p>Measure: Have obtained planning approval, and have publically tendered the construction contract for the Stadium by 30 June 2016.</p> | <p>100% complete</p> | <p>The planning application was completed ahead of schedule with a planning permit being awarded in January 2016.</p> <p>The project has reached construction stage, with tender submissions underway at the end of 2015/16 and scheduled to close on 6 July 2016. It is intended to award the package early in 2016/17.</p> |
| INITIATIVES | PROGRESS | COMMENT |
| <p>To undertake a Planning Scheme Amendment to introduce a local Environmentally Sustainable Design (ESD) policy, in conjunction with other partner councils.</p> <p>Measure: Preparation, exhibition and panel hearing held in relation to an amendment to the Manningham Planning Scheme to introduce an ESD Policy by 30 June 2016.</p> | <p>100% complete</p> | <p>The Environmentally Sustainable Design (ESD) Policy was prepared and exhibited as part of Amendment GC42 from 11 February to 15 March 2016.</p> <p>One submission was received and the amendment was referred to an Independent Panel for further consideration. The panel hearing was held on 6 June and is anticipated for Council adoption in August 2016.</p> |
| <p>To continue to implement the high priority actions of the Manningham Residential Strategy by developing new planning policies and controls.</p> <p>Measure: Commencement or progression of 90 per cent of short term actions by 30 June 2016.</p> | <p>100% complete</p> | <p>This initiative has been reached, with more than 92 per cent of short term actions commenced or progressed.</p> <p>This includes Amendment C109, which seeks to update flooding overlays throughout the municipality and was exhibited in November and December 2015; Amendment GC42, the ESD Policy which was reported to a Panel Hearing in June 2016; and gazettal of Amendment C110 providing greater policy direction for low density zone and non-residential uses in residential areas.</p> |

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OUR PERFORMANCE – COUNCIL SERVICES

The following statement provides information in relation to the services funded in the 2015/16 Budget and the sections of the community provided the service.

| SERVICES | DESCRIPTION | NET COST \$000 ACTUAL BUDGET VARIANCE |
|--|---|---|
| Geographic Information Systems (GIS) | This service provides data for Council's Geographic Information System (GIS), Global Positioning Systems (GPS), 3D Virtual Modelling, Intranet, Internet, Census Demographics, mapping and general data collection. | 383 |
| | | 547 |
| | | 164 |
| Strategic land use planning and Development | This service provides strategic planning, urban design, landscape, heritage and development activities to ensure management of growth that is responsive to demographic, community, economic and social trends. | 2,562 |
| | | 2,576 |
| | | 14 |
| Statutory planning | This service is responsible for the administration and enforcement of the Manningham Planning Scheme and various Acts and regulations pertaining to the statutory planning functions of Council. | 2,356 |
| | | 2,329 |
| | | (27) |
| Strategic projects | This service is responsible for the delivery and implementation of Major Building Projects and other complex projects on Council's Capital Works Program and is responsible for the provision of strategic advice to Council on the development of strategies for sustainable transport, water conservation, water quality improvements and other sustainability matters. | 656 |
| | | 663 |
| | | 7 |
| | | |
| Infrastructure planning | This service provides for the provision of engineering expertise to prepare Council strategies and policies in the key infrastructure categories of road transport and safety, drainage, pathways and traffic design. | 3,119 |
| | | 3,289 |
| | The service plays a key role in delivering the capital works program and in the preliminary designs for future capital projects. | 170 |
| Developer contributions | This service relates to the collection of developer contributions required under the Manningham planning framework with funds for Council's capital works program. | (5,430) |
| | | (2,351) |
| | This includes open space and drainage contributions and the Doncaster Hill Developer Contributions Plan. | 3,079 |

PLANNING FOR WHERE WE LIVE

OUR PERFORMANCE – SERVICE PERFORMANCE INDICATORS

The following statement provides the results of the Local Government Performance Reporting Framework prescribed service performance indicators and measures for statutory planning.

| Service / Indicator / measure | 2014/15 | 2015/16 | MATERIAL VARIANCES |
|--|------------|------------|---|
| STATUTORY PLANNING | | | |
| Timelines | | | |
| Time taken to decide planning applications [The median number of days between receipt of a planning application and a decision on the application]. | 45 days | 67 days | The assessment of planning applications in 2015/16 was influenced by a significant increase in planning applications (25%) lodged compared to previous years. Ongoing improvements in processing and a focus on reducing timeframes has seen Manningham's median processing days increase (from 45 days in 2014/15) but the figure remains well below the metro average (88) which is provided by the State Government. |
| Service standard | | | |
| Planning applications decided within 60 days [Number of planning application decisions made within 60 days / Number of planning application decisions made] x100. | 69.0% | 38.6% | The assessment of planning applications in 2015/16 was influenced by a 25% increase in planning applications lodged compared to previous years. As a result the proportion dropped to 38.6%. |
| Service cost | | | |
| Cost of statutory planning service [Direct cost of the statutory planning service / Number of planning applications received]. | \$2,196.12 | \$1,964.70 | 1,207 planning applications were received in 2015/16 and 951 decisions on planning applications were made. The 2015/16 year saw a 25% increase in the number of planning applications lodged. The unprecedented level of applications relates to the desirability of parties looking to invest in locations identified through Council's Planning Policy. |
| Decision making | | | |
| Council planning decisions upheld at VCAT [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100. | 44.4% | 72.7% | Manningham is dedicated to consulting with its community to achieve acceptable outcomes in planning. 2015/16 realised 22 applications determined by VCAT and six decisions were overturned. This result also reflects a sound process of decision making consistent with State and Local Planning Policy. |

CASE STUDY:

MULLUM MULLUM RESERVE STADIUM

The \$19.6 million Mullum Mullum Reserve Stadium will provide a much needed boost for local sports clubs in Manningham, with five new indoor courts to help cater for a range of sports, including basketball, netball, badminton, table tennis and volleyball.

The stadium will help address the shortage of indoor court space in Manningham and will be a sporting hub for thousands in our community.

During 2015/16 a planning permit application was submitted for the construction of the proposed multi-use stadium at Mullum Mullum Reserve in Donvale. During this time Council undertook community consultation, inviting submissions from the community on the proposed stadium during August/September 2015.

Planning approval for the stadium was granted in January 2016.

Key features of the stadium include:

- Five multi-use sports courts
- Seating for up to 500 spectators
- Café on site
- New 235 space car park
- Clubs' administration facilities on-site
- Ability to be used by more than 200,000 participants (anticipated) per year.

The stadium is a key feature of the Mullum Mullum Reserve Management Plan, which was endorsed by Council in 2014.

During 2015/16 a range of works were completed to improve access to the reserve, pedestrian and cycling paths, car parking and landscaping. This included constructing a new roundabout and widening the Springvale Road and Reynolds Road entrances to the reserve.

It is anticipated that the tender to build the stadium will be awarded in August 2016, with construction beginning before the end of 2016. The stadium is anticipated to open in mid 2018.



EVERYTHING WE NEED IS LOCAL

This objective aims to ensure all community members have access to services and facilities that promote health, wellbeing and education. It is also designed to foster the local economy through supporting local business.

GOALS

- Accessible services and facilities for people of all abilities and ages.
- Our distinct local villages and activity centres are vibrant places to meet and provide support to local businesses and traders.
- Access to services that promote health, wellbeing and education.

SERVICES / ACTIVITIES

- Library services
- Community services, including:
 - Maternal and child health
 - Immunisation
 - Children and youth.
- Aged and disability support services.
- Art gallery and programs.
- Economic development and tourism.
- Council buildings.
- Function centre and halls.

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EVERYTHING WE NEED IS LOCAL

ACHIEVEMENTS

- Completed the \$21.4 million redevelopment Aquarena Aquatic and Leisure Centre including stages four, five and six of the project. This included improving all abilities access, a new therapy pool, enlarged gym space and children's splash play area.
- Reconstructed the Stintons Reserve sportsground in Park Orchards including reshaping, drainage, irrigation, fencing and resurfacing.
- Completed a major upgrade to the oval floodlighting at Koonung Park in Bulleen.
- Launched the new look Manningham Business website, www.manninghambusiness.com.au, which includes a range of features to support local businesses and the community, including:
 - A local directory of businesses, designed to make it easy for residents to find local businesses
 - A business events calendar, including Council run and external business events
 - Shopping centre information, highlighting Manningham's larger centres
 - A comprehensive suite of business resources
 - Business news
 - E-news sign-up and archive for the regular Manningham Business e-news.
- Hosted a variety of 64 business development events, attended by 1,822 people, for business owners and operators across the municipality.
- Worked proactively to ensure that the appropriate systems are in place for a smooth transition for Home and Community Care clients to the national Commonwealth Home Support Programme (CHSP) and to ensure they retain the benefits of the Victorian Home and Community Care (HACC) system. From 1 July 2016, Home and Community Care services for Victorian people aged over 65 years (and 50 years and over for Aboriginal and Torres Strait islander people) will be funded and managed by the Australian Government as part of the Commonwealth Home Support Programme (CHSP). The Victorian Government will continue to fund and manage services for people under 65, with some HACC services and clients transferring to the National Disability Insurance Scheme (NDIS) as it rolls out in Victoria.
- Developed a highly productive partnership with Alzheimer's Australia Victoria to pilot a project that supports Council to take a leading role in the creation of a dementia-friendly community. Highlights included:
 - Project launch event in December 2015 which was attended by more than 80 people from a diverse range of backgrounds and organisations across the municipality
 - A community survey developed to capture the community voice about the needs of a dementia-friendly community; this survey was made available in Arabic, Cantonese, Greek, Italian, Mandarin and Persian, representing the top six languages spoken in Manningham other than English
 - Endorsing the inaugural Manningham Local Dementia Alliance Group Action Plan for 2016/17.
- Compliance achieved with the Department of Health and Human Services Standards and the National Standards for Disability Services, which is a requirement to provide the highly regard Manningham School Holiday program for young people with a disability.
- Implemented a new client management data system with the Aged and Disability Support Services Unit to enhance the collection and administration of service information and improve outcomes in home care service allocation.
- Expanded the MC² community garden, located behind MC² (Manningham City Square) to include 24 raised garden beds and held ten gardening events.
- Donated 30 food harvests from the MC² community garden to local food banks to assist families in need.
- Endorsed the Manningham Food Security Plan 2016-2021, which aims to build a sustainable food system that has better access to locally produced food and encourages healthier food choices.
- Internal Audit undertaken on Function Centre internal audit undertaken and ensuing actions completed in specified timeframes.
- Launched a new Manningham Function Centre website, www.manninghamfunctioncentre.com.au
- Launched Manningham's new season health and lifestyle magazine, *Invigorate*, which is produced quarterly and includes the latest news on sport and recreation, health and community wellbeing across the municipality featuring stories from Council and the community.

EVERYTHING WE NEED IS LOCAL

CHALLENGES

- National and state wide reform impacting on libraries, early years, maternal and child health and implementation of the National Disability Insurance Scheme.
- Introduction of new legislation to enforce Child Safe Standards across all service areas within Council.
- Uncertainty of State and Federal funding environment is affecting services such as the School Focused Youth Service, Metro Access, 15 hours kindergarten/ preschool partnership contribution and library service, which require core funding.
- The growth in community demand for learning how to live more sustainability through environmental stewardship programs.
- The way in which the community uses library spaces continues to change. With increased visitation numbers meeting community expectations at all library branches can be difficult within the constraints of the current buildings.

YEAR AHEAD

- Continue to implement the actions of the 2011 – 2030 Economic Development Strategy, with a strong focus on engaging local businesses to increase listings on the local business directory by 10 per cent.
- Continue to promote a dementia friendly municipality.
- Consider the findings of the feasibility study, which identifies and investigates options for the future relocation of the Bulleen Library.
- Undertake a minor review of Active for Life Recreation Strategy, which guides the provision of recreation programs and facilities to better support the recreation needs of residents.

FAST FACTS

- 1,622 business operators took part in 54 business events (1,808 through 57 events in 2014/15)
- 1,844 businesses listed on the Manningham Business Directory
- 1,848 Manningham Business e-news subscribers (1,666 in 2014/15)
- 348,438 visits to the Aquarena Aquatic and Leisure Centre (461,695 in 2014/15) Note: visits during 2014/15 and 2015/16 were reduced due to business interruption associated with the implementation of stages four, five and six of the Aquarena Aquatic and Leisure Centre Master Plan
- 8,255 clients immunised with 14,471 vaccines.
- More than 2,500 Home and Community Care clients receive services both in the home and in the community setting with their support needs.
- Home and Community Care, disability and Council funded care support delivered 144,253 hours of care, including :
 - 58,640 hours of domestic assistance
 - 24,705 hours of personal care
 - 17,849 hours of respite care to relieve primary carers
 - 33,761 hours of Planned Activity Groups
 - 9,298 hours of Assessment and Care Planning.
- More than 33,000 phone calls were received relating to healthy and positive ageing support for people of all abilities.
- 1,489 functions/events were held at the Manningham Function Centre, comprising:
 - 68 wedding and social events
 - 437 corporate events
 - 43 community events
 - 941 Council meetings and events.
- 23,151 visitors to Manningham Art Gallery exhibitions, with eight inhouse exhibitions delivered and one exhibition toured to regional NSW.
- 20,353 participants in arts programs delivered by the Manningham Art Studios and Doncaster Playhouse Theatre.
- 14 arts and cultural development projects delivered that engaged a total of 5,900 participants.
- Approximately 12,000 people per week accessed the community services available at MC².
- 120 organisations and groups are permanently utilising space within Council's community venues for hire.

- Six Maternal and Child Health centres have supported 1,090 new births in Manningham.
- 625,079 visits to Manningham's library branches.
- Manningham's four library branches, Bulleen, Doncaster, The Pines and Warrandyte, supported:
 - 1,188,460 loans
 - 63,851 reference inquiries
 - 101,731 public computer bookings
 - 193,337 public WIFI sessions
 - 26,197 attendees at youth services programs
 - 5,479 new members
 - A 15 per cent increase in loans of junior fiction titles.

1,844 

BUSINESSES LISTED ON THE MANNINGHAM BUSINESS DIRECTORY

144,253

HOURS OF HOME AND COMMUNITY CARE



23,151

VISITORS TO MANNINGHAM ART GALLERY EXHIBITIONS



67

625,079

VISITS TO MANNINGHAM'S LIBRARY BRANCHES



SIX MATERNAL AND CHILD HEALTH CENTRES HAVE SUPPORTED 1,090 NEW BIRTHS IN MANNINGHAM

EVERYTHING WE NEED IS LOCAL

OUR PERFORMANCE – COUNCIL PLAN

The following statement reviews the performance of Council against the Council Plan 2013 – 2017.

| Indicator / Measure | | | | |
|--|---|---------|---------|---------|
| Good local facilities and services | Percentage of people who believe their local area has good facilities and services. Source: Understanding our Community Survey, Manningham City Council, 2016. | 70% | 78% | 77% |
| | | 2013/14 | 2014/15 | 2015/16 |
| Extent of footpath trading | Number of footpath trading permits issues. Source: Footpath Trading Permits, Manningham City Council, 2016. | 430 | 356 | 402 |
| | | 2013/14 | 2014/15 | 2015/16 |
| Participation in special rate and charge scheme | Number of activity centres participating in the special rates and charge scheme for marketing and promotion. Source: Economic Development Team, Manningham City Council, 2016. | 3 | 3 | 2 |
| | | 2013/14 | 2014/15 | 2015/16 |
| Access to local shopping | Percentage of people who believe their local shopping areas provides for their everyday needs. Source: Understanding our Community Survey, Manningham City Council, 2016. | 70% | 81% | 84% |
| | | 2013/14 | 2014/15 | 2015/16 |
| Access to health services | Percentage of people who believe their local area has good access to health services. Source: Understanding our Community Survey, Manningham City Council, 2016. | 70% | 73% | 89% |
| | | 2013/14 | 2014/15 | 2015/16 |

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OUR PERFORMANCE – MAJOR INITIATIVES AND INITIATIVES

The following statement reviews the progress of Council in relation to the Major Initiatives and Initiatives identified in the 2015/16 Budget and Strategic Resource Plan.

| MAJOR INITIATIVES | PROGRESS | COMMENT |
|--|----------------------|---|
| <p>Aquarena redevelopment stages four to six (final stages) – construction of new indoor pool, splash and play area, an expanded health club, redevelopment of the entrance foyer and a sky bridge from the car park into facility.</p> <p>Measure: Implementation of Aquarena Master Plan Stages four to six completed by 30 June 2016.</p> | 100% complete | <p>The implementation of stages four, five and six of the Aquarena Aquatic and Leisure Centre Master Plan is complete.</p> <p>The completed centre opened to the public on 1 July 2016.</p> |
| INITIATIVES | PROGRESS | COMMENT |
| <p>To monitor and evaluate all 2015/16 actions in relation to the HACC program transition to the Commonwealth Home Support Program.</p> <p>Measure: To monitor and evaluate all 2015/16 actions in relation to the HACC program transition to the Commonwealth Home Support Program. By 30 June 2016:</p> <ul style="list-style-type: none"> • Develop a partnership model with respective councils in the Eastern Region for the Regional Assessment Service • Conduct ADSS Service review to best manage Community Care resources. <p>Complete Commonwealth requirements for the transition of the HACC program to the Commonwealth Home Support Program.</p> | 100% complete | <p>To prepare for the transition to the Commonwealth Home Support Program a partnership with the Regional Councils in the Eastern Region has been developed and members continue to work well together for the Regional Assessment Service (RAS).</p> <p>A service review was also completed to manage Community Care resources. This has resulted in improved data to better analyse service demand and improved service to clients. Council is well placed to support the Manningham community to transition to the new Commonwealth Home Support Program.</p> <p><i>Note: The Commonwealth and State Governments have delayed the transition to the Commonwealth Home Support Program to the next financial year. Council continues to support the transition arrangements internally and with regional partners to ensure that information is disseminated.</i></p> |
| <p>To undertake a feasibility study which identifies and investigates options for the future relocation of the Bulleen Library, including a community hub.</p> <p>Measure: Completion of the feasibility study report by 30 June 2016.</p> <p>Measure: Installation of at least five heritage plaques by June 2016.</p> | 100% complete | <p>A feasibility study for the future relocation of the Bulleen Library was completed and presented to Council in June 2016.</p> <p>The study was developed in consultation with a Project Control Group comprising of representatives from key interest areas.</p> |

EVERYTHING WE NEED IS LOCAL

OUR PERFORMANCE – MAJOR INITIATIVES AND INITIATIVES CONTINUED

| INITIATIVES | PROGRESS | COMMENT |
|---|---------------|---|
| <p>To continue to implement the Economic Development Strategy with a particular focus on enhancing Manningham's tourism and activity centres to improve the economy of the City.</p> <p>Measure: Development and commencement of implementation of a Visitor and Tourism Marketing Plan by 30 June 2016.</p> | 100% complete | <p>The Visitor and Tourism Marketing Implementation Plan 2015/16 was finalised in August 2015 and included a series of activities to encourage people to visit and support the economy in Manningham.</p> |
| <p>To continue to implement the Active for Life Recreation Action Plan.</p> <p>Measure: Delivery of six diverse recreation programs that encourage our community to be more physically active in our parks and open spaces by 30 June 2016.</p> | 100% complete | <p>This goal has been achieved. More than six recreation programs have either commenced or continued including Nature Play events, Nature Play Day at Finns Reserve, four Nature Play Walks at Currawong Bush Park.</p> <p>A series of social fitness events including exercise programs promoting new fitness equipment in local parks and health and wellbeing events at the Plaza Park Project.</p> <p>The Active Travel Program continued with Walk to School month in October, two Active Travel Forums in October 2015 and April 2016. Five Manningham primary schools were supported with Active Travel Plans.</p> |

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OUR PERFORMANCE – COUNCIL SERVICES

The following statement provides information in relation to the services funded in the 2015/16 Budget and the sections of the community provided the service.

| SERVICES | DESCRIPTION | NET COST \$000 ACTUAL BUDGET VARIANCE |
|-------------------------|---|---|
| Library services | This service provides a customer focused public library service that caters for the cultural, educational and recreational needs of residents and provides a local point for the community where they can meet, relax and enjoy the facilities and services offered. The service is directly managed by the Whitehorse Manningham Regional Library Corporation with branches at Bulleen, Doncaster, The Pines and Warrandyte. | 3,887 3,733 (154) |

OUR PERFORMANCE – COUNCIL SERVICES CONTINUED

| SERVICES | DESCRIPTION | NET COST | |
|---|--|----------|------------------------|
| | | \$'000 | ACTUAL BUDGET VARIANCE |
| Community services | This service provides strategic planning, policy development and direct service provision for a diverse range of childrens, family and community services. Key services include Maternal and Child Health, Immunisation, | 4,452 | 5,128 |
| | Manningham Early Years and the co-ordination of \$1.60 million in Funding and Service Agreement grants to community groups. | | 676 |
| Aged and disability support services | This service assist clients to remain and function within their own homes and the community with as much dignity and comfort as possible and prevent early or inappropriate admission to long-term residential care. | 2,668 | 3,581 |
| | Aged and Disability Support Services also assists older people to remain active and connected within their community. The service provides Council with strategic advice regarding aged and disability issues/trends/ directions. | | 913 |
| | | | |
| Art gallery and programs | This service provides for the running of the Art Gallery and art exhibitions at MC ² and associated public education programs, delivery of visual and performing arts courses and workshops at the Manningham Art Studios and the development and delivery of performing arts presentations at the Doncaster Playhouse Theatre. | 282 | 362 |
| | | | 80 |
| | | | |
| Economic development and tourism | This service provides support for the local business sector including promotional, educational and networking activities, investment attraction, promotion of tourism and driving enhancement of activity (shopping) centres. | 455 | 495 |
| | | | 40 |
| | | | |
| Council buildings | This service provides building maintenance services for Council's building assets and includes cyclic, major and emergency maintenance, minor capital works projects, cleaning and security and mechanical service. | 5,387 | 5,442 |
| | Essential Safety Measures compliance requirements are also managed by this service. A depreciation expense of \$2.81 million is included relating to the building assets assigned to this activity. | | 55 |
| | | | |
| Function centre and halls | This service provides for the management and hire of the Function Centre and hire of halls and other venues to community and commercial hirers. | 91 | (108) |
| | | | (199) |
| | | | |

EVERYTHING WE NEED IS LOCAL

OUR PERFORMANCE – SERVICE PERFORMANCE INDICATORS

The following statement provides the results of the Local Government Performance Reporting Framework prescribed service performance indicators and measures for aquatic facilities, home and community care, maternal and child health and libraries.

| Service / Indicator / measure | 2014/15 | 2015/16 | MATERIAL VARIANCES |
|--|---------|---------|---|
| AQUATIC FACILITIES | | | |
| Service standard | | | |
| Health inspections of aquatic facilities | | | |
| [Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]. | 3 | 5 | Manningham Council aims to ensure that all Council facilities are maintained to the highest safety standard. Aquatic facilities are externally managed. Contractors test the water every four hours and amenities twice daily. Council conducts independent inspections every three months to ensure a high quality of service is maintained by the contractor. No adverse findings, which required intervention by the Health Department, were recorded. |
| Reportable safety incidents at aquatic facilities | | | |
| [Number of WorkSafe reportable aquatic facility safety incidents]. | 2 | 0 | Manningham Council aims to ensure that all Council facilities are maintained to the highest safety standard. Aquatic facilities are externally managed. Testing is undertaken by Health Protection Officers at each facility in accordance with the Occupational Health and Safety Policy and Regulations, and the Royal Life Saving Society Australia Guidelines for Safe Pool Operation (GSPO). |
| Service cost | | | |
| Cost of indoor aquatic facilities | | | |
| [Direct cost of indoor aquatic facilities less income received / Number of visits to indoor aquatic facilities]. | \$1.38 | \$3.59 | A significant redevelopment of the Aquarena aquatic facility impacted on the 2015/16 result through loss of visitor income and development costs. The new facilities will be open in July. |
| Utilisation | | | |
| Utilisation of aquatic facilities | | | |
| [Number of visits to aquatic facilities / municipal population]. | 3.9% | 2.9% | A significant redevelopment of the municipal aquatic facilities impacted visitor door counters over 2015/16. The new facilities will be open in July 2016. |

| Service / Indicator / measure | 2014/15 | 2015/16 | MATERIAL VARIANCES |
|---|---------|---------|---|
| HOME AND COMMUNITY CARE (HACC) | | | |
| Timeliness | | | |
| Time taken to commence the HACC service [Number of days between the referral of a new client and the commencement of HACC service / Number of new clients who have received a HACC service]. | – | 20.6 | 2015/16 is the first time that this measure has been calculated. This includes the bulk number of days across 2015/16 divided by the number of clients. |
| Service standard | | | |
| Compliance with Community Care Common Standards [Number of Community Care Common Standards expected outcomes met / Number of expected outcomes under the Community Care Common Standards] x100. | 94.4% | 94.4% | In 2015/16 Council achieved a good result reaching compliance in 17 out of the 18 Community Common Standards. |
| Service cost | | | |
| Cost of domestic care service [Cost of the domestic care service / Hours of domestic care service provided]. | – | \$42.22 | 2015/16 is the first time that this measure has been calculated. Defined as the cost of the domestic care service per hour of service delivered. |
| Cost of personal care service [Cost of the personal care service / Hours of personal care service provided]. | – | \$57.26 | 2015/16 is the first time that this measure has been calculated. Defined as the cost of the personal care service per hour of service delivered. |
| Cost of respite care service [Cost of the respite care service / Hours of respite care service provided]. | – | \$59.97 | 2015/16 is the first time that this measure has been calculated. Defined as the cost of the respite care service per hour of service delivered. |
| Participation | | | |
| Participation in HACC Service Percentage of the municipal target population that receive a HACC service. | 23.0% | 24.0% | This calculation includes data relating to the provision of domestic assistance, personal care and respite care services. Where a client receives a combination of services they are only counted once. |
| Participation in HACC Service by CALD people [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100. | 19.0% | 18.1% | This calculation includes data relating to the provision of domestic assistance, personal care and respite care services. Where a client receives a combination of services they are only counted once. |

EVERYTHING WE NEED IS LOCAL

OUR PERFORMANCE – SERVICE PERFORMANCE INDICATORS CONTINUED

| Service / Indicator / measure | 2014/15 | 2015/16 | MATERIAL VARIANCES |
|--|---------|---------|--|
| MATERNAL AND CHILD HEALTH (MCH) | | | |
| <p>Satisfaction <i>Participation in first MCH home visit</i> [Number of first MCH home visits / Number of birth notifications received] x100.</p> | 102% | – | In 2016 there was an initiative to transition the majority of Victorian councils offering Maternal and Child Health services to a new database. The database is not expected to provide reliable information until the end of September 2016. Therefore, Council is unable to report this data for the 2015/16 financial year. |
| <p>Service standard <i>Infants enrolled in the MCH service</i> [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100.</p> | 100% | – | In 2016 there was an initiative to transition the majority of Victorian councils offering Maternal and Child Health services to a new database. The database is not expected to provide reliable information until the end of September 2016. Therefore, Council is unable to report this data for the 2015/16 financial year. |
| <p>Service cost <i>Cost of the MCH service</i> [Cost of the MCH service / Hours worked by MCH nurses].</p> | – | \$69.69 | 2015/16 is the first time this measure has been collected. Maternal and Child Health aims to provide a quality service that is cost effective. |
| <p>Participation <i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100.</p> | 98.6% | – | In 2016 there was an initiative to transition the majority of Victorian councils offering Maternal and Child Health services to a new database. The database is not expected to provide reliable information until the end of September 2016. Therefore, Council is unable to report this data for the 2015/16 financial year. |
| <p>Participation <i>Participation in the MCH service by Aboriginal service</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100.</p> | 91.7% | – | In 2016 there was an initiative to transition the majority of Victorian councils offering Maternal and Child Health services to a new database. The database is not expected to provide reliable information until the end of September 2016. Therefore, Council is unable to report this data for the 2015/16 financial year. |

OUR PERFORMANCE – SERVICE PERFORMANCE INDICATORS CONTINUED

| Service / Indicator / measure | 2014/15 | 2015/16 | MATERIAL VARIANCES |
|--|---------|---------|---|
| LIBRARIES | | | |
| Utilisation | | | |
| Library collection usage [Number of library collection item loans / Number of library collection items] | 7.6 | 7.6 | Overall library collection usage continues to be high. The greatest area of growth being loans of electronic resources. |
| Resource standard | | | |
| Standard of library collection [Number of library collection items purchased in the last 5 years / Number of library collection items] x100. | 77.0% | 81.4% | The library collection is maintained at a high level with regards to quality and up to date content. |
| Service cost | | | |
| Cost of library service [Direct cost of the library service / Number of visits]. | \$5.12 | \$5.08 | All corporate and management overhead costs have been included in the calculation. It should also be noted that for comparative purposes the funding model can vary between Regional Library Agreement. |
| Participation | | | |
| Active library members [Number of active library members / Municipal population] x100. | 16.0% | 16.2% | The number of borrowers and borrowings increased slightly in 2015/16. This year the definition of 'active member' expanded to include not only members who have borrowed a physical collection item, but also eBooks. |

EVERYTHING WE NEED IS LOCAL

CASE STUDY:

AQUARENA AQUATIC AND LEISURE CENTRE REDEVELOPMENT

The \$21.4 million redevelopment Aquarena Aquatic and Leisure Centre has been completed to ensure this state of the art aquatic centre continues to meet the needs of the growing Manningham community. The redevelopment was completed on 30 June 2016.

In March 2009, Council began the implementation of stages one to six of the Aquarena Aquatic and Leisure Centre Master Plan.

During 2015/16 stages four, five and six of the project were completed; this included:

- Construction of a new indoor warm water program pool and pool hall including new steam room and spa.
- Construction of a new outdoor water splash and play area – located between the existing indoor pool hall and the new outdoor plant room.
- Construction of a new Wellness Centre, providing opportunities for consulting suites for allied health services.
- Expansion and relocation of the gymnasium – the relocation from the ground floor to the first floor has seen the gymnasium facilities at Aquarena double in size.
- Extensive redevelopment of the entrance foyer, administration zone, and reception area.
- Modification works to the existing crèche area
- Expansion and refurbishment of the existing dry change rooms.
- Redevelopment of the external drop off and pick up zones including a new forecourt to provide a more accessible vehicle access zone that incorporates accessible car parking spaces, permit zone bays, a dedicated taxi zone and bicycle parking zones.
- Construction of a sky bridge linking visitors from the upper car park levels to the facility.
- Inclusion of an energy efficient co-generation power plant.

Works were completed by 30 June 2016 and the redeveloped centre was open to the public on 1 July 2016.



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COUNCIL LEADERSHIP AND ORGANISATIONAL PERFORMANCE

This objective aims to ensure Manningham is well governed through sound and informed decision making, communicating and consulting with the community on major issues and programs, continual improvement to ensure services are responsive to community needs, and advocacy.

GOALS

- A responsive Council which leads through effective planning, advocacy, transparency and accountability.
- An efficient organisation that aims to continuously improve service delivery to benefit community outcomes.

SERVICES/ACTIVITIES

- Councillors and Chief Executive Officer
- Governance
- Council and committee meetings
- Internal audit
- Records management
- Community relations and marketing
- Manningham website
- Customer service

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COUNCIL LEADERSHIP AND ORGANISATIONAL PERFORMANCE

ACHIEVEMENTS

- Upgraded the wider area network (WAN) link between the Civic Centre and the Depot to improve our computer network.
- Provided 24 mobile devices to ADSS and Engineering Operations to improve service delivery and the ability of officers to work remotely.
- Completed the first phase of an independent organisational customer service 'health check' and developed a Customer Service Transformation Roadmap to guide future of customer service within the organisation.
- Launched a new staff Intranet to improve staff communications and collaboration online. The new intranet platform allows staff to access the intranet remotely and includes a wide range of staff resources, news and collaborative opportunities.
- Refreshed the Employee Code of Conduct and implemented associated training with all service units.
- Developed and implemented of Leadership Development Program to build third level coaching capability and skills.
- Completed a review and upgrade of the Occupational Health and Safety System.
- Implemented Your Health, Your Life Program to assist employees in proactively managing their health.
- Expanded graphic 3D models across Manningham.
- Improvement of internal processes in Records Management to ensure we meet our statutory obligations.
- Established a new IT Transformation service unit to deliver a portfolio of transformational projects across the organisation.
- Commenced delivery of a PC technology refresh, which will upgrade all staff personal computers and the operating environment.
- Contracts signed with vendors for delivery of Invoice Scanning, TEA Replacement and Asset Management System projects. Implementation of all three projects is anticipated by the end of 2016.
- Undertook a pilot project to improve knowledge and operational processes for animal management within the Customer Service Team.
- Developed an Election Period Policy in anticipation of the 2016 Council elections.
- Reviewed and approved an updated Councillor Code of Conduct.
- Completed leadership development program for managers to build their coaching capability and resilience.

CHALLENGES

- Council's budget continues to be affected by the impact of long term cost shifting, grant reductions and increased charges from both State and Federal governments.
- Projects had languished prior to creation of the IT Transformation team, good momentum has been created with the new team established.
- Budget and resourcing for several key organisational transformation projects in progress was insufficient. This was resolved by agreement to allocate additional budget and establish the IT Transformation Team.
- Inconsistencies in project management terminology and project management framework used across the organisation required enhancement and standardisation.
- An ageing workforce means that we need to be proactive in 'whole of person' health and knowledge management.

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YEAR AHEAD

- Engage the community in the development of the 2017 – 2021 Council Plan.
- Undertake the development of Council's Municipal Public Health and Wellbeing Plan in partnership with community, to ensure that Council meets its statutory obligations.
- Employ additional IT resources to help deliver a range of critical IT projects and systems needed to support customer service and service delivery outcomes.
- Enhance Council's customer service quality and responsiveness through strengthening processes and systems.
- Work collaboratively across the organisation to identify improvements that will result in better service delivery and customer satisfaction in preparedness for the future.
- Implement the 'Citizen Connect' program, which will include introducing a new contact centre, knowledge base system and an enterprise customer relationship management (CRM) system to improve our ability to meet citizens' needs, expectations and preferences.

FAST FACTS

- 405,070 website sessions on www.manningham.vic.gov.au (345,364 sessions in 2014/15).
- 226,690 visitors to www.manningham.vic.gov.au (54.4 per cent of users are returning visitors).
- 543 people followed Council on Twitter (total Twitter followers 2,418 as at 30 June 2016).
- 223 people followed Council on Instagram.
- 832 people followed Council on Facebook (total Facebook followers 1,819 as at 30 June 2016).
- Six issues of *Manningham Matters*, Council's community magazine, 52,000 copies of each issue were distributed.
- Distributed regular community newsletters and publications to the community including:
 - Three issues of *Invigorate* magazine
 - Four Doncaster Hill e-newsletters
 - 21 Manningham Business e-newsletters.
- 169 media releases and media statements distributed to local media outlets.
- 94 speeches prepared for Council events, project launches and other functions in Manningham.
- There were 491,820 calls received across the organisation (the call volume is a combination of direct inbound calls and calls received at Council's switchboard).
- 125,924 calls were received by Council's switchboard.
- 59 per cent of calls to the Customer Service switchboard are then transferred to the Customer Service queue for response, receiving 73,526 calls.
- 32,000 customer requests were logged via Council's customer service system; this included:
 - 22,275 hard and garden waste collection requests
 - 10,934 other waste management requests
 - 3,358 rates requests
 - 3,087 tree maintenance requests.

1,819



**FACEBOOK FOLLOWERS AS AT
30 JUNE 2016**

2,418



**TWITTER FOLLOWERS AS AT
30 JUNE 2016**

233

**PEOPLE FOLLOWED
COUNCIL ON
INSTAGRAM**



491,820

**CALLS RECEIVED
ACROSS THE
ORGANISATION**



405,070



**WEBSITE SESSIONS ON
WWW.MANNINGHAM.VIC.GOV.AU**

COUNCIL LEADERSHIP AND ORGANISATIONAL PERFORMANCE

OUR PERFORMANCE – COUNCIL PLAN

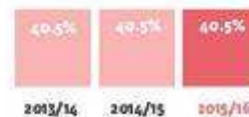
The following statement reviews the performance of Council against the Council Plan 2013 – 2017.

Indicator / Measure

Participation in citizen engagement

Percentage of people participation in citizen engagement in the last 12 months.

Source: VicHealth Survey, 2011.



Lobbying

Community satisfaction with Council's performance in lobbying on behalf of the community.

Source: Local Government Community Satisfaction Survey, 2016.



Community consultation and engagement

Community satisfaction with Council's performance in community consultation and engagement.

Source: Local Government Community Satisfaction Survey, 2016.



Overall performance

Community satisfaction with Council's overall performance.

Source: Local Government Community Satisfaction Survey, 2016.



Community engagement opportunities

Number of opportunities for the community to participate in Council's community engagement activities.

Source: Community Relations and Marketing Unit, Manningham City Council, 2016.

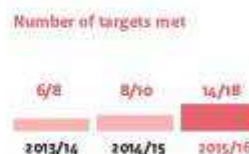


Financial soundness

Achievement of Financial Strategy targets.

Source: Financial Service Unit, Manningham City Council, 2016.

For more information, see page 14.

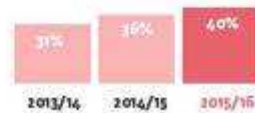


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Transparency and accessibility

The percentage of people who know enough about what Council is doing and what its priorities are.

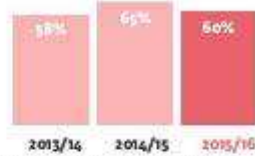
Source: Understanding our Community Survey, Manningham City Council, 2016.



Quality of communications

Percentage of people who agree that communications they receive from Council are useful and informative.

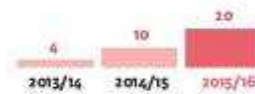
Source: Understanding our Community Survey, Manningham City Council, 2016.



Service improvements on efficiencies and effectiveness

The number of continuous improvement initiatives undertaken across the organisation.

Source: Manningham Improvements Program, Manningham City Council, 2016.



Value for money

Percentage of people who believe that Council delivers value for money with respect to the services it provides.



Source: Understanding our Community Survey, Manningham City Council, 2016.



COUNCIL LEADERSHIP AND ORGANISATIONAL PERFORMANCE

OUR PERFORMANCE – MAJOR INITIATIVES AND INITIATIVES

The following statement reviews the progress of Council in relation to the Major Initiatives and Initiatives identified in the 2015/16 Budget and Strategic Resource Plan.

 action completed  action in progress  action not completed or deferred

| MAJOR INITIATIVES | PROGRESS | COMMENT |
|-------------------|----------|---------|
|-------------------|----------|---------|

To improve the operation of Council's customer call centre by investigating options to centralise its operation to improve customer service and service delivery outcomes.

Measure: The Roadmap for customer service improvements and moving to a centralised call centre will be completed by 30 June 2016.

100% complete

The first phase of an independent organisational customer service 'health check' has been completed.
The roadmap and service strategy for customer service has been developed.

| INITIATIVES | PROGRESS | COMMENT |
|-------------|----------|---------|
|-------------|----------|---------|

To employ additional IT resources to help deliver a range of critical IT projects and systems needed to support customer service and service delivery outcomes.

Measure: Implementation of Invoice Scanning, an Asset Management System and a Project and Contract Management System by 30 June 2016.

40% complete

All projects are in progress. Invoice Scanning is 39 per cent complete, the Asset Management System – is 40 per cent complete and Project and Contract Management Solution is 15 per cent complete as this project has been reshaped to focus on a holistic solution, not just a system implementation.

To review Manningham's IT infrastructure and provide strategic direction about the use of the latest technologies and practices to improve customer service and service delivery outcomes.

Measure: Review to be completed by 30 June 2016.

100% complete

Review completed and document submitted.

To undertake a strategic assessment of Council's IT services and infrastructure and its overall readiness for Cloud Services, including a strategic roadmap.

Measure: Review to be completed by 30 June 2016.

100% complete

Review completed, document with Council for final review.

To partner with similar councils in the MAV LEAP program to review and improve procurement expenditure practices.

Measure: Cost and process improvement opportunities identified by December 2015 for implementation by the end of December 2016.

100% complete

Review completed, document with Council for final review.

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OUR PERFORMANCE - COUNCIL SERVICES

The following statement provides information in relation to the services funded in the 2015/16 Budget and the sections of the community provided the service.

| SERVICES | DESCRIPTION | NET COST |
|--|---|---------------------------------------|
| | | \$000 ACTUAL BUDGET VARIANCE |
| Councillors and Chief Executive | This area includes the Mayor, Councillors and Chief Executive Officer and associated support which cannot be easily attributed to the direct service provision areas. | 1,109 |
| | | 1,095 |
| | | (14) |
| Community relations and marketing | This service provides a range of activities to facilitate internal communication across the organisation, and between the organisation, the community and key stakeholders. | 1,421 |
| | | 1,469 |
| | | 48 |
| Customer and civic services | This service provides a range of customer service, governance, statutory and corporate support services and acts as the main customer interface with the community. Services include the co-ordination of council and committee meetings, contracted internal audit function and office support services at the Civic Centre. | 3,954 |
| | | 2,270 |
| | | (1,650) |

COUNCIL LEADERSHIP AND ORGANISATIONAL PERFORMANCE

OUR PERFORMANCE – SERVICE PERFORMANCE INDICATORS

The following statement provides the results of the Local Government Performance Reporting Framework prescribed service performance indicators and measures for governance.

| Service / Indicator / measure | 2014/15 | 2015/16 | MATERIAL VARIANCES |
|---|-------------|-------------|--|
| GOVERNANCE | | | |
| Transparency | | | |
| Council resolutions made at meetings closed to the public [Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors] x100. | 2.0% | 2.2% | This outstanding result demonstrates Council's commitment to open and transparent decision making. The four decisions made by Council at meetings closed to the public are in accordance with the requirements of Section 89 of the <i>Local Government Act</i> and include contractual and personnel matters, proposed developments and legal advice. |
| Consultation and engagement | | | |
| Satisfaction with community consultation and engagement [Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement]. | 58 | 58 | An independent research company conducts the community satisfaction survey annually on behalf of State Government. Manningham achieved above the state wide average for this result, four points above the state wide average. |
| Attendance | | | |
| Councillor attendance at Council meetings [The sum of the number of Councillors who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) × (Number of Councillors elected at the last Council general election)] x100. | 93.0% | 92.4% | Councillors attended a very high proportion of council meetings held, reflecting a strong commitment to the role in decision making on behalf of the local community. Councillor Yang resigned on 30 April 2016, resulting in a slightly lower attendance with one Councillor less than elected. |
| Service cost | | | |
| Cost of governance [Direct cost of the governance service / Number of Councillors elected at the last Council general election]. | \$41,044.84 | \$38,632.11 | This result is reflective of operating expenses directly related to the activities of the elected Councillors. Councillor Jennifer Yang resigned on 30 April 2016, resulting in a slightly lower cost than last year. |
| Satisfaction | | | |
| Satisfaction with Council decisions [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]. | 60 | 57 | An independent research company conducts the community satisfaction survey annually on behalf of State Government. The result is three points below the Metro benchmarking group (59), but 10 points above the state-wide average. |

CASE STUDY:**USING MOBILE DEVICES TO IMPROVE OUR SERVICES**

To improve service delivery to our community and assist with our internal processes, Council is now building the capacity for its officers to work remotely and in 2015/16 commenced using mobile computing devices in its Aged and Disability Support Services and Engineering Operations units.

The devices, including a mix of tablets and laptops, allowed Council officers to complete reports and refer to policies and service requests, while working out in the community. While improving response times this has also resulted in improved productivity and reduced paperwork in both of these service areas.

In Aged and Disability Support Services, the laptops are used by the Assessment Team to collect data from clients while conducting assessments in their homes. The devices were introduced at the same time as the team's new Carelink client management system and have reduced the need for manually inputting and downloading data following each assessment. The mobile computing also allowed assessors to respond to information in real time and log or deal with requests as they happened.

In Engineering Operations tablets are being used to record and allocate maintenance work to teams out in the field. Work instructions are sent electronically to teams to complete maintenance works on Council assets across the municipality. Field staff are also able to record unscheduled or proactive work. The tablets have reduced the hard copies of policies and paperwork required in maintenance vehicles and are used by staff to access working documents such as traffic management plans, safe work method statements and more. The tablets also enable co-ordinators and team leaders to communicate directly with their field staff by email and sms.

A total of 24 mobile devices have been provided to these teams. Both areas will be increasing their use of mobile devices in the coming year.

It is anticipated that the devices will also be provided to the tree maintenance crews and will be used for playground inspections in 2016/17.



OUR GOVERNANCE SYSTEM

HOW WE GOVERN

The City of Manningham is a public statutory body constituted under the *Local Government Act 1989* to provide leadership for the good governance of the municipal district and the local community.

The elected Council is the formal decision making body and consists of nine Councillors. The administration of the organisation is headed by the Chief Executive Officer.

Council has a number of roles, including:

- Taking into account the diverse needs of the local community in decision making.
- Providing leadership by establishing strategic objectives and monitoring achievements.
- Ensuring that resources are managed in a responsible and accountable manner.
- Advocating the interests of the local community to other communities and governments.
- Fostering community cohesion and encouraging active participation in civic life.

The day to day operational matters are the province of the Chief Executive Officer under the provisions of the Act. The Council also delegates various powers and responsibilities to the Chief Executive Officer.

GOVERNANCE FRAMEWORK

Manningham Council places a strong emphasis on good governance, ensuring that Council operates effectively, efficiently, impartially and with integrity. Manningham employs good governance principles by making decisions based on proper processes and systems, and making sure Council officers carry out these decisions appropriately.

Good governance involves two types of governance:

1. **Democratic** – elected Councillors and the authority they have to make decisions; and
2. **Corporate** – the way in which Council is run and the framework in which its systems and processes operate.

Council is committed to effective and sustainable forms of democratic and corporate governance as the key to ensuring that Council and its administration meet the community's priorities.

The community has many opportunities to provide input into Council's decision making processes, including:

- Vote for Councillors every four years through the Local Government election for the City of Manningham.
- Write to, email or call elected members of the Council.
- Make a submission on Council's Annual Budget and Strategic Resource Plan when advertised each year, and the Council Plan every four years.
- Public forums such as question time at a Council meeting.
- Participate in surveys, focus groups, workshops and other consultation activities via Council's Your Say Manningham online consultation portal, www.yoursaymanningham.com.au, throughout the year.
- Make submissions on other major projects that are consulted on or advertised throughout the year.

For more information, visit www.yoursaymanningham.com.au

DEMOCRATIC GOVERNANCE

DECISIONS

Council's formal decision making processes are conducted through Council meetings. At these meetings, reports from Council officers are submitted with a recommendation for the consideration of the Council on a range of matters, including planning permit applications, strategic land use and development planning, community services, health and local laws matters, road and traffic management and administration and financial issues.

A Councillor has no authority over Council staff and delegates the majority of its decision making to Council staff. These delegations are exercised in accordance with adopted Council policies.

However, the Council as a whole employs the Chief Executive Officer, and collectively reviews his/her performance.

Although the Mayor has no more authority than other Councillors, the position is significant as a community leader and Council spokesperson. The Mayor performs an important leadership, social and ceremonial function (e.g. citizenship ceremonies) and is chair of all Council meetings.

MEETINGS

Ordinary Meetings of Council are held in the Council Chamber at the Manningham Civic Centre and are open to the public.

Residents, local traders and community members are encouraged to attend. Some matters, due to their confidentiality, may be considered by Council in a closed session. Special Meetings of Council may also be called to deal with urgent matters. All meetings are conducted in accordance with Council's Meeting

Procedure Local Law. Council's meeting schedule, agendas and minutes, are available on Council's website.

In 2015/16, there were 12 Ordinary Meetings of Council and four Special Meetings of Council. The following table provides a summary of Councillor attendance at these meetings:

| COUNCILLOR | ORDINARY MEETING | SPECIAL MEETING |
|---|------------------|-----------------|
| Cr Meg Downie | 12 out of 12 | 3 out of 4 |
| Cr Sophy Galbally | 12 out of 12 | 3 out of 4 |
| Cr Geoff Gough | 12 out of 12 | 4 out of 4 |
| Cr Jim Grivokostopoulos | 12 out of 12 | 4 out of 4 |
| Cr Dot Haynes | 12 out of 12 | 4 out of 4 |
| Cr Michelle Kleinert | 11 out of 12 | 4 out of 4 |
| Cr Paul McLeish | 11 out of 12 | 4 out of 4 |
| Cr Stephen O'Brien | 12 out of 12 | 4 out of 4 |
| Cr Jennifer Yang (resigned 30 April 2016) | 8 out of 10 | 2 out of 2 |

STRATEGIC BRIEFING SESSIONS

Strategic Briefing Sessions are used to provide an informal briefing to Councillors on matters of a strategic or policy nature prior to a matter being presented to a Council meeting.

OUR GOVERNANCE SYSTEM

COMMITTEES

Council has established and operates a large number of internal advisory and other committees. Appointments to these committees allow Councillors to have input into Council projects, groups or events in which they may have a particular interest. Council does not have any special committees.

The table below shows the appointments that were made by Council on 10 November 2015. These appointments are reviewed on an annual basis.

| COMMITTEE | APPOINTEE(S) | COMMITTEE | APPOINTEE(S) |
|--|---|---|---|
| Access and Equity Advisory Committee | Cr Michelle Kleinert (chair) | Municipal Emergency Management Planning Committee | Cr Meg Downie |
| Audit Committee | Cr Geoff Gough Cr Dot Haynes Cr Paul McLeish | Municipal Fire Management Planning Committee | Cr Meg Downie (chair) |
| Doncaster Rail Advocacy Steering Committee (DRASC) <small>Note: this committee concluded in December 2015 and was merged into the Integrated Transport Advisory Committee.</small> | Cr Jim Grivokostopoulos Cr Paul McLeish (chair) Cr Jennifer Yang <small>(resigned 30 April 2016)</small> | Open Space and Streetscape Design Advisory Committee | Cr Geoff Gough (chair) Cr Meg Downie Cr Jennifer Yang <small>(resigned 30 April 2016)</small> |
| Executive Performance Review Committee | Cr Sophy Galbally Cr Geoff Gough Cr Dot Haynes Cr Jennifer Yang (chair) <small>(resigned 30 April 2016)</small> | Senior Citizens Reference Group | Cr Meg Downie (chair) |
| Heritage Advisory Committee | Cr Sophy Galbally (chair) | Sustainable Design Taskforce | Cr Meg Downie Cr Geoff Gough Cr Stephen O'Brien (chair) |
| Manningham Art Collection Advisory Committee | Cr Stephen O'Brien | Transport Advisory Committee (TAC) <small>Note: this committee concluded in December 2015 and was merged into the Integrated Transport Advisory Committee.</small> | Cr Sophy Galbally Cr Dot Haynes (chair) Cr Michelle Kleinert |
| Manningham Charitable Fund Grants Assessment Panel | Cr Michelle Kleinert Cr Jennifer Yang (chair) <small>(resigned 30 April 2016)</small> | Integrated Transport Advisory Committee <small>Note: this committee was introduced in January 2016 and replaced the previous Doncaster Rail Advocacy Steering Committee and former Transport Advisory Committee to advocate for public transport in Manningham.</small> | Cr Jim Grivokostopoulos Cr Paul McLeish Cr Jennifer Yang <small>(resigned 30 April 2016)</small> |

Councillors also represent Council on a number of external bodies and committees, including:

| COMMITTEE | APPOINTEE(S) | COMMITTEE | APPOINTEE(S) |
|--|-------------------------|---|---------------------------------|
| Eastern Affordable Housing Alliance | Cr Sophy Galbally | Municipal Association of Victoria | Cr Paul McLeish |
| Eastern Transport Coalition | Cr Jim Grivokostopoulos | Northern Alliance for Greenhouse Action (NAGA) Executive Committee | Cr Sophy Galbally |
| Manningham Interfaith Network | Cr Dot Haynes | Victorian Local Governance Association | Cr Sophy Galbally |
| Metropolitan Transport Forum | Cr Paul McLeish | Whitehorse Manningham Regional Library Corporation | Cr Meg Downie Cr Geoff Gough |
| Metropolitan Waste Management Group | Cr Dot Haynes | | |

CODE OF CONDUCT

Councillors are bound by a Code of Conduct. The code describes the standards of ethical and moral behaviour expected of Councillors. The code covers relationships between Councillors and staff, the use of Council resources and dispute resolution procedures.

The code was reviewed and revised on 25 June 2013 following the 2012 general election as provided for in the *Local Government Act 1989*. The code was again reviewed and revised by Council on 26 June 2016.

To view the Code of Conduct, visit www.manningham.vic.gov.au

CONFLICT OF INTEREST

Councillors are elected by the residents and ratepayers to act in the best interests of the community. When a Council delegates its powers to a Council officer or a committee, the committee or officer also needs to act in the public interest.

A conflict of interest occurs when a personal or private interest might compromise the ability to act in the public interest. A conflict of interest exists even if no improper act results from it. Council has a comprehensive procedure in place to accommodate the disclosure of a conflict of interest.

Declaration of a conflict of interest is a standard agenda item for all Council and Committee meetings. In general it involves disclosing the relevant interests in a specific way and then stepping aside from the relevant decision making process or from the exercise of the public duty. A register is maintained to record all disclosed conflict of interests.

During 2015/16, 11 conflicts of interest were declared at Council meetings.

ASSEMBLY OF COUNCILLORS

The *Local Government Act 1989* provides that any scheduled meeting between five or more Councillors (in Manningham's case) and at least one Council officer that considers matters intended or likely to come before Council for decision is an 'Assembly of Councillors'.

In addition, a meeting of an advisory committee that has one or more Councillors as members of the committee is also an 'Assembly of Councillors'. A record of meetings that were an 'Assembly of Councillors' is tabled at each ordinary meeting of Council; it discloses business items, those present and any declarations of conflict of interest.

ALLOWANCES

Councils may set annual allowances for their Mayor and Councillors according to their predetermined category based on criteria such as each council's individual size and revenue base.

Manningham is a 'Category 2' council. Current allowances for Mayors and Councillors across Victoria increased on 1 December 2015 by 2.5 per cent. This was the annual adjustment as determined by the Local Government Minister and permitted under Section 73B(5) of the *Local Government Act 1989*.

In 2015/16, the allowances, including 9.5 per cent superannuation, were set at:

- Mayor, \$81,747.56
- Councillors, \$26,419.73

EXPENSES

There is an annual budget for councillor expenses of \$10,000 per Councillor and \$12,000 for the Mayor. This budget is all inclusive and covers conferences; training; travel; child minding; telephones, etc. and Councillors are expected to operate within their individual budget.

Council may also reimburse Councillors for any necessary out of pocket expenses they incur while performing their duties as a Councillor. The table below shows the budgeted and actual expenses for 2015/16.

| | 2013/14 | 2014/15 | 2015/16 |
|---------------|----------|----------|----------|
| Budget | \$88,260 | \$89,320 | \$92,000 |
| Actual | \$56,090 | \$85,835 | \$64,334 |

Council also publishes its travel register on its website in July each year showing interstate and overseas travel undertaken by Councillors and Council officers.

OUR GOVERNANCE SYSTEM

CORPORATE GOVERNANCE

CEO AND DELEGATIONS

Manningham's CEO, is the only member of staff directly appointed by, and responsible to, Council. The CEO implements Council decisions, ensures Council achieves its Council Plan objectives and manages the day to day operations of the organisation. The CEO's performance is reviewed annually by the Council.

Decisions under delegation can only be exercised in line with existing Council adopted policies. These powers are reviewed by each newly elected Council and regularly thereafter. The CEO's delegate powers include ability to negotiate the sale of Council properties and purchase of land following an in principle decision by Council. The CEO has further delegated powers to Council officers who carry out the functions of Council on a daily basis.

For more information, visit www.manningham.vic.gov.au/public-registers-and-information

SENIOR OFFICERS (INCLUDING REMUNERATION)

Senior Officers are employed under contracts of up to five years. Performance plans are reviewed annually by the CEO in accordance with the *Local Government Act 1989 97A (2)*. A Senior Officer is the CEO or an officer of Council who has management responsibilities and reports directly to the CEO or any other member of Council staff whose total annual remuneration exceeds \$139,000.

As at 30 June 2016 Manningham had 28 senior officers, with a total remuneration of \$4,857,755.

In May 2012, Council resolved to include a remuneration disclosure in its Annual Report disclosing the remuneration of the five most senior highly remunerated officers including service contract duration, salary and benefits entitlements.

The table below shows this disclosure with information as at 30 June 2016 and is in addition to the disclosure contained in the Related Party note in the Financial Report.

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| NAME / POSITION | DATE COMMENCED POSITION AND CURRENT CONTRACT EXPIRES | TOTAL REMUNERATION |
|--|---|--|
| Warwick Winn Chief Executive Officer | Commenced in position on 11 April 2016. Contract expires on 11 April 2019. | \$320,000 (includes salary and superannuation) |
| Leigh Harrison Director Assets and Engineering | Commenced in position on 9 March 2010. Contract expires on 9 March 2018. | \$251,935 (includes salary, superannuation and motor vehicle) |
| Philip Lee Director Shared Services | Commenced in position on 16 December 2013. Contract expires on 16 December 2016. | \$244,917 (includes salary and superannuation) |
| Teresa Dominik Director Planning and Environment | Commenced in position on 5 April 2012. Contract expires on 4 April 2017. | \$224,337 (includes salary, superannuation and motor vehicle) |
| Chris Potter Director Community Services | Commenced in position on 15 July 2013. Contract expires on 14 July 2018. | \$201,851 (includes salary and superannuation) |

EMPLOYEE CODE OF CONDUCT

Section 95AA of the *Local Government Act 1989* requires the Chief Executive Officer to develop and implement a Code of Conduct for Council staff. Section 95 of the Act requires Council staff, in the course of their employment, to:

- Act impartially
- Act with integrity including avoiding conflicts of interest
- Accept accountability for results
- Provide responsive service

The purpose of the code is to prescribe the conduct required by employees to deliver the high ethical and moral standards expected in government and to promote excellent service to the community.

Manningham's Employee Code of Conduct contains thirty elements structured around the requirements of the Act. In 2015/16 we provided training to employees on the Employee Code of Conduct. In total 26 sessions were conducted, reaching 518 employees.

FRAUD AND CORRUPTION CONTROL

Council is the custodian of significant public funds and assets therefore it is important that the community has assurance that these are adequately protected from fraud and corruption.

In January 2015, Council adopted a Fraud and Corruption Policy and a Fraud and Corruption Control Plan.

The policy sets out specific guidelines and responsibilities regarding appropriate actions that must be followed for the investigation of fraud and corruption and other similar irregularities. The plan documents Council's approach to controlling fraud and corruption at both strategic and operational levels.

OUR GOVERNANCE SYSTEM

MANAGEMENT

Council has implemented a number of statutory and better practice items to strengthen its management framework. Having a strong governance and management framework leads to better decision making by Council.

The Local Government (Planning and Reporting) Regulations 2014 requires Council to undertake an assessment against the prescribed governance and management checklist which can be found on page 97. The following items have been highlighted as important components of the management framework.

AUDIT COMMITTEE

Our Audit Committee includes four independent members, one of whom is the chair, and three Councillor representatives, one of whom is the Mayor.

The Audit Committee is an advisory committee of Manningham established in accordance with section 139(2) of the *Local Government Act 1989* to assist Council to discharge its responsibilities by providing oversight in the areas of financial reporting, risk management, systems of internal controls and compliance with regulatory requirements.

Its role also involves input into the development of the strategic and annual audit plans and monitoring of the implementation of the plans and review of the external audit function and findings.

The objectives of the Audit Committee are to:

- Facilitate effective management of all risks, including financial risks and the protection of assets.
- Encourage compliance with all laws and regulations as well as use of best practice guidelines.
- Enhance the credibility and objectivity of internal and external financial reporting.
- Assist in maximising the effectiveness of the internal audit function, and
- Provide an effective means of communication between the External Auditor, Internal Auditor, Executive Management Team and the Council.

Audit Committee members as at 30 June 2016

| INDEPENDENT | COUNCILLORS |
|------------------------------|--|
| Mr Alan Fotheringham (chair) | Cr Paul McLeish |
| Dr Robert Sadler | Cr Jennifer Yang (Resigned 30 April 2016) |
| Mr Michael Said | Cr Geoff Gough |
| Mr Rob Hogarth | |

For independent members, the annual remuneration is \$9,000 for the Chair and \$7,000 for other members.

Key management officers including the Chief Executive Officer and the Group Manager Financial Services, together with the Internal Auditor (contractor – Crowe Horwath) attend Audit Committee Meetings. The Audit Committee typically meets on a quarterly basis, with a fifth meeting convened to review the Annual Financial and Performance Statements. The Auditor General's agent attends the special meeting to report any matters of significance in relation to the Financial Statements.

As part of Council's commitment to propriety and good governance, the Chair of the Audit Committee may meet privately with the full Council, in the absence of the Executive Management Team, to discuss any matters which the independent members and the Councillors may wish to raise. The Chair of the Audit Committee reports the substance of those discussions to the following Audit Committee meeting.

Internal Audit

Internal auditing provides an independent and objective review and advisory service to provide assurance to the Council and management that the financial and operational controls designed to manage the Manningham's risks and achieve its objectives are operating in an efficient, effective and ethical manner. Crowe Horwath is the current contractor performing the internal audit function.

The internal audit process assists Council and the Chief Executive Officer to accomplish our objectives by bringing a systematic, disciplined approach to improve



the effectiveness of risk management, control and governance processes. The CEO in consultation with the Audit Committee and the Internal Auditor, develops an annual audit plan. The audit projects in the annual audit plan reflect a mix of Manningham’s identified enterprise risk exposures and operational risks, as well as prudent compliance and performance audits.

The following reviews were completed in 2015/16:

- Occupational Health and Safety – Staff and Contractors
- Fleet Management
- Events Management
- Contract Management – YMCA Aquarena Aquatic and Leisure Centre
- Volunteer Management
- Buildings Asset Management and General Maintenance.

External audit

Council is externally audited by the Victorian Auditor-General’s Office (VAGO). For the 2015/16 financial year, the financial and performance statements of Council were audited by a representative from VAGO as required by the *Audit Act 1994*. These can be viewed on pages 105 – 169 of this Annual Report.

RISK MANAGEMENT

Risk management is the combination of organisational systems, processes, procedures and culture that facilitate the identification, assessment, evaluation and treatment of unwanted risk in order to protect the organisation and assist in the successful pursuit of its strategies and performance objectives.

Manningham’s Risk Management Framework is progressively being implemented and embedded across the organisation. A performance tool has been created to monitor and measure the cultural development of enterprise wide risk management through measurement of indicators under the following categories: governance, knowledge and ownership and systems. The below snapshot illustrates the progression of the process to ‘Consolidate’ stage.

The key elements of the Risk Management Framework are:

- Risk Management Strategy
- Risk Management Policy
- Risk Management Assessment Tool
- Risk Register
- Risk Reporting (Risk Management Committee, Independent Audit Committee and Council)
- Risk Management Incident and Near Miss Procedure
- Risk Management Cultural Measurement Tool
- Risk Management Committee
- Audit Committee.

Manningham Council, under the leadership of the CEO, is committed to establishing an organisational culture that ensures that effective risk management is embedded in all activities and business processes across all staff levels and locations. The risk management process is consistent with the AS/NZS ISO 31000:2009 and is illustrated in the diagram above.



OUR GOVERNANCE SYSTEM

Public Liability and Professional Indemnity Insurance

Manningham Council continues to perform well in regard to the management of its public liability and professional indemnity risk exposure, with focused attention on high risk exposures including trips and falls, tree and water damage. Manningham's proactive under excess claims management system works to mitigate claims from escalating into unnecessary litigated matters and activation of insurance policy indemnity.

No new claims have been made on this policy since 2012, which has resulted in a premium reduction in the forthcoming 2016/17 renewal terms.

OCCUPATIONAL HEALTH AND SAFETY

Council continues its commitment to health and safety with a new Occupational Health and Safety (OHS) Policy Statement under our new slogan of "My Workplace, My Safety".

The Executive Management Team's stated commitment and legislative responsibilities to the health and safety of employees, contractors, volunteers and other stakeholders was reaffirmed in the major review of the OHS management system. In total, 29 policies, procedures and processes have been developed and adopted over the past 18 months.

The OHS management system enables Manningham's continued compliance with the *Occupational Health and Safety Act 2004*, with the view to continuous improvement and evaluation of Council's OHS management strategies.

In March 2016, an extensive independent internal audit of Manningham's OHS practices and procedures in regard to Employees and Contractors was undertaken, measuring conformance with Australian Standard AS 4801. The audit deemed that 'Council is taking a proactive approach to managing safety hazards and risks, improving safety performance and safety culture', citing a number of strengths to the OHS system including, 'The Depot is well managed and housekeeping at the site is very good. Knowledge of legislative and regulatory requirements is also very strong'.

Over the next year an OHS Strategy will be developed, addressing the recommendations arising out of the internal audit. Key policies and procedures will be further explained and implemented, using the collaborative resources across the organisation including:

- Committees and consultation – two divisional OHS Committees based at the Civic Centre and the Depot, and chaired by a Director, report up to the Central Safety Committee. This structure allows a strategic approach for the identification and resolution of local issues, as well as any broader issues that have organisational wide impact.
- Elected Health and Safety Representatives – attend the OHS committees to discuss topics of interest, including feedback on new or revised policies and procedures. Manningham continues to undertake consultation in regard to health and safety outside of formal committee structures, for example, by involving employees in risk assessments, hazard assessments and incident investigations.

Workplace injuries and claims

Manningham has continued to improve injury management processes and systems to ensure injured workers are supported at all times during their recovery and return to work. This is carried out in accordance with compliance requirements outlined in the *Workplace Injury Rehabilitation and Compensation Act 2013* and is subject to spot audit by WorkSafe Victoria.

The cumulative impact of Council's injury management and OHS processes and procedures during the past year has realised a 27.14 per cent reduction in WorkCover Premium for the 2015/16 period.

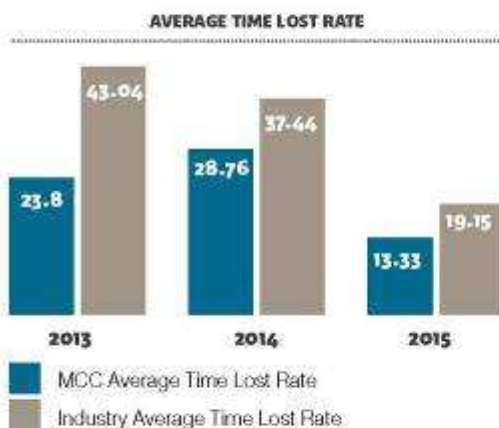
The charts opposite illustrate two of Council's WorkCover performance criteria for the last three years, with a comparative measure of industry average for Local Government.

Manningham Council and Industry Benchmarking Performance Measures

This chart shows Manningham's average days lost per claim versus that of Local Government as an industry over the past three years.

Due to the timing of the data release, 2016 statistics had not been released.

Manningham Council has performed between 20 per cent and 42 per cent better than the industry in general during this period.



Council's Premium Rate (applied to remuneration), has been between 47 per cent and 72 per cent lower than industry average for the last three years.



In summary, Council's performance remains very good, particularly compared to the Local Government Industry Average. However, we will face some challenges in the year ahead keeping claim costs down, due to some recent significant time lost claims.

ASSET MANAGEMENT

Council is responsible for an extensive range of infrastructure assets, such as buildings, roads and bridges, drainage, parks and recreational facilities.

This represents a significant investment made over many generations to ensure that the assets and the services that Council delivers are managed in an economical and sustainable manner.

The replacement value of these assets (including land and fixed assets) is estimated at \$2 billion, and Council currently spends, on average, around \$14.5 million per year on the refurbishment and renewal of its infrastructure assets.

Sound and sustainable asset management is necessary to enable Council to meet its responsibilities and obligations in order to provide necessary services and facilities, to manage and maintain these important community assets and to meet legislative, regulatory and reporting requirements.

Council's approach to asset management forms part of a framework that includes the application of asset management best practices, the implementation of corporate information systems for data management, reporting and works planning, a planned and fully funded approach to timely infrastructure renewal, and the consideration of lifecycle costing for capital investment decisions for new or enhanced infrastructure.

There are a number of key documents that form part of this framework that influences and drives asset management at Council. These include Council's Asset Management Policy and Asset Management Strategy, which provides direction and guidance for the ongoing management of Council's assets, and also defines the principles and methodology on which the long term Capital Works Program is developed.

The Capital Works Program assigns funding priority to the renewal and refurbishment of existing assets, over the creation of new assets, to ensure that Council's existing infrastructure facilitates levels of service that are affordable and continue to meet community expectations, changes in standards and growth of the city.

In 2015/16, Council invested \$15.4 million in asset renewal, highlights include:

- Building restoration and refurbishment works at various Council buildings (Aquarena Aquatic and Leisure Centre, Bulleen Maternal and Child Health Centre, Warrandyte Senior Citizens Centre, Twin Hills Preschool and Wonga Park Tennis Club) – \$3.64 million.
- Road restoration and reseal works (Lincoln Drive, Homestead Road and Brushy Park Road) and other road related infrastructure (kerb and channel, car parks, footpaths and drainage pits) – \$5.13 million.
- Restoration and renewal of Council's open space and recreational assets (fencing, water services, floodlighting, play spaces, sportsgrounds and streetscapes) – \$2.15 million.
- Implementation of IT strategy initiatives and upgrade of computer network systems – \$51,000.
- Ongoing replacement of Council's fleet of vehicles and mobile plant items – \$1.36 million.

OUR GOVERNANCE SYSTEM

National Asset Management Assessment Framework (NAMAF)

Council participates in, and is a strong advocate of, the MAV Step Asset Management Program. The Step Program was established to raise awareness, assist councils with asset management and to support a common best practice approach across the industry.

The Step Program continues to evolve and now includes best practice guidelines and practices contained in the Federal Government's National Asset Management Assessment Framework (NAMAF).

The Framework is being used nationally to support improvement in local governments' asset management planning and performance, and to assist councils to achieve a 'Core' or 'Advanced' level of asset management maturity within their organisation.

There are 11 key assessment elements that the NAMAF includes to evaluate asset management performance.

A summary of Manningham's 'core' asset management performance (scorecard) for 2015/16 is outlined in the table below and it includes a comparison with outer metropolitan councils.

| KEY ASSET MANAGEMENT ELEMENTS | OUTER METROPOLITAN | MANNINGHAM |
|----------------------------------|--------------------|-------------------|
| Strategic planning | Excellence (95%) | Excellence (100%) |
| Annual budget | Excellence (100%) | Excellence (100%) |
| Annual report | Excellence (100%) | Excellence (100%) |
| Asset Management Policy | Excellence (100%) | Excellence (100%) |
| Asset Management Strategy | Excellence (100%) | Excellence (100%) |
| Asset Management Plans | Excellence (95%) | Excellence (100%) |
| Governance and management | Excellence (95%) | Excellence (100%) |
| Levels of service | Excellence (90%) | Excellence (100%) |
| Data and systems | Excellence (95%) | Excellence (97%) |
| Skills and processes | Excellence (95%) | Excellence (98%) |
| Evaluation | Excellence (95%) | Excellence (100%) |

The results show that Manningham has achieved a high level of asset management performance, having reached 'Core' maturity level in all of the key elements, and is generally operating at or above the industry standard in comparison to other councils.

The Step Program will continue to be implemented in 2016/17 and will focus on achieving improved NAMAF outcomes that will move towards advanced maturity, to support further improvement in asset management performance, financial sustainability and service planning that will assist Councils to achieve their strategic outcomes.

GOVERNANCE AND MANAGEMENT CHECKLIST

The following are the results in the prescribed form of Manningham Council's assessment against the prescribed governance and management checklist.

| GOVERNANCE AND MANAGEMENT ITEMS | ASSESSMENT |
|--|--|
| Community engagement policy (policy outlining Council's commitment to engaging with the community on matters of public interest). | Current policy in operation Date of operation: 31 October 2014 |
| Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community). | Current guidelines in operation Date of operation: 31 October 2014 |
| Strategic Resource Plan (plan under section 126 of the Act outlining the financial and non financial resources required for at least the next four financial years). | Adopted in accordance with section 126 of the Act Date of adoption: 28 June 2016 |
| Annual budget (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required). | Adopted in accordance with section 130 of the Act Date of adoption: 28 June 2016 |
| Asset management plans (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next ten years). | Current plans in operation Drainage Management Plan date of operation: 31 July 2007 Roads Management Plan date of operation: 28 August 2012 Building Management Plan date of operation: 28 August 2012 Parks Management Plan date of operation: 28 August 2012 |
| Rating strategy (strategy setting out the rating structure of Council to levy rates and charges). | Current strategy in operation Date of operation: 26 June 2007 |
| Risk policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations). | Current policy in operation Date of operation: 15 December 2015 |
| Fraud policy (policy outlining Council's commitment and approach to minimising the risk of fraud). | Current policy in operation Date of operation: 20 January 2015 |
| Municipal emergency management plan (plan under section 20 of the <i>Emergency Management Act 1986</i> for emergency prevention, response and recovery). | Prepared and maintained in accordance with section 20 of the <i>Emergency Management Act 1986</i> Date of preparation: 15 March 2016 |
| Procurement policy (policy under section 186A of the <i>Local Government Act 1989</i> outlining the matters, practices and procedures that will apply to all purchases of goods, services and works). | Prepared and approved in accordance with section 186A of the <i>Local Government Act 1989</i> Date of approval: 24 June 2014 |

OUR GOVERNANCE SYSTEM

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| | |
|--|---|
| Business continuity plan (plan setting out the actions that will be taken to ensure that key services continue to operate in the event of a disaster). | Current plan in operation Date of operation: 29 April 2015 |
| Disaster recovery plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster). | Current plan in operation Date of operation: 29 April 2015 |
| Risk management framework (framework outlining Council's approach to managing risks to the Council's operations) | Current framework in operation Date of operation: 15 December 2015 |
| Audit Committee (advisory committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements). | Established in accordance with section 139 of the Act Date of establishment: 13 January 1998 |
| Internal audit (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls). | Internal auditor engaged Date of engagement: 8 September 2011 |
| Performance reporting framework (a set of indicators measuring financial and non financial performance, including the performance indicators referred to in section 131 of the Act). | Current framework in operation Date of operation: 29 April 2014 |
| Council Plan reporting (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year). | Current report Date of report: 12 November 2015 and 3 May 2016 |
| Financial reporting (quarterly statements to Council under section 138 of the Act comparing budgeted revenue and expenditure with actual revenue and expenditure). | Quarterly statements presented to Council in accordance with section 138(1) of the Act Quarter 1 statement presented: 27 October 2015 Quarter 2 statement presented: 26 February 2016 Quarter 3 statement presented: 26 April 2016 Quarter 4 statement anticipated to be presented 30 August 2016 |
| Risk reporting (six monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies). | Reports prepared and presented Date of reports: 29 March 2015, 24 November 2015 and scheduled for 26 July 2016 |

| | |
|--|--|
| <p>Performance reporting (six monthly reports of indicators measuring results against financial and non-financial performance, including the performance indicators referred to in section 131 of the Act).</p> | <p>Reports prepared and presented Date of reports: 29 September 2015 and 3 May 2016</p> |
| <p>Annual report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial and performance statements).</p> | <p>Considered at meeting of the Council in accordance with section 134 of the Act Date of consideration: 27 October 2015</p> |
| <p>Councillor Code of Conduct (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors).</p> | <p>Reviewed in accordance with section 76C of the Act Date reviewed: 28 June 2016</p> |
| <p>Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff).</p> | <p>Reviewed in accordance with section 98(6) of the Act Date of review: 26 April 2016</p> |
| <p>Meeting procedures (a local law governing the conduct of meetings of Council and special committees).</p> | <p>Meeting procedures local law made in accordance with section 91(1) of the Act Date local law made: 29 October 2015</p> |

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I certify that this information presents fairly the status of Council's governance and management arrangements.



Warwick Winn
Chief Executive Officer
Dated: 30 August 2016



Cr Paul McLeish
Mayor
Dated: 30 August 2016

OUR GOVERNANCE SYSTEM

STATUTORY INFORMATION

The following information is provided in accordance with legislative and other requirements applying to Council.

DOCUMENTS AVAILABLE FOR PUBLIC INSPECTION

In accordance with Section 12 of the Local Government (General) Regulations 2015 the following is a list of the prescribed documents that are available for inspection on request at the Manningham Civic Centre, 899 Doncaster Road, Doncaster, during normal office hours from 8.00 am to 5.00 pm on weekdays:

- Details of overseas or interstate travel (with the exception of interstate travel by land for less than three days) undertaken in an official capacity by Councillors or any member of Council staff in the previous 12 months
- Minutes of meetings of Special Committees held in the previous 12 months, except if the minutes relate to parts of meetings that have been closed to members of the public
- Details of all property, finance and operating leases involving land, buildings, plant, computer equipment or vehicles entered into by Council as less or lessee, including the name of the other party to the lease and the terms and the value of the lease
- Register of authorised officers
- A list of grants and donations made by Council during the financial year

In addition, there is other information that Council is obliged to have available for inspection. This includes:

- An operating statement, a statement of financial position and notes to the financial statements
- A copy of election campaign donation returns retained.

For more information, visit www.manningham.vic.gov.au/public-registers-and-information

BEST VALUE

In line with the *Local Government Act 1989*, Manningham Council operates under the principles of Best Value which are based around:

- Quality and cost of services
- Services being responsive to the needs of the community
- Services being accessible to those for whom they are intended
- An approach of continuous improvement for services
- Regular consultation with the community on the services provided.

The six Best Value principles are:

1. Quality and cost standards
2. Responsiveness to community needs
3. Accessibility
4. Continuous improvement
5. Community consultation
6. Reporting to the community

Council has developed a multi pronged approach to capture Best Value across the organisation's activities.

The first is to plan and capture all Best Value activity internally by reporting on these in every report, business case and capital works proposal presented to the Executive Management Team and the Council.

Secondly, Council's Manningham Improvements (MI) Program uses a continuous improvement methodology to investigate and improve service delivery. In 2015/16, more than 70 staff took part in Lean A3 training which focussed on evidence based problem solving and measures for benefit realisation.

Council also recruited a full time CI Facilitator to support the Assets and Engineering Directorate with their improvements.

The number of improvement projects commenced in 2015/16 was 20, which is double to the number of projects commenced in 2014/15. Projects included:

- Sports club contributions process
- Depot yard storage review
- Depot administration – closing the loop on Customer Feedback System responses
- Environmental risks review
- Timesheets at the Depot
- Online payments for Engineering and Technical Services
- Staff induction and on-boarding process
- Online payments for early years programs
- First aid kits review
- Community event registration process
- Capital works reconciliation reporting
- Grass cutting schedules
- Depot administration – training records
- Customer relationship managers process
- Community event registration
- Capital works reconciliation reporting
- Depot administration – training records
- Maternal and child health.

CARERS RECOGNITION

In accordance with the *Carers Recognition Act 2012* Council is required to report annually on its care measurement obligations under Section 11 of that Act. Council has taken all practicable measures to comply with its responsibilities outlined in the *Carers Recognition Act 2012*. Council has promoted the principles of the Act to people in care relationships who receive council services; to people in care relationships, and to the wider community by:

- Displaying posters at the customer service reception at Council's Aged and Disability Support Services unit
- Providing information on Council's website for Carers, www.manningham.vic.gov.au/ageing-well-carers, including the availability of carer support groups.

Council has taken all practicable measures to ensure staff, Council agents and volunteers working for Council are informed about the principles and obligations of the Act by including information on the care relationship by:

- Providing information about the *Carer Recognition Act 2012* to clients in Home and Community Care and disability services through the Client Information packs
- Including reference to the Act in Council's Discrimination, Harassment and Bullying Policy
- Providing information on the care relationship in Council's quarterly staff induction presentations, which all new staff members attend
- References to carers leave and the care relationship in the current Manningham City Council Enterprise Agreement 6, 2014.

Council has taken all practicable measures to review and modify policies, procedures and supports to include recognition of the carer relationship and has provided the following additional activities and resources to recognise the care relationship:

- Respite care support – in home and community based regular and occasional, and school holiday through the Manningham Activities for Special Kids (MASK) program
- Free attendance for carers attending with caré recipient at seniors events, including the annual Dapper Day Out afternoon tea dance.
- Provided 39 Manningham carers with a day trip to either Williamstown (15 carers) or Sorrento (14 carers) during National Carer's Week in October 2015, supported by funding from Carer's Victoria
- Carers were recognised as part of the pARTicipate Art Expo event held at the Plaza Park at MC Square, which celebrated International Day of People with disabilities
- The Aquarena Aquatic and Leisure Centre continued to accept the Carer Card and offered free entry to all carers while working in their role as a carer.

CONTRACTS

During the year Council did not enter into any contracts valued at \$150,000 or more without first engaging in a competitive process.

DISABILITY ACCESS AND INCLUSION PLAN

In accordance with Section 38 of the *Disability Act 2006*, Council is required to develop a Disability Action Plan and report on it in the Annual Report.

In 2015/16, Council implemented the following actions from its Disability Access and Inclusion Plan:

- An Inclusion@Work business breakfast was held and attended by 175 people representing a range of businesses across Manningham. The event promoted and encouraged businesses to be inclusive and employ people from diverse backgrounds including people with disabilities, those experiencing mental health issues, culturally and linguistically diverse (CALD) communities and women
- Three digital video stories were produced demonstrating the benefits of inclusive and diverse workforces through the stories of two local residents, with more than 30,000 combined views since launching the videos.
- A White Ribbon Day event, 'I Believe' was held in 2015 and attended by more than 100 people. The event highlighted the prevalence of violence against women in the community and specifically the impact of violence against women with a disability and the importance of advocating for their rights

OUR GOVERNANCE SYSTEM

- Access and Equity Advisory Committee meetings were held bi-monthly. The committee provides advice to Council on local issues, service delivery and planning for improved access, equity and inclusion within Council and the wider community
- More than 400 people attended the 'Inclusion Matters – access and empowerment for people of all abilities', an event to highlight International Day of People with a Disability 2015. The event aimed to raise the profile and perceptions of people with disabilities in their local community and showcase the talents of individuals with disabilities in Manningham
- The National Disability Insurance Scheme (NDIS) – Your Questions Answered forum was held and attended by 360 community members. The forum aimed to increase awareness and understanding of the NDIS, increase capacity of people with disability and their families/carers to make informed choices to achieve their goals, access appropriate services and self-manage their lives and increase awareness of rights, entitlements and supports available under the NDIS
- Ongoing assistance to community organisations in the delivery of peer support and educational programs to support individuals and families to prepare for the NDIS.

MANNINGHAM'S HEALTHY CITY PLAN

In accordance with the *Health and Wellbeing Act 2008*, Council is required to prepare, implement and evaluate a Municipal Public Health and Wellbeing Plan to meet the needs of the local community. The plan is required to be monitored and reported on annually.

In 2015/16, Council implemented the following actions from its Municipal Public Health and Wellbeing Plan:

- A partnership project was developed with Alzheimer's Australia to establish Manningham as a Dementia Friendly City. A survey was conducted to engage the community on how they viewed the services and opportunities for those with dementia in Manningham. A Dementia Alliance Group was formed comprising of community organisations, Alzheimer's Australia and Council representatives. An action plan was developed to work towards Manningham becoming a Dementia Friendly City.
- The ongoing implementation of the Live Well in Bulleen Community Strengthening Project designed to address the needs of socially isolated and disadvantaged residents in Bulleen and improve service access through the delivery of a range of initiatives including Café @ Ajani, a pre-employment training program engaging students with an intellectual disability, parent education sessions at two playgroups in Bulleen (Ajani Centre and Bulleen Library) and a Doncare Community Services outreach program at the Living and Learning @ Ajani Centre and Bulleen Plaza. Other key highlights included a pop up cinema at Heide Gallery which was attended by more than 1,500 people and a Community Multicultural Festival at the Ajani Centre and Ted Ajani Reserve during Cultural Diversity Week 2016.
- A series of health promotion activities were delivered that encourage Manningham residents to pursue healthier lifestyles and address risk factors impacting on their wellbeing. The key deliverable being the Plaza Park project, funded through a Vic Health grant, which consisted of the following achievements:
 - Engaging 15,000 people to participate in physical activity across 70 sessions from August 2015 to May 2016.
 - An additional 2,400 people used the space outside of the planned activity sessions for general recreation and play.
 - The project benefitted the culturally and linguistically diverse (CALD) community with 40 per cent participation rate as well as 10 per cent of people with a disability participating.
 - Age related participation was children zero to 12 years (27 per cent), teenagers aged 13 to 17 years (5 per cent), adults aged 18 to 65 years (51 per cent) and seniors aged over 65 (18 per cent).
- The development and adoption by Council of the Manningham Food Security Plan 2016 – 2021. The plan was informed by community consultation with more than 600 residents, visitors, community organisations and businesses. Actions within the plan include capacity building and partnership, food education and raising awareness in the community about the importance of building a sustainable local food system and providing access to locally grown and sourced food.
- The first edition of *Invigorate* Manningham's new seasonal health and lifestyle magazine was published December 2015 with a wide distribution to libraries, clubs and community organisations to promote health and well being leisure and recreation activities. The magazine is produced quarterly.

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DOMESTIC ANIMAL MANAGEMENT PLAN

In accordance with the *Domestic Animals Act 1994* Council is required to prepare a Domestic Animal Management Plan at four yearly intervals and evaluate its implementation in the Annual Report.

Council adopted the Domestic Animal Management Plan 2014 – 2017 in 2013.

| TOPIC | TOTAL ACTIONS IN PLAN | ACTIONS COMPLETE | ACTIONS OUTSTANDING | COMMENTS |
|--|-----------------------|------------------|---------------------|---|
| Staff Training | 11 | 11 | 0 | All actions completed. |
| Registration/identification | 27 | 27 | 0 | Only one action remains outstanding which relates to being able to de-register animals online. |
| Nuisance complaints | 15 | 14 | 1 | Review of enforcement policies to be completed prior to November 2017. |
| Dog Attacks | 22 | 20 | 2 | Two actions to be completed prior to November 2017 relating to developing a website page that provides information on dog attacks and also to raise awareness on the risk of dog attacks in the home. |
| Declared Dogs | 17 | 17 | 0 | All actions completed. |
| Overpopulation euthanasia rates | 17 | 15 | 2 | Two actions to be completed prior to November 2017, relating to the addition of information on Council's website and the setting up of an incentive package to owners who adopt a stray cat. |
| Domestic Animal Businesses | 14 | 14 | 0 | All actions completed. |
| Other matters | 24 | 20 | 4 | Four actions remain outstanding and will be completed prior to November 2017. |

The plan is reviewed annually and this will be completed prior to 3 November 2016.

A new plan will be developed in 2017 for adoption prior to 3 November 2017.

FOOD ACT MINISTERIAL DIRECTIONS

In accordance with section 7E of the *Food Act 1984* Council is required to publish a summary of any ministerial directions received during the financial year in its Annual Report.

Council did not receive ministerial directions during the 2015/16 year.

OUR GOVERNANCE SYSTEM

FREEDOM OF INFORMATION

The *Freedom of Information Act 1982* gives the community a right to access certain Council documents. Freedom of Information requests must be made in writing and be accompanied by an application fee.

Under legislation Council must decide if the information will be provided (in whole or in part) or whether access will be denied, within 45 days.

In 2015/16, Council received seven Freedom of Information applications. Four of the applications were processed and completed during 2015/16. Three of the applications were carried over into 2016/17.

Two additional requests were received in 2015/16, which were subject to consultations under section 17 of the *Freedom of Information Act 1982*. As there has been no response from the applicants to the section 17 consultation in each case, these requests have not become valid applications in terms of the Act and have not been processed.

Two additional requests were received in 2015/16 which were able to be satisfied outside of the Act.

All enquiries relating to accessing documents under Freedom of Information should be direct to Council's Freedom of Information Officer on 9640 9333.

For more information, visit www.manningham.vic.gov.au/legislation

INFORMATION PRIVACY

Council is committed to protecting the personal privacy of residents and ratepayers. Council will only collect, use or disclose personal information where it is necessary to perform Council functions or where required by law. Council is committed to full compliance with its obligations under the *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*.

- *Privacy and Data Protection Act 2014* – no complaints were received during 2015/16
- *Health Records Act 2001* – no complaints were received during 2015/16.

To view Council's Information Privacy Policy, visit, www.manningham.vic.gov.au/privacy

LOCAL LAWS

Council adopted Manningham's Community Local Law on 30 April 2013. The Community Local Law replaces Manningham's General, Public Health and Doncaster Hill Local Laws. The preparation, content and format of the Local Law is in accordance with the Ministerial Guidelines.

A Community Impact Statement was developed to inform and consult the community about the Local Law. The Community Local Law complies with National Competition Policy requirements and is compatible and consistent with the Victorian Charter of Human Rights.

For more information, visit www.manningham.vic.gov.au/community-local-law

PROTECTED DISCLOSURE PROCEDURES

The *Protected Disclosure Act 2012* became law in Victoria in February 2013. The purpose of the Act and procedure is to encourage and facilitate the disclosure of any improper conduct by Councillors or Council officers and to protect people making disclosures from any reprisals that may occur as a result of their actions.

Council has adopted a Protected Disclosure Procedure to supplement the provisions of the Act and to facilitate the disclosure of any improper conduct by Councillors and Council officers.

The role of Council's Protected Disclosure Co-ordinator is to receive and consider all disclosures about improper conduct and detrimental action as defined by the Act. A copy of the Protected Disclosure Procedure is available on Council's website.

In 2015/16, there have been no disclosures referred by Council to the Independent Broad-based Anti-corruption Commission (IBAC). For more information, visit www.manningham.vic.gov.au/legislation

ROAD MANAGEMENT ACT – MINISTERIAL DIRECTIONS

In accordance with Section 22 of the *Road Management Act 2004* Council must publish a copy or summary of any ministerial directions in its Annual Report.

Council did not receive ministerial directions during the 2015/16 financial year.

FINANCIAL STATEMENTS



FINANCIAL STATEMENTS

GUIDE TO THE FINANCIAL STATEMENTS

The guide has been prepared to assist readers understand and analyse the Financial Statement as particular terms required by the Accounting Standards may not be familiar to all readers, and some of the generally recognised terms used in private sector company reports are rephrased to be more appropriate to a Council's report.

The Financial Report is a key report by Manningham Council. It shows how Council performed financially during the financial year and the overall position as at 30 June.

The Financial Report is prepared by Council's staff in accordance with the Australian Accounting Standards and relevant legislation, examined by Council's Audit Committee and by Council, and audited by the Victorian Auditor-General.

WHAT IS CONTAINED IN THE FINANCIAL REPORT?

Council's Financial Report has two main sections, namely, the Financial Statements and the Notes.

There are five Financial Statements and a number of 'notes' that accompany the Statements. The five Statements are at the front of the report. They are the Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Cash Flow Statement and Statement of Capital Works.

The notes to the statements disclose Council's accounting policies and provide greater detail on the values contained in the statements.

COMPREHENSIVE INCOME STATEMENT

This statement was once known as the 'Profit and Loss Statement' and shows:

- The sources of Council's revenue under various income headings.
- The expenses incurred in running the Council during the year. These expenses relate only to the Operations' and do not include the cost associated with capital purchases or the building of assets. While capital purchase costs are not included in the Expenses there is an item for 'Depreciation'. This value is the value of the assets 'used up' during the year.

The key figure to look at is the surplus for the year. A surplus means that the revenue was greater than the operating expenses. The cash element in the surplus is mainly used to fund the Capital Works Program.

BALANCE SHEET

This one page summary is a snapshot of the financial situation as at 30 June. It shows what the Council owns as Assets and what it owes as Liabilities. The bottom line of this statement is Net Assets, or Equity, and this is the net worth of Council which has been built up over many years. The Assets and Liabilities are further separated into Current and Non-current categories. Current assets or Current liabilities are those which will fall due in the next 12 months, or cannot be deferred for greater than 12 months.

The components of the Balance Sheet are:

Current and Non-Current Assets

- Cash and cash equivalents includes cash and investments, i.e. cash held in the bank and in petty cash and the market value of Council's investments.
- Trade and other receivables are monies owed to Council by Ratepayers and others.
- Other financial assets include term deposits with financial institutions ranging from three to 12 months.
- Non-current assets held for sale contains land and buildings which have been approved for sale by Council.
- Other assets are pre-payments of next year's expenses and monies owed to Council, other than from trading, that are not yet received.
- Financial Assets refers to term deposit investments with a term of between three and 12 month and security deposits held by Council.
- Investment in Associates refers to Council's equity share in the Whitehorse Manningham Regional Library Service.
- Property, Infrastructure, Plant and Equipment is the largest component of Council's worth and represents the value of all the land, buildings, roads, vehicles, equipment, etc. which has been built up by Council over many years.
- Intangible assets are assets that have no physical form such as computer software and licences.

Current and Non-Current Liabilities

- Trade and other payables is the value to whom Council owes money as at 30 June.
- Trust funds and deposits represents monies held in Trust by Council.
- Provisions include accrued salary and leave entitlements.
- Interest bearing loans and borrowings represents monies owe by Council to financial institutions as at 30 June.

Income received in advance represents payments received for works or services yet to be done.

NET ASSETS

This term is used to describe the difference between the value of Total Assets and the value of Total Liabilities. It represents the net worth of Council as at 30 June.

Total Equity

This always equals Net Assets. It is made up of the following components:

- Accumulated Surplus: this is the value of the Council, other than the Asset Revaluation reserve and Other Reserves that has been accumulated over time.
- Asset Revaluation Reserve: this is the value by which the purchase cost of assets has changed over the years and arises as assets are revalued to their replacement cost from time to time.
- Other Reserves: this is the value of unspent funds from developer contributions and the sale of open space lands. These funds are held for future expenditure.

Statement of Changes in Equity

During the course of the year the value of Total Equity, as set out in the Balance Sheet, changes. This Statement shows the values of such changes and how these changes arose. The main reasons for a change in equity stem from:

- The surplus for the year is the value that income exceeded operating costs as described in the Comprehensive Income Statement.
- Net Asset revaluation increment reflects the change in the replacement value of assets.
- Transfer of monies to or from Council's reserves shows the money withdrawn from reserves and used during the year, or placed into reserves for future use.

CASH FLOW STATEMENT

The Cash Flow Statement summarises Council's cash payments and cash receipts for the year. This Statement is presented according to Australian Accounting Standards and needs some care in analysis.

The values may differ from those shown in the Comprehensive Income Statement because the Comprehensive Income Statement is prepared on an accrual accounting basis and the Cash Flow Statement is based on the timing of cash receipts and payments.

Cash in this Statement refers to bank deposits with a term of three months or less and other forms of highly liquid investments that can readily be converted to cash, such as cash invested with banks. Council's cash arises from, and is used in, three main areas:

Cash Flows from Operating Activities

- All cash received into Council's bank account from Ratepayers and others who owed money to Council. Receipts also include the interest earnings from Council's cash investments. It does not include the costs associated with the sale of assets.
- Payments. All cash paid by Council from its bank account to staff, creditors and other persons. It does not include the costs associated with the creation of assets.

Cash Flows from Investing Activities

- This section shows the cash invested in the creation or purchase of property, infrastructure, plant and equipment assets and the cash received from the sale of these assets.

Cash Flows from Financing Activities

- This is where the receipt and repayment of borrowed funds are recorded.
- The bottom line of the Cash Flow Statement and the Cash and Cash Equivalents at the end of the financial year.

FINANCIAL STATEMENTS

STATEMENT OF CAPITAL WORKS

This statement summarises expenditures associated with capital purchases in the asset classes prescribed by the Regulations as part of the capital works program. There are four main classes of assets:

- Property – includes land and buildings purchased during the year.
- Plant, machinery and other assets – includes non-infrastructure assets like computers, artworks, furniture and fixtures.
- Infrastructure – this is where bulk of capital works program is allocated. This asset class includes roads, drainage, parks, open space and recreational community facilities.
- Intangible assets – represents costs associated with computer software and licences.
- The last section of the statement provides a break down of the total capital expenditures into:
- New – represents expenditure on new asset to meet current or additional service level requirements.
- Renewal – restores or replaces an existing asset that returns the service of the asset to its original capacity.
- Expansion – extends the capacity of an existing asset to provide an additional level of service and benefits to new users to the same standard as existing users.
- Upgrade – enhances an existing asset to provide a higher level of service and increases the life of the assets.

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NOTES TO THE ACCOUNTS

The notes are an important and informative section of the report. The Accounting Standards are not prescriptive of all issues, and so to enable the reader to understand the basis on which the values shown in the Statements are established it is necessary to provide details of Council's accounting policies.

These policies are described in Note 1. Apart from the accounting policies, the notes also give details behind many of the summary figures contained in the Statements. The note numbers are shown beside the relevant items in the Statements.

Where Council wishes to disclose other information which cannot be incorporated into the Statements then this is shown in the notes. Other notes include:

- The break down of expenses, revenues, reserves and assets
- Contingent liabilities
- Transactions with persons related to Council
- Financial performance indicators.

The Statements and notes should be read in conjunction to get a clear picture of the accounts.

STATEMENTS BY PRINCIPAL ACCOUNTING OFFICER AND COUNCILLORS

The Certification of the Principal Accounting Officer is made by the person responsible for the financial management of Council that, in her/his opinion, the Financial Statements have met all the statutory and professional reporting requirements.

The Certification of Councillors is made by two councillors on behalf of Council that, in their opinion, the Financial Statements are fair and not misleading.

AUDITOR-GENERAL'S REPORT

The Independent Auditor's Report provides the reader with an external and independent opinion on the Financial Report and Standard Statements. It confirms that the Financial Report has been prepared in accordance with relevant legislation and professional standards and that it represents a fair picture of the financial affairs of the Council. The Victorian Auditor-General is Council's auditor.

FINANCIAL STATEMENTS

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FINANCIAL STATEMENTS

COMPREHENSIVE INCOME STATEMENT

For the Year Ended 30 June 2016

| | Note | 2016 \$'000 | 2015 \$'000 |
|---|-------|----------------|----------------|
| Income | | | |
| Rates and charges | 3 | 81,370 | 75,142 |
| Waste charges | 3 | 12,040 | 12,149 |
| Statutory fees and fines | 4 | 2,092 | 1,665 |
| User fees and charges | 5 | 10,551 | 10,272 |
| Contributions - monetary | 6 | 5,430 | 2,094 |
| Contributions - non-monetary | 6 | 494 | 1,618 |
| Grants - operating | 7 | 10,023 | 12,136 |
| Grants - capital | 7 | 7,189 | 2,441 |
| Interest income | 8 | 1,074 | 1,787 |
| Other income | 8 | 814 | 750 |
| Share of gain from investment in associate | 9 | 522 | 153 |
| Total income | | 132,309 | 120,207 |
| Expenses | | | |
| Employee costs | 10 | 47,890 | 45,948 |
| Materials, services and contracts | 11 | 21,595 | 19,951 |
| Net loss on disposal of property, plant and equipment, infrastructure, and other fixed assets | 12 | 129 | 2,330 |
| Depreciation and amortisation | 13 | 20,221 | 19,754 |
| Borrowing costs | 14 | 309 | 294 |
| Community grants and contributions | 15 | 5,203 | 5,137 |
| Utilities | 15 | 2,186 | 2,538 |
| Other expenses | 15 | 10,110 | 10,083 |
| Total expenses | | 107,643 | 106,045 |
| Surplus for the year | | 24,666 | 14,162 |
| Other comprehensive income | | | |
| Item that will not be reclassified to surplus or deficit in future periods | | | |
| Net asset revaluation increment/(decrement) | 27(a) | 56,539 | 180,582 |
| Total comprehensive result | | 81,205 | 194,744 |

The above comprehensive income statement should be read in conjunction with the accompanying notes.

BALANCE SHEET

As at 30 June 2016

| | Note | 2016 \$'000 | 2015 \$'000 |
|---|------|------------------|------------------|
| Assets | | | |
| Current assets | | | |
| Cash and cash equivalents | 16 | 39,470 | 48,821 |
| Trade and other receivables | 17 | 9,276 | 7,706 |
| Other financial assets | 19 | 23,500 | - |
| Other assets | 18 | 1,444 | 963 |
| Total current assets | | 73,690 | 57,490 |
| Non-current assets | | | |
| Trade and other receivables | 17 | 31 | 31 |
| Other financial assets | 19 | - | 189 |
| Investment in associates | 9 | 2,514 | 1,992 |
| Property, plant, equipment and other fixed assets, infrastructure | 20 | 1,845,383 | 1,774,798 |
| Intangible assets | 21 | 1,819 | 1,617 |
| Total non-current assets | | 1,849,747 | 1,778,607 |
| Total assets | | 1,923,437 | 1,836,097 |
| Liabilities | | | |
| Current liabilities | | | |
| Trade and other payables | 22 | 13,338 | 9,702 |
| Trust funds and deposits | 23 | 7,676 | 6,103 |
| Provisions | 24 | 12,197 | 11,442 |
| Income received in advance | 25 | 741 | 643 |
| Total current liabilities | | 33,952 | 27,890 |
| Non-current liabilities | | | |
| Provisions | 24 | 914 | 841 |
| Interest-bearing loans and borrowings | 26 | 7,279 | 7,279 |
| Total non-current liabilities | | 8,193 | 8,120 |
| Total liabilities | | 42,145 | 36,010 |
| Net Assets | | 1,881,292 | 1,800,087 |
| Equity | | | |
| Accumulated surplus | | 639,709 | 615,922 |
| Reserves | 27 | 1,241,583 | 1,184,165 |
| Total Equity | | 1,881,292 | 1,800,087 |

The above balance sheet should be read in conjunction with the accompanying notes.

FINANCIAL STATEMENTS

STATEMENT OF CHANGES IN EQUITY

For the Year Ended 30 June 2016

| 2016 | Note | Accumulated surplus \$'000 | Asset revaluation reserves \$'000 | Other reserves \$'000 | Total \$'000 |
|---|-------|-------------------------------|--------------------------------------|--------------------------|------------------|
| Balance at beginning of the financial year | | 615,922 | 1,180,397 | 3,768 | 1,800,087 |
| Surplus for the year | | 24,866 | - | - | 24,866 |
| Net asset revaluation increment/(decrement) | 27(a) | 5 | 56,534 | - | 56,539 |
| Transfers from other reserves | 27(b) | 3,072 | - | (3,072) | - |
| Transfers to other reserves | 27(b) | (3,956) | - | 3,956 | - |
| Balance at end of the financial year | | 639,709 | 1,236,931 | 4,652 | 1,881,292 |
| Change in equity for the financial year | | 23,787 | 56,534 | 884 | 81,205 |

| 2015 | Note | Accumulated surplus \$'000 | Asset revaluation reserves \$'000 | Other reserves \$'000 | Total \$'000 |
|---|-------|-------------------------------|--------------------------------------|--------------------------|------------------|
| Balance at beginning of the financial year | | 602,090 | 999,868 | 3,385 | 1,605,343 |
| Surplus for the year | | 14,162 | - | - | 14,162 |
| Net asset revaluation increment/(decrement) | 27(a) | 53 | 180,529 | - | 180,582 |
| Transfers from other reserves | 27(b) | 1,691 | - | (1,691) | - |
| Transfers to other reserves | 27(b) | (2,074) | - | 2,074 | - |
| Balance at end of the financial year | | 615,922 | 1,180,397 | 3,768 | 1,800,087 |
| Change in equity for the financial year | | 13,832 | 180,529 | 383 | 194,744 |

The above statement of changes in equity should be read in conjunction with the accompanying notes.

STATEMENT OF CASH FLOWS
For the Year Ended 30 June 2016

| | Note | 2016 Inflows/(Outflows) \$'000 | 2015 Inflows/(Outflows) \$'000 |
|---|------|--------------------------------------|--------------------------------------|
| Cash flows from operating activities | | | |
| Rates and charges | | 93,042 | 87,138 |
| User charges, fees and fines | | 12,113 | 11,379 |
| Grants - operating | | 10,023 | 12,136 |
| Grants - capital | | 7,243 | 2,174 |
| Contributions - monetary | | 4,738 | 2,239 |
| Interest received | | 1,787 | 1,821 |
| Net increase in trust funds and deposits | | 1,573 | 904 |
| Other receipts | | 535 | 532 |
| GST on receipts | | 1,008 | 899 |
| Payments to suppliers | | (35,815) | (37,305) |
| GST on payments to suppliers | | (4,099) | (3,636) |
| Payments to employees | | (46,870) | (45,980) |
| Net GST refund | | 2,895 | 2,727 |
| Net cash provided by/(used in) operating activities | 28 | 48,173 | 35,046 |
| Cash flows from investing activities | | | |
| Payments for property, plant and equipment, infrastructure, and other fixed assets | | (34,794) | (29,181) |
| Proceeds from disposal of property, plant and equipment, infrastructure, and other fixed assets | 12 | 601 | 439 |
| Payments for other financial assets | 19 | (23,500) | - |
| Proceeds from other financial assets | 19 | 169 | - |
| Net cash provided by/(used in) investing activities | | (57,524) | (28,742) |
| Net increase (decrease) in cash and cash equivalents | | (9,351) | 6,304 |
| Cash and cash equivalents at the beginning of the financial year | | 49,821 | 42,517 |
| Cash and cash equivalents at the end of the financial year | 16 | 39,470 | 48,821 |
| Financing arrangements | 30 | | |
| Restrictions on cash assets | 16 | | |

The above statement of cash flows should be read with the accompanying notes.

FINANCIAL STATEMENTS

STATEMENT OF CAPITAL WORKS

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|--|----------------|----------------|
| Property | | |
| Land | 1,996 | 835 |
| Buildings | 13,302 | 8,973 |
| Total property | 15,298 | 9,808 |
| Plant, machinery and other assets | | |
| Plant, machinery and equipment | 1,410 | 1,494 |
| Fixtures, fittings and lumiture | 85 | 108 |
| Computers and telecommunications | 308 | 88 |
| Artworks | 17 | 3 |
| Total plant, machinery and other assets | 1,821 | 1,703 |
| Infrastructure | | |
| Roads | 7,565 | 6,958 |
| Bridges | 370 | 216 |
| Footpaths and cycleways | 2,668 | 2,780 |
| Off street car parks | 114 | 390 |
| Drainage | 1,654 | 3,924 |
| Recreational, leisure and community facilities | 1,349 | 1,496 |
| Parks, open space and streetscapes | 3,306 | 1,372 |
| Total infrastructure | 17,028 | 17,131 |
| Intangible assets | | |
| Software | 649 | 539 |
| Total intangible assets | 649 | 539 |
| Total capital works expenditure | 34,794 | 29,181 |
| Represented by: | | |
| New asset expenditure | 13,147 | 9,735 |
| Asset renewal expenditure | 14,578 | 13,701 |
| Asset expansion expenditure | 2,907 | 2,578 |
| Asset upgrade expenditure | 4,162 | 3,167 |
| Total capital works expenditure | 34,794 | 29,181 |

The above statement of capital works should be read with the accompanying notes.

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Introduction

- (a) The City of Manningham was established by an Order of the Governor in Council on 15 December 1994 and is a body corporate. The Council's main office is located at 699 Doncaster Road, Doncaster, Victoria.
- (b) The purpose of the Council is to:
- provide for the peace, order, and good government of the municipal district;
 - promote the social, economic and environmental viability, and sustainability of the municipal district;
 - ensure that resources are used efficiently and effectively and services are provided in accordance with the Best Value Principles to best meet the needs of the local community;
 - improve the overall quality of life of people in the local community;
 - promote appropriate business and employment opportunities;
 - ensure that services and facilities provided by the Council are accessible and equitable;
 - ensure the equitable imposition of rates and charges; and
 - ensure transparency and accountability in Council decision making.
- (c) Other Disclosures:
 External Auditor - Auditor-General of Victoria
 Internal Auditor - Crowe Horwath
 Solicitors - Maddocks
 Bankers - Commonwealth Bank of Australia
 Website address - www.manningham.vic.gov.au

Statement of compliance

These financial statements are a general purpose financial report that consists of Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

Note 1 Significant accounting policies**(a) Basis of accounting**

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 1 (d));
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 1 (e));
- the determination of employee provisions (refer to Note 1 (m)).

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision.

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Changes of accounting policies

There have been no changes in accounting policies from the previous period.

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 1 Significant accounting policies (cont.)

(c) Revenue recognition

Income is recognised when the Council obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Council.

Rates and charges

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

A provision for doubtful debts on rates has not been established as unpaid rates represents a charge against the rateable property that will be recovered when the property is next sold.

Grants

Grant income is recognised when Council obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in Note 7. The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

Contributors

Monetary and non-monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

User fees and fines

User fees and fines (including parking fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

A provision for doubtful debts is recognised when collection in full is no longer probable.

Sale of property, plant and equipment and infrastructure

The profit or loss on disposal of an asset is determined when control of the asset has irrevocably passed to the buyer.

Rents

Rents are recognised as revenue when the payment is due or the payment is received, whichever first occurs.

Interest

Interest is recognised progressively as it is earned.

Other income

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

(d) Fair Value Measurement

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction in the principal (or most advantageous) market at the measurement date under current market conditions. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 1 Significant accounting policies (cont.)**(d) Fair Value Measurement (cont.)**

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

(e) Depreciation and amortisation of property, plant and equipment, infrastructure, intangible assets

Buildings, plant and equipment, infrastructure, intangible assets, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Artworks are not depreciated.

Straight line depreciation is charged based on the residual useful life as determined each year.

Major depreciation periods used are listed below and are consistent with the prior year unless otherwise stated:

| Asset class | Depreciation Period |
|--|-------------------------|
| Property | |
| Land | Infinite life |
| Land under roads | Infinite life |
| Buildings | 75 - 100 years |
| Buildings on leased land | Term of lease or 75 yrs |
| Plant, equipment and other assets | |
| Plant, machinery and equipment | 5 - 25 years |
| Fixtures, fittings and furniture | 4 - 20 years |
| Computers and telecommunications | 4 - 10 years |
| Artworks | Not depreciated |
| Infrastructure | |
| Road - pavement | 25 years |
| Road - sub-pavement | 100 years |
| Bridges | 60 - 100 years |
| Footpaths and cycleways | 60 - 100 years |
| Carparks | 60 - 100 years |
| Drainage | 100 years |
| Recreational, leisure and community facilities | 20 years |
| Parks, open space and streetscapes | 20 years |
| Waste garbage bins | 15 years |
| Intangible assets | |
| Software | 5 years |

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 1 Significant accounting policies (cont.)

(f) Repairs and maintenance

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

(g) Borrowings

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

Borrowing costs

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. Except where specific borrowings are obtained for the purpose of specific asset acquisition, the weighted average interest rate applicable to borrowings at balance date, excluding borrowings associated with superannuation, is used to determine the borrowing costs to be capitalised.

Borrowing costs include interest on bank overdrafts, interest on borrowings, and finance lease charges.

(h) Recognition and measurement of property, plant, equipment and other fixed assets, infrastructure, intangible assets

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, and an appropriate share of directly attributable variable and fixed overheads.

The following classes of assets have been recognised in note 20. In accordance with Council's policy, the threshold limits detailed below have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year:

| Asset Class | Threshold limit \$'000 |
|--|---------------------------|
| Property | |
| Land | 0 |
| Land under floods | 0 |
| Buildings | 5 |
| Plant, equipment and other fixed assets | |
| Plant, machinery and equipment | 1 |
| Fixtures, fittings and furniture | 1 |
| Computers and telecommunications | 1 |
| Artefacts | 1 |
| Infrastructure | |
| Roads | 10 |
| Bridges | 10 |
| Footpaths and cycleways | 10 |
| Off street car parks | 10 |
| Other infrastructure | 10 |
| Drainage | 10 |
| Recreational, leisure and community facilities | 10 |
| Parks, open space and streetscapes | 10 |
| Waste garbage bins | 10 |
| Intangible assets | |
| Software | 1 |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 1 Significant accounting policies (cont.)**(h) Recognition and measurement of property, plant, equipment and other fixed assets, infrastructure, intangible assets (cont.)***Revaluation*

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 20, Property, plant and equipment, infrastructure and other fixed assets.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 1 to 3 years. The valuation is performed either by experienced Council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Land under roads

Land under roads acquired after 30 June 2008 is brought to account at cost adjusted for engloba characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. Council does not recognise land under roads that it controlled prior to that period in its financial report.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Value in use is the depreciated replacement cost. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

(i) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits at call and other highly liquid investments with maturities of three months or less from the date of acquisition, net of outstanding bank overdrafts.

Council invests funds in accordance with the power of investment under section 143 of the Local Government Act 1989.

(j) Financial assets

Term Deposits are measured at amortised cost.

(k) Investment in associate

Associates are all entities over which Council has significant influence but not control or joint control. Council's investment in an associate is accounted for by the equity method as the Council has the ability to influence rather than control the operations of the entity. The investment is initially recorded at the cost of acquisition and adjusted thereafter for post-acquisition changes in the Council's share of the net assets of the entity. The Council's share of the financial result of the entity is recognised in the Comprehensive Income Statement.

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 1 Significant accounting policies (cont.)**(l) Trust funds and deposits**

Amounts received as trust deposits and retention amounts controlled by Council are recognised as trust funds until they are returned or forfeited (refer to note 23).

(m) Employee costs and benefits

The calculations of employee costs includes all relevant oncosts and are calculated as follows at reporting date:

Wages and salaries

Liabilities for wages and salaries, rostered days off and sick leave are recognised and measured as the amount unpaid at balance date.

Annual leave

Annual leave entitlements are accrued on a pro-rata basis in respect of services provided by employees up to balance date and are measured at the amount expected to be paid, including superannuation and annual leave loading, when the accrued obligation is settled. All annual leave entitlements are classified as current liabilities. Annual leave entitlements that are expected to be settled within 12 months of balance date, based on past experience of payments, are classified as a short term liability and measured at nominal value. Annual leave entitlements that are expected to be settled later than 12 months after balance date are classified as a long term current liability and measured at the present value of the estimated future cash outflows. Council uses Commonwealth bond rates for discounting future cash flows.

Long service leave

Long service leave entitlements are assessed at balance date having regard to expected employee remuneration rates on settlement, superannuation payable on the entitlement, and other factors including accumulated years of employment and experience of employee departure per year of service. Unconditional long service leave entitlements are classified as current liabilities. Long service leave entitlements classified as current liabilities that are expected to be settled within 12 months of balance date, based on past experience of payments, are classified as a short term liability and measured at nominal value. Long service leave entitlements classified as current liabilities that are expected to be settled later than 12 months after balance date are classified as a long term current liability and are measured at the present value of the estimated future cash outflows. Long service leave accruals for employees with less than 7 years service are classified as a non-current liability and are valued at the present value of expected future cash flows. Council uses Commonwealth bond rates for discounting future cash flows.

Termination benefits

Termination benefits are payable when employment is terminated before the normal retirement date, or when an employee accepts voluntary redundancy in exchange for these benefits. The council recognises termination benefits when it is demonstrably committed to either terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after balance sheet date are discounted to present value.

Salary on-costs

Salary on-costs (workers compensation, superannuation, annual leave and long service leave accrued while on LSL) are recognised separately from provision for employee benefits.

Superannuation

The superannuation expense for the reporting year is the amount of the statutory contribution made to the superannuation plans which provide benefits to employees, including past employees who are members of a defined benefits scheme, together with any movements in Council's liabilities arising from re-measurement of the superannuation fund's obligations for defined benefit scheme members. Details of these arrangements are recorded in notes 10 and 33.

(n) Leases**Operating leases**

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 1 Significant accounting policies (cont.)**(o) Allocation between current and non-current****Liabilities**

A liability is classified as a current liability if it is expected, or due, to be settled in the entity's normal 12 month operating cycle, or it is held primarily for the purpose of being traded, or the Council does not have an unconditional right to defer settlement of the liability for at least twelve months after the reporting date. All other liabilities are classified as non-current liabilities.

Assets

An asset is classified as a current asset if it is expected to be realised in, or is intended for sale or consumption in, the entity's normal 12 month operating cycle, or held primarily for the purpose of trading or is a cash or a cash equivalent (as defined in AASB 107 Cash Flow Statements) that is restricted from being exchanged or used to settle a liability for at least twelve months after the reporting date. All other assets are classified as non-current.

(p) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an expense. Receivables and payables are shown inclusive of GST.

Cash flows are presented in the cash flow statement on a net basis. The GST on receipts, GST on payments and the net GST recoverable from, or payable to, the ATO are disclosed separately.

(q) Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars. Figures in the financial statement may not equate due to rounding.

(r) Non-current assets held for sale

A non-current asset held for sale is measured at the lower of its carrying amount and fair value less costs to sell and are not subject to depreciation and treated as current. For a non-current asset to be classified as held for sale, the asset must be available for immediate sale in its present condition subject only to terms that are usual and customary for sales of such assets and its sale must be highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.

(s) Contingent assets and contingent liabilities and commitments

Contingent assets and contingent liabilities are not recognised in the Balance Sheet but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of Note and presented exclusive of the GST payable.

(t) Trade and other receivables

Receivables are carried at nominal amounts.

A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

(u) Financial guarantees

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised. Details of guarantee that Council has provided, that is not recognised in the balance sheet, is disclosed at Note 34 Contingent liabilities and contingent assets.

(v) Pending accounting standards

Certain new AAS's have been issued that are not mandatory for the 30 June 2016 reporting period. Council has assessed these pending standards and has identified that no material impact will flow from the application of these standards in future reporting periods.

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 2 Budget comparison

The budget comparison notes compare Council's financial plan, expressed through its annual budget, with actual performance. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variances. Council has adopted a materiality threshold based on 10% variation to budget on a line item basis, or where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 23 June 2015. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for revenue and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term.

These notes are prepared to meet the requirements of the Local Government Act 1988 and the Local Government (Planning and Reporting) Regulations 2014.

a) Income and expenditure

| | Budget 2016 \$'000 | Actual 2016 \$'000 | Variance 2016 \$'000 | Ref |
|---|--------------------------|--------------------------|----------------------------|-----|
| Income | | | | |
| Rates and charges | 80,211 | 81,370 | 1,159 | 1 |
| Waste charges | 11,980 | 12,040 | 60 | |
| Statutory fees and fines | 1,765 | 2,002 | 237 | 2 |
| User fees and charges | 9,709 | 10,551 | 842 | 3 |
| Contributions - monetary | 2,351 | 5,430 | 3,079 | 4 |
| Contributions - non-monetary | 464 | 494 | 30 | |
| Grants - operating | 10,828 | 10,023 | (805) | 5 |
| Grants - capital | 4,506 | 7,189 | 2,683 | 6 |
| Interest income | 1,588 | 1,874 | 276 | 7 |
| Other income | 850 | 814 | (36) | |
| Share of gain from investment in associate | - | 522 | 522 | 8 |
| Total income | 124,262 | 132,209 | 8,047 | |
| Expenses | | | | |
| Employee costs | 47,917 | 47,890 | 27 | |
| Materials, services and contracts | 22,183 | 21,585 | 588 | 9 |
| Net loss on disposal of property, plant and equipment, infrastructure, and other fixed assets | (402) | 129 | (531) | 10 |
| Depreciation and amortisation | 20,347 | 20,221 | 126 | |
| Borrowing costs | 309 | 309 | - | |
| Community grants and contributions | 5,329 | 5,203 | 126 | |
| Utilities | 2,818 | 2,186 | 632 | 11 |
| Other expenses | 9,495 | 10,110 | (615) | 12 |
| Total expenses | 107,996 | 107,643 | 353 | |
| Surplus for the year | 16,266 | 24,566 | 8,400 | |
| Other comprehensive income | | | | |
| Net asset revaluation increment/(decrement) | 32,695 | 56,539 | 23,844 | 13 |
| Total comprehensive result | 48,961 | 81,205 | 32,244 | |

variances in brackets = unfavourable

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 2 Budget comparison (cont.)**a) Income and expenditure (cont.)****Explanation of material variations**

| Ref. | Item | Explanation |
|------|---|--|
| 1 | Rates and charges | Outcome: Greater than budget \$1,159,000 or 1.4 % Rates and charges are \$1.16 million favourable to budget mainly due to rates payable on the former Eastern Golf Club site following its sale and an increase of 641 properties rated for the first time during the year. |
| 2 | Statutory fees and fines | Outcome: Greater than budget \$237,000 or 13.4 % During the year, Council raised \$2.00 million in statutory charges, \$0.24 million favourable to budget. The increase was mainly due to strong demand for statutory building services and higher traffic compliance income. |
| 3 | User fees and charges | Outcome: Greater than budget \$342,000 or 8.7 % User fees and charges were greater than budget by \$0.84 million and mainly due to higher than anticipated planning applications (\$0.38 million) and higher engineering referral fees (\$0.28 million). |
| 4 | Contributions - monetary | Outcome: Greater than budget \$3,079,000 or 131 % Cash developer contributions in lieu of public open space was \$3.08 million greater than budget. These funds are placed into a cash backed reserve to be used for recreation and open space improvements for the community. |
| 5 | Grants - operating | Outcome: Less than budget \$805,000 or 7.4 % Council received \$1.21 million of the 2015/16 budgeted Victoria Grants Commission allocation late in the 2014/15 financial year. This unfavourable variance is partly offset by higher aged care funding of \$0.14 million and \$0.12 million for children and immunisation services. |
| 6 | Grants - capital | Outcome: Greater than budget \$2,683,000 or 59.5 % During 2015/16 Council received \$1.95 million of capital grants in advance for works to be undertaken in 2016/17, \$0.37 million from the Federal Government Roads to Recovery program for works completed in 2014/15. |
| 7 | Interest income | Outcome: Greater than budget \$276,000 or 17.3 % Interest on investments was greater than budget due to increased cash holdings resulting mainly from unbudgeted cash developer contributions (\$3.08 million), capital works funded in 2015/16 to be completed in 2016/17 (\$6.16 million) and grants received in advance for 2016/17 works and services. |
| 8 | Share of gain from investment in associate | Outcome: Greater than budget \$522,000 or 100 % Council has a 32.0% equity interest in the Whitehorse Manningham Regional Library Corporation (WMRLC). During 2015/16, Council's share of the WMRLC assets increased by \$0.52 million and this is recorded as income for the year. |
| 9 | Materials, services and contracts | Outcome: Greater than budget \$588,000 or 2.7 % A major redevelopment of Council's Aquarens aquatic facility resulted in higher than budgeted business interruption costs to the operator. |
| 10 | Net loss on disposal of property, plant and equipment, infrastructure, and other fixed assets | Outcome: Less than budget \$531,000 or 132.1 % The replacement of existing assets as part of the capital works program resulted in a write-down of infrastructure assets (roads, footpaths and cycleways and drainage) of \$0.41 million. |

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 2 Budget comparison (cont.)

a) Income and expenditure (cont.)

Explanation of material variations

| Ref. | Item | Explanation |
|------|--|---|
| 11 | Utilities | Outcome: Less than budget \$632,000 or 22.4 % Street lighting expenses were \$0.17 million lower than budget due to a price variation approved by the Australian Energy Regulators in January 2016. A one off lease adjustment to land leased by Council from the State Government resulted in a \$0.46 million favourable variance to the adopted budget. |
| 12 | Other expenses | Outcome: Greater than budget \$616,000 or 6.6 % Expenditure of \$1.28 million originally funded through the capital works program has been classified as non capital as part of the year end capitalisation process and transferred to operating expenditure. Savings were made in operating expenses including insurance premiums (\$0.24 million), equipment leases (\$0.16 million) and general operational expenses (\$0.29 million). |
| 13 | Net asset revaluation increment(decrement) | Outcome: Greater than budget \$23,844,000 or 72.9 % The 2016 revaluation of Council property and infrastructure resulted in an increase in asset values by \$56.54 million, mainly driven by the continued strong growth in property values in Morningside. |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 2 Budget comparison (cont.)**b) Capital Works**

| | Budget 2016 \$'000 | Actual 2016 \$'000 | Variance 2016 \$'000 | Ref |
|--|--------------------------|--------------------------|----------------------------|-----|
| Property | | | | |
| Land | - | 1,996 | (1,996) | 14 |
| Buildings | 11,065 | 13,302 | (2,237) | 15 |
| Total property | 11,065 | 15,298 | (4,233) | |
| Plant, machinery and other assets | | | | |
| Plant, machinery and equipment | 1,970 | 1,410 | 560 | 16 |
| Fixtures, fittings and furniture | 43 | 86 | (43) | |
| Computers and telecommunications | 346 | 308 | 38 | |
| Artworks | - | 17 | (17) | |
| Total plant, machinery and other assets | 2,359 | 1,821 | 538 | |
| Infrastructure | | | | |
| Roads | 9,635 | 7,565 | 2,070 | 17 |
| Bridges | - | 370 | (370) | 18 |
| Footpaths and cycleways | 1,160 | 2,668 | (1,508) | 19 |
| Off street car parks | 324 | 114 | 210 | 20 |
| Drainage | 3,396 | 1,654 | 1,742 | 21 |
| Recreational, leisure and community facilities | 2,413 | 1,349 | 1,064 | 22 |
| Parks, open space and streetscapes | 6,427 | 3,306 | 3,121 | 23 |
| Waste management | - | - | - | |
| Total infrastructure | 23,355 | 17,026 | 6,329 | |
| Intangible assets | | | | |
| Software | 837 | 649 | 188 | 24 |
| Total intangible assets | 837 | 649 | 188 | |
| Total capital works expenditure | 37,616 | 34,794 | 2,822 | |
| Represented by: | | | | |
| New asset expenditure | 13,699 | 13,147 | 552 | |
| Asset renewal expenditure | 16,987 | 14,578 | 2,409 | |
| Asset expansion expenditure | 2,179 | 2,907 | (728) | |
| Asset upgrade expenditure | 4,751 | 4,162 | 589 | |
| Total capital works expenditure | 37,616 | 34,794 | 2,822 | |

variances in brackets = unfavourable

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 2 Budget comparison (cont.)

b) Capital Works (cont.)

Explanation of material variations

| Ref. | Item | Explanation |
|------|--|--|
| 14 | Land | Outcome: Greater than budget \$1,996,000 or 100 % Council acquired land at 3-7A Glenvil Court, Templestowe as part of the Mulum Mulum Linear Path development. This is funded from the resort and recreation reserve but was not budgeted. |
| 15 | Buildings | Outcome: Greater than budget \$2,237,000 or 20.2 % During 2015/16 Council completed a major upgrade of its Aquarena aquatic and leisure facility. The capital expenditure was funded from within the existing capital works program. |
| 16 | Plant, machinery and equipment | Outcome: Less than budget \$560,000 or 25.4 % The programmed replacement of Council's vehicles and mobile plant was \$0.35 million less than budget and can be attributed to a reduction in the sale prices of vehicles disposed. |
| 17 | Roads | Outcome: Less than budget \$2,070,000 or 21.5 % Capital expenditure of \$1.67 million budgeted in roads was reclassified into footpath and cycleways (\$1.10 million), bridges (\$0.37 million) and drainage (\$0.20 million) asset classes. |
| 18 | Bridges | Outcome: Greater than budget \$370,000 or 100 % Capital expenditure of \$0.37 million to improve bridges in the municipality was initially budgeted under the roads asset category. |
| 19 | Footpaths and cycleways | Outcome: Greater than budget \$1,508,000 or 130 % Capital expenditure of \$1.10 million associated with Bicycle Strategy, footpaths in parks and roadways was reclassified from the roads asset class to the footpath and cycleway asset class. |
| 20 | Off street car parks | Outcome: Less than budget \$210,000 or 64.8 % The Leeds Street indented parking bays project was deferred pending further work relating to the proposed Sheahans Road nightball facility. |
| 21 | Drainage | Outcome: Less than budget \$1,742,000 or 51.3 % Capital expenditure relating to drainage was less than budget by \$1.74 million due to delays in a number of projects including: Bolin Bolin Wetlands, Gregory Court, Prospect Road and Melbourne Hill Road drainage works. These projects are listed in the 2016/17 capital works program. |
| 22 | Recreational, leisure and community facilities | Outcome: Less than budget \$1,064,000 or 44.1 % The Park Avenue Reserve synthetic soccer pitch budgeted at \$0.95 million encountered planning and design delays resulting in expenditure of \$0.1 million during 2015/16. This project is included in the 2016/17 capital work program. |
| 23 | Parks, open space and streetscapes | Outcome: Less than budget \$3,121,000 or 48.6 % Capital expenditure relating to Parks, open space and streetscapes was less than budget by \$3.12 million. A number of projects encountered delays including: Mulum Mulum Linear Park footbridge and trail works (\$1.15 million), 100 Acres Reserve path and signage upgrade (\$0.25 million), Koonung Creek Linear Park trail works (\$0.23 million). These projects are included in the 2016/17 capital works program. In addition, capital expenditure budgeted in open space was reclassified into drainage (\$0.42 million) and footpath and cycleways (\$0.37 million) asset classes. |
| 24 | Software | Outcome: Less than budget \$188,000 or 22.5 % Capital expenditure on the Project and Contract Management System and Asset Management System was \$0.22 million less than budget. These projects are listed for completion as part of the 2016/17 capital program. |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|--|----------------|----------------|
| Note 3 Rates and charges | | |
| The Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is its land value and the value of improvements such as buildings and other improvements. | | |
| The CIV used to calculate general rates for 2015/16 was \$35,981 million (2014/15, \$35,224 million). The 2015/16 rate in the CIV dollar was 0.002213 (2014/15, 0.002118). | | |
| General rates | 78,616 | 74,584 |
| Supplementary rates | 2,723 | 486 |
| Waste charges | 12,040 | 12,149 |
| Recreational land | 31 | 72 |
| Total rates and charges | 93,410 | 87,291 |
| The date of the last general revaluation of land for rating purposes within the municipal district was 1 January 2014, and the valuation first applied to the rating period commencing 1 July 2014. | | |
| The date of the recent general revaluation of land for rating purposes within the municipal district was 1 January 2016, and the valuation first applied to the rating period commencing 1 July 2016. | | |
| Note 4 Statutory fees and fines | | |
| Infringements and costs | 1,496 | 1,175 |
| Land and property information certificates | 305 | 284 |
| Permits | 201 | 206 |
| Total statutory fees and fines | 2,002 | 1,665 |
| Note 5 User fees and charges | | |
| Hall hire and function centre charges | 1,936 | 1,920 |
| Social and community services charges | 732 | 621 |
| Town planning fees | 1,251 | 959 |
| Aged services fees | 811 | 840 |
| Registration fees | 1,259 | 1,264 |
| Advertising fees | 540 | 534 |
| Culture and recreation fees | 192 | 189 |
| Chargeable works fees | 820 | 594 |
| Rent and lease charges | 1,819 | 1,794 |
| Other fees and charges | 1,191 | 1,567 |
| Total user fees and charges | 10,561 | 10,272 |

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|---|----------------|----------------|
| Note 6 Contributions | | |
| Monetary | | |
| Resort and recreation contributions (a) | 3,956 | 1,237 |
| Doncaster hill activity centre contributions (b) | 1,474 | 237 |
| Other contributions | - | 20 |
| Total monetary contributions | 5,430 | 2,094 |
| (a) Resort and recreation contributions received during the year are transferred to Other reserves pursuant to section 16 of the Subdivision Act 1988 (Resort and recreation reserve) (refer note 27(b)). | | |
| (b) Doncaster hill activity centre contributions are made under the provisions of the Municipal Planning Scheme requiring developer contributions towards the cost of specific infrastructure and services in the Doncaster hill activity centre area (refer note 27(b)). | | |
| Contributions recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date were: | | |
| Other contributions | - | 32 |
| Net increase(decrease) in restricted assets resulting from contributions revenue for the year. | - | 32 |
| Non-Monetary | | |
| Developer contributed assets | 494 | 1,618 |
| Total non-monetary contributions | 494 | 1,618 |
| Contributions of non-monetary assets were received in relation to the following asset | | |
| Land | 62 | 223 |
| Land under roads | - | 124 |
| Infrastructure | 432 | 671 |
| | 494 | 1,618 |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|--|----------------|----------------|
| Note 7 Grants | | |
| Grants were received in respect of the following: | | |
| Summary of grants | | |
| Commonwealth funded grants | 3,162 | 4,962 |
| State funded grants | 11,299 | 8,975 |
| Others | 2,751 | 650 |
| Total grants | 17,212 | 14,577 |
| Operating grants | | |
| Recurrent - Commonwealth Government | | |
| Victoria Grants Commission - general purpose grant | 1,188 | 3,646 |
| Social and community | 140 | 154 |
| Recurrent - State Government | | |
| Aged services | 6,546 | 6,399 |
| Social and community | 608 | 587 |
| Maternal and child health, and immunisation | 594 | 572 |
| School crossing supervisors | 153 | 146 |
| Immunisation | 122 | 103 |
| Other | 389 | 293 |
| Total recurrent operating grants | 9,740 | 11,900 |
| Non-recurrent - Commonwealth Government | | |
| Social and community | 8 | - |
| Non-recurrent - State Government | | |
| Maternal and child health | 50 | - |
| Aged services | 31 | 2 |
| Economic and environment | 20 | 3 |
| Community health | 13 | 34 |
| Immunisation | - | 26 |
| Other | 14 | 2 |
| Non-recurrent - Others | | |
| Community health | 78 | 20 |
| Social and community | 6 | - |
| Aged services | 5 | - |
| Economic and environment | 3 | 4 |
| Other | 55 | 145 |
| Total non-recurrent operating grants | 283 | 236 |
| Total operating grants | 10,023 | 12,136 |
| Capital grants | | |
| Recurrent - Commonwealth Government | | |
| Victoria Grants Commission - local roads | 380 | 1,137 |
| Roads to Recovery | 1,432 | - |
| Total recurrent capital grants | 1,812 | 1,137 |
| Non-recurrent - Commonwealth Government | | |
| Economic and environment | 10 | 15 |
| Recreation | 5 | - |
| Non-recurrent - State Government | | |
| Aquarena Masterplan Implementation | 503 | - |
| Economic and environment | 605 | 29 |
| Recreation | 860 | 128 |
| Sportsground refurbishment | 88 | 162 |
| Other | 704 | 488 |
| Non-recurrent - Others | | |
| Economic and environment | 1 | 96 |
| Recreation | 1,609 | 217 |
| Transport | 450 | - |
| Sportsground refurbishment | 271 | 15 |
| Other | 271 | 154 |
| Total non-recurrent capital grants | 5,377 | 1,304 |
| Total capital grants | 7,189 | 2,441 |

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|--|----------------|----------------|
| Note 7 | | |
| Grants (cont.) | | |
| Conditions on grants | | |
| Grants recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date were: | | |
| Victoria Grants Commission - general purpose grant | - | 1,212 |
| Victoria Grants Commission - local roads | - | 378 |
| Aged services | 35 | 45 |
| Community health | - | 26 |
| Economic and environment | 20 | 59 |
| Immunisation | - | 7 |
| Recreation | 1,342 | 38 |
| Social and community | 22 | 12 |
| Sportsground refurbishment | - | 42 |
| Community safety | 6 | - |
| Maternal and child health | 38 | - |
| Other | 583 | 411 |
| | 2,046 | 2,230 |
| Grants which were recognised as revenue in prior years and were expended during the current year in the manner specified by the grantor were: | | |
| Aged Services | 45 | - |
| Economic and environment | 374 | 135 |
| Recreation | 119 | - |
| Community health | 26 | - |
| Social and community | 22 | 61 |
| Sportsground refurbishment | 8 | 72 |
| Immunisation | 7 | - |
| Victoria Grants Commission - general purpose | 1,212 | - |
| Victoria Grants Commission - local roads | 493 | - |
| Other | 102 | 175 |
| | 2,408 | 443 |
| Net increase/(decrease) in restricted assets resulting from grant revenues for the year: | (362) | 1,787 |
| Note 8 | | |
| Other income | | |
| Interest on investments | 1,523 | 1,487 |
| Interest on rates and charges | 351 | 300 |
| Other | 814 | 750 |
| Total other income | 2,688 | 2,537 |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|--|----------------|----------------|
| Note 9 Investment in associate | | |
| Whitehorse-Manningham Regional Library Corporation | | |
| <i>Background</i> | | |
| Manningham City Council has a 32% equity interest in the Whitehorse Manningham Regional Library Corporation (WMRLC) that was incorporated on 21 December 1995. Council has reported its interest in the WMRLC on the basis of equity accounting principles. Manningham City Council's share of the movement in net assets as at 30 June 2016, per draft WMRLC financial statements, has been taken up as income of \$521,854 during the year ended 30 June 2016 (income of \$153,497 in 2014/15). As neither council has a controlling interest, the participating councils show their contributions towards the operating expenditure of the library as an expense. | | |
| Current assets | | |
| Cash and cash equivalents | 2,114 | 2,290 |
| Trade and other receivables | 77 | 69 |
| Other assets | 156 | 129 |
| | <u>2,347</u> | <u>2,488</u> |
| Non-current assets | | |
| Property & equipment | 7,482 | 6,294 |
| | <u>7,482</u> | <u>6,294</u> |
| Total assets | <u>9,809</u> | <u>8,782</u> |
| Current liabilities | | |
| Payables | 432 | 631 |
| Provisions | 1,463 | 1,444 |
| | <u>1,875</u> | <u>2,075</u> |
| Non-current liabilities | | |
| Provisions | 78 | 105 |
| | <u>78</u> | <u>105</u> |
| Total liabilities | <u>1,953</u> | <u>2,180</u> |
| Net assets | <u>7,856</u> | <u>6,602</u> |
| <i>Movement in carrying value of investment</i> | | |
| Carrying value of investment at start of year | 1,992 | 1,839 |
| Share of surplus/(deficit) for year | 522 | 153 |
| Carrying value of investment at end of year | <u>2,514</u> | <u>1,992</u> |

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|---|----------------|----------------|
| Note 10 (a) Employee costs | | |
| Wages and salaries | 39,696 | 38,650 |
| Casual staff | 1,900 | 1,116 |
| Salary oncost * | 5,909 | 5,901 |
| Other employee costs | 383 | 281 |
| Total employee costs | <u>47,890</u> | <u>45,948</u> |
| <i>Engineering design work and capital project supervision completed by employees to the value of \$1.895 million (\$1.730 million 2014/15) is reported in the Statement of Capital Works, and is not included in employee costs.</i> | | |
| * Salary oncost includes annual leave and long service leave provision, Workcover and superannuation costs. | | |
| Note 10 (b) Superannuation | | |
| Manningham City Council made contributions to the following funds: | | |
| Defined benefit fund | | |
| Employer contributions to Local Authorities Superannuation Fund (Vision Super) | 354 | 358 |
| Employer contributions - other funds | - | - |
| | <u>354</u> | <u>358</u> |
| Employer contributions payable as at 30 June | - | - |
| Accumulation funds | | |
| Employer contributions to Local Authorities Superannuation Fund (Vision Super) | 2,546 | 2,437 |
| Employer contributions - other funds | 978 | 832 |
| | <u>3,524</u> | <u>3,269</u> |
| Employer contributions payable as at 30 June | - | - |
| <i>There was \$nil unfunded liability payments to Vision Super for the year ended 30 June 2016 (2014/15, nil).</i> | | |
| Refer to note 33 for further information relating to Council's superannuation obligations. | | |
| Note 11 Materials, services and contracts | | |
| Materials and services | 3,731 | 3,442 |
| Fleet costs - fuel, oil tyres | 547 | 676 |
| Contractors - community building repairs and maintenance | 1,391 | 1,244 |
| Contractors - parks, gardens, sporting reserves and street trees | 4,421 | 3,795 |
| Contractors - drains, roads and footpaths | 1,382 | 1,342 |
| Contractors - waste collection services | 10,123 | 9,452 |
| Total materials, services and contracts | <u>21,595</u> | <u>19,951</u> |
| Note 12 Net loss on disposal of property, plant and equipment, infrastructure, and other fixed assets | | |
| Proceeds from disposal | 601 | 438 |
| Written down value of assets disposed | (318) | (239) |
| Written down value of assets scrapped | (412) | (2,329) |
| Total net loss on disposal | <u>(129)</u> | <u>(2,330)</u> |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|--|----------------|----------------|
| Note 13 Depreciation and amortisation | | |
| Property | 3,249 | 3,183 |
| Plant, machinery and other assets | 1,902 | 2,060 |
| Infrastructure | 14,544 | 13,977 |
| Total depreciation | 19,695 | 19,220 |
| Intangible assets | 526 | 534 |
| Total depreciation and amortisation | 20,221 | 19,754 |
| <i>Refer to note 20 and 21 for a more detailed breakdown of depreciation and amortisation charges.</i> | | |
| Note 14 Borrowing costs | | |
| Interest - Borrowings | 309 | 294 |
| Total borrowing costs | 309 | 294 |
| Rate used to capitalise borrowing costs | 4.24% | 4.24% |
| Note 15 Other expenses | | |
| Community grants and contributions | | |
| Community grants | 1,781 | 1,787 |
| Library contributions | 3,422 | 3,350 |
| Total community grants and contributions cost | 5,203 | 5,137 |
| Utilities | | |
| Utilities, rent, and cleaning | 1,150 | 1,465 |
| Street lighting | 1,036 | 1,073 |
| Total utilities cost | 2,186 | 2,538 |
| Other miscellaneous expenses | | |
| Auditor's remuneration - VAGO - annual financial statement and grant acquittals | 59 | 53 |
| Auditor's remuneration - other parties | 30 | 30 |
| Auditor's remuneration - internal audit | 174 | 160 |
| Councillors' allowances | 283 | 283 |
| Fire levy | 142 | 139 |
| Insurance | 809 | 909 |
| Leases | 225 | 269 |
| Consultants - engineering | 508 | 350 |
| Consultants - human resources | 119 | 123 |
| Consultants - economic and environmental | 416 | 350 |
| Consultants - other | 322 | 368 |
| Bank charges | 313 | 299 |
| Catering (including function centre) | 663 | 742 |
| Legal | 794 | 707 |
| Software licences | 1,013 | 838 |
| Telephone | 542 | 628 |
| Postage | 377 | 231 |
| Printing | 257 | 242 |
| Training | 300 | 285 |
| Design fees and maintenance - non capital | 1,291 | 1,506 |
| Other | 1,473 | 1,581 |
| Total other miscellaneous expenses | 10,110 | 10,063 |
| Total other expenses | 17,499 | 17,768 |

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|---|----------------|----------------|
| Note 16 Cash and cash equivalents | | |
| Cash on hand | 8 | 8 |
| Cash at bank | 962 | 2,313 |
| Term deposits (with term up to 3 months) and at-call with banks | 38,500 | 46,500 |
| Total cash and cash equivalents | 39,470 | 48,821 |
| Council also has \$23.5 million in term deposits with a term between 3 and 12 months. This is recorded as a financial asset (see note 19). | | |
| Users of the financial report should refer to note 31 for details of Council's commitments. | | |
| Restrictions on cash assets | | |
| Council's cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include: | | |
| - Trust funds and deposits (Note 23) | 7,676 | 6,103 |
| - Reserve funds (note 27(b)) ** | 4,456 | 3,572 |
| - Waste initiative funds * | 14,826 | 14,005 |
| Total restricted funds | 26,958 | 23,680 |
| Total unrestricted cash and cash equivalents | 12,512 | 25,141 |
| * The Waste initiative fund is the value of waste charges collected under s162 of the Local Government Act, and is to be applied to fund future waste collection and disposal activities. | | |
| ** Represented by Resort and recreation reserve and Doncaster Hill activities centre reserve. | | |
| Intended allocations | | |
| Although not externally restricted the following amounts have been allocated for specific future purposes by Council: | | |
| - Cash held to fund future capital works | 6,158 | 5,154 |
| - Loan repayment * | 1,456 | 728 |
| - Family day care workover | 196 | 196 |
| - Manningham Recreation Association contribution for future capital works | 400 | - |
| - Grants received in advanced | 1,646 | 2,230 |
| Total funds subject to intended allocations | 9,856 | 8,308 |
| * Council has a \$7.279 million interest only loan which is due for settlement in November 2018 (refer note 26). This intended allocation represents cash set aside by Council to fund future principal repayments. | | |
| Note 17 Trade and other receivables | | |
| Current | | |
| Rates debtors | 4,257 | 3,889 |
| Infringement debtors | 523 | 378 |
| Special rate schemes | 254 | 331 |
| Net GST receivable | 958 | 762 |
| Other debtors | 3,294 | 2,257 |
| Provision for doubtful debts - other debtors | (113) | (11) |
| | 9,276 | 7,706 |
| Non-current | | |
| Other receivables | 31 | 31 |
| Infringement court | 826 | 821 |
| Provision for doubtful debts - infringement court | (826) | (821) |
| | 31 | 31 |
| Total trade and other receivables | 9,307 | 7,737 |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|--|----------------|----------------|
| Note 17 Trade and other receivables (cont.) | | |
| a) Ageing of other debtors | | |
| At balance date other debtors representing financial assets were past due but not impaired. These amounts relate to a number of independent customers for whom there is no recent history of default. The ageing of the Council's other debtors (excluding statutory receivables) was: | | |
| Up to 3 months | 2,638 | 1,914 |
| 3 to 6 months | 223 | 136 |
| Over 6 months | 433 | 307 |
| Total other debtors | <u>3,294</u> | <u>2,357</u> |
| b) Movement in provisions for doubtful debts - other debtors | | |
| Balance at the beginning of the year | 11 | 4 |
| New Provisions recognised during the year | - | 9 |
| Amounts already provided for and written off as uncollectible | - | (2) |
| Amounts provided for but recovered during the year | (1) | - |
| Balance at end of year | <u>10</u> | <u>11</u> |
| Note 18 Other assets | | |
| Current | | |
| Accrued income - interest | 189 | 102 |
| Accrued income - other | 951 | 502 |
| Prepayments | 278 | 359 |
| Other | 28 | - |
| Total other assets | <u>1,446</u> | <u>963</u> |
| Note 19 Other financial assets | | |
| Current | | |
| Term deposits (with term between 3 and 12 months) | 23,500 | - |
| Total other financial assets - current | <u>23,500</u> | <u>-</u> |
| Non Current | | |
| Term deposit - refundable Manningham Centre Association bond * | - | 169 |
| Total other financial assets - non current | <u>-</u> | <u>169</u> |

* Term deposit investment was withdrawn on 30 June 2016. Principal and interest were refunded to Manningham Centre Association on 30 June 2016.

A new bond of \$500,000 was received on 30 June 2016. This amount is shown in Council's cash at bank.

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 20 Property, plant, equipment and other fixed assets, infrastructure

Summary of property, plant, equipment and other fixed assets, infrastructure

| As at 30 June 2016 | At Fair Value \$'000 | Accumulated Depreciation \$'000 | Written Down Value \$'000 |
|---|-------------------------|---------------------------------------|---------------------------------|
| Land | 1,147,567 | - | 1,147,567 |
| Buildings | 309,610 | (124,244) | 185,366 |
| Plant, equipment and other fixed assets | 26,302 | (16,740) | 9,562 |
| Infrastructure | 872,021 | (377,841) | 494,180 |
| Work in progress | 8,708 | - | 8,708 |
| | <u>2,364,208</u> | <u>(518,825)</u> | <u>1,845,383</u> |

| As at 30 June 2015 | At Fair Value \$'000 | Accumulated Depreciation \$'000 | Written Down Value \$'000 |
|---|-------------------------|---------------------------------------|---------------------------------|
| Land | 1,068,101 | - | 1,068,101 |
| Buildings | 293,519 | (109,055) | 184,464 |
| Plant, equipment and other fixed assets | 25,660 | (15,952) | 9,708 |
| Infrastructure | 863,090 | (365,647) | 497,443 |
| Work in progress | 15,082 | - | 15,082 |
| | <u>2,265,452</u> | <u>(490,654)</u> | <u>1,774,798</u> |

Summary of work in progress

| | Opening WIP 1 July 2015 \$'000 | Additions \$'000 | Transfers \$'000 | Closing WIP 30 June 2016 \$'000 |
|---|--------------------------------------|---------------------|---------------------|---------------------------------------|
| Land | 8 | - | (8) | - |
| Buildings | 8,809 | 2,438 | (8,295) | 2,952 |
| Plant, equipment and other fixed assets | 619 | 282 | (618) | 283 |
| Infrastructure | 5,646 | 3,554 | (3,727) | 5,473 |
| Total | <u>15,082</u> | <u>6,274</u> | <u>(12,648)</u> | <u>8,708</u> |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 20 Property, plant, equipment and other fixed assets, infrastructure (cont.)

| Property | Land | Land under roads | Total Land | Total Buildings | Total Property | Work in Progress |
|--|-----------|------------------|------------|-----------------|----------------|------------------|
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| At fair value 1 July 2015 | 1,067,429 | 672 | 1,068,101 | 203,519 | 1,361,620 | 8,817 |
| Accumulated depreciation at 1 July 2015 | - | - | - | (109,055) | (109,055) | - |
| | 1,067,429 | 672 | 1,068,101 | 184,464 | 1,252,565 | 8,817 |
| Movements in fair value | | | | | | |
| Acquisition of assets at fair value | 1,996 | 2 | 1,998 | 10,547 | 12,545 | 2,438 |
| Revaluation increments/decrements | 77,406 | - | 77,406 | (2,736) | 74,670 | - |
| Fair value of assets disposed | - | - | - | - | - | - |
| Contributed assets | 62 | - | 62 | - | 62 | - |
| Transfer | - | - | - | 8,280 | 8,280 | (8,200) |
| | 79,464 | 2 | 79,466 | 16,081 | 95,557 | (5,865) |
| Movements in accumulated depreciation | | | | | | |
| Depreciation and amortisation | - | - | - | (3,249) | (3,249) | - |
| Revaluation increments/decrements | - | - | - | (11,940) | (11,940) | - |
| Accumulated depreciation of disposals | - | - | - | - | - | - |
| Transfer | - | - | - | - | - | - |
| | - | - | - | (15,189) | (15,189) | - |
| At fair value 30 June 2016 | 1,146,893 | 674 | 1,147,567 | 309,610 | 1,457,177 | 2,952 |
| Accumulated depreciation at 30 June 2016 | - | - | - | (124,244) | (124,244) | - |
| | 1,146,893 | 674 | 1,147,567 | 185,366 | 1,332,933 | 2,952 |

| Plant, equipment and other fixed assets | Plant, machinery and equipment | Fixtures, fittings and furniture | Computers and telecommunications | Artworks | Total plant, equipment and other assets | Work in Progress |
|--|--------------------------------|----------------------------------|----------------------------------|----------|---|------------------|
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| At fair value 1 July 2015 | 11,734 | 9,259 | 2,781 | 1,886 | 25,660 | 619 |
| Accumulated depreciation at 1 July 2015 | (6,809) | (6,983) | (2,180) | - | (15,962) | - |
| | 4,925 | 2,276 | 621 | 1,886 | 9,708 | 619 |
| Movements in fair value | | | | | | |
| Acquisition of assets at fair value | 1,405 | 86 | 308 | 17 | 1,816 | 282 |
| Revaluation increments/decrements | - | - | - | - | - | - |
| Fair value of assets disposed | (1,432) | - | - | - | (1,432) | - |
| Contributed assets | - | - | - | - | - | - |
| Transfer | 258 | - | - | - | 258 | (618) |
| | 231 | 86 | 308 | 17 | 642 | (336) |
| Movements in accumulated depreciation | | | | | | |
| Depreciation and amortisation | (1,177) | (558) | (167) | - | (1,902) | - |
| Revaluation increments/decrements | - | - | - | - | - | - |
| Accumulated depreciation of disposals | 1,114 | - | - | - | 1,114 | - |
| Transfer | - | - | - | - | - | - |
| | (63) | (558) | (167) | - | (788) | - |
| At fair value 30 June 2016 | 11,965 | 9,345 | 3,089 | 1,903 | 26,302 | 283 |
| Accumulated depreciation at 30 June 2016 | (6,872) | (7,541) | (2,327) | - | (16,740) | - |
| | 5,093 | 1,804 | 762 | 1,903 | 9,562 | 283 |

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Property, plant, equipment and other fixed assets, infrastructure (cont.)

| | Roofs | Bridges | Facilities and cyclways | Of private paths | Drainage | Recreation, leisure and community | Parks open spaces and stretscape | Waste Management | Total Infrastructure | Work in Progress |
|--|-----------|---------|----------------------------|---------------------|-----------|---|--|---------------------|-------------------------|---------------------|
| | \$000 | \$000 | \$000 | \$000 | \$000 | \$000 | \$000 | \$000 | \$000 | \$000 |
| Infrastructure | | | | | | | | | | |
| At fair value 1 July 2015 | 300,193 | 18,518 | 181,281 | 17,434 | 247,226 | 18,292 | 25,294 | 2,675 | 802,003 | 5,849 |
| Accumulated depreciation at 1 July 2015 | (168,002) | (5,459) | (44,911) | (6,852) | (127,314) | (5,105) | (3,224) | (2,475) | (265,647) | - |
| | 132,191 | 13,059 | 136,370 | 10,582 | 119,912 | 13,187 | 22,070 | - | 536,356 | 5,849 |
| Movements in fair value | | | | | | | | | | |
| Acquisition of assets at fair value | 6,553 | 270 | 2,531 | 114 | 1,244 | 1,268 | 1,712 | - | 13,793 | 3,254 |
| Revaluation increments/decrements | 507 | 748 | 4,681 | (208) | (10,743) | - | - | - | (7,593) | - |
| Fair value of assets disposed | (991) | - | (329) | - | (37) | - | - | - | (1,097) | - |
| Contributed assets | 39 | - | - | - | 304 | - | - | - | 432 | - |
| Impairment losses recognised in operating result | - | - | - | - | - | - | - | - | - | - |
| Transfers | 1,183 | - | 391 | 325 | 1,506 | 72 | 207 | - | 3,684 | (3,727) |
| | 7,382 | 1,118 | 4,552 | (80) | (7,632) | 1,340 | 2,009 | - | 8,214 | (173) |
| Movements in accumulated depreciation | | | | | | | | | | |
| Depreciation and amortisation | (7,344) | (285) | (1,869) | (249) | (3,447) | (889) | (5,161) | - | (14,544) | - |
| Revaluation increments/decrements | (94) | (151) | (1,500) | 49 | 3,000 | - | - | - | 1,742 | - |
| Accumulated depreciation of disposals | 399 | - | 134 | - | 16 | - | - | - | 649 | - |
| Impairment losses recognised in operating result | - | - | - | - | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - | - | - | - | - |
| | (7,039) | (436) | (3,405) | (170) | (381) | (889) | (5,161) | - | (12,191) | - |
| At fair value 30 June 2016 | 331,793 | 20,626 | 185,154 | 17,336 | 238,580 | 18,639 | 28,200 | 2,675 | 872,021 | 5,473 |
| Accumulated depreciation at 30 June 2016 | (170,941) | (6,194) | (47,316) | (6,899) | (127,685) | (5,994) | (3,465) | (2,475) | (277,811) | - |
| | 160,852 | 14,432 | 137,838 | 10,437 | 110,895 | 12,645 | 24,735 | - | 594,210 | 5,473 |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 20 Property, plant, equipment and other fixed assets, infrastructure (cont.)**Valuation basis**

Valuations were completed as at 30 June 2016 for Council. Valuations for 30 June 2016 are at fair value.

The basis of valuation is included under Note 1(h) in the Financial Statements and have been conducted as follows:

Non-specialised land and non-specialised buildings

Non-specialised land and non-specialised buildings are valued using the market based direct comparison method. Under this valuation method, the assets are compared to recent comparable sales or sales of comparable assets which are considered to have nominal or no added improvement value.

For non-specialised land and non-specialised buildings, an valuation was performed by Council's Valuer, Mr Graham Brewer FAPI, Certified Practising Valuer (Registration Number 61916) to determine the fair value using the market based direct comparison method. Valuation of the assets was determined by analysing comparable sales and allowing for share, size, topography, location and other relevant factors specific to the asset being valued. From the sales analysed, an appropriate rate per square metre has been applied to the subject asset. The effective date of the valuation is 30 June 2016.

To the extent that non-specialised land and non-specialised buildings do not contain significant, unobservable adjustments, these assets are classified as Level 2 under the market based direct comparison approach.

Specialised land and specialised buildings

The market based direct comparison method is also used for specialised land but adjusted to reflect the specialised nature of the assets being valued. For Council specialised buildings, the depreciated replacement cost method is used, adjusting for the associated depreciation. Specialised assets contain significant, unobservable adjustments, therefore these assets are classified as Level 3 fair value measurements.

An adjustment is made to reflect a restriction on the sale or use of an asset by Council. The adjustment is an allowance made to reflect the difference in value between unrestricted assets and those held by the Council which are impacted by external restraints on their use.

The valuation of Council's specialised land and specialised buildings was performed by Council's Valuer, Mr Graham Brewer FAPI, Certified Practising Valuer (Registration Number 61916). The valuation was performed using either the market based direct comparison method or depreciated replacement cost, adjusted for restrictions in use. The effective date of the valuation is 30 June 2016.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2016 are as follows:

| | Level 1 | Level 2 | Level 3 |
|-----------|---------|---------|-----------|
| | \$'000 | \$'000 | \$'000 |
| Land | - | 6,755 | 1,140,812 |
| Buildings | - | 2,460 | 182,905 |
| Total | - | 9,215 | 1,323,718 |

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For the Year Ended 30 June 2016

Note 20 Property, plant, equipment and other fixed assets, infrastructure (cont.)*Infrastructure assets*

Infrastructure assets are valued using the written down replacement cost of each asset. The written down replacement cost is calculated based on the remaining life of the asset, which in turn is determined based on their condition of roads, footpaths, kerb and channel, bridges and drains.

Infrastructure assets contain significant unobservable adjustments, therefore these assets are classified as Level 3.

A valuation of Council's infrastructure assets was performed by Council's Manager, Engineering and Technical Service, Mr Roger Woodlock B.Eng (Civ). The valuation was performed based on the depreciated replacement cost of the assets. The effective date of the valuation is 30 June 2016.

There were no changes in valuation techniques throughout the period to 30 June 2016.

For all assets measured at fair value, the current use is considered the highest and best use.

Details of the Council's infrastructure information about the fair value hierarchy as at 30 June 2016 are as follows:

| | Level 1 \$'000 | Level 2 \$'000 | Level 3 \$'000 |
|-------------------------|-------------------|-------------------|-------------------|
| Roads | - | - | 166,849 |
| Bridges | - | - | 14,502 |
| Footpaths and cycleways | - | - | 58,542 |
| Off street car parks | - | - | 10,847 |
| Drainage | - | - | 211,908 |
| Total | - | - | 482,648 |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|---|----------------|----------------|
| Note 21 Intangible assets | | |
| Software | 1,819 | 1,817 |
| Total intangible assets | 1,819 | 1,817 |
| Gross carrying amount | | |
| Balance at 1 July | 8,127 | 7,794 |
| Additions from internal developments | 728 | 343 |
| Balance at 30 June | 8,855 | 8,127 |
| Accumulated amortisation | | |
| Balance at 1 July | (8,510) | (5,976) |
| Amortisation expense | (528) | (534) |
| Balance at 30 June | (7,038) | (6,510) |
| Net book value at 30 June | 1,819 | 1,617 |
| Note 22 Trade and other payables | | |
| Current | | |
| Trade payables | 441 | 517 |
| Employee benefits and related costs | 1,485 | 1,484 |
| Accrued expenses | 11,412 | 7,701 |
| Total trade and other payables | 13,338 | 9,702 |
| Note 23 Trust funds and deposits | | |
| Current | | |
| Contract retention | 707 | 685 |
| Landscape bonds | 3,434 | 2,969 |
| Miscellaneous works deposits | 142 | 133 |
| Asset protection bonds | 2,240 | 1,787 |
| Subdivider deposits | 395 | 138 |
| Refundable Manningham Centre Association bond | 500 | 169 |
| Other refundable deposits | 268 | 212 |
| Total trust funds and deposits | 7,676 | 6,103 |

Purpose and nature of items

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Retention amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

FINANCIAL STATEMENTS

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For the Year Ended 30 June 2016

| Note 24 | Provisions | Annual leave | Long service leave | Total |
|---------|--|--------------|--------------------|-------------|
| | | \$'000 | \$'000 | \$'000 |
| | 2016 | | | |
| | Balance at beginning of the financial year | 3,952 | 8,331 | 12,283 |
| | Amounts used | (2,773) | (1,534) | (4,307) |
| | Additional provisions | 3,099 | 2,096 | 5,195 |
| | Balance at the end of the financial year | 4,218 | 8,893 | 13,111 |
| | 2015 | | | |
| | Balance at beginning of the financial year | 3,722 | 7,744 | 11,466 |
| | Amounts used | (2,414) | (1,154) | (3,568) |
| | Additional provisions | 2,644 | 1,741 | 4,385 |
| | Balance at the end of the financial year | 3,952 | 8,331 | 12,283 |
| | | | 2016 | 2015 |
| | | | \$'000 | \$'000 |
| | Employee benefits | | | |
| | Current | | | |
| | Annual leave | | | |
| | Annual leave liabilities have been classified as current as there is no unconditional right to defer settlement for at least 12 months after reporting date. Assessments indicate that actual settlement of the liabilities will occur as follows and where the settlement is forecast for more than 12 months after reporting date is reported at present value using the 5 year treasury bond as the discount factor. | | | |
| | Current short-term: settlement within 12 months of balance date | | 2,872 | 2,781 |
| | Current long-term: settlement beyond 12 months of balance date (note 1m) | | 1,346 | 1,171 |
| | | | 4,218 | 3,952 |
| | Long service leave | | | |
| | Long service leave liabilities for staff with greater than 7 years service have been classified as current where there is no unconditional right to defer settlement for at least 12 months after reporting date. Assessments indicate that actual settlement of the liabilities will occur as follows and where the settlement is forecast for more than 12 months after reporting date is reported at present value using the 5 year treasury bond as the discount factor. | | | |
| | Current short-term: settlement within 12 months of balance date | | 583 | 546 |
| | Current long-term: settlement beyond 12 months of balance date (note 1m) | | 7,306 | 6,944 |
| | | | 7,889 | 7,490 |
| | Non-current | | | |
| | Long service leave | | 914 | 841 |
| | | | 914 | 841 |
| | Aggregate carrying amount of employee benefits: | | | |
| | Current | | 12,197 | 11,442 |
| | Non-current | | 914 | 841 |
| | Total | | 13,111 | 12,283 |
| | Total all provisions | | | |
| | Current | | 12,197 | 11,442 |
| | Non-current | | 914 | 841 |
| | | | 13,111 | 12,283 |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|--|----------------|----------------|
| Note 25 | | |
| Income received in advance | | |
| Rent | 298 | 318 |
| Fees | 443 | 324 |
| Total income received in advance | 741 | 643 |
| Note 26 | | |
| Interest-bearing loans and borrowings | | |
| Non-Current | | |
| Borrowings - secured (a) | 7,279 | 7,279 |
| | 7,279 | 7,279 |
| Total interest-bearing loans and borrowings | 7,279 | 7,279 |
| The maturity profile for Council's borrowings is: | | |
| Not later than one year | - | - |
| Later than one year and not later than five years | 7,279 | 7,279 |
| Later than five years | - | - |
| | 7,279 | 7,279 |
| Aggregate carrying amount of interest-bearing loans and borrowings: | | |
| Current | - | - |
| Non-current | 7,279 | 7,279 |
| | 7,279 | 7,279 |
| (a) The borrowings are secured over the future general rates of Council. | | |

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NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 27 Reserves

(a) Asset revaluation reserves

| 2016 | Balance at beginning of reporting year \$'000 | Increment/ (decrement) \$'000 | Realised Revaluation Reserve \$'000 | Balance at end of reporting year \$'000 |
|--|--|--|--|--|
| Property | | | | |
| Land | 872,896 | 77,406 | - | 950,302 |
| Buildings | 62,445 | (14,676) | - | 47,769 |
| | <u>935,341</u> | <u>62,730</u> | <u>-</u> | <u>998,071</u> |
| Plant, equipment and other fixed assets | | | | |
| Plant, machinery and equipment | 57 | - | (5) | 52 |
| Fixtures, fittings and furniture | 1,008 | - | - | 1,008 |
| Computers and telecommunications | 75 | - | - | 75 |
| Artworks | 887 | - | - | 887 |
| | <u>2,027</u> | <u>-</u> | <u>(5)</u> | <u>2,022</u> |
| Infrastructure | | | | |
| Roads | 83,009 | 423 | - | 83,432 |
| Bridges | 1,699 | 597 | - | 2,296 |
| Footpaths and cycleways | 28,857 | 590 | - | 29,447 |
| Off street car parks | 5,327 | (119) | - | 5,208 |
| Drainage | 123,932 | (7,652) | - | 116,280 |
| Parks, open space and streetscapes | 205 | - | - | 205 |
| | <u>243,029</u> | <u>(6,191)</u> | <u>-</u> | <u>236,838</u> |
| Total | <u>1,180,397</u> | <u>56,539</u> | <u>(5)</u> | <u>1,236,931</u> |
| 2015 | Balance at beginning of reporting year \$'000 | Increment/ (decrement) \$'000 | Realised Revaluation Reserve \$'000 | Balance at end of reporting year \$'000 |
| Property | | | | |
| Land | 891,325 | 181,571 | - | 1,072,896 |
| Buildings | 81,885 | (19,395) | (46) | 62,445 |
| | <u>773,211</u> | <u>162,176</u> | <u>(46)</u> | <u>935,341</u> |
| Plant, equipment and other fixed assets | | | | |
| Plant, machinery and equipment | 62 | - | (5) | 57 |
| Fixtures, fittings and furniture | 1,008 | - | - | 1,008 |
| Computers and telecommunications | 75 | - | - | 75 |
| Artworks | 1,276 | (387) | (2) | 887 |
| | <u>2,421</u> | <u>(387)</u> | <u>(7)</u> | <u>2,027</u> |
| Infrastructure | | | | |
| Roads | 71,000 | 12,009 | - | 83,009 |
| Bridges | 1,241 | 458 | - | 1,699 |
| Footpaths and cycleways | 28,432 | 425 | - | 28,857 |
| Off street car parks | 5,229 | 98 | - | 5,327 |
| Drainage | 118,129 | 5,803 | - | 123,932 |
| Parks, open space and streetscapes | 205 | - | - | 205 |
| | <u>224,236</u> | <u>18,795</u> | <u>-</u> | <u>243,029</u> |
| Total | <u>999,868</u> | <u>180,582</u> | <u>(53)</u> | <u>1,180,397</u> |

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 27 Reserves (cont.)**(b) Other reserves**

| | Balance at beginning of reporting year \$'000 | Transfer from accumulated surplus \$'000 | Transfer to accumulated surplus \$'000 | Balance at end of reporting year \$'000 |
|--|--|---|---|--|
| 2016 | | | | |
| Resort and recreation reserve (a) | 3,480 | (2,960) | 3,956 | 4,456 |
| Doncaster Hill activity centre reserve (b) | 112 | (112) | - | - |
| Family day care workover levy reserve (c) | 196 | - | - | 196 |
| Total | 3,768 | (3,072) | 3,956 | 4,652 |
| 2015 | | | | |
| Resort and recreation reserve (a) | 3,127 | (1,504) | 1,837 | 3,460 |
| Doncaster Hill activity centre reserve (b) | 62 | (187) | 237 | 112 |
| Family day care workover levy reserve (c) | 196 | - | - | 196 |
| Total | 3,385 | (1,691) | 2,074 | 3,768 |

(a) The Resort and recreation reserve was established to control contributions received from developers that will, upon completion of developments be utilised to develop recreation and other facilities for residents in the respective development areas.

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

(c) The Family day care Workover levy was established to control funds collected from family day care user charges to assist in defraying the cost of future claims for Workover by family day care providers. Council discontinued this service in 2009/10.

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NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

| | 2016 \$'000 | 2015 \$'000 |
|---|----------------|----------------|
| Note 28 Reconciliation of cash flows from operating activities to surplus for the year | | |
| Surplus for the year | 24,666 | 14,162 |
| Depreciation/amortisation | 20,221 | 19,754 |
| Loss on disposal of property, plant and equipment, infrastructure | 129 | 2,330 |
| Contributed assets | (494) | (1,518) |
| Share of gain from associate | (522) | (153) |
| Adjustment for work in progress write-off to other expenses | 66 | 255 |
| Change in assets and liabilities: | | |
| (Increase)/decrease in trade and other receivables | (1,570) | (1,498) |
| (Increase)/decrease in other assets | (481) | 194 |
| Increase/(decrease) in trade and other payables | 5,210 | 723 |
| (Decrease)/increase in other assets and liabilities | 98 | 70 |
| (Increase)/decrease in provisions | 626 | 817 |
| Net cash provided by operating activities | 48,173 | 35,045 |
| Note 29 Reconciliation of cash and cash equivalents | | |
| Cash and cash equivalents (note 16) | 39,470 | 48,821 |
| | 39,470 | 48,821 |
| Note 30 Financing arrangements | | |
| Bank overdraft | 1,000 | 1,000 |
| Used facilities | - | - |
| Unused facilities: | 1,000 | 1,000 |

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 31 Commitments

Council has entered into the following commitments:

| 2016 | Not later than 1 | Later than 1 | Later than 2 | Later than 5 | Total |
|-----------------------------------|------------------|--------------|---------------|--------------|---------------|
| | year | year and not | years and not | years | |
| | \$'000 | later than 2 | later than 5 | \$'000 | \$'000 |
| | | years | years | | |
| | | \$'000 | \$'000 | \$'000 | \$'000 |
| Operating | | | | | |
| Garbage collection | 4,262 | 4,412 | 14,186 | - | 22,860 |
| Meals for delivery | 237 | 243 | 766 | - | 1,246 |
| Hard and green waste collection | 798 | 870 | 3,109 | - | 4,777 |
| Property valuation | 140 | 269 | 589 | - | 1,018 |
| Total | 5,437 | 5,814 | 18,650 | - | 29,901 |
| Capital | | | | | |
| Roads | 2,554 | - | - | - | 2,554 |
| Drainage | 894 | - | - | - | 894 |
| Other - recreation and open space | 1,253 | - | - | - | 1,253 |
| Buildings | 1,972 | - | - | - | 1,972 |
| Plant and equipment | 646 | - | - | - | 646 |
| Waste management replacement bins | 2,933 | - | - | - | 2,933 |
| Total | 10,252 | - | - | - | 10,251 |

| 2015 | Not later than 1 | Later than 1 | Later than 2 | Later than 5 | Total |
|---------------------------------|------------------|--------------|---------------|--------------|---------------|
| | year | year and not | years and not | years | |
| | \$'000 | later than 2 | later than 5 | \$'000 | \$'000 |
| | | years | years | | |
| | | \$'000 | \$'000 | \$'000 | \$'000 |
| Operating | | | | | |
| Garbage collection | 5,205 | 5,416 | 17,599 | - | 28,220 |
| Meals for delivery | 254 | 262 | 825 | - | 1,341 |
| Hard and green waste collection | 793 | 865 | 3,093 | - | 4,751 |
| Property valuation | 269 | 140 | 589 | - | 998 |
| Total | 6,521 | 6,683 | 22,106 | - | 35,310 |
| Capital | | | | | |
| Roads | 2,017 | - | - | - | 2,017 |
| Drainage | 383 | - | - | - | 383 |
| Other - recreation & open space | 1,241 | - | - | - | 1,241 |
| Buildings | 6,172 | - | - | - | 6,172 |
| Plant and equipment | 113 | - | - | - | 113 |
| Total | 9,926 | - | - | - | 9,926 |

Note 32 Operating leases**(a) Operating lease commitments**

At the reporting date, Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):

| | 2016 | 2015 |
|---|--------------|--------------|
| | \$'000 | \$'000 |
| Not later than one year | 724 | 420 |
| Later than one year and not later than five years | 2,435 | 1,260 |
| Later than five years | 1,933 | 1,048 |
| Total | 5,092 | 2,728 |

(b) Operating lease receivables

At the reporting date, Council had the following operating leases for the lease of Council owned land and buildings:

| | 2016 | 2015 |
|---|---------------|--------------|
| | \$'000 | \$'000 |
| Not later than one year | 1,588 | 1,490 |
| Later than one year and not later than five years | 5,145 | 4,291 |
| Later than five years | 6,225 | 25 |
| Total | 12,958 | 5,806 |

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NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 33 Superannuation

Manningham City Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2016 this was 9.9% as required under Superannuation Guarantee legislation).

Defined Benefit

Manningham City Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Manningham City Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Funding arrangements

Manningham City Council makes employer contributions to the defined benefit category of the Fund at rates determined by the Trustee on the advice of the Fund's Actuary.

As at 30 June 2015, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Manningham City Council is a contributing employer was 105.8%. To determine the VBI, the fund Actuary used the following long term assumptions:

| | |
|------------------------|----------|
| Net investment returns | 7.00% pa |
| Salary information | 4.25% pa |
| Price inflation (CPI) | 2.50% pa |

Vision Super has advised that actual VBI as at 30 June 2016 was 102.0% subject to the finalisation of Fund Actuary report.

The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the actuarial investigation determined the defined benefit category was in a satisfactory financial position and that no change was necessary to the defined benefit category's funding arrangements from prior years.

Employer contributions**Regular contributions**

On the basis of the results of the 2015 interim actuarial investigation conducted by the Fund's Actuary, Manningham City Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2016, this rate was 9.9% of members' salaries (9.5% in 2014/15). This rate will increase in line with any increase to the Superannuation Guarantee (SG) contribution rate. In addition, Manningham City Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding calls

If the defined benefit category is in an unsatisfactory financial position at actuarial investigation or the defined benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the defined benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers including Manningham City Council are required to make an employer contribution to cover the shortfall. Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's defined benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 33 Superannuation (cont.)

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up. If there is a surplus in the Fund, the surplus cannot be returned to the participating employers. In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

2015 Interim actuarial investigation surplus amounts

The Fund's latest actuarial investigation as at 30 June 2015 identified the following in the defined benefit category of which Manningham City Council is a contributing employer:

- A VBI surplus of \$130.8 million; and
- A total service liability surplus of \$239 million.

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2015. The total service liability surplus means that the current value of the assets in the Fund's defined benefit category plus expected future contributions exceeds the value of expected future benefits and expenses. Manningham City Council was notified of the 30 June 2015 VBI during August 2015.

Future superannuation contributions

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2017 is \$350,000.

Note 34 Contingent liabilities and contingent assets**(a) Contingent liabilities****General**

Council controls large areas of public open space, provides general and personal services to residents, visitors and ratepayers, has responsibilities and regulatory authorities including the issue of permits and approvals, and controls significant buildings and infrastructure assets. Council is, from time to time, met with claims and demands for damages allegedly arising from the actions, or inactions, of Council or its Officers.

Council's Risk Management Plan includes securing insurance to cover insurable risks to limit exposure to liabilities arising from actions of the Council or its Officers where it is appropriate to do so.

A recent tender was undertaken for the provision of Insurance Broking Services and as a result Council changed to AON Risk Services Australia Limited in June 2016.

Open claims

Council is presently involved in 4 minor open claims, all of which are under Council's insurance policy excess. No allowance has been made for these contingencies in the financial report. Council is not aware of any other contingent liability or claims that would fall outside of the terms of Council's insurance policies.

Bank guarantees issues

Council is responsible for the following bank guarantee:

Department of Primary Industries for \$150,000 in connection with Extractive Industry Licence No. 54-1.

Capital funding grant

Council has exposure to contingent liabilities where the conditions attached to a capital funding grant requires repayment in full or part of the granted sum should the terms of the grant agreement not be fulfilled by Council.

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For the Year Ended 30 June 2016

Note 34 Contingent liabilities and contingent assets (cont.)**(a) Contingent liabilities (cont.)****Superannuation contribution**

Council has obligations under a defined benefit superannuation scheme; matters relating to this potential obligation are outlined in Note 33. As a result of the volatility in financial markets, the likelihood of making such contributions in future periods exists. At this point in time, it is not known if additional contributions will be required, their timing or potential amount.

(b) Contingent assets**Developer contributed assets**

Developer contributions to be received in respect of estates subject to future subdivisions total \$4,682,025 (2014/15, \$4,073,289).

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 35 Financial instruments**(a) Objectives and policies**

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Note 1 of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council's exposures to market risk is primarily through interest rate risk with insignificant exposure to other price risks and no exposure to foreign currency risk. Components of market risk to which the council are expose are discussed below:

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Interest rate risk arises from interest bearing financial assets and liabilities. Interest bearing assets are predominantly short term liquid assets. As at 30 June 2016 Council had long term loans or borrowings and is therefore exposed to interest rate risk on these classes of financial liabilities.

Interest rate risk on financial assets are managed through Council's investment policy which requires the investment of surplus funds only with financial institutions approved under the section 143 of the Local Government Act 1989. The Council's investment policy provides for investment restrictions such as investment placement with authorised deposit taking institutions (ADIs), placement according to Standard and Poor's credit ratings for investment institutions, staging of investment duration, and for the regular monitoring of investment performance and investment institution credit ratings. Investment performance and investment placement are reported regularly to Council.

(c) Credit risk

Credit risk is the risk of financial loss to Council arising from the non-completion of an obligation under a financial instrument by a party with whom Council has contracted. Council has exposure to credit risk on all financial assets included in the balance sheet. The maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is represented by the carrying amount of that financial asset.

Council manages credit risk exposure through the application of debtor management policies that include arrangement for the timely collection of debts, escalation of recovery actions, and monitoring of debt collection performance. Council also managed credit risk exposure through the application of security bonds and provisions of the Local Government Act 1989 that permit the classification of certain debts as charges against property.

Financial assets classed as trade and other receivables consist of a large number of customers, spread across the consumer, business and government sectors. As Council's main debtors are government departments the credit risk associated with the Council's financial assets is assessed as minimal. Where a credit risk is assessed as probable of realisation an allowance for doubtful debts is raised.

Details of credit risk for transactions that are not included in the balance sheet are disclosed in note 34, contingent liabilities and contingent assets.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of our operational liquidity requirements:

- we will not have sufficient funds to settle a transaction on the date;
- we will be forced to sell financial assets at a value which is less than what they are worth; or
- we may be unable to settle or recover a financial assets at all.

To mitigate liquidity risk the entity has developed long term financial management strategies containing liquidity and cash flow targets, and regularly monitors budget performance and cash flows against forecasts. The entity has established access to overdraft facilities.

Council's exposure to liquidity risk is deemed insignificant based on prior periods' data, cash flow and liquidity forecasts, and current assessment of risk.

(e) Fair value

Unless otherwise stated, the carrying amount of financial instruments reflect their fair value.

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 35 Financial instruments (cont.)

(f) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the consolidated entity believes the following movements are 'reasonably possible' over the next 12 months. Market interest rates are sourced from the Reserve Bank of Australia.

- a parallel shift of +1% and -2% in market interest rates from year-end rates of 1.75%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

Note 36 Related party transactions

(i) Responsible Persons

Names of persons holding the position of a Responsible Person at the Council at any time during the year are:

| | |
|--------------------|--|
| Councillors | Councillor Downie (Re-elected 8 November 2012) Councillor Galbally (Elected 8 November 2012) Councillor Gough (Re-elected 8 November 2012) Councillor Grivolostopoulos (Elected 8 November 2012) Councillor Haynes (Elected 8 November 2012) Councillor Kleinerl (Elected 8 November 2012) Councillor McLetch (Elected 8 November 2012, Mayor from 3 December 2014 to 10 November 2015, Mayor from 17 May 2016) Councillor O'Brien (Elected 8 November 2012) Councillor Yang (Re-elected 8 November 2012, Mayor from 11 November 2015 to 30 April 2016, resigned on 30 April 2016) |
|--------------------|--|

| | |
|--------------------------------|--|
| Chief Executive Officer | Mr Warwick Winn (Appointed Chief Executive Officer on 8 April 2016) Mr Joe Carbone (Appointed Chief Executive Officer on 21 January 2013, resigned on 29 January 2016) Mr Leigh Harrison (Appointed as Acting Chief Executive Officer between 11 November 2015 to 27 November 2015) Mr Chris Potter (Appointed as Acting Chief Executive Officer between 18 January 2016 to 8 April 2016) |
|--------------------------------|--|

(ii) Remuneration of Responsible Persons

The numbers of Responsible Officers, whose total remuneration from Council and any related entities fell within the following bands:

| | 2016 No. | 2015 No. |
|---|-------------|-------------|
| Less than \$20,000 | - | - |
| \$20,000 - \$29,999 | 7 | 7 |
| \$40,000 - \$49,999 | 1 | 1 |
| \$50,000 - \$59,999 | 1 | - |
| \$60,000 - \$69,999 | 1 | - |
| \$220,000 - \$229,999 | 1 | - |
| \$330,000 - \$339,999 | - | 1 |
| | <u>11</u> | <u>10</u> |
| | \$'000 | \$'000 |
| Total remuneration for the reporting year for Responsible Persons included above amounted to: | 571 | 615 |

(iii) Responsible persons retirement benefits

Retirement payments of \$nil were made by the Council to a person who held a position of Responsible Person during the reporting year 2015/16 (2014/15, nil).

(iv) Loans to responsible persons

No loans have been made, guaranteed or secured by the Council to a Responsible Person during the reporting year 2015/16 (2014/15, nil).

(v) Transactions with responsible persons

No transactions other than remuneration payments, or the reimbursement of expenses as approved by Council with Responsible Persons, or Related Parties of such Responsible Persons, during the reporting year (2014/15, nil).

NOTES TO THE FINANCIAL REPORT

For the Year Ended 30 June 2016

Note 36 Related party transactions (cont.)**(vi) Senior Officers Remuneration**

A Senior Officer other than a Responsible Person, is an officer of Council who:

- a) has management responsibilities and reports directly to the Chief Executive; or
- b) whose total annual remuneration exceeds \$139,000.

The number of Senior Officers other than the Responsible Persons, are shown below in their relevant income bands and includes Senior Officers who commenced or retired during the year.

| Income Range | 2016 No. | 2015 No. |
|---|-------------|-------------|
| < \$130,000 | - | - |
| \$130,000 - \$139,999 | 1 | 4 |
| \$140,000 - \$149,999 | 5 | 3 |
| \$150,000 - \$159,999 | 8 | 10 |
| \$160,000 - \$169,999 | 5 | 3 |
| \$170,000 - \$179,999 | 2 | 2 |
| \$180,000 - \$189,999 | 1 | - |
| \$190,000 - \$199,999 | - | 1 |
| \$200,000 - \$209,999 | 1 | 1 |
| \$210,000 - \$219,999 | 1 | - |
| \$220,000 - \$229,999 | 1 | 1 |
| \$230,000 - \$239,999 | - | 1 |
| \$240,000 - \$249,999 | 1 | 1 |
| \$250,000 - \$259,999 | 1 | - |
| | <u>27</u> | <u>27</u> |
| | \$'000 | \$'000 |
| Total Remuneration, excluding resignation benefits, for the reporting year for Senior Officers included above, amounted to: | 4,585 | 4,481 |

Note 37 Events occurring after balance date

No matters have occurred since reporting date that require disclosure in the financial statements.

FINANCIAL STATEMENTS

CERTIFICATION OF THE FINANCIAL REPORT

In my opinion, the accompanying financial report has been prepared in accordance with the Local Government Act 1989, the Local Government (Planning and Reporting) Regulations 2014, Australian Accounting Standards and other mandatory professional reporting requirements.



Kevin Ayre CPA
Principal Accounting Officer
30 August 2016
Doncaster

In our opinion, the accompanying financial report presents fairly the financial transactions of Manningham City Council for the year ended 30 June 2016 and the financial position of Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial report to be misleading or inaccurate.

We, the Councillors, have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify the financial report in its final form.



Paul McLeish
Mayor
30 August 2016
Doncaster



Dorothy Haynes
Deputy Mayor
30 August 2016
Doncaster



Warwick Winn
Chief Executive Officer
30 August 2016
Doncaster

PERFORMANCE STATEMENT



PERFORMANCE STATEMENT

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PERFORMANCE STATEMENT

For the Year Ended 30 June 2016

DESCRIPTION OF MUNICIPALITY

Manningham City Council is located in Melbourne's north-eastern suburbs, commencing with its western boundary in Bulleen, 10 kilometres from the Melbourne CBD and extending to Wonga Park at its eastern extremity, 32 kilometres from the CBD. The City is bounded by the Yarra River, Banyule City and Nillumbik Shire in the north, Yarra Ranges Shire in the east, Koonung Creek, Maroondah City and the Cities of Whitehorse and Boroondara in the south and Banyule City and the Yarra River in the west.

The City encompasses a total land area of 114 square kilometres, including a substantial 17% green open spaces. The nonurban areas include a large tract of the Green Wedge, and are used mainly for rural residential living, conservation and small scale agriculture.

As at 30 June 2015, our estimated population was 119,442 people across the City includes the suburbs of Bulleen, Doncaster, Doncaster East, Donvale, Nunawading (part), Park Orchards, Ringwood North (part), Templestowe, Templestowe Lower, Warrandyte, Warrandyte South and Wonga Park (part).

PERFORMANCE STATEMENT

SUSTAINABLE CAPACITY INDICATORS

For the Year Ended 30 June 2016

| Indicator/measure | Results 2015 | Results 2016 | Material Variations |
|--|-----------------|-----------------|--|
| Own-source revenue <i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population] | \$860 | \$914 | This is line with budget forecasts and based on \$109 million own source revenue and a population of 119,442. |
| Recurrent grants <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population] | \$110 | \$97 | Manningham receives the minimum grant from the Victoria Grants Commission, and as such relies heavily on rates to meet community service and infrastructure needs. |
| Population <i>Expenses per head of municipal population</i> [Total expenses / Municipal population] | \$895 | \$901 | This result is at the lower end of the permissible range and reflects on Council's intended aim to limit the growth of expenditure. |
| <i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population] | \$5,944 | \$5,762 | Manningham has more than \$680 million in infrastructure assets (including buildings). This result is consistent with budget forecasts. |
| <i>Population density per length of road</i> [Municipal population / Kilometres of local roads] | 198 | 200 | Manningham has approximately 600 km of roads. |
| Disadvantage <i>Relative socio-economic disadvantage</i> [Index of Relative Socio-economic Disadvantage by decile] | 10 | 10 | No material variation. |

SERVICE PERFORMANCE INDICATORS

For the Year Ended 30 June 2016

| | Service/indicator/measure | Results 2015 | Results 2016 | Material Variations |
|-----|--|---------------------|---------------------|---|
| AF6 | Aquatic Facilities Utilisation <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population] | 3.91 | 2.93 | A significant redevelopment of the municipal aquatic facilities impacted visitor door counters over 2015/16. The new facilities will be open in July 2016. |
| AM4 | Animal Management Health and safety <i>Animal management prosecutions</i> [Number of successful animal management prosecutions] | 24.00 | 15.00 | Council's approach to animal management is outlined in the Council's 2013-2017 Domestic Animal Plan to protect the community. Prosecutions occur when animal or animal owner behaviour is inconsistent with this approach and attempts at mediation have not been successful. 2015/16 saw less reported incidents that required court action, which could indicate an increased effectiveness in the animal management service. |
| FS4 | Food Safety Health and safety <i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100 | 92.00% | 98.33% | Council is vigilant in ensuring all food premises are followed up after a major or critical non-conformance is detected to protect the residents and visitors to the municipality from unsafe food. The remaining 1.7 per cent are in the process of being followed up but were incomplete as at 30 June 2016. |
| G5 | Governance Satisfaction <i>Satisfaction with council decisions</i> [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community] | 60 | 57 | An independent research company conducts the community satisfaction survey annually on behalf of State Government. Performance on the condition of local sealed roads (64) was lower than the previous years result, but 10 points ahead of the State-wide average |

PERFORMANCE STATEMENT

SERVICE PERFORMANCE INDICATORS

For the Year Ended 30 June 2016

| Service/indicator/measure | Results 2015 | Results 2016 | Material Variations |
|---|-----------------|-----------------|---------------------|
| <p>Home and Community Care (HACC)</p> <p>Participation <i>Participation in HACC service</i> [Number of people that received a HACC service / Municipal target population for HACC services] x100</p> <p>HC6</p> <p>23.00%</p> <p>24.04%</p> <p>This calculation includes data relating to the provision of domestic assistance, personal care and respite care services. Where a client receives a combination of services they are only counted once.</p> | | | |
| <p>Participation <i>Participation in HACC service by CALD people</i> [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100</p> <p>HC7</p> <p>19.00%</p> <p>18.08%</p> <p>This calculation includes data relating to the provision of domestic assistance, personal care and respite care services. Where a client receives a combination of services they are only counted once.</p> | | | |
| <p>Libraries</p> <p>Participation <i>Active library members</i> [Number of active library members / Municipal population] x100</p> <p>LB4</p> <p>16.00%</p> <p>16.23%</p> <p>The number of borrowers and borrowings increased slightly in 2015/16. This year the definition of "active member" expanded to include not only members who have borrowed a physical collection item, but also eBooks.</p> | | | |
| <p>Maternal and Child Health (MCH)</p> <p>Participation <i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100</p> <p>MC4</p> <p>99.00%</p> <p>n/a</p> <p>This information is hosted on the Childhood Development Information System (CDIS) managed by the Department of Education. Accurate data was not available at the time of the reporting deadline.</p> | | | |
| <p>Participation <i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100</p> <p>MC5</p> <p>92.00%</p> <p>n/a</p> | | | |

SERVICE PERFORMANCE INDICATORS

For the Year Ended 30 June 2016

| Service/indicator/measure | Results 2015 | Results 2016 | Material Variations |
|--|---------------------|---------------------|---|
| Roads Satisfaction <i>Satisfaction with sealed local roads</i> R5 [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads] | 68 | 64 | An independent research company conducts the community satisfaction survey annually on behalf of State Government. Performance on the condition of local sealed roads (64) was lower than the 2014 result, but 10 points ahead of the State-wide average |
| Statutory Planning Decision making <i>Council planning decisions upheld at VCAT</i> SP4 [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100 | 44.00% | 72.73% | Manningham is dedicated to consulting with its community to achieve acceptable outcomes in planning. 2015/16 realised 22 applications determined by VCAT and 6 decisions were overturned. This result also reflects a sound process of decision making consistent with State and Local Planning Policy. |
| Waste Collection Waste diversion <i>Kerbside collection waste diverted from landfill</i> WC5 [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100 | 54.00% | 53.10% | The decrease in diversion is due to the decreasing reliance on printed material (i.e. less junk mail and more online advertising). Products being recycled are lighter in weight but same in volume (such as plastic bottles) |

PERFORMANCE STATEMENT

FINANCIAL PERFORMANCE INDICATORS

For the Year Ended 30 June 2016

| Dimension/indicator /measure | Results | | Forecasts | | | | Material Variations |
|---|---------|--------|-----------|--------|--------|--------|---|
| | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | |
| Operating position | | | | | | | |
| Adjusted underlying result | | | | | | | |
| <i>Adjusted underlying surplus (or deficit)</i> | 7.0% | 9.7% | 5.3% | 9.7% | 10.6% | 11.8% | Council is forecasting long-term positive operating surpluses. Underlying surpluses underpin capital investment in infrastructure and community facilities. |
| <i>[Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100</i> | | | | | | | |
| Liquidity | | | | | | | |
| Working capital | | | | | | | |
| <i>Current assets compared to current liabilities</i> | 206.1% | 217.0% | 170.6% | 172.6% | 155.3% | 161.3% | The working capital ratio for 2016 is higher than the forecast years due to higher cash holdings at the end of the year. This primarily relates to higher developer contributions, capital works funded in 2015/16 which will be completed in 2016/17 and grants received in advance. In each of the forecast years Council retains a strong working capital ratio. |
| <i>[Current assets / Current liabilities] x100</i> | | | | | | | |
| Unrestricted cash | | | | | | | |
| <i>Unrestricted cash compared to current liabilities</i> | 60.4% | 77.0% | 56.4% | 51.9% | 43.9% | 47.5% | Refer above. |
| <i>[Unrestricted cash / Current liabilities] x100</i> | | | | | | | |
| Obligations | | | | | | | |
| Loans and borrowings | | | | | | | |
| <i>Loans and borrowings compared to rates</i> | 8.3% | 7.8% | 9.6% | 9.0% | 8.3% | 4.3% | Council has a low level of borrowing relative to rates. The reduction in the ratio in 2020 relates to the repayment of \$3.6 million of loan funds. |
| <i>[Interest bearing loans and borrowings / Rate revenue] x100</i> | | | | | | | |
| <i>Loans and borrowings repayments compared to rates</i> | 0.3% | 0.3% | 0.7% | 0.6% | 0.6% | 3.9% | Refer above. |
| <i>[Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100</i> | | | | | | | |
| Indebtedness | | | | | | | |
| <i>Non-current liabilities compared to own source revenue</i> | 8.0% | 7.5% | 8.7% | 7.9% | 4.4% | 3.9% | Refer above. |
| <i>[Non-current liabilities / Own source revenue] x100</i> | | | | | | | |

FINANCIAL PERFORMANCE INDICATORS

For the Year Ended 30 June 2016

| Dimension/indicator/measure | Results | | Forecasts | | | | Material Variations |
|---|---------|---------|-----------|---------|---------|---------|---|
| | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | |
| <p>Asset renewal</p> <p><i>Asset renewal compared to depreciation</i></p> <p>[Asset renewal expenses / Asset depreciation] x100</p> | 71.3% | 74.0% | 122.3% | 81.6% | 86.8% | 85.8% | The high asset renewal in 2017 relates to the planned replacement of Council's bin fleet as part of the renewed kerbside waste and recycling service. |
| <p>Stability</p> <p>Rates concentration</p> <p><i>Rates compared to adjusted underlying revenue</i></p> <p>[Rate revenue / Adjusted underlying revenue] x100</p> | 76.5% | 78.3% | 77.9% | 77.3% | 78.6% | 78.5% | The result is consistent throughout the forecast period and reflects Manningham's heavy reliance on rates to fund services and community assets. |
| <p>Rates effort</p> <p><i>Rates compared to property values</i></p> <p>[Rate revenue / Capital improved value of rateable properties in the municipality] x100</p> | 0.2% | 0.3% | 0.2% | 0.2% | 0.2% | 0.2% | No material change. |
| <p>Efficiency</p> <p>Expenditure level</p> <p><i>Expenses per property assessment</i></p> <p>[Total expenses / Number of property assessments]</p> | \$2,282 | \$2,278 | \$2,334 | \$2,309 | \$2,300 | \$2,334 | This result is at the lower end of the permissible range and reflects on Council's intended aim to limit the growth of expenditure. |
| <p>Revenue level</p> <p><i>Average residential rate per residential property assessment</i></p> <p>[Residential rate revenue / Number of residential property assessments]</p> | \$1,832 | \$1,881 | \$1,870 | \$1,924 | \$1,966 | \$2,033 | Council has a high reliance on rate revenue from residential properties with 95% of all properties in the municipality being residential. The outcome for 2016 is within budget forecasts, and the longer term trend reflects the introduction of rate capping. |
| <p>Workforce turnover</p> <p><i>Resignations and terminations compared to average staff</i></p> <p>[Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100</p> | 8.3% | 8.7% | 8.5% | 8.5% | 8.5% | 8.5% | The result is within the expected range. |

PERFORMANCE STATEMENT**OTHER INFORMATION**

For the Year Ended 30 June 2016

BASIS OF PREPARATION

Council is required to prepare and include a performance statement within its Annual Report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics):

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's Strategic Resource Plan.

Council adopted a set of materiality thresholds on the 28 June 2016.

The forecast figures included in the performance statement are those adopted by council in its Strategic Resource Plan on 28 June 2016 and which forms part of the Council Plan. The Strategic Resource Plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The Strategic Resource Plan can be obtained by contacting council.

CERTIFICATION OF THE PERFORMANCE STATEMENT

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.



Kevin Kyle, CPA
Principal Accounting Officer
Dated: 30 August 2016


In our opinion, the accompanying performance statement of the Manningham City Council for the year ended 30 June 2016 presents fairly the results of council's performance in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the council and by the Local Government (Planning and Reporting) Regulations 2014 to certify this performance statement in its final form.


Paul McLeish
Mayor
Dated: 30 August 2016


Dorothy Haynes
Deputy Mayor
Dated: 30 August 2016


Wadwick Winn
Chief Executive Officer
Dated: 30 August 2016

AUDITOR GENERAL'S REPORT



VAGO
Victorian Auditor-General's Office

Level 24, 35 Collins Street
Melbourne VIC 3000

Telephone 61 3 8601 7000
Facsimile 61 3 8601 7010
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INDEPENDENT AUDITOR'S REPORT

To the Councillors, Manningham City Council

The Financial Report

I have audited the accompanying financial report for the year ended 30 June 2016 of the Manningham City Council which comprises the comprehensive income statement, balance sheet, statement of changes in equity, statement of cash flows, statement of capital works, notes comprising a summary of the significant accounting policies and other explanatory information, and the certification of the financial report.

The Councillors' Responsibility for the Financial Report

The Councillors of the Manningham City Council are responsible for the preparation and the fair presentation of the financial report in accordance with Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 1989*.

The Councillors are responsible for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

As required by the *Audit Act 1984* and the *Local Government Act 1989*, my responsibility is to express an opinion on the financial report based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Councillors, as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Auditing in the Public Interest

AUDITOR GENERAL'S REPORT**Independent Auditor's Report (continued)***Independence*

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, I and my staff and delegates complied with the applicable independence requirements of the Australian Auditing Standards and relevant ethical pronouncements.

Opinion

In my opinion the financial report presents fairly, in all material respects, the financial position of the Manningham City Council as at 30 June 2016 and of its financial performance and its cash flows for the year then ended in accordance with applicable Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 1989*.

MELBOURNE
2 September 2016


Dr Peter Frost
Acting Auditor-General

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AUDITOR GENERAL'S REPORT



VAGO
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INDEPENDENT AUDITOR'S REPORT

To the Councillors, Manningham City Council

The Performance Statement

I have audited the accompanying performance statement for the year ended 30 June 2016 of the Manningham City Council which comprises the statement, the related notes and the certification of the performance statement.

The Councillors' Responsibility for the Performance Statement

The Councillors of the Manningham City Council are responsible for the preparation and fair presentation of the performance statement in accordance with the *Local Government Act 1989* and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the performance statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

As required by the *Local Government Act 1989*, my responsibility is to express an opinion on the performance statement based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the performance statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the performance statement. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the performance statement, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the performance statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the overall presentation of the performance statement.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Auditing in the Public Interest

AUDITOR GENERAL'S REPORT**Independent Auditor's Report (continued)***Independence*

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, I and my staff and delegates complied with all applicable independence requirements of the Australian accounting profession.

Auditor's Opinion

In my opinion, the performance statement of the Manningham City Council in respect of the 30 June 2016 financial year presents fairly, in all material respects, in accordance with the *Local Government Act 1989*.

MELBOURNE
2 September 2016


Dr Peter Frost
Acting Auditor-General

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GLOSSARY

| TERMS | |
|--------------------------------------|---|
| Active library member | A member of a library who has borrowed a book from the library |
| Annual report | An annual report prepared by a Council under sections 131, 132 and 133 of the Act |
| Advisory committee | A committee that assists council with the decision making process and has a councillor representative to assist with the consultation process |
| Advocacy | Publicly supporting or recommending programs or services on behalf of the community to other tiers of government or service providers for community benefit |
| Asset expansion expenditure | Expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to existing beneficiaries |
| Asset expenditure type | The following types of asset expenditure— (a) asset renewal expenditure (b) new asset expenditure (c) asset upgrade expenditure (d) asset expansion expenditure |
| Asset renewal expenditure | Expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability |
| Asset upgrade expenditure | Expenditure that – (a) enhances an existing asset to provide a higher level of service, or (b) increases the life of the asset beyond its original life |
| Best value | State legislation that requires council to review services to ensure community expectations and value for money |
| Budget | Council's originally published budget detailing the projected income, expenditure and financial position of council |
| Capital expenditure | The expenditure on items which are expected to produce future economic benefits for council with a useful life in excess of 12 months |
| Capital improved value | The market value of the property at the date of valuation including the value of the land and all improvements built on the land |
| Capital works program | Program of scheduled infrastructure works generally encompassing capital works for road, drainage and building assets |
| Capitalisation | The process whereby expenditure is charged to an account in the statement of financial position rather than to an expense account |
| Council plan | The four year plan for the way in which council will deliver its nine strategic objectives |
| Community grants | Council allocates a sum of money for the community development community grants program as part of the annual budget process. The funding supports not for profit community organisations in Manningham |
| Community satisfaction survey | A state government requirement whereby councils conduct a survey once a year to obtain community feedback in order to gauge satisfaction levels with council services |
| Cultural diversity | Celebrating our community's many different cultures expressed through language, tradition, religion, dress, arts, dance and lifestyle |
| Governance | Council's responsibility for the economic and ethical performance of the municipality |
| HACC program | The Home and Community Care program established under the Agreement entered into for the purpose of the <i>Home and Community Care Act 1985</i> of the Commonwealth |
| HACC service | Home help, personal care or community respite provided under the HACC program |
| Infrastructure | Stock of fixed capital equipment including roads, public buildings, footpaths, etc. |

| | |
|--|---|
| Interplan | A service planning tool that enables detailed reporting and analysis of council's progress against the actions listed in the council plan |
| Key performance indicator | A significant measure used on its own or in combination with other key performance indicators to monitor how well a business is achieving its quantifiable objectives |
| Local Government model financial report | The Local Government Model Financial Report published by the Department from time to time including on the Department's Internet website |
| Local law | The laws adopted by council that prohibit, regulate and control activities, events, practices and behaviours within Manningham |
| Local roads | The municipal road network which is maintained by Manningham Council |
| Manningham Matters | Council's bimonthly newsletter which provides residents with information about council activities. It is delivered to all residents and businesses within Manningham |
| Manningham planning scheme | Outlines state and local planning policies including zones, overlays and other provisions |
| Master plan | A plan which outlines a preferred future vision for a particular area. It is usually developed for an area being considered for redevelopment or redesign |
| Maternal and Child Health Service (MCH) | Service provided by a Council to support the health and development of children within the municipality from birth until school age |
| Municipal Association of Victoria (MAV) | The lobbying body for Victoria's 79 councils |
| New asset expenditure | Expenditure that creates a new asset that provides a service that does not currently exist |
| Non-current assets | All assets other than current assets |
| Non-recurrent grant | A grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a Council's Strategic Resource Plan |
| Performance indicator | A statistic identifying the extent of activity in meeting a specific objective |
| Performance statement | The performance statement prepared by a Council under section 131 of the Act |
| Principal accounting officer | The person designated by a Council to be responsible for the financial management of the Council |
| Recurrent grant | A grant other than a non-recurrent grant |
| Report of operations | The report of operations prepared by a Council under section 131 of the Act |
| Reserves | Monies set aside in the statement of financial position for specific purposes in accordance with statutory and discretionary principles |
| Revised budget | The revised budget prepared by a Council under section 128 of the Act |
| Risk Management | A policy and process for identifying business risks and controlling the likelihood and/or impact of a risk event occurring |
| Strategy | A plan of action intended to accomplish specific objectives |
| Statement of capital works | A statement of capital works prepared in accordance with the Local Government Model Financial Report |
| Statement of human resources | A statement which shows all Council staff expenditure and the number of full time equivalent Council staff |
| Sustainable | Meet present day needs without compromising future generations' ability to meet their needs |
| Triple bottom line | Measures community wellbeing by assessing the economic, social and environmental considerations |
| Vision | A description of the future we aim to achieve for our city and community |
| Ward | The delineation of a district within a municipality for the purposes of administration and representation |
| Wellbeing | A general term to encompass health, happiness, welfare, security, comfort, quality of life and a sense of belonging |

ACRONYMS

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|--------------|--|
| AAS | Australian Accounting Standard |
| ABS | Australian Bureau of Statistics |
| AMS | Asset Management Strategy |
| CALD | Culturally and Linguistically Diverse |
| CEO | Chief Executive Officer |
| CR | Councillor |
| EBA | Enterprise Bargaining Agreement |
| EMT | Executive Management Team |
| EO | Equal Opportunity |
| HACC | Home and Community Care |
| KSA | Key Strategic Activity |
| LGPRF | Local Government Performance Reporting Framework |
| MAV | Municipal Association of Victoria |
| MCH | Maternal Child Health |
| NDIS | National Disability Insurance Scheme |
| OHS | Occupational Health and Safety |
| SBS | Strategic Briefing Session |
| UNHCR | United Nations High Commission for Refugees |
| VEC | Victorian Electoral Commission |

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THANK YOU

Thank you for reading Manningham Council's Annual Report 2015/16. We hope that this document has given you a good understanding of the achievements of Council in the past 12 months.

Your feedback is valued and can be posted to Manningham Council, PO Box 1, Doncaster VIC 3108, emailed to manningham@manningham.vic.gov.au or you can call Council on 9840 9333.

ANNUAL REPORT 2015/16

This report provides a comprehensive account of our achievements, our challenges, our aspirations for the future and our commitments to the community.

It details our performance against our strategic objectives outlined in the Council Plan 2013 – 2017 and provides an analysis of our financial performance. Most importantly, this report demonstrates the variety of our operations and the diversity of services delivered to the Manningham community on a daily basis.

WHY WE HAVE AN ANNUAL REPORT?

The Annual Report is a key tool to keep residents, businesses, employees and potential employees, State and Federal governments, peak bodies, community groups and organisations informed about Council's performance and future direction. Along with this, there is a requirement in the *Local Government Act 1989* for all councils to present an Annual Report to the Minister for Local Government by 30 September each year.

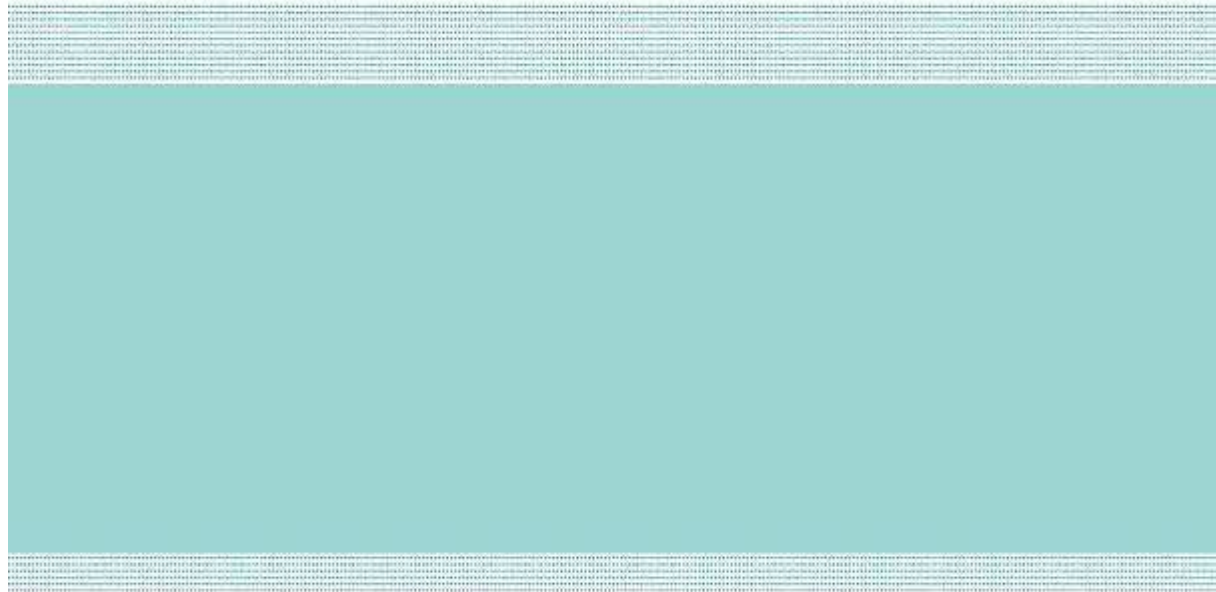
FURTHER READING

We encourage you to visit Council's website which contains information about our services, programs, events, major initiatives, major publications and more. The address is www.manningham.vic.gov.au

WHERE TO GET A COPY

Hard copies of the Annual Report are available from the Civic Centre, 699 Doncaster Road, Doncaster and local libraries, or call 9840 9333. An electronic copy is available at www.manningham.vic.gov.au/annualreport

**TO VIEW THIS ANNUAL REPORT ONLINE VISIT
WWW.MANNINGHAM.VIC.GOV.AU/ANNUAL-REPORT**



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For emergencies and to contact Council outside normal business hours please call 9840 8333.

SUSTAINABILITY

This Annual Report is printed on Australian made carbon neutral certified paper using vegetable-based inks. This has helped reduce global greenhouse gas emissions by more than 90kgs CO₂-e. Please recycle.

Precision CN is manufactured in Victoria at an ISO 14001 certified mill, using 50 per cent renewable energy. The paper is made with elemental chlorine free (ECF) bleached pulp, sourced from certified sustainably managed forests.

10 Documents for Sealing - 13 September 2016

Responsible Director: Executive Manager People & Governance

File No. .

The ultimate destination for this report is: COUNCIL AGENDA

Neither the responsible Director, Manager nor the Officer authoring this report has a conflict of interest in this matter.

SUMMARY

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

1 BACKGROUND

- 1.1 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.

OFFICER'S RECOMMENDATION

That the following documents be signed and sealed:

**Lease
(Installation of an Air Quality Monitoring Station)
Council and ConnectEast Pty Ltd
Part 16 Savaris Court, Donvale (Hillcrest Reserve)**

**Consent Agreement to Build Over an Easement
Section 173 of the Planning and Environment Act 1987
Council and C Q & Y Wang
62 Dryden Street, Doncaster East**

**MOVED: GRIVOKOSTOPOULOS
SECONDED: KLEINERT**

That the Recommendation be adopted.

CARRIED

* * * * *

PROCEDURAL MOTION

MOVED: GRIVOKOSTOPOULOS
SECONDED: HAYNES

That the Meeting Procedures standing orders be suspended to allow comments concerning the 2015/16 municipal year.

CARRIED

Address By Outgoing Mayor

The Mayor, Cr Paul McLeish, addressed the Council in respect of his term as Mayor for 2016.

Councillors Galbally, Gough and Haynes acknowledged the Mayor on behalf of their respective Wards. Councillors Kleinert, O'Brien and Grivokostopoulos also commented upon the achievements of the term of the Council.

The Chief Executive Officer, Mr Warwick Winn, acknowledged the Mayor on behalf of the staff and presented the outgoing Mayor with a memento gavel.

PROCEDURAL MOTION

MOVED: GRIVOKOSTOPOULOS
SECONDED: HAYNES

That the Meeting Procedures standing orders be resumed.

CARRIED

The Mayor declared the Meeting closed at 7.58pm

Chairman
CONFIRMED on 15 NOVEMBER 2016

* * * * *