



Manningham Quarterly Report 2020/21

Quarter 1: July - September 2020

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

1. Capital Works



254

Projects
Total



16

Projects
Completed



6

Projects
Delayed /
Incomplete



248

Projects
On Schedule

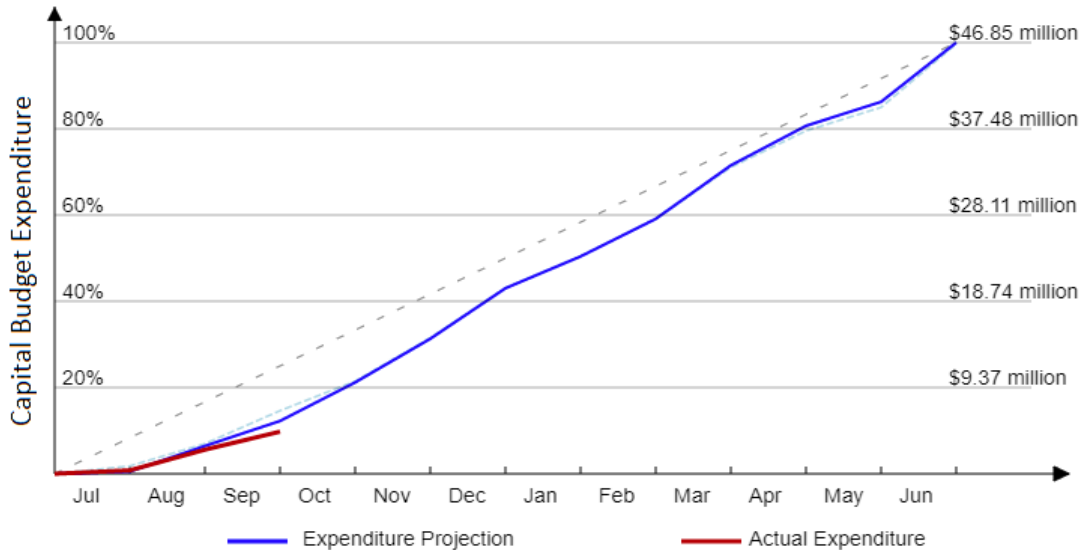
\$49.91m Adopted Budget

-\$3.06m Adjusted Budget

\$46.85m Updated Forecast

9.8%

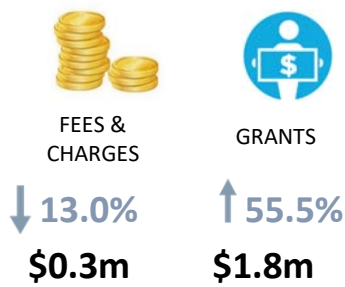
Program
Completed



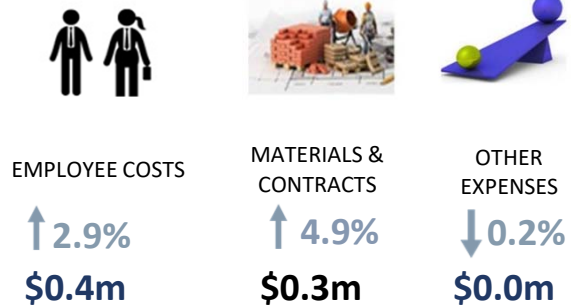
2. Finance

Quarter ending 30 September 2020			
	Revenue	Expenses	Surplus
Budgeted	\$115.6m	\$34.1m	\$81.5m
Actual	\$117.1m	\$34.7m	\$82.4m
FY Forecast	\$145.0m	\$134.1m	\$10.9m

Revenue Variation

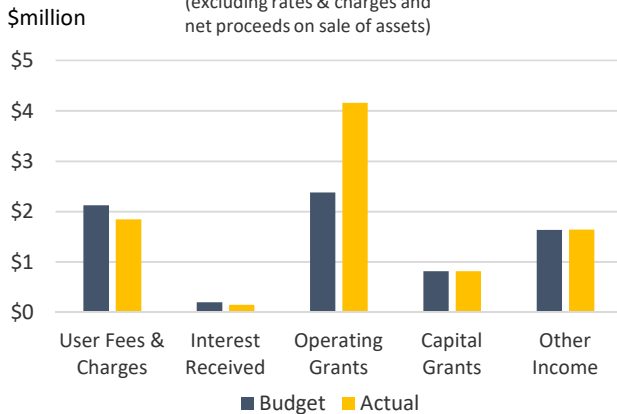


Expense Variation



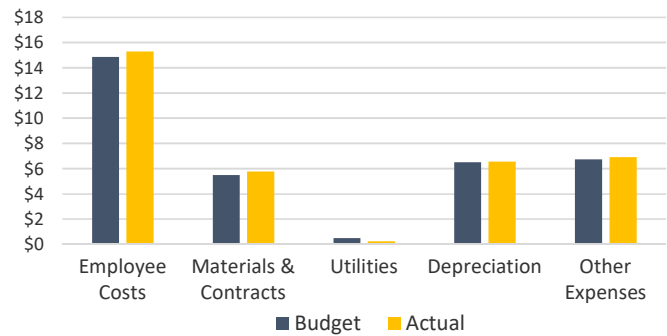
Year to Date Revenue

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



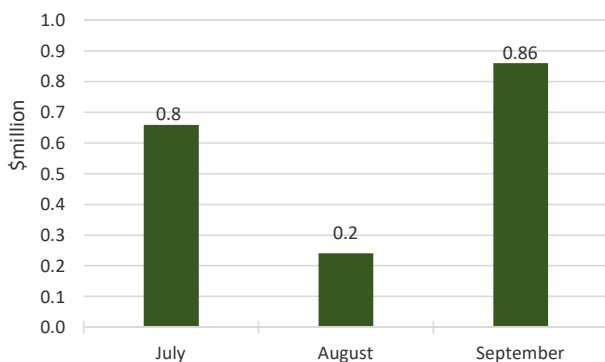
Year to Date Expenditure

\$million



Operating Result (Quarter)

Year to date variance to Budget

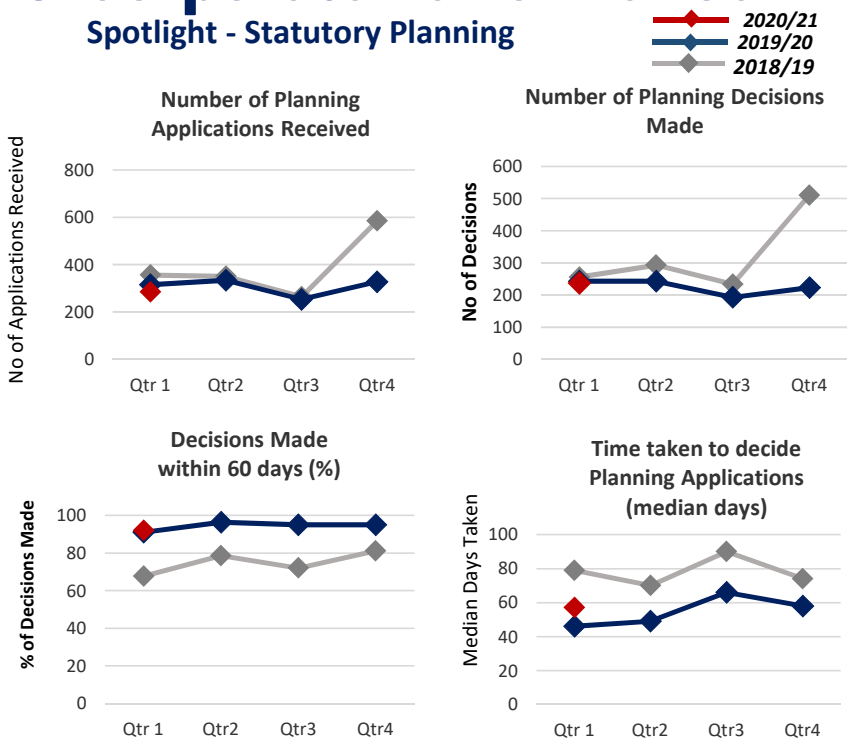


Spotlight

- At the end of September 2020, Council was \$859k or 1.1% favourable compared to the year-to-date (YTD) adopted budget.
- The favourable variance is mainly due to Grants and Subsidies income being \$1.78 million favourable. This relates to unbudgeted funding received for the Working for Victoria Program from the State Government and unbudgeted Commonwealth Government support funding for the COVID-19 Meals Program under the Commonwealth Home Support Program (CHSP). These grants will be fully expended by Council as the year progresses.
- The Full Year Forecast Surplus is currently anticipated to be \$10.89 million which is \$1.74 million lower than the Full Year Adopted Budget Surplus of \$12.63 million. This is due to the significant ongoing financial impact on Council due to the continuation of a State of Emergency and Stage 4 restrictions relating to COVID-19.

3. Corporate Performance

Spotlight - Statutory Planning

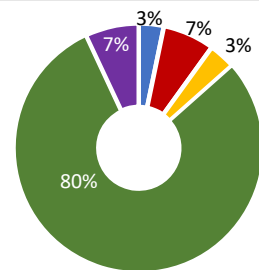


Organisation Performance

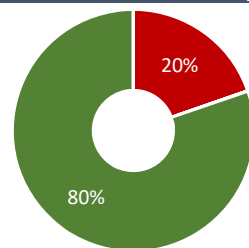
Progress during the Quarter



Action Performance



KPI Performance Indicators (KPIs)



Council is within target to deliver 85.5% of actions and 80.3% of KPI's

Statutory Planning

The majority of statutory planning applications continue to be processed well within the 60 statutory day requirement, including making timely decisions due to the process improvements undertaken over the past few years.

Impact of Coronavirus (COVID-19) on Council Performance

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

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

Council Plan 2017-2021

Our Council Plan has five themes: Healthy Community, Liveable Places and Spaces, Resilient Environment, Prosperous and Vibrant Economy and Well Governed Council. Goals for each theme were developed in consultation with the community and partners, Councillors and staff. We progress these goals through actions and Major Initiatives each year. Major Initiatives are significant pieces of work to deliver on the 2017-2021 Council Plan goals. For 2020/2021 there are 13 Major Initiatives to progress the 2017-21 Council Plan goals. 11 Major Initiatives are either on track or ahead of schedule. Two initiatives remain behind schedule: 'Grow the visitor economy, destinations and events' as local tourism has been significantly impacted by the coronavirus social distancing protocol and 'Local planning is responsive to need and planning laws' has one out of three components deferred; the Municipal Development Contributions Plan, which is now scheduled for completion in 2021, utilising data in the Community Infrastructure Plan. Progress on all the Major Initiatives is detailed in the following pages.

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

4. Major Initiatives

Progress Key
 Actual
 Target

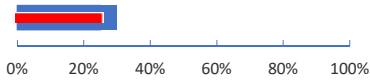
HEALTHY COMMUNITY

1.1 A healthy, resilient and safe community

1.2 A connected and inclusive community



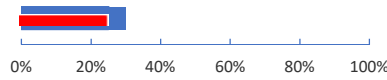
Healthy City Strategy
2017-2021



The final Healthy City Action Plan (HCAP) was endorsed August 2020. The Action Plan identifies ten priority health areas and 39 actions, many of which will be delivered by Council in collaboration with key stakeholders.



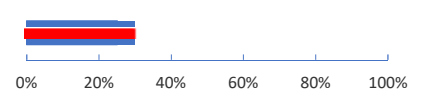
Promote a connected and inclusive community



Progressed through activities in strategic planning for the Building Equitable Employment Network, the new Disability Advisory Committee Terms of Reference, the draft Reconciliation Action Plan (with Reconciliation Australia for conditional endorsement) and Regional Local Government Charter on Social Housing and Homelessness.



Community Infrastructure Plan



Community Infrastructure Needs Analysis is complete. Next step is to develop a more refined list of priorities to inform future planning. The project is on track for completion by 30 June 2021.

LIVEABLE PLACES AND SPACES

2.1 Inviting places and spaces

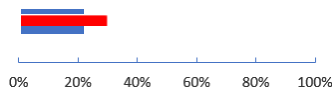
2.2 Enhanced parks, open space and streetscapes

2.3 Well connected, safe and accessible travel

2.4 Well utilised and maintained community infrastructure



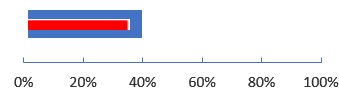
Local planning is responsive to need and planning laws



Translations of local policies in the Manningham Planning Scheme have been substantially progressed to accord with the State Government's new planning scheme structure. In late September the final draft of Council's Planning Policy Framework (PPF) was submitted to the State Government for review. Council has advocated for and provided responses to State Government planning initiatives, including Amendment C125, involving the Yarra Valley Country Club (YVCC) redevelopment to ensure the proposal offers housing choice to the community, as well as addressing visual, environmental and cultural factors.



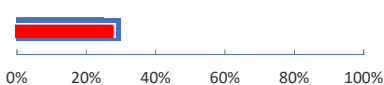
Parks Improvement Program



The concept design for the new open space on Hepburn Road is complete and has been endorsed by Council. Construction works undertaken at Petty's Reserve during Q1 include detailed excavation, drainage, retaining walls, high net posts and fence posts. Construction will continue through the quarter. Further scoping work is required on the preferred alignment of Main Yarra Trail to Warrandyte, however site works have been delayed due to Covid lockdown.



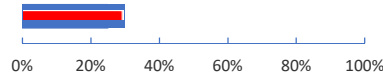
Roads Improvement Program



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



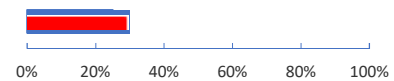
Integrated Transport



'Implementation of the Transport Action Plan and Bus Action Plan continues. Council continues to prioritise improved transport options in new long term strategies for the municipality in the Liveable City Strategy and Doncaster Hill. The Eastern Transport Coalition have commenced a working group to focus on bus operations within the eastern region.



North East Link Planning



Continue to liaise with NELP on various aspects of the NEL project. A Memorandum of Understanding has been negotiated and signed off to provide the framework for our working relationship with NELP over the next 7 years. Successfully negotiated the installation of traffic signals on Bulleen Road at Greenaway Street.

Major Initiatives cont.

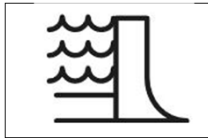
Progress Key



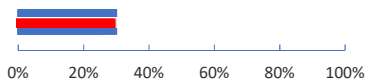
RESILIENT ENVIRONMENT

3.1 Protect and enhance our environment and biodiversity

3.2 Reduce our environmental impact and adapt to climate change



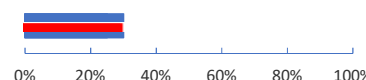
Council Drainage protects habitable floor levels and community safety



Draft Drainage Strategy prepared with further work will be undertaken to finalise in the new calendar year.



Environmental education and awareness



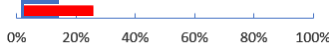
The Spring Outdoors online program has commenced. 'Backyard biodiversity' videos have been produced and published to the Manningham website. We have subscribed again for Australian Energy Foundation (AEF) energy saving advice service for Manningham residents. Over the years, over 700 kilowatts at about 170 households has been facilitated by AEF's service.

VIBRANT AND PROSPEROUS ECONOMY

4.1 Grow our local business, tourism and economy

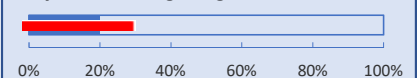


Grow the visitor economy, destinations and events



Through connection with Yarra Ranges Tourism and other partners we have offered a range of business support and development tools to help keep business open and prepare for the end of lockdown. This has been in the form of web-based marketing seminar series, one-on-one business mentoring and direct support through business liaison team. Council has also provided regular e-mails with up to date information to help business understand the opportunities and business support offered through Federal and State Agencies as well as support from industry associations. Yarra Ranges Tourism has also offered focused support for the Tourism sectors and working together we have kept the local industry operators informed and aware. Planning is underway for a locally aimed campaign to support tourism related business when lockdown ends. This will converge on the regular #BuyLocal campaign with an emphasis on #ExploreLocal as well.

Key: Monitoring Progress



Target █
Actual █

*Target is usually 25% cumulative across the project timeframe

In the example above, the project is 20% complete with a target of 35%

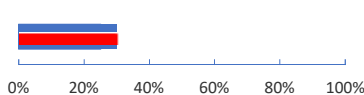
WELL GOVERNED COUNCIL

5.1 A financially sustainable Council that manages resources effectively and efficiently

5.2 A Council that values citizens in all that we do



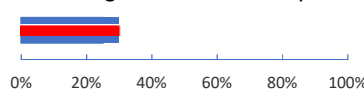
Making it easier for citizens to interact with us



A new channel Live Chat with customers is scheduled for November. The Customer Experience Action plan is also delivering Customer Personas' which will be used in Service Planning in 2021 and for the completion on the Intranet and Internet Project.



Long Term Sustainability



The 10 year long term financial plan is being developed as part of the development of the 2021/22 Budget in line with key budget principles to maintain long term financial sustainability and strategies to address rate capping, the financial impact of State Government restrictions associated with COVID-19 on Council services and the Community and other financial challenges."

5. Councillor Expenses

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

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

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

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

Quarter 1, July to September 2020											
Councillor	Travel	Car Mileage	Childcare	Information Communication Technology	Conferences & Training	General Office Expenses	Formal Attendances	Other	Total Qtr	Year to Date	Allowance (Financial Year)
Cr A Chen	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,099
Cr A Conlon	\$0	\$0	\$0	\$54	\$0	\$0	\$0	\$0	\$54	\$54	\$4,099
Cr S Galbally	\$0	\$483	\$0	\$0	\$0	\$0	\$0	\$0	\$483	\$483	\$4,099
Cr G Gough	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,099
Cr D Haynes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,099
Cr M Kleinert	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,099
Cr P McLeish (Mayor)	\$0	\$0	\$0	\$73	\$0	\$0	\$0	\$0	\$73	\$73	\$4,099
Cr P Piccinini	\$0	\$0	\$0	\$39	\$0	\$0	\$0	\$0	\$39	\$39	\$4,099
Cr M Zafiroopoulos (Deputy Mayor)	\$0	\$0	\$0	\$182	\$0	\$0	\$0	\$0	\$182	\$182	\$4,099
Notes for the Quarter											
Councillor end of term is on 24 October 2020. Allowances for the remainder of Councillor term is on a pro-rata basis.											

6. CEO Expenses

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

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

Quarter 1, July - September 2020

	Travel	Food and Beverage	Conferences and Seminars	Gifts declared	Miscellaneous	Total Qtr	Total Year
Andrew Day	\$0.00	\$0.00	\$0.00	\$0	\$0	\$0.00	\$0.00

Notes:

All costs are GST exclusive

Expense categories

Travel

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

Food and Beverage

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

Conferences and Seminars

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

Gifts Declared*

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

Miscellaneous

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

7. CEO Key Performance Indicators

● Complete
 ● On Track
 ● Monitor
 ● Off Track



S

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