

MANNINGHAM

COUNCIL MEETING

MINUTES

Date:	Tuesday, 14 December 2021
Time:	7:00pm
Location:	Council Chamber, Civic Centre 699 Doncaster Road, Doncaster

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**MANNINGHAM CITY COUNCIL
MINUTES OF THE COUNCIL MEETING
HELD ON 14 DECEMBER 2021 AT 7:00PM
IN COUNCIL CHAMBER, CIVIC CENTRE
699 DONCASTER ROAD, DONCASTER**

The meeting commenced at 7:00pm.

PRESENT: Councillor Michelle Kleinert (Mayor)
Councillor Anna Chen
Councillor Andrew Conlon
Councillor Carli Lange
Councillor Tomas Lightbody
Councillor Laura Mayne
Councillor Stephen Mayne

OFFICERS PRESENT: Chief Executive Officer, Mr Andrew Day
Acting Director City Planning & Community, Mr Niall Sheehy
Director City Services, Ms Rachelle Quattrocchi
Corporate Counsel and Group Manager Governance & Risk,
Mr Andrew McMaster
Group Manager People and Communications, Ms Kerry
Paterson
Manager Communications, Ms Jude Whelan

**1 OPENING PRAYER AND STATEMENTS OF
ACKNOWLEDGEMENT**

The Mayor read the Opening Prayer & Statements of Acknowledgement.

2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

Apologies were received from Councillors Deirdre Diamante and Geoff Gough.

3 PRIOR NOTIFICATION OF CONFLICT OF INTEREST

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

There were no disclosures made.

4 CONFIRMATION OF MINUTES

COUNCIL RESOLUTION

MOVED: CR ANNA CHEN
SECONDED: CR TOMAS LIGHTBODY

That the Council Meeting minutes held on 23 November 2021 be confirmed.

CARRIED UNANIMOUSLY

5 PRESENTATIONS

There were no Presentations.

6 PETITIONS

6.1 Petition – Requesting double lines and no parking on the south side of Fairway Road, Doncaster

COUNCIL RESOLUTION

MOVED: CR LAURA MAYNE
SECONDED: CR ANNA CHEN

That the Petition with 16 signatories from residents of Manningham requesting double lines on the road and no parking on the south side of Fairway Road between High Street and Link Street, Doncaster be received and referred through to the appropriate officer for consideration.

CARRIED UNANIMOUSLY

6.2 Petition – Flooding from the Williamsons Road Reserve

COUNCIL RESOLUTION

MOVED: CR STEPHEN MAYNE
SECONDED: CR ANDREW CONLON

That the Petition with 12 signatories from the residents of Manningham requesting the facilitation of meetings with senior departmental officers if necessary to enable a comprehensive understanding of Williamsons Road Reserve area, and the physical mechanisms which have over time, given rise to progressive damage of neighbourhood properties, down-slope from an open unformed and unmaintained stormwater drainage channel be received and referred through to the appropriate officer for consideration.

CARRIED UNANIMOUSLY

7 PUBLIC QUESTION TIME

7.1 J Grivokostopoulos, Bulleen

Are Councillors, CEO and Senior Leadership Team aware of a cost to use the slide at Aquarena now having an additional \$5.00 charge for its use by each and every person attending the facility?

This now means that it will affect each and every child and teenager in being left out to use the slides if they are not financially able to do so. Since we are now coming out of the lockdowns it is now even more important to give back to the community and allow for the use of the slides at no cost.

Are Councillors through the CEO and Senior Leadership Team able to look into this issue and remove this additional cost of \$5.00 on top of entering Aquarena and allow for ALL residents to enjoy the pool slides since this facility was built and paid for by rate payers and to be used at cost on when the redevelopment was completed?

Ms Rachelle Quattrocchi, Director City Services thanked Mr Grivokostopoulos for his question and responded that Council is aware of the cost, in addition to the entry fee, to use the waterslide at Aquarena. She noted that the cost had been in place for some time and is valid for a period of time whilst at the centre and not just a single slide. The fee for the waterslide covers the cost of additional lifeguards and supervisory staff required to operate the waterslide in order to meet the required health and safety standards during its operation.

Ms Quattrocchi also noted that during the summer season Council have other events that include the splash park and inflatable water play (dependant on weather) for a range of user groups at no additional charge. She advised that this school holidays there will be a School Holiday Program run at the centre which families can access if they need care or activities.

7.2 B Cork, Doncaster

Request to make a short 3 minute statement in support of a petition for residents of Olympus Drive and Artemis Court, Templestowe Lower.

Mr Cork was permitted to speak in support of the petition tabled at Item 6.2.

8 ADMISSION OF URGENT BUSINESS

There were no items of Urgent Business.

9 PLANNING PERMIT APPLICATIONS

There were no Planning Permit Applications.

10 CITY PLANNING & COMMUNITY

10.1 Community Partnership Grants

File Number:	IN21/771
Responsible Director:	Acting Director City Planning & Community
Attachments:	1 Community Partnership Grants 2022 - 2025 Recommendations ↓

EXECUTIVE SUMMARY

Manningham's Community Partnership Grants are open to any community based not-for-profit organisation who deliver programs and initiatives that support Manningham residents. The Community Partnership Grant Program aligns with the 2021-2025 Council Plan and the 2021-2025 Health and Wellbeing Strategy with ten priority outcomes identified and endorsed by Council as mandatory criteria for the program.

Each application must nominate at least one, to a maximum of three, priority outcomes. Outcomes that are not reflected in the recommended applications will be highlighted and encouraged through the Annual Community and Small Grant programs throughout the period of the 2022 – 2025 Community Partnership Grants.

As a result of a wide promotional reach, a high response to the Community Partnership Grant Program was received, with 33 applications assessed. This is an increase of 135% on the 2018 partnership funding round, with five first-time grant applicants. Of these, 25 applications are recommended for funding.

While the annual operational budget allocated for the Community Partnership Grant Program is \$600,000, the total recommended funding for each year is listed below:

- Year 1 - \$728,961.26
- Year 2 - \$827,054.88
- Year 3 - \$778,476.13
- Year 4 - \$781,259.20

The allocation for Community Partnership Grants in the 2021/2022 budget is \$571,925. Of this, \$244,447 has already been allocated for the additional Partnership Grants for the period July – December 2021. This leaves an allocation of \$327,481 for the initial six months of the 2022-2025 Community Partnership Grant. Future budgets have been estimated at a similar rate as 2021/2022 and funding allocated accordingly.

Given the Community Partnership Grants funding allocation is oversubscribed, there is an opportunity for Council to consider increasing the allocation to the Community Partnership Grants to in order to fund the greatest possible community initiatives that will in turn deliver strong outcomes under the Council Plan and Health and Wellbeing Strategy.

COUNCIL RESOLUTION

MOVED: CR ANDREW CONLON
SECONDED: CR LAURA MAYNE

That Council:

- A. Endorses the funding recommendations for the 2022-2025 Community Partnership Grants in Attachment 1.**
- B. Notes that the additional funding to support the increased number of applications for Partnership Grants as outlined in Table 3 of the report will be included in the Proposed 2022/23 Budget and Proposed 10-Year Financial Plan.**

CARRIED UNANIMOUSLY

2. BACKGROUND

- 2.1 Council's Community Grant Program provides funding to not-for-profit community groups and organisations to deliver activities that strengthen and support communities that live, work, study and recreate in Manningham.
- 2.2 In 2019/20, officers conducted an internal review of the Community Grants Program Policy. The Policy covers all three funding streams:
- Annual Grants;
 - Multi-year Partnership Grants, and
 - Small Grants.
- 2.3 This review led to the development of a new Community Grant Policy, adopted in August 2020, which sought to:
- Improve alignment of grant applications with Council priorities;
 - Improve access to Council's grants program for community organisations; and
 - Clarify the assessment process for future grants programs.
- 2.4 This Policy was again reviewed in early 2021 to align the outcomes of the Community Partnership Grant to the Council Plan 2021 – 2025 and the Health and Wellbeing Strategy 2021 – 2025. In order for Council to adopt the priority outcomes for the Community Partnership Grants, as follows

“For Community Partnership Grants, Council shall, at its discretion, prioritise selected key action areas contained in the Healthy City Strategy and may target more specific outcomes where they align with key action areas. These priority outcomes as determined by Council shall be subject to endorsement prior to advertising the Community Grant Program Guidelines.”

- 2.5 Subsequently, Council adopted the following priority outcomes as a mandatory criteria for the Community Partnership Grant applications.
- Youth mental health
 - Climate change adaptation
 - Reconciliation
 - Prevention of family violence
 - Legal services to support at risk residents
 - Improved social and emotional wellbeing
 - Increased active living
 - Increased connection to and engagement in community life
 - Access to healthy eating
 - Reduced injury and harm
- 2.6 In February 2021, Council committed to short-term funding agreements with existing Community Partnership Grant recipients until 31 December 2021, with the balance of the funding available in the 2021/22 budget to be used to commence funding in year one of the next round of Community Partnership Grants.
- 2.7 This allocation totalled \$244,447 leaving \$327,478 for the first 6 months of the 2022 – 2025 Community Partnership Grants.

3. DISCUSSION / ISSUE

- 3.1 The existing Community Partnership Grants Program commenced in 2018 when the current two-year funding agreements (with a six month extension) were approved.
- 3.2 The 2022-25 Community Partnership Grant Program is for a period of up to four years, from January 2022 until December 2025.
- 3.3 This year, the Community Partnership Grant Program received 33 applications, an increase of 135% on previous years' applications. This increase can be attributed to a strong promotional reach which saw five first-time grant applicants, together with modifications to the funding program. These include the removal of a minimum funding amount, meaning smaller scale initiatives can receive multi-year funding, rather than reapply year by year and alleviate reliance on the Annual Community Grants program.
- 3.4 Community Partnership Grant applications are capped at maximum allocation of \$50,000 per year, with a total of \$200,000 over four years.
- 3.5 Table 1 below provides an overview of 2022 grant applications received:

<i>Category</i>	<i>Applications received</i>	<i>Year</i>	<i>Funding Amount Requested</i>
<i>Community Partnerships</i>	33	<i>Year 1</i>	\$1,177,633.26
		<i>Year 2</i>	\$1,274,438.06
		<i>Year 3</i>	\$1,225,283.46
		<i>Year 4</i>	\$1,228,168.26
TOTAL	33		\$4,905,223.04

Table 1: Grant applications received

- 3.6 The applications received represent a diverse range of disciplines including community services, disability, health, multicultural services, community legal services, disability, gender equity, arts and culture, and sport and recreation with an even spread across the municipality. Five community organisations were first time applicants to the grant program.
- 3.7 The 2022/25 Community Partnership Grants are in such high demand that they are oversubscribed, with Council receiving 33 applications. The total funding request is \$1,177,633.26 for year one against the draft 2021/22 budget of \$327,621 (6 months until June 2022, with a total budget allocation of \$571,925.00).
- 3.8 The Grant Assessment Panel met on 10 November 2021. Membership of the panel included:
- Niall Sheehy, Acting Director City Planning and Community;
 - Lee Robson, Group Manager Community Programs;
 - Michelle Zemancheff, Manager Economic and Community Wellbeing; and
 - Carly Kluge, Community Liaison Officer, Bendigo Bank.
- 3.9 Officers from the Business, Events and Grants team were also in attendance to support the Assessment Panel.
- 3.10 The Assessment Panel has recommended 25 grant applications to Council for funding with Year One funding of \$712,093.26 (refer Table 2 below). The indicative value of the projects and services funded in these streams was identified as being more than \$12.8M including all direct and in-kind support, together with enabling the community to partner with Council in achieving several priority outcomes towards the Council Plan and Health and Wellbeing Strategy.
- 3.11 Due to the over-subscription of funding sought, the assessment panel considered supporting a greater number of applicant organisations through partial funding. In these instances, this decision to allocate reduced funding was made on the basis that elements within a project budget were not eligible for funding. The panel also assessed applications with the objectives of supporting as many worthwhile projects and organisations as possible. Further, the viability of the activity being delivered successfully with reduced funding was confirmed with the applicant.
- 3.12 The proposed funding allocation for the first year is below in Table 2. A full list of the recommended funding allocation for the full four years is presented in Attachment 1.

Proposed Community Partnership grant allocations			
Organisation		Requested funding (Year 1)	Recommended funding (Year 1)
Kevin Heinze Grow	Deliver therapeutic, capacity-building horticulture programs to local people in need, including those with a disability or poor mental health. Supporting social and emotional wellbeing, increase resilience and increase active living and participation in community life.	\$50,000.00	\$50,000.00

Doncaster Community Care and Counselling Centre (Doncare)	Program will respond to the needs of young men and individuals who identify as men aged 12-25 years, living in Manningham. Providing tailored support services to respond their health and wellbeing needs via intensive individual counselling, therapeutic groups, and place based service delivery.	\$50,000.00	\$50,000.00
Manningham Christian Centre-Carenet	Further develop a cooperative food relief network with existing and new emergency food service providers in Manningham. Build on existing networks, new partnerships, provide support for local business, as well as many opportunities for volunteer participation.	\$50,000.00	\$50,000.00
Lions Club of Park Orchards	Community-run, cultural event with very high participation level of local children and community members. Attracting around 700 people, made up of family, friends and neighbours, this is a traditional, year-end celebration.	\$6,723.00	\$6,723.00
Warrandyte Festival Committee Inc.	Deliver a Festival to be held annually at Stiggants Reserve Warrandyte in March that offers the community a varied and diverse range of activities. It features live performances, local traders, market stalls, a street parade, and many other activities. There are unspent funds from the covid-affected previous event which will be used for Year One.	\$50,000.00	\$0.00 (Year One has carry over funds from previous year)
Warrandyte Neighbourhood House	A program of social groups, education courses, fitness classes, special events, volunteer programme and referral to improve social and emotional wellbeing, promote active lifestyles and reduce social isolation and loneliness.	\$50,000.00	\$40,000.00
The Onemda Association	Establish a Community Cafe, providing young adults with intellectual disabilities exposure and practical skills in customer service, food preparation, money handling and the overall concept of running a business. This project will help to create job opportunities in Manningham for people with intellectual disabilities.	\$34,155.00	\$34,155.00
Heide Museum of Modern Art	Strengthen cultural and community connections for Manningham residents by providing free access to Heide.	\$48,625.00	\$30,000.00
Eastern Community Legal Centre	Deliver a range of activities and support services to community members living in Manningham that address legal and social wellbeing across the prevention continuum, including a focus on legal response, early intervention, education and primary prevention.	\$50,000.00	\$50,000.00
Wonga Park Community Cottage	The program will create opportunities for local residents to access affordable activities in Manningham through physical exercise, arts and culture programs, children's services and volunteering opportunities; supporting people in our community to feel welcomed, valued and have a sense of belonging to Wonga Park community.	\$50,000.00	\$40,000.00
Eastern Volunteers	Upskill youth into active community participation and support their mental health through: <ul style="list-style-type: none"> youth volunteer placements, to provide job 	\$50,000.00	\$50,000.00

	<p>readiness experience for young people</p> <ul style="list-style-type: none"> • youth mental health training for volunteer involving organisations • school based workshops • an expo to promote employment pathways 		
Park Orchards Community House & Learning Centre	Provide a broad range of no cost and low cost programs for the community that increase connection to, and engagement in community life. Programs designed to help prevent social isolation and improve emotional wellbeing. Community focused activities will also help increase active living in our community.	\$50,000.00	\$40,000.00
VP Community Holdings Ltd	Increase the ratio of healthy food distributed at the foodbank program and also provide accessible, inclusive education around preparing low-cost, practical and good quality meals. The goal is that Manningham residents have access to nutritious food and gain skills to prepare healthy meals for themselves and their families.	\$50,000.00	\$50,000.00
Pines Learning Incorporated	Delivering recreational and social community programs that provide opportunities, support and promote community participation, facilitate community development and capacity participation, in response to community needs focusing on inclusion of vulnerable members of our local community particularly people who struggle to actively participate in activities.	\$50,000.00	\$25,000.00
Rotary Club of Templestowe	Family Festival at Finn's Reserve. Catering for all ages, this family orientated event has an emphasis on multicultural participation, stage entertainment, food, craft and community information stalls, children's rides and animal farm.	\$12,000.00	\$12,000.00
Women's Health East	This program will improve the social and emotional wellbeing of Mandarin-speaking women in the City of Manningham by providing opportunities for increased social connection and engagement in community life. This will occur through health education, research exploring women's experiences of racism and discrimination during COVID-19 and a co-designed anti-discrimination campaign.	\$49,575.00	\$48,775.00
Women's Friendship Group Inc.	The aim is to provide support and an environment for senior CALD women to meet in friendship and harmony. Providing programs that engage women giving them a purpose in their life and connect them to their community.	\$8,000.00	\$8,000.00
Victorian Skateboard Association Inc.	This project will be a close collaboration between the VSA, YMCA Youth Action Sports and the schools across the Manningham region to build a sustainable skateboarding ecosystem. Select Manningham residents will earn a Skate Australia accreditation to facilitate a comprehensive skateboarding curriculum over numerous years.	\$20,000.00	\$20,000.00

The Chinese Senior Citizens Club of Manningham Inc.	Increase capacity of the club to provide activities and services that benefits and respond to our members' need, in a language that they resonate with, so that they feel interested to participate, meet new people, learn new skills, remain active, connected, engaged, leading to improvements in their physical/mental wellbeing.	\$44,688.00	\$35,868.00
Warrandyte Community Church	Deliver the Warrandyte Community Carols at Stiggants Reserve. In a festive atmosphere celebrating Christmas, singing carols, mingling with friends and a positive ambience, advocating diversity. Local singers and musicians will be performing for the wellbeing of Warrandyte and surrounding suburbs.	\$7,400.00	\$7,400.00
The Pottery Expo	A weekend outdoor event on the riverbank at Warrandyte, 80 ceramic artists from around Australia. Clay activities for children, "Tent Talks" for adults, demonstrations and workshops relating to ceramics. Live music by local musicians, food available. Meet the makers, high quality contemporary ceramics for sale. Engaging community and local businesses. There are unspent funds from the covid-affected previous event which will be used for Year One.	\$0.00 Note – Year One funding held over from previous year	\$0.00 Note – Year One funding held over from previous year
Rights Employment Accommodation Leisure Inc REAL	Building on successful REAL programs creating inclusive opportunities for adults with intellectual disability. Using a community building approach, the program engages and increases awareness of inclusion across arts, culture, sports, recreation, learning and social connection opportunities, creating new partnerships, pathways and information enabling meaningful engagement in community life.	\$33,064.00	\$33,064.00
Pensioners Association of Bulleen and Templestowe Inc	“Together We Move Forward” will support seniors from culturally and linguistically diverse backgrounds, mainly Greek and Italian speaking seniors who reside in the City of Manningham, to overcome social isolation and build community connections through building the capacity of volunteers.	\$50,000.00	\$15,000.00
Manningham Musicians Association	We aim to present a series of concerts in the local community involving music of diverse backgrounds, in various performing formats and venues. These events will develop a sense of community identity and spirit, as well as promote the continuing learning of music throughout life to enhance people's wellbeing.	\$7,976.26	\$7,976.26
Living and Learning at Ajani Incorporated	Program will increase active living through a variety of fitness programs, build community connection by addressing loneliness through raising awareness/reducing stigma, hosting a variety of activities in partnership with Neighbourhood Houses. Improve social and emotional wellbeing through engagement and volunteering opportunities within a suite of social activities.	\$50,000.00	\$25,000.00
Total		\$922,206.26	\$702,093.26

Table 2: Proposed Community Partnership grant allocations

3.13 The recommended Community Partnership Grants budget is outlined in Table 3 below by financial year.

	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
Recommended Allocation	\$364,480.63	\$778,008.07	\$802,765.51	\$779,867.67	\$390,629.60 (\$783,418.00)*
Community Partnership Grants budget	\$327,478.00	\$581,933.69	\$593,572.36	\$608,411.67	\$623,621.96
Annual Community Grants budget	\$29,626.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
Total Budget	\$356,740.00	\$631,933.69	\$643,572.36	\$658,411.67	\$673,621.96
Difference	-\$7,740.63	-\$146,074.38	-\$159,193.14	-\$121,455.99	\$282,992.36

Table 3: Proposed budget allocations *see 3.18 for details on the proposed annual budget allocation.

3.14 It is proposed that the residual Annual Community Grants budget for 2021/2022 of \$29,262 be re-allocated to Community Partnership Grants to cover the difference for this financial year.

3.15 For the remaining financial years the Community Partnership Grant budget has been estimated with the CPI increase.

3.16 As many of the applicants are shifting away from Annual Community Grants into the longer term Community Partnership Grants, it is possible to reallocate part of the Annual Grants program budget. It is proposed that the Community Partnership Grants be supported by a redistribution from the Annual Community Grants of \$50,000. This allocation matches the amount from recommended applications that would normally apply through Annual Community Grants.

3.17 The residual allocation for the Annual Community Grants would be \$190,000 plus annual CPI increases. This allocation would still allow funding for one-off activities and seed funding for longer term activities, research and development of future programs and flexibility to meet the needs of our community.

3.18 In order to meet the shortfall for the proposed funding recommendations for the subsequent three financial years 2022/2023, 2023/2024 and 2024/2025, it is recommended that the forward budget be adjusted to cover the difference.

3.19 It should also be noted that for 2025/2026, the next Community Partnership Grant round will commence in January 2026. It would be recommended that the 2025/2026 budget also be increased by a similar amount to the previous years, to ensure sufficient budget for future Partnerships Grants. This would bring this financial year total to \$783,418.

- 3.20 The unsuccessful applications were not recommended for funding as they did not:
 - Address the priorities of the Community Partnership category;
 - Comply with the funding guidelines, ie. seeking operational funding rather than new initiative, program or project funding; or
 - Clearly demonstrate a need for the period of funding.
- 3.21 All unsuccessful applicants will be informed on the reasons why and offered assistance for future applications.
- 3.22 The Panel has noted some applications that would be better suited to seed funding as part of the Annual Community Grants program. These applicants will be contacted and encouraged to reapply under the Annual Community Grants program with the offer of assistance from Officers.
- 3.23 While many of Council’s ten priority outcomes will be delivered through the recommended applications, several are limited or not addressed. It is proposed that these priority outcomes be highlighted and encouraged via the Annual Community Grants and Small Grants programs. A spread of priority outcomes for all applications is provided in table 4 below, noting that each application can target up to three priority outcomes.

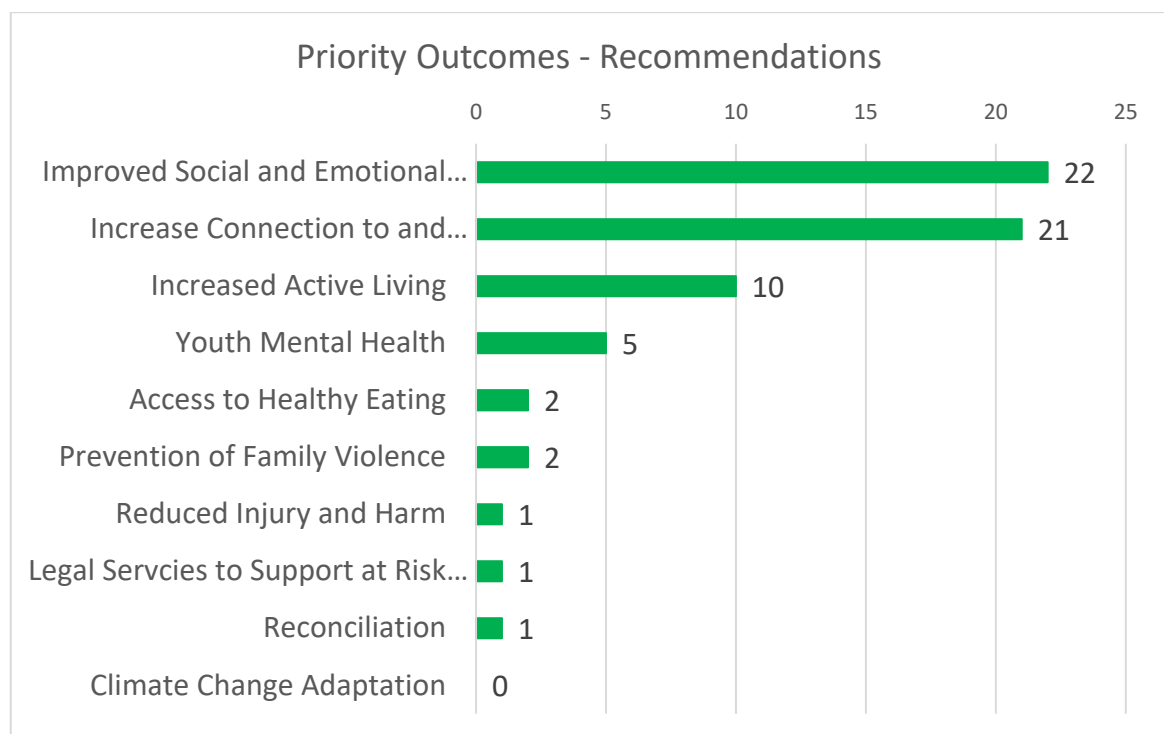


Table 4: Spread of priority outcomes for recommended applications

4. COUNCIL PLAN / STRATEGY

- 4.1 The 2021 Community Grant Program Policy is aligned with the key priorities of the Council Plan 2021-2025 and the Health and Wellbeing Strategy 2021- 2025.

5. IMPACTS AND IMPLICATIONS

- 5.1 The Community Partnership Grant Guidelines informed the application and evaluation processes.
- 5.2 The Community partnership Grant Guidelines and Grant Program aligned to the ten priority outcomes as adopted by Council.

6. IMPLEMENTATION

Finance / Resource Implications

- 6.1 The allocation for Community Partnership Grants in the 2021/2022 budget is \$571,925. Of this, \$244,447 has already been allocated for the additional Partnership Grants as indicated above, for the period July – December 2021. This leaves an allocation of \$327,481 for the initial six months of the 2022-2025 Community Partnership Grant.
- 6.2 The Community Grant Program is resourced through Council's annual operating budget. In considering Community Partnership Grant recommendations Council will be establishing a baseline for budget allocation for future years.
- 6.3 As several of the recommended applications traditionally have applied under the Annual Grants Program, it is recommended to allocate the residual budget from 2021/2022 and \$50,000 from future years to the Community Partnership Grant budget.
- 6.4 It is recommended that Council adopt an increase of the Community Partnership Grant budget as outlined in Table 3.

Communication and Engagement

- 6.5 A targeted communications and promotions campaign for the Community Partnership Grant program was delivered via a range of channels including electronic direct mail, social media and Council's Manningham Matters. The promotional distribution reach was very strong which resulted in a high uptake in applications of 135%, and five first-time grant applicants.
- 6.6 As part of the administration of the Community Grants program, officers supported community organisations by providing:
 - 6.6.1 a simplified application process for the community partnership grant;
 - 6.6.2 information and support remotely where a person may not be able to attend in person;
 - 6.6.3 options for applicants to choose the best method of communication that enables them to participate in the grants program;
 - 6.6.4 video of both Grant Information Session and Grant Writing Workshop;
 - 6.6.5 access to translated material where appropriate; and
 - 6.6.6 the opportunity for grant writing support in languages other than English, for example, the application was available in simplified Chinese.

Timelines:

6.7 Subject to Council’s endorsement, the following dates will apply:

December 2021	Report on recommended Community Partnership Grants adopted by Council.
December 2021	All successful and unsuccessful applicants notified
January 2022	Funding and Service Agreement (FASA) signed returned, initial six-monthly payment made.
February 2022	Projects, program and Initiative commenced
July 2022	Second six-monthly payment made, ongoing for each six months of the agreement.
February 2023	First years report on activities due and agreement on the second year of funding under the schedule as per the FASA.

7. DECLARATIONS OF CONFLICT OF INTEREST

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

Community Partnership Grant 2022 Recommendation Report																
Application ID and Organisation	Project Title	Brief Project Description	Recommend Yes / No	Panel Recommendation	Amount Recommended Year 1	Amount Recommended Year 2	Amount Recommended Year 3	Amount Recommended Year 4	Partial funding reason	Total Project Cost	Total Amount Requested	Request Year 1- 2022	Request Year 2- 2023	Request Year 3 - 2024	Request Year 4 - 2025	Priority Outcomes
					\$702,093.26	\$799,541.26	\$750,368.26	\$752,419.26		\$12,823,731.56	\$3,738,159.04	\$922,206.26	\$970,459.06	\$921,304.46	\$924,189.26	
RECOMMENDED																
CP202212 Kevin Heinze Grow	Kevin Heinze Grow	Kevin Heinze Grow will deliver therapeutic, capacity-building programs to local people in need, including those with a disability or poor mental health. Our work will incorporate therapeutic horticulture practice to provide essential supports to facilitate social and emotional wellbeing, increase resilience and increase active living and participation in community life.	Yes	It is recommended that Council fund Kevin Heinze Grow to deliver a therapeutic capacity building program. The organisation is an experienced provider in delivering quality programs to community. The program aligns with the priority areas to will facilitate social and emotional wellbeing, increase resilience through active living and participation in community life.	\$50,000.00	\$48,750.00	\$47,532.00	\$46,344.00	N/A	\$1,165,900.60	\$192,626.00	\$50,000.00	\$48,750.00	\$47,532.00	\$46,344.00	Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life, Youth Mental Health
CP202220 Doncaster Community Care and Counselling Centre (Doncare)	Healthy Young Men's (HYM) Program	The Doncare Healthy Young Men's (HYM) Program will respond to the needs of young men and individuals who identify as men aged 12-25 years, living in Manningham, by providing tailored support services to respond their health and wellbeing needs via intensive individual counselling, therapeutic groups, and place based service delivery.	Yes	It is recommended that Council fund Doncaster Community Care and Counselling Centre (Doncare) to deliver the Healthy Young Men's (HYM) program. The organisation is a well established with the capacity to deliver such as program. The program aligns with the priority area and support young men 12- 25 years with services to respond to health and wellbeing needs.	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	N/A	\$286,794.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Improved Social and Emotional Well being, Prevention of Family Violence Against Women, Youth Mental Health
CP202205 Manningham Christian Centre	CareNet - Food Collective Manningham	CareNet - Food Collective Manningham is a major initiative to further develop a cooperative food relief network with existing and new emergency food service providers in Manningham. It will build on existing networks, build new partnerships, provide support for local business, as well as many opportunities for volunteer participation.	Yes	It is recommended that Council fund Manningham Christian Centre for the CareNet - Food Collective Manningham program. The organisation is an experienced provider that has demonstrated there ability to meet the growing demand of Manningham's vulnerable community during the pandemic. The program will provide a co-ordinated approach to food relief in Manningham.	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	N/A	\$823,528.32	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Access to Healthy Eating, Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life
CP202224 Lions Club of Park Orchards	Park Orchards Community Carols	The Park Orchards Community Christmas Carols is a community-run, cultural event. It is run by the POLC for the community and has very high participation level of local children and community members. Attracting around 700 people, made up of family, friends and neighbours. It is now a traditional, year-end celebration.	Yes	It is recommended that Council fund Lions Club of Park Orchards to deliver the Park Orchards Carols. The event is well established and aligns with Council's objectives.	\$6,723.00	\$6,053.00	\$5,471.00	\$7,513.00	N/A	\$69,656.00	\$25,760.00	\$6,723.00	\$6,053.00	\$5,471.00	\$7,513.00	Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life, Youth Mental Health
CP202235 Warrandyte Festival Committee Inc	Warrandyte Festival	Deliver a Festival to be held annually at Stiggants Reserve Warrandyte in March that offers the community a varied and diverse range of activities. With live performances, local traders, market stalls, a street parade, and many other activities.	Yes	It is recommended that Council fund Warrandyte Festival Committee Inc to deliver the Warrandyte Festival. The event is well established and aligns with Council's objectives and the grant priority areas.	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00	First year is funded from residual allocation from previous year.	\$200,000.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life, Youth Mental Health
CP202214 Warrandyte Neighbourhood House	Mind, Body, Community: building community health, social connection and wellbeing.	A programme of social groups, education courses, fitness classes, special events, volunteer programme and referral to improve social and emotional well being, promote active lifestyles and reduce social isolation and loneliness. Including: Chatty Cafe/Food Security project, Manningham Loneliness Week, fitness classes targeting balance, functional fitness, social groups and classes.	Yes	It is recommended that Council fund to fund the Warrandyte Neighbourhood House to deliver the Mind, Body, Community: building community health, social connection and wellbeing program. The organisation is well established with the capacity to deliver the extensive range of services for the Warrandyte community. The program aligns with the priority areas providing opportunities for connection and engagement, active living to improve social and emotional wellbeing.	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	Reduced activities and programs	\$693,478.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life

CP202221	The Onemda Association	Onemda Community Cafe Program	Onemda is seeking funding to establish a Community Cafe, providing young adults with intellectual disabilities exposure and practical skills in customer service, food preparation, money handling and the overall concept of running a business. This project will help to create job opportunities in Manningham for people with intellectual disabilities.	Yes	It is recommended that Council fund the Onemda Association to deliver the Onemda Community Cafe program. The organisation is experienced in providing support services to young people with intellectual disability. This program aligns with the priority areas and will provide an opportunity to learn skills in all facets of the cafe operations, creating job opportunities for this community.	\$34,155.00	\$48,694.00	\$49,535.00	\$49,716.00	N/A		\$240,590.60	\$182,101.00	\$34,155.00	\$48,694.80	\$49,535.20	\$49,716.00	Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life
CP202218	Heide Museum of Modern Art	Cultural and Community Connection at Heide	We will strengthen cultural and community connections for Manningham residents by removing financial barriers to participation in Heide's inspiring and wide ranging experiences of art and design. By further engaging residents with our Yaluka Langa Indigenous garden project, we will enhance residents' understanding of Wurundjeri Woi-wurrung history and	Yes	It is recommended that Council fund Heide Museum of Modern Art to deliver the Cultural and Community Connection at Heide program. The program provides increased opportunities for the Manningham community to access and experience arts and culture through the Museum.	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	Funding the access to Manningham Residents with the additional art program.		\$265,260.00	\$194,500.00	\$48,625.00	\$48,625.00	\$48,625.00	\$48,625.00	Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life, Reconciliation
CP202236	Eastern Community Legal Centre	Promoting Legal and Social Wellbeing in Manningham	ECLC will deliver a range of activities and support services to community members living in Manningham that address legal and social wellbeing across the prevention continuum, including a focus on legal response, early intervention, education and primary prevention.	Yes	It is recommended that Council fund Eastern Community Legal Centre to deliver the Promoting Legal and Social Wellbeing in Manningham program. The program will provide a range of legal services to support at risk residents.	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	N/A		\$260,000.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Improved Social and Emotional Well being, Legal Service to Support at Risk Residents, Prevention of Family Violence Against Women
CP202209	Wonga Park Community Cottage	Accessing and connecting with community life in Wonga Park	The program will create opportunities for local residents to access affordable activities to live, work & play in Manningham through physical exercise, arts and culture programs, children's services and volunteering opportunities; supporting people in our community to feel welcomed, valued and have a sense of belonging to Wonga Park community.	Yes	It is recommended that Council fund Wonga Park Community Cottage to deliver the Accessing and connecting with community life in Wonga Park Program. The organisation is well established with the capacity to deliver the extensive range of services for the Wonga Park community. The program aligns with the priority areas providing opportunities for connection and engagement and active living.	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	Reduced activities and programs		\$620,772.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Increased Active Living, Increased Connection to & Engagement in Community Life, Reduced Injury and Harm
CP202208	Eastern Volunteers	Manningham Youth Employment Pathways Program	A creative response to encourage and upskill youth into active community participation and to support their mental health through: *school based workshops * youth volunteer placements, to provide job readiness experience for young people * youth mental health training for volunteer involving organisations *an expo to promote employment pathways	Yes	It is recommended that Council fund Eastern Volunteers to deliver the Manningham Youth Employment Pathways Program. The program provides practical and proactive support to youth and encouragement to volunteerism to support Manningham based community organisations. The program clearly aligns to the priority area for youth .	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	N/A		\$370,160.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life, Youth Mental Health
CP202204	Park Orchards Community House & Learning Centre	Community Connection and Engagement for ALL	POCH&LCI will provide a broad range of no cost and low cost programs for the community that increase connection to, and engagement in community life. Our programs help prevent social isolation and improve emotional wellbeing. Our program of community focused activities will also help increase active living in our community.	Yes	It is recommended that Council fund the Park Orchards Community House and Learning Center. The organisation is experienced and well-placed to deliver these programs for the Park Orchards and surrounding community in an efficient and cost effective manner. The application clearly meets Council's priority outcomes.	\$40,000.00	\$40,000.00	\$40,000.00	\$40,000.00	Reduced activities and programs		\$835,998.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202233	VP Community Holdings Ltd	Healthy food accessibility and education	We will increase the ratio of healthy food distributed at our foodbank program and also provide accessible, inclusive education around preparing low-cost, practical and good quality meals. Our goal is that Manningham residents have access to nutritious food and gain skills to prepare healthy meals for themselves and their families.	Yes	It is recommended that Council fund VP Community Holdings Ltd to deliver the Healthy food accessibility and education program. The project aligns with the priority area of access to health eating through the provision of fresh food and groceries for at risk residents and also an opportunity to learn skills to prepare healthy meals.	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	N/A		\$320,720.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Access to Healthy Eating

CP202211	Pines Learning Incorporated	Linking together through Connection and Community Engagement	Delivering recreational and social community programs that provide opportunities, support and promote community participation, facilitate community development and capacity participation, in response to community needs focusing on inclusion of vulnerable members of our local community particularly people who struggle to actively participate in activities.	Yes	It is recommended that Council partially fund Pines Learning to deliver a recreational and social community program that provides opportunities for community engagement and participation. The application did not provide a specific program and seemed to contribute to general operations. The Lonliness Project is fully supported.	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	Reduced activities and programs	\$2,320,505.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202225	Rotary Club of Templestowe	Manningham Family Festival	The Manningham Family Festival brings together the local Manningham community and visitors from other areas into Finn's Reserve, Manningham. The Festival caters for all ages being a very family orientated event with an emphasis on multicultural participation, on stage entertainment, food, craft and community information stalls, children's rides, animal farm.	Yes	It is recommended that Council fund Rotary Club of Templestowe to deliver the Manningham Family Festival. The event is well established and aligns with Council's objectives.	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	N/A	\$137,960.00	\$48,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202231	Women's Health East	Taking action to combat racism and support Manningham Chinese Communities	This program will improve the social and emotional wellbeing of Mandarin-speaking women in the City of Manningham by providing opportunities for increased social connection and engagement in community life. This will occur through health education, research exploring women's experiences of racism and discrimination during COVID-19 and a co-designed anti-discrimination campaign.	Yes	It is recommended that Council fund Women's Health East to deliver the Taking action to combat racism and support Manningham Chinese Communities project. This project supports Council Plan objectives to combat racism and support our community for greater social inclusion.	\$48,775.00	\$49,200.00	\$0.00	\$0.00	N/A	\$217,777.00	\$99,575.00	\$49,575.00	\$50,000.00	\$0.00	\$0.00	Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life
CP202217	Women's Friendship Group Inc.	Friendship	The Women's Friendship Group aims to provide support and an environment for senior CALD women to meet in friendship and harmony. It aims to empower women with information. It aims to provide programs that engage the women giving them a purpose in their life and connect them to their community.	Yes	It is recommended that Council fund the Women's Friendship Group to provide a support program to senior CALD women. The organisation is well established with the capacity to deliver the program to reduce isolation and loneliness for all women. The program aligns with the priority areas providing opportunities for connection and engagement.	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	N/A	\$62,400.00	\$32,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life
CP202232	Victorian Skateboard Association Inc	Manningham Skate Park Activation Project	The Manningham Skate Park Activation Project will be a close collaboration between the VSA, YMCA Youth Action Sports and the schools across the Manningham region to build a sustainable skateboarding ecosystem. Select Manningham residents will earn a Skate Australia accreditation to facilitate a comprehensive skateboarding curriculum over numerous years.	Yes	It is recommended that Council fund Victorian Skateboard Association Inc. to deliver the Manningham Skate Park Activation Project. The project will provide opportunities for marginalised groups to participate in non traditional sports which will positively impact health and wellbeing as well as social skills. Training opportunities will also upskill participants' ability and assist in social connectiveness	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	N/A	\$93,440.00	\$80,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202219	The Chinese Senior Citizens Club of Manningham Inc.	Positive Ageing Program for Chinese Seniors	Increase capacity of our club to provide activities and services that benefits and respond to our members' need, in a language that they resonate with, so that they feel interested to participate, meet new people, learn new skills, remain active, connected, engaged, leading to improvements in their physical/mental wellbeing.	Yes	It is not recommended that Council fund The Chinese Senior Citizens Club of Manningham Inc. to deliver the Positive Ageing Program for Chinese Seniors. The application needs some work to align with the guidelines around operational versus project based. Instead it is recommended that the applicant apply under the Annual Grants program.	\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00	Removal of fees for existing venue hire for normal operations of the club.	\$2,354,048.00	\$183,636.00	\$44,688.00	\$45,492.00	\$46,311.00	\$47,145.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202206	Warrandyte Community Church	Warrandyte Community Carols	Warrandyte Community Church will present the Warrandyte Community Carols at Stiggants Reserve. It is a festive atmosphere celebrating Christmas, singing carols, mingling with friends and a positive ambience, advocating diversity. Local singers and musicians will be performing for the well being of Warrandyte and surrounding suburbs.	Yes	It is recommended that Council fund the Warrandyte Community Church to deliver the Warrandyte Community Carols. The event is well established and aligns with Council's objectives.	\$7,400.00	\$7,400.00	\$7,400.00	\$7,400.00	N/A	\$65,200.00	\$29,600.00	\$7,400.00	\$7,400.00	\$7,400.00	\$7,400.00	Increased Connection to & Engagement in Community Life

CP202207	The Pottery Expo	A weekend outdoor event on the riverbank at Warrandyte, 80 ceramic artists from around Australia. Clay activities for children, "Tent Talks" for adults, demonstrations and workshops relating to ceramics. Live music by local musicians, food available. Meet the makers, high quality contemporary ceramics for sale. Engaging community and local businesses.	Yes	It is recommended that Council fund the Pottery Expo to deliver the Pottery Expo. The organisation is experienced having delivered the event for the last 21 years. The event contributes to the cultural life of the community, supports the creative industry, attracts tourism and provides community connection and contribution.	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	N/A	Note Pottery Expo has residual funds from Annual Community Grants (Festivals and Events) for 2022 event.	\$171,360.00	\$75,000.00	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202226	Rights Employment Accommodation on Leisure Inc REAL	REAL Pathways builds on successful REAL programs creating inclusive opportunities for adults with intellectual disability. Using a community building approach, the program engages and increases awareness of inclusion across arts, culture, sports, recreation, learning and social connection opportunities, creating new partnerships, pathways and information enabling meaningful engagement in community life.	Yes	It is recommended that Council fund Rights Employment Accommodation Leisure Inc (REAL) to deliver the REAL Pathways program. The organisation is well established and has the capacity to deliver a program that provides inclusive opportunities for adults with an intellectual disability. The program aligns with the priority area through enabling meaningful engagement in community life.	\$33,064.00	\$33,071.00	\$34,057.00	\$35,073.00	N/A		\$291,067.00	\$135,265.00	\$33,064.00	\$33,071.00	\$34,057.00	\$35,073.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202203	Together We Move Forward	The Pensioners Association of Bulleen and Templestowe project "Together We Move Forward" will support seniors from culturally and linguistically diverse backgrounds, mainly Greek and Italian speaking seniors who reside in the City of Manningham, to overcome social isolation and build community connections through building the capacity of volunteers.	Yes	It is recommended that Council fund the Pensioners Association of Bulleen and Templestowe to partially fund the Together We Move Forward program. The program strongly aligns with the priority area and demonstrated benefits to the Manningham community.	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	Reduced activities and programs and removal of ineligible components.		\$234,700.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202201	Manningham Concert Musicians Association	We aim to present a series of concerts in the local community involving music of diverse backgrounds, in various performing formats and venues. These events will develop a sense of community identity and spirit, as well as promote the continuing learning of music throughout life to enhance people's well being.	Yes	It is recommended that Council fund the Manningham Musicians Association to deliver the Manningham Concert Band program. The Band make an important contribution to the arts in community and feature at Civic events.	\$7,976.26	\$17,373.26	\$17,373.26	\$17,373.26	N/A		\$191,351.04	\$60,096.04	\$7,976.26	\$17,373.26	\$17,373.26	\$17,373.26	Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life
CP202215	Let's connect	Our program will increase active living through a variety of fitness programs, build community connection by addressing loneliness through raising awareness/reducing stigma, hosting a variety of activities in partnership with Neighbourhood Houses. We will improve social and emotional wellbeing through engagement and volunteering opportunities within a suite of social activities.	Yes	It is recommended that Council fund Living and Learning at Ajani to deliver the Let's Connect program. The organisation is well established with the capacity to deliver the extensive range of services for the community. The program aligns with the priority areas providing opportunities for connection and engagement, active living to improve social and emotional wellbeing.	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	Reduced activities and programs and removal community lunch component.		\$531,066.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
NOT RECOMMENDED																	
CP202230	Chinese Precincts Community Association Incorporated	Our project is to create annual calendar of art classes where Chinese ethnic community groups can learn their art and continue their traditions. They will also hold practicing session so they can offer a free lunar new year free events in City of Manningham	No	It is not recommended that Council fund Chinese Precincts Community Association Inc. to deliver the Positive Ageing Program for Chinese Seniors. Instead it is recommended that the applicant apply under the Annual Grants program.	\$0.00	\$0.00	\$0.00	\$0.00			\$120,000.00	\$40,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	Improved Social and Emotional Well being, Increased Active Living
CP202202	Scope (Aust) Ltd	Scope will deliver a series of training modules and communication resources to community organisations across Manningham Local Government Area (LGA) enabling them to provide communication accessible services that will increase inclusion for residents with communication difficulties. Participating sectors will include arts, retail, recreation, and health services.	No	It is not recommended that Council fund Scope (Aust) Ltd for the Communication for All in Manningham program. While an excellent application and worthwhile proposal, the development of the tool has the potential to be implemented across all LGA's and therefore the organisation should consider a joint funded model gaining contributions from other LGA's.	\$0.00	\$0.00	\$0.00	\$0.00			\$316,055.60	\$199,080.00	\$49,770.00	\$49,770.00	\$49,770.00	\$49,770.00	Improved Social and Emotional Well being, Increased Connection to & Engagement in Community Life

CP202210 Serenity for Women Incorporation	Women emotional and physical well being support and improvement program	Our program comprises a variety of activities that aim at creating opportunities for women to enhance their physical activity, social integration and emotional wellbeing. Those activities include water safety lessons, Zumba workout classes, art workshops and gardening workshops.	No	It is not recommended that Council fund Serenity for Women program, instead the applicant should be encouraged to reapply under an Annual Grant program. The organisation and program require further work to understand the current services available and how this program will work within those services.	\$0.00	\$0.00	\$0.00	\$0.00		\$109,340.00	\$76,520.00	\$19,130.00	\$19,130.00	\$19,130.00	\$19,130.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202222 Live Life Get Active	Live Life Get Active - Community Partnerships and Participation	LLGA provides FREE week-daily activity programs that include yoga, cross-training, and boxing – 200 days per year. LLGA also provides FREE tailored nutrition programs, FREE educational and instructive wellness and mental health content providing physical, nutritional, and mental health support whilst constantly building community connectedness and improving sense of belonging.	No	It is not recommended that Council fund Live Life Get Active to deliver the Live Life Get Active - Community Partnerships and Participation program. The application requires further development to determine the need and how the program will be delivered.	\$0.00	\$0.00	\$0.00	\$0.00		\$175,000.00	\$175,000.00	\$43,750.00	\$43,750.00	\$43,750.00	\$43,750.00	Access to Healthy Eating, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202228 St Kevin's School	St Kevin's Therapeutic Cross Generational Playgroup.	St Kevin's PS & St Kevin's Church will provide a therapeutic cross-generational supported playgroup that aims to build an active, connected and emotionally resilient community, targeting vulnerable/isolated families/people who lack connection to community, have reduced opportunities to engage in an active/healthy lifestyle and are at-risk of poor mental health/wellbeing.	No	It is not recommended that Council fund St Kevin's School for the St Kevin's Therapeutic Cross Generational Playgroup. The program requires further development. Applicant encouraged to apply through annual grant program.	\$0.00	\$0.00	\$0.00	\$0.00		\$273,400.00	\$137,400.00	\$35,100.00	\$34,100.00	\$34,100.00	\$34,100.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
CP202216 House of Persia Community and Cultural Centre	HOPE Heart Project	Hope's plan is to provide 5 categories of services to the community. All categories are matched to one or more of the Priority Outcomes of Council's objectives. These service categories are: Women's Group, Support Services Group, Community Services Group, Personal Needs Group, Sports Group, run alongside each other simultaneously.	No	It is not recommended that Council fund House of Persia Community and Cultural Centre for the HOPE Heart Project. The program does not clearly address the priority outcomes and requires further development. The applicant is encouraged to further develop the program and make a submission through the annual grant program.	\$0.00	\$0.00	\$0.00	\$0.00		\$200,000.00	\$200,000.00	\$49,978.00	\$49,830.00	\$49,830.00	\$49,830.00	Improved Social and Emotional Well being, Increased Active Living, Legal Service to Support at Risk Residents
CP202223 Kidsafe Victoria	Keeping Manningham Kids Safe - Childhood Injury Prevention Project	This program seeks to reduce the number of unintentional childhood injuries and deaths in Manningham. An integrated set of campaigns and activities will be delivered to empower local parents, carers and community organisations with the practical skills and knowledge to create safe home, road, water and play environments for children.	No	It is not recommended that Council fund Kidsafe Victoria to deliver Keeping Manningham Kids Safe - Childhood Injury Prevention Project. The initiative is not considered the responsibility of Council.	\$0.00	\$0.00	\$0.00	\$0.00		\$205,356.00	\$189,356.00	\$47,399.00	\$47,399.00	\$47,399.00	\$47,399.00	Increased Connection to & Engagement in Community Life, Reduced Injury and Harm
CP202234 Pandas Softball Club	Sportz Assist Services	To provide a free service to the community of independent member protection information services to all sporting organisations and its members of Manningham. To be able to act with integrity, implement in the second year independent mediation and investigation services when required for the Manningham Community.	No	It is not recommended that Council fund Panda Softball Club to implement the Sportz Assist Service. The application requires further development to understand the need for such a program and how the program will be delivered.	04137131134:139	\$0.00	\$0.00	\$0.00		\$200,000.00	\$200,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	Improved Social and Emotional Well being, Increased Active Living, Increased Connection to & Engagement in Community Life
					\$702,093.26	\$799,541.26	\$750,368.26	\$752,419.26								\$0.00

11 CITY SERVICES

11.1 Waste Collection Contract and Receipt of Recyclables Contract - Intent to Exercise Contract Extension Options

File Number: IN21/772
Responsible Director: Director City Services
Attachments: Nil

EXECUTIVE SUMMARY

The waste collection and receipt of recycling services (provided under the Waste Collection contract EF15/28155 with Solo Resource Recovery and Receipt of Recyclables contract EF15/28799 with Visy Recycling) commenced on 1 July 2016.

The contract with Solo Resource Recovery includes the collection of kerbside general waste, recyclable material and garden waste and the transportation to disposal/processing facilities. The contract with Visy for the receipt of recycling includes the receivable, sorting and processing of recyclable material collected across the City of Manningham.

This essential service encompasses a major component of the kerbside waste and recycling collection, transport and processing services (other services such as hard waste collection, landfill disposal and garden waste processing contracts are provided by other contractors).

This report provides an update on the contract status of the Waste Collection and Receipt of Recyclables contracts and outlines the intent to exercise the contract extension options.

COUNCIL RESOLUTION

MOVED: CR CARLI LANGE
SECONDED: CR TOMAS LIGHTBODY

That Council:

- A. extend contract EF15/28155 with Solo Resource Recovery (Rico Enterprises Pty Ltd) to collect and transport kerbside general waste, recyclable material and garden waste as a schedule rate for a further period commencing 1 July 2022 to 30 June 2028;**
- B. extend contract EF15/28799 with Visy Recycling (Visy Paper Ltd) to receive, sort, process and recycle all kerbside recyclables as a gate fee schedule rate for a further period commencing 1 July 2022 to 30 June 2028;**
- C. authorise the Chief Executive Officer and/or delegate to formalise the contract extensions with the above contractors; and**

- D. authorise the Chief Executive Officer and/or delegate to negotiate contract terms, operational changes, service changes and adjustments as well as execute further extensions.**

CARRIED UNANIMOUSLY

2. BACKGROUND

Introduction

- 2.1 The waste collection and receipt of recycling services (provided under the Waste Collection contract EF15/28155 with Solo Resource Recovery and Receipt of Recyclables contract EF15/28799 with Visy Recycling) commenced on 1 July 2016.
- 2.2 The contract with Solo Resource Recovery includes the collection of kerbside general waste, recyclable material and garden waste and the transportation to disposal/processing facilities. The contract with Visy for the receipt of recycling includes sorting and processing of recyclable material collected across Manningham.
- 2.3 Within the provisions of the Solo Resource Recovery and Visy contracts we have the option for a 6 year or 12 month extension period. An extension clause with an option for an additional 12 months has also been included within the contract to allow for a transition period to a new service.
- 2.4 With Council officers recommending to exercise the option of a further 6 years to both contracts given current market conditions and surety until the Waste Authority, Waste Act and relevant legislation has come into effect.
- 2.5 This essential service encompasses a major component of the kerbside waste and recycling collection, transport and processing services (other services such as hard waste collection, landfill disposal and garden waste processing contracts are provided by other contractors).
- 2.6 We collect waste and recyclables from Manningham households, businesses, schools and community organisations each week. The waste and recyclables from these bins are transported by Solo to different disposal and processing facilities. All recyclable materials are transported to Visy's Material Recycling Facilities for sorting, processing and recycling via third parties into new products and packaging.
- 2.7 The waste collection and receipt of recyclables services provide an essential community service which assists in diverting any reusable and recyclable material from landfill. Without the recycling receipt/processing service being in place, there would be no separate kerbside recycling collection service and the recyclable materials would be sent to landfill.

Waste Collection

- 2.8 Solo currently collect and transport general waste, recyclables and garden waste to disposal/processing facilities.
- 2.9 On an annual basis, Solo collects over 4,500,000 bins from across the municipality. The collections can be very difficult given traffic conditions, road topography as well as the overall geography of the municipality.
- 2.10 Given these challenges, the recent Customer Satisfaction Survey for Manningham services has waste collection as the number 1 rated service provided to the community. The waste service continues to be highly rated even through the ongoing pandemic.
- 2.11 This is a significant achievement given the challenges in ensuring waste collection has continued uninterrupted whilst navigating COVID safe protocols and processes.

Recycling Processors

- 2.12 The state of the market for recycling receipt and processing is extremely volatile, and the long term certainty of the market is unknown.
- 2.13 All recycling processors have been adversely affected by China's National Sword Policy implemented in January 2018 where China no longer accepts low quality mixed recyclables such as those from Australian kerbside recycling services. The China ban and subsequent worldwide collapse of recycling commodity prices adversely affected the ongoing financial viability of all recyclers.
- 2.14 Our existing recycler Visy, has been adversely affected by the crisis but has been willing to negotiate with their existing contracts (including Manningham) to enable and continue the collection of recyclable materials.
- 2.15 There is also currently limited industry capacity from existing recyclers to take on new Councils for the processing of municipal kerbside recyclables.

Victorian Government

- 2.16 The Victorian Government has recognised the dire situation for recycling processors and Victorian councils, as evidenced by the provision of the Victorian Government's Temporary Recycling Relief Funding package and its Recycling Industry Strategic Plan. The Victorian Government's Recycling Industry Strategic Plan recognises that it will take collective action from the recycling industry, councils, the Victorian Government and the community over the next 3 to 5 years before a more viable, circular recycling economy is established.

Contingency Arrangements

- 2.17 Further to the contingency arrangements available with our current recycling processors, we are also currently reviewing other contingency arrangements in the event of any emergency (i.e. fire and flood) or an interruption of service so as to ensure that the waste collection and receipt of recyclables processing service can continue without major disruption.

3. COUNCIL PLAN / STRATEGY

- 3.1 These contracts aligns with the Council Plan goals 3.1 to 'protect and enhance our environment and diversity' and 3.2 to 'reduce our environmental impact and adapt to climate change', as well as goal 5.1 to be 'a financially sustainable council that manages resources effectively and efficiently'.
- 3.2 We are committed to providing a range of waste collection services.
- 3.3 The provision of a long term reliable waste collection and recyclables processing services are an integral part of achieving waste minimisation objectives.

4. DISCUSSION / ISSUES

- 4.1 The existing contracts have built in provisions to extend the operation of the contracts beyond the initial contract term.
- 4.2 Given the issues detailed above we can ensure greater surety in its own waste collection and recyclables processing services through the exercising of the extension options.
- 4.3 The extension of the waste collection and recyclables processing services would comply with State Government waste policy direction and strategies.
- 4.4 Operational changes, contract terms, service changes and adjustments to the contract and contract documentation will be undertaken through negotiations with Solo and Visy when required.

5. FINANCIAL IMPLICATIONS

- 5.1 The financial contractual arrangement for the waste collection and recyclables processing services are based on a schedule rate / gate fee contracts.
- 5.2 The cost of the waste collection service is estimated at \$31,000,000 (ex GST).
- 5.3 The cost of the recyclables processing services is estimated at \$7,500,000 (ex GST).
- 5.4 It should be noted that the estimates above do not take incorporates the impacts of the future introduction of any food organics and glass collection services – which, dependant on exact start date, will impact on the overall estimated cost of the contracts. The need to introduce a food organics and glass collection services has been mandated by the State Government for introduction during the contract term however its implementation date is yet to be considered by Council and will be subject to a separate Council report.
- 5.5 The costs for all waste services are levied on to the community via the Waste Service Charge; which is listed within Council's annual rates notice.

6. IMPLEMENTATION**Timelines**

- 6.1 The initial contract term commenced on 1 July 2016.
- 6.2 The contract extension arrangements are proposed to commence on 1 July 2022.
- 6.3 The contract extensions will expires on 30 June 2028.
- 6.4 There is also an option to extend both contracts further if required (i.e. to align contract start / end dates with any future procurement process).

7. CONCLUSIONS

- 7.1 That it be noted that the contract extension options for the Waste Collection service and Receipt of Recyclables service will be exercised.
- 7.2 Council officers also propose that contractual arrangements be secured (once available) to ensure contingency options are available in the event of an emergency or an interruption to service so as to ensure that the waste collection and receipt of recyclables processing service can continue without major disruption.

8. DECLARATIONS OF CONFLICT OF INTEREST

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

11.2 Tree Amenity Value Policy

File Number:	IN21/779
Responsible Director:	Director City Services
Attachments:	1 Draft Tree Amenity Value Policy ↓
	2 Public Tree Removal Request ↓

EXECUTIVE SUMMARY

Manningham Tree Amenity Value will demonstrate Manningham's commitment to the health and wellbeing of our community through the retention of tree assets within the landscape.

This report recommends that Manningham City Council develops and adopts a Tree Amenity Valuation Policy. To establish the value of individual trees and the Urban Forest, to provide a mechanism to protect against the loss of tree canopy within Manningham.

It is recommended that a similar method to the City of Melbourne is used for the Manningham Tree Amenity Valuation.

The Tree Amenity Value considers recreational, functional, environmental, ecological, social, health or aesthetic value rather than for production purposes. Where tree loss is unavoidable, it will allow Manningham to receive financial compensation for the loss of tree assets through development, illegal removals or other processes.

This also supports Manningham's Urban Forest Strategy, which is evolving as a result of the Council endorsed Living Melbourne 'Our Metropolitan Urban Forest' document and the Climate Emergency declaration by Council.

COUNCIL RESOLUTION

MOVED: CR CARLI LANGE
SECONDED: CR TOMAS LIGHTBODY

That Council:

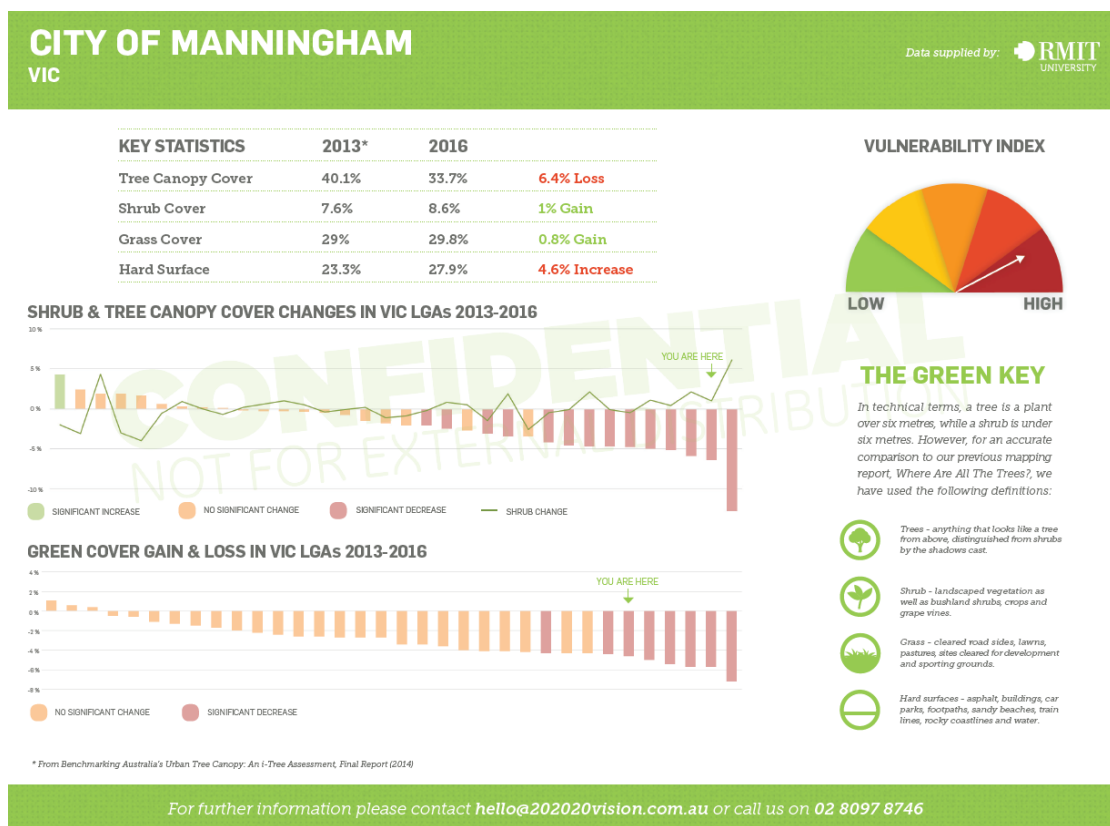
- A. adopt the draft Tree Amenity Value Policy as attached to this report.**
- B. inform developers, residents and the broader community about the changes and implementation of the Tree Amenity Value Policy; and**
- C. include a copy of the Tree Amenity Value Policy on Manningham Council's website.**

CARRIED UNANIMOUSLY

2. BACKGROUND

- 2.1 Manningham Council prides itself on its green appearance and community liveability within a balanced environment. This is evident in the Manningham logo – the built form within a eucalypt leaf reflecting the City within the Forest. The Climate Emergency declaration by Council in January 2020 further demonstrates Manningham’s commitment to our environment and healthy community.
- 2.2 The socio economic and environment benefits trees provide to the health and wellbeing of residents and the wider community is well established; however trees are not currently classified as assets within Manningham.
- 2.3 Manningham has been losing between 2 and 3 percent of its total tree canopy cover each year as identified in the RMIT 2020 Vision report (image below). A large factor in this has been development that has not been sympathetic to tree retention.

Figure 1: RMIT 2020 Vision report outlining Manningham vegetation density change



- 2.4 While Manningham has charged costs for removal and some replacement, this approach has not provided incentive for development that is sympathetic to retention of public trees. It has been found that widespread removals for proposed developments are required and have been approved, while illegal tree removal and damage is also a frequent occurrence.
- 2.5 It is expected that Manningham Tree Amenity Values will influence better design that is sympathetic to tree retention.
- 2.6 Where tree retention is impractical, Manningham Tree Amenity Value will provide a mechanism whereby financial compensation is provided for the replacement of tree canopy loss.

- 2.7 This application of an amenity value methodology is complimentary to *Action 1- Protect and restore species habitat, and improve connectivity*; and *Action 6 - Fund the protection and enhancement of the Urban Forest vision within the Council adopted Living Melbourne 'Our Metropolitan Urban Forest'*.

3. DISCUSSION / ISSUE

3.1 Legal Query

- 3.1.1 Concern has been raised about the legality and mechanism by which amenity value may be applied at Manningham. Following this query, discussion occurred with a City of Melbourne legal services member and thereafter raised with Russel Kennedy Lawyers.

Advice received was that the Local Laws framework would allow for the granting of a permit for public tree removal. Requests are proposed to be reviewed by a Council arborist as an authorised officer, whereupon a permit can be provided that includes costs that need to be paid prior to removal.

All removals will continue to be undertaken through the Parks department. Attachment 2 provides an indicative flow diagram for public tree removal.

- 3.1.2 A framework for amenity bonds being held for development sites and process for applying amenity value to damage/illegal tree removals is currently being reviewed.

3.2 Tree Amenity Value

- 3.2.1 Tree Amenity Value of trees considers recreational, functional, environmental, ecological, social, health or aesthetic value rather than for production purposes.

- 3.2.2 There are generally two amenity valuation methods used consistently by Councils within Victoria; The Burnley Method and The City of Melbourne Method. Amenity value of trees has been applied in many municipalities of Victoria and wider Australia (see Table 1).

Table 1: Tree Amenity Value at various councils

Burnley Method	City Of Melbourne Method	Other Amenity Method
Brimbank	Banyule	Bayside
City of Whittlesea	Booroondara	City of Sydney
Glenorchy (TAS)	City of Greater Bendigo	Frankston
Maroondah	City Of Melbourne	NSW LGAs
Unley (SA)	City of Yarra	Stonington
Wangaratta	Darebin	Whitehorse
Warrnambool	Hobart	
Wyndham (revised version)	Knox	
	Melton	

Mitchell
Monash (informally)
Moreland
Port Phillip

- 3.2.3 The Burnley Method essentially determines the canopy volume of the tree and extrapolates current nursery prices to the size of the mature tree. A criticism of the Burnley Method is that there is an onerous requirement of checking numerous nursery suppliers to get average values and update these periodically.
- 3.2.4 The City of Melbourne Method has a basic monetary value of a tree, the formula was originally developed in 1990 by Dr. Peter Yau for the City of Melbourne, where it has been used for recouping costs for the loss of trees in public space as a result of development impact or illegal removal/damage.
- 3.2.5 Both methods generally provide values in the same order of magnitude as each other and either system would be beneficial for implementation at Manningham; however, it is recommended that the City of Melbourne method is adopted in Manningham. This method has longevity and has been found to have consistency in assessment, simplicity of use and has general acceptance within the wider community.
- 3.2.6 Benchmarking with other organisations has also indicated that application of the City of Melbourne Method resulted in general acceptance from developers or people wanting to remove trees, as it was understood that payment was required for removal of a public asset.
- 3.2.7 Additional data can be captured within our tree database iTree to include structure and composition analyses of species condition and distribution, leaf area and biomass, species importance values and some forecasting and modelling options
- 3.2.8 iTree is usually combined with Amenity Value to provide a holistic assessment of the value of an asset and the environmental services it provides. It has been adopted internationally with approximately 3,000 projects worldwide.

3.3 Urban Forest Strategy

- 3.3.1 Development of the associated Manningham Urban Forest Strategy is proposed as a long term project that will require cross department collaboration and regular updating to Council. This will tie in with future planting that is proposed within Manningham by VicRoads as a result of large scale tree removal for North East Link. Having a formalised strategy will allow for a considered and effective replanting program in areas that are in most need.
- 3.3.2 The design and implementation of the Urban Forest Strategy will draw from collaborative works already undertaken with Resilience Melbourne and will include revision of the Manningham's 2009 Streetscape Strategy in light of Climate Change.

3.3.3 This information will be available on Manningham's webpage and visible via the new Tree Plotter open platform. This will allow the community to review details of current requests, tree health and structure, previous works, protection requirements and amenity values. This transparency should assist in keeping residents informed of works progression and foster a sense of ownership for their Urban Forest.

3.3.4 The use of new management programs will keep records to allow for historical data and identify appropriate management practices and areas of difficulty in establishing trees.

3.3.5 The lack of a Council Urban Forest Strategy recognising the value of its assets has been highlighted as a major gap in the Council's arboricultural operations, leading to inconsistencies and ambiguity in decision making and leaving Manningham's urban forest vulnerable. This Policy incorporates previous recommendations as well as relevant Australian Standards and industry best practice to govern the management of Council trees by Manningham Council.

4. COUNCIL PLAN / STRATEGY

4.1 The policy relates to the following Council Plan 2017-2021 goals and action areas under the Resilient Environment theme:

4.1.1 Goal 3.1 – Protect and enhance our environment and biodiversity.

4.1.2 Goal 3.2 – Reduce our environmental impact and adapt to climate change.

4.1.3 Action area – Demonstrate leadership in sustainable and innovative environmental practices.

5. IMPACTS AND IMPLICATIONS

5.1 Legal Mechanism

5.1.1 Council policy strengthens legitimacy of Tree Amenity Value and allows for input and ownership by various stakeholders, thereby creating transparency in decision making process and greater community awareness and acceptance.

Manningham's Community Local Law 2013 provides a robust existing framework for the protection of assets and trees in particular. It is proposed that Local Law in conjunction with Council Policy will provide the mechanism by which fees can be charged. Recent legal advice supports this position.

5.1.2 Additional review between departments is occurring to establish process for holding of amenity bonds, tree damage/illegal removal process and legal proceedings.

6. IMPLEMENTATION

6.1 Finance / Resource Implications

6.1.1 The Amenity Value is not a guaranteed revenue source and will vary depending upon the volume of planned or illegal removals.

6.1.2 Discussion is continuing with Finance about the process by which these funds get reallocated back to the improvement and maintenance of the Urban Forest. Information to be provided for the SBS Meeting in December.

6.1.3 Interdepartmental support of Tree Amenity Value has been provided, particularly from areas such as Urban Design and Engineering. Advice has been provided by Legal Counsel, Risk, Planning and Local laws in the development of the Policy.

6.1.4 Capital Programs are unlikely to be detrimentally impacted by Amenity Value Policy as the existing Manningham Tree Management Plan outlines tree retention requirements and Capital Programs recognise the value of retaining and incorporating tree assets into designs.

6.1.5 The coordination and administration of the Tree Amenity Policy will be managed by City Amenity.

6.2 Communication and Engagement

6.2.1 Council Officers have engaged with the Communications area to develop a communications plan. This will consider the engagement with developers, residents and the broader community about the changes and implementation the new policy.

6.2.2 Manningham's Planning department are aware of this proposal and advised they would informally start advising developers and permit applicants that Amenity value is likely to become a charge for public tree removal.

6.3 Timelines

6.3.1 The policy will be implemented and applied following approval and endorsement. All associated fees and charges budget requirements and authorisation processes to be included within the 2022/23 mid-year budget process.

7. DECLARATIONS OF CONFLICT OF INTEREST

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

Policy Register

Tree Amenity Value Policy

Draft - not approved

Policy Classification	-
Policy N°	- D21/57111
Policy Status	-
Responsible Service Unit	- City Amenity
Authorised by	- Authorised by, Full Description
Date Adopted	- Date Adopted
Next Review Date	- Next Review Date

This policy is part of a suite of policies adopted by Council or the Executive Management Team (EMT).

New or replacement policies can be created and developed within Service Units but can only be added to Council's Policy Register by Governance Services following the approval of the policy by Council or the EMT.



Policy Register
Tree Amenity Value Policy



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Policy Register Tree Amenity Value Policy



PURPOSE

Amenity Value is a mechanism for the recognition of public trees as assets within Manningham and provides monetary value for these assets.

Where public tree removals are approved, it allows for the return of money from the loss of the asset to be used to improve the tree amenity that has been lost.

POLICY STATEMENT

Manningham is a municipality of varied urban, rural and natural landscapes. This creates a diverse Urban Forest that provides significant social, economic and environmental benefits.

Manningham recognises that the Urban Forest and individual trees are critical urban infrastructure, playing major roles in Climate Change mitigation critical to community health and wellbeing, ecosystem services and the overall liveability within the municipality.

Many trees within Manningham hold Heritage, Cultural and Environmental significance. These are provided a positive modifier for Species Factor in the Tree Amenity Value Calculation, with such trees further reviewed for suitability of removal.

Where vegetation is considered to be the habitat of threatened invertebrate and vertebrate fauna per the Flora and Fauna Guarantee Act 1988 (FFG Act), removals are prohibited. Council GIS and the following resources are used in determining trees of Heritage, Cultural and/or Environmental significance.

- The Heritage Register
<https://heritagecouncil.vic.gov.au/heritage-protection/register/>
- The National Trust Register
<https://trusttrees.org.au/>
- Victorian Aboriginal Heritage Council
<https://www.aboriginalheritagecouncil.vic.gov.au/>
- Flora and Fauna Guarantee Act Threatened List
<https://www.environment.vic.gov.au/conserving-threatened-species/threatened-list>
- Threatened Species Advisory Lists
<https://www.environment.vic.gov.au/conserving-threatened-species/threatened-species-advisory-lists>

The retention and protection of Council managed trees is given high priority in all aspects of Councils activities and these are protected from illegal removal, damage, destruction or interference by Manningham's Community Local Law and/or Statutory Enforcement.

All public tree removal requests are reviewed by Council arborists from the City Amenity Department for their suitability of removal in accordance with Council's Tree Management Plan.

Where tree removal/s are approved, Amenity Value is applicable in addition to any other costs required for removal and replacement.

Policy Register Tree Amenity Value Policy



SCOPE OF POLICY

This policy applies to all trees in the municipality that are either owned or managed by Manningham Council and referred to as public trees, including trees which have any part of its trunk originating from Council managed land.

This policy is applicable to all developers, builders, service providers, residents, civil contractors, event organisers, Council Departments, State Government Departments or Federal Government Departments undertaking activities in proximity to public trees.

GOVERNANCE

Position	Responsibility
Director City Services	Independent Review
Manager City Amenity	Owner
Coordinator Parks	Implementation and operational management
Senior Strategic Arborist	Strategic review
Team Leader Arboriculture	Implementation and operational management

Policy Register Tree Amenity Value Policy



AMENITY VALUATION PROCEDURE

Where a public tree is approved for removal by Council's Parks Department for the purpose of development, construction or other works, the associated cost of the tree, its removal and replacement are to be paid by the property owner or representative prior to its removal.

Where a tree has been illegally removed, poisoned or significantly damaged, this valuation will be retrospectively applied and costs sought from the offending party.

The costs associated with removal of a public tree in Manningham City Council include:

A – Amenity Value	Calculated in accordance with the City's adopted Amenity Value Formula.
B – Removal Costs	The sum of the fees incurred by the City for physically removing the tree.
C – Reinstatement Costs	The cost of all works required to replace the loss of vegetation from the landscape.

A - Amenity Value

The following formula has been prepared to assist with calculating the monetary amenity value of a public tree in Manningham City Council. This formula is based on the City of Melbourne's Amenity Value Formula developed in 1990 by Dr. Peter Yau and has been modified for application in Manningham City Council.

$$\text{Amenity Value} = \text{Basic Value (\$)} \times \text{Species (S)} \times \text{Aesthetics (A)} \times \text{Locality (L)} \times \text{Condition (C)}$$

Read through the following formula definitions to calculate the tree amenity value.

Policy Register Tree Amenity Value Policy



Basic Value (\$)

The basic monetary value of a tree was taken from the internationally accepted table of values devised by the American Council of Tree and Landscape Appraisers and the International Society of Arboriculture, which in the base year 1988 was \$US27 per square inch trunk basal area. This has been converted to Australian dollars to a value corresponding to centimetres in trunk diameter at breast height (DBH). Basic values were updated in January 2017 to reflect the current CTLA value of \$13 per square centimetre. Young trees with a trunk diameter of 6 centimetres or less do not attract an amenity value charge.

2019 Basic Values

DBH cm	Base Value	DBH cm	Base Value	DBH cm	Base Value	DBH cm	Base Value
<6	\$ -	42	\$18,010.75	79	\$63,721.71	116	\$137,388.13
6	\$367.57	43	\$18,878.62	80	\$65,345.13	117	\$139,767.10
7	\$500.30	44	\$19,766.90	81	\$66,988.97	118	\$142,166.49
8	\$653.45	45	\$20,675.61	82	\$68,653.22	119	\$144,586.30
9	\$827.02	46	\$21,604.73	83	\$70,337.90	120	\$147,026.54
10	\$1,021.02	47	\$22,554.28	84	\$72,043.00	121	\$149,487.19
11	\$1,235.43	48	\$23,524.25	85	\$73,768.52	122	\$151,968.26
12	\$1,470.27	49	\$24,514.63	86	\$75,514.46	123	\$154,469.75
13	\$1,725.52	50	\$25,525.44	87	\$77,280.82	124	\$156,991.67
14	\$2,001.19	51	\$26,556.67	88	\$79,067.60	125	\$159,534.00
15	\$2,297.29	52	\$27,608.32	89	\$80,874.81	126	\$162,096.76
16	\$2,613.81	53	\$28,680.38	90	\$82,702.43	127	\$164,679.93
17	\$2,950.74	54	\$29,772.87	91	\$84,550.47	128	\$167,283.53
18	\$3,308.10	55	\$30,885.78	92	\$86,418.93	129	\$169,907.54
19	\$3,685.87	56	\$32,019.11	93	\$88,307.81	130	\$172,551.98
20	\$4,084.07	57	\$33,172.86	94	\$90,217.12	131	\$175,216.83
21	\$4,502.69	58	\$34,347.03	95	\$92,146.84	132	\$177,902.11
22	\$4,941.73	59	\$35,541.62	96	\$94,096.98	133	\$180,607.81
23	\$5,401.18	60	\$36,756.63	97	\$96,067.55	134	\$183,333.92
24	\$5,881.06	61	\$37,992.07	98	\$98,058.53	135	\$186,080.46
25	\$6,381.36	62	\$39,247.92	99	\$100,069.94	136	\$188,847.42
26	\$6,902.08	63	\$40,524.19	100	\$102,101.76	137	\$191,634.80
27	\$7,443.22	64	\$41,820.88	101	\$104,154.01	138	\$194,442.59
28	\$8,004.78	65	\$43,137.99	102	\$106,226.67	139	\$197,270.81
29	\$8,586.76	66	\$44,475.53	103	\$108,319.76	140	\$200,119.45
30	\$9,189.16	67	\$45,833.48	104	\$110,433.26	141	\$202,988.51
31	\$9,811.98	68	\$47,211.85	105	\$112,567.19	142	\$205,877.99
32	\$10,455.22	69	\$48,610.65	106	\$114,721.54	143	\$208,787.89
33	\$11,118.88	70	\$50,029.86	107	\$116,896.31	144	\$211,718.21
34	\$11,802.96	71	\$51,469.50	108	\$119,091.49	145	\$214,668.95
35	\$12,507.47	72	\$52,929.55	109	\$121,307.10	146	\$217,640.11
36	\$13,232.39	73	\$54,410.03	110	\$123,543.13	147	\$220,631.70
37	\$13,977.73	74	\$55,910.92	111	\$125,799.58	148	\$223,643.70
38	\$14,743.49	75	\$57,432.24	112	\$128,076.45	149	\$226,676.12
39	\$15,529.68	76	\$58,973.98	113	\$130,373.74	150	\$229,728.96
40	\$16,336.28	77	\$60,536.13	114	\$132,691.45		
41	\$17,163.31	78	\$62,118.71	115	\$135,029.58		

Based on CTLAV9 \$AUD13/cm²

**Policy Register
Tree Amenity Value Policy**



Species Factor (S)

A tree is assessed according to its known natural life span and its rate of growth in a particular environment. For example, a long-lived tree will be scored higher than a short-lived tree. Significant features of the tree will also modify how the tree is scored. Judgment regarding species factor must consider how that species performs in Manningham City Council and must be made by a qualified Arborist (AQF level 5 minimum).

Group	Characteristics	Example Species*	Score
1	<ul style="list-style-type: none"> trees of short life span (less than 50 years) fast growth rate 	Prunus, Acacia, Callistemon	0.5
2	<ul style="list-style-type: none"> trees of short life span (less than 50 years) slow growth rate 	Malus, Pyrus	0.6
3	<ul style="list-style-type: none"> trees of medium life span (50 - 150 years) fast growth rate 	Populus, Liquidambar, Fraxinus, Corymbia, Angophora, Grevillea, Melaleuca, Casaurina, Hakea, Syzygium	0.7
4	<ul style="list-style-type: none"> trees of medium life span (50 - 150 years) slow growth rate 	Brachychiton, Jacaranda, Zelkova, Shinus, Phoenix, Melia, Lophostemon, Agonis.	0.8
5	<ul style="list-style-type: none"> trees of long life span (more than 150 years) fast growth rate 	Cupressus, Platanus, Ficus, Pinus, Celtis, Eucalyptus.	0.9
6	<ul style="list-style-type: none"> trees of long life span (more than 150 years) slow growth rate 	Ulmus, Quercus, Sequoia, Ginko, Araucaria, Agathis	1.0
Negative Modifier	<ul style="list-style-type: none"> Noxious or environmental weeds in the Manningham area 	Pittosporum undulatum, Salix spp., Acacia baileyana, Ailanthus spp., Ligustrum spp., Crataegus monogyna	0.0
Positive Modifier	<ul style="list-style-type: none"> an indigenous species tree greater than 1m diameter at breast height (DBH) listed as a 'significant tree' on the National Trust register or Manningham Significant tree register a large hollow bearing tree a rare species in the locality a special cultivated variety has special historical, cultural or other significance 		1.1
Species Factor (S)			

*Trees named are supplied only as examples in Manningham conditions.

Policy Register Tree Amenity Value Policy



Aesthetics (A)

The aesthetic value of a tree is determined by the impact on the landscape if the tree were to be removed. This category is closely tied to the locality factor (L).

Aesthetic Factor	Score
Contributes little to the landscape	0.5
One of a group of close plantings	0.6
Multiple trees from a group of close plantings (majority of group/hedgerow remains intact)	0.7
Wide plantings	0.7
Street or pathway plantings; irregular spacing between trees; regular spacing one side	0.8
Street or pathway plantings; regular spacing both sides	0.9
Solitary or feature specimen tree/s (e.g. large specimen tree in reserve, avenue of trees, hedgerow etc.)	1.0
Aesthetics (A)	

Draft - not approved

Locality (L)

The locality factor is determined by the tree's geographical situation. Trees in within a highly urbanised environment score highest because of the stressful growing environment in which the tree must survive. As the location becomes more rural, the significance of the tree diminishes.

Locality Factor	Score
In undeveloped bushland or open forest with no nearby infrastructure (e.g. roads, utilities etc.)	0.5
In bushland reserve or public open space within urban centre or township	1.0
Residential or commercial street in urban centre, suburb or township	1.5
Part of an avenue planting in urban area, suburb or township	1.75
In neighbourhood park or garden	2.0
Part of a key boulevard or town entrance planting; park or garden in city or town centre	2.25
Primary location within city or town centre, main street, mall, or civic space or street within CBD	2.5
Locality (L)	

**Policy Register
Tree Amenity Value Policy**



Tree Condition (C)

The tree condition value is determined by the corresponding total score of the assessment criteria. Where trees have been damaged this assessment should be retrospective of undamaged state.

Assessment Criteria	Criteria Condition	Score
Trunk	solid and sound	5
	sections of bark damaged/missing	3
	extensive decay, hollow trunk	1
Growth	>15cm twig elongation this season	3
	5-15cm twig elongation	2
	<5cm twig elongation	1
Structure	healthy, stable and sound	5
	some deadwood and dead limbs	3
	extensive dieback and deadwood	1
Pests and Diseases	no pest/disease infestation	3
	minor symptoms of infestation	2
	advanced symptoms of infestation	1
Canopy Development	full balance canopy	5
	full but unbalanced, lop-sided	3
	unbalanced and lacking full canopy	1
Life Expectancy	>50 years	5
	10-50 years	3
	<10 years	1
Total Condition Score		

Total Score	Tree Condition	Factor
6-9	Very Poor	0.2
10-13	Poor	0.4
14-18	Fair	0.6
19-22	Good	0.8
23-26	Excellent	1.0
Condition Factor (C)		

Policy Register Tree Amenity Value Policy



B - Removal Costs

Costs will be based on the current costs of tree removal. It includes the physical removal of the tree and the stump and administration costs.

C – Reinstatement Costs

As of 2019, tree purchase, planting, staking, Greenwell installation, mulching, irrigation, formative pruning and ongoing management for 2 years during tree establishment has a value of \$480 per new tree.

The level of reinstatement required will be determined by Council and will take into consideration the location, significance, biodiversity provision and the amenity of the tree removed. As a general; lost canopy replacement trees are purchased by Council in 30-40cm pots with a canopy width of approximately 2m as part of our tree planting program. The width of the canopy at the widest part of the tree that has been or will be removed will be planted with a corresponding number of new trees.

For example a tree with a canopy width of 10m that has been or will be removed will require 5 new tree plantings. All effort will be made by Council to replant trees in the vicinity of the area where the tree has been removed from, however all new plantings will be organised so that mature canopy dimensions can be achieved for each tree planting and in accordance with Council's Streetscape Character Study. This is usually a spacing of 8-12m per replacement tree.

Where there is an occasion where replacement trees cannot all be planted in the vicinity of the area the tree has been or will be removed from, replacement trees will be planted at the discretion of Council's Parks department.

Where there has been a permanent loss of replacement planting location from the property frontage the tree has been removed from or intended to be removed from an engineered option may be required. This can include cut-out of roads and use of structural soils and other elements for Water Sensitive Urban Design (WSUD) installation. WSUD installation attracts a cost of \$10,000 per tree planted.

In addition to reinstatement costs, four (4) footpath panels adjacent the proposed tree location will be removed and reinstalled with TripStop X-profile to council specification. This can be arranged by Council or organised by the applicant.

Policy Register Tree Amenity Value Policy



Total Costs

A. Amenity Value*	
B. Removal Costs	
C. Reinstatement Costs	
Total Costs (A+B+C) =	

Amenity Value* = Basic Value (\$) x Species (S) x Aesthetics (A) x Locality (L) x Condition (C)
--

APPEALS PROCEDURE

In the event that an applicant is not satisfied with the decision in relation to the amenity value assigned for the removal of a tree, the matter can be considered via an internal appeal process. Where the relevant Director will review all matters related to the decision. If the decision is upheld, the applicant to be advised of their rights to an external review process by the Victorian Ombudsman.

Any person involved in the assessment, authorisation or management action of a tree amenity decision must advise their Director (or CEO, if a Director or staff member reporting to the CEO) of any existing or known potential conflict of interest which may arise from the investigation and subsequent action of remediating tree amenity issue, and withdraw from the process.

In this context, a conflict of interest would be defined as any situation where the person involved will personally receive as a result of the tree amenity action, a benefit or will be in a better position than they were previously.

This is referred to in the Local Government Act 2020 under conflict definitions.

SUPPORTING DOCUMENTS

- Bushland Management Strategy (2012) – *under review*
- Tree Planting Policy - Council Policy POL/175
- Street Trees Policy - Council Policy POL/177
- Liveable City Strategy – *under development*
- Policy Manual City Developments CD14 Roads CD 14.9 Nature Strips
- Streetscape Character Study (2009)
- Manningham Tree Management Plan (2017) – *under review*
- Tree Retention and Removal Policy – *under development*
- Tree Amenity Value Procedure
- Tree Retention and Removal Procedure – *under development*

Policy Register Tree Amenity Value Policy



Climate Emergency Action Plan — *under development*

Council Plan 2021-2025

Green Wedge Action Plan (2020)

Tree Amenity Value Action Plan

Tree Removal Guidelines (Melbourne Water, 2018)

Native Vegetation Removal Study in the Manningham Municipality (Abzeco, 2017)

202020 Vision – Where Should All the Trees Go? City of Manningham (RMIT 2017)

RELATED LEGISLATION

Manningham Community Local Law (2013)

Planning and Environment Act (1987)

DOCUMENT HISTORY

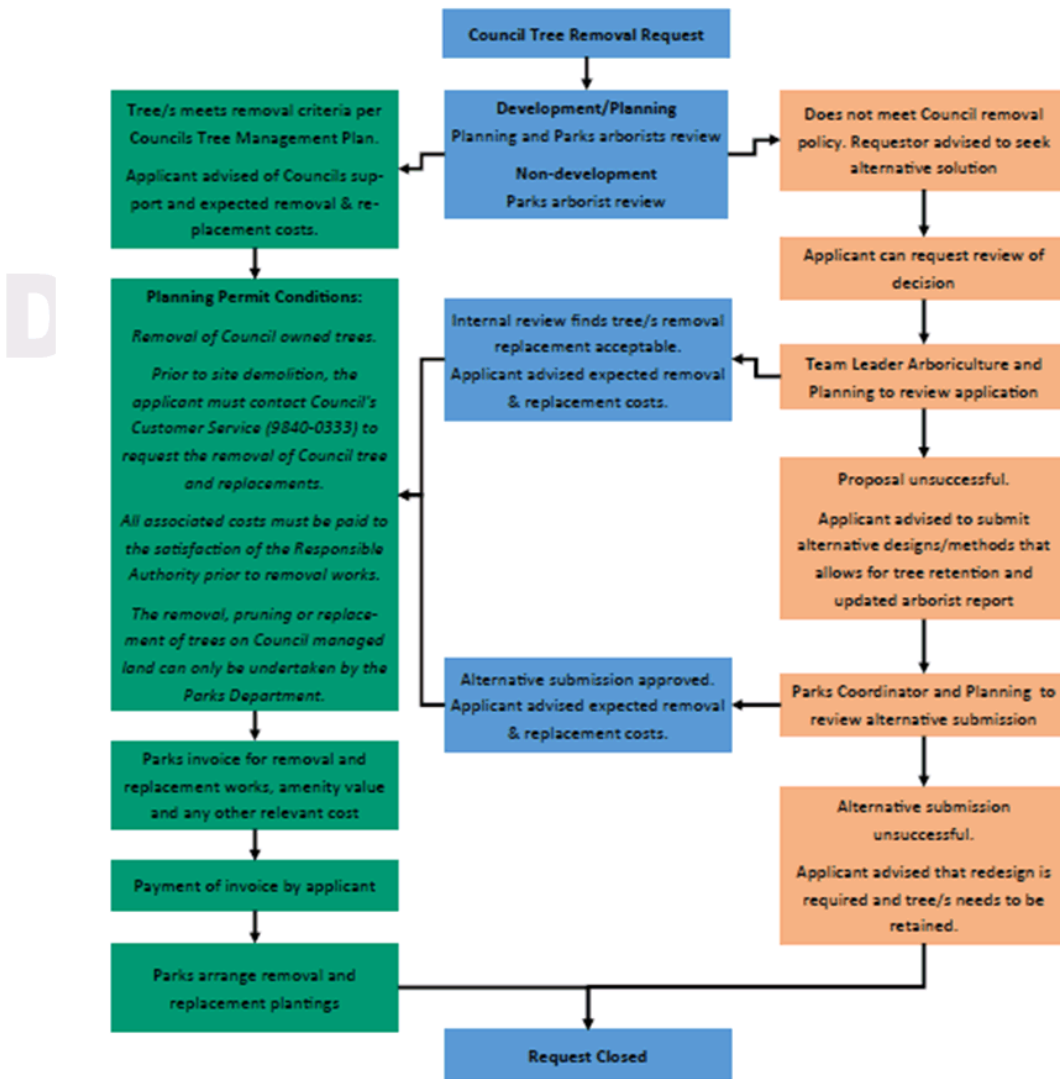
Policy Title:	Tree Amenity Value
Responsible Officer:	Arran Provis
Resp. Officer Position:	Senior Strategic Arborist
Next Review Date:	
To be included on website?	Yes

Last Updated	Meeting	Meeting Date	Item N°
24/05/21	EMT	11/02/21	
16/06/21	SBS	15/06/21	2

Policy Register Tree Amenity Value Policy



Appendix 1 – Tree Removal Process



Policy Register Tree Amenity Value Policy



Appendix 2 – Supporting Research and Analysis

This Policy is considered consistent the strategic direction of Council, particularly in relation to its position on Climate Change, its Tree Management Plan and legislation.

Benchmarking demonstrates that this policy aligns Manningham with other councils in Victoria and wider Australia. As such this Policy is consistent with expectation of the wider community and is equitable to all stakeholders.

This Policy provides a mechanism to support retention of trees. Where retention is not possible, it provides best practice for valuation of Manningham's tree assets and return of this value back to Council for improvement of the Urban Forest and tree canopy.

There is extensive literature and scientific review on the impact of climate change on urban areas and measures to mitigate the expected affects. Federally funded consortiums such as the Clean Air and Urban Landscapes Hub provide platforms for research and approaches to reducing climate impacts. The following references outline the value of urban greening through retention of trees and the improvement of canopy coverage.

References

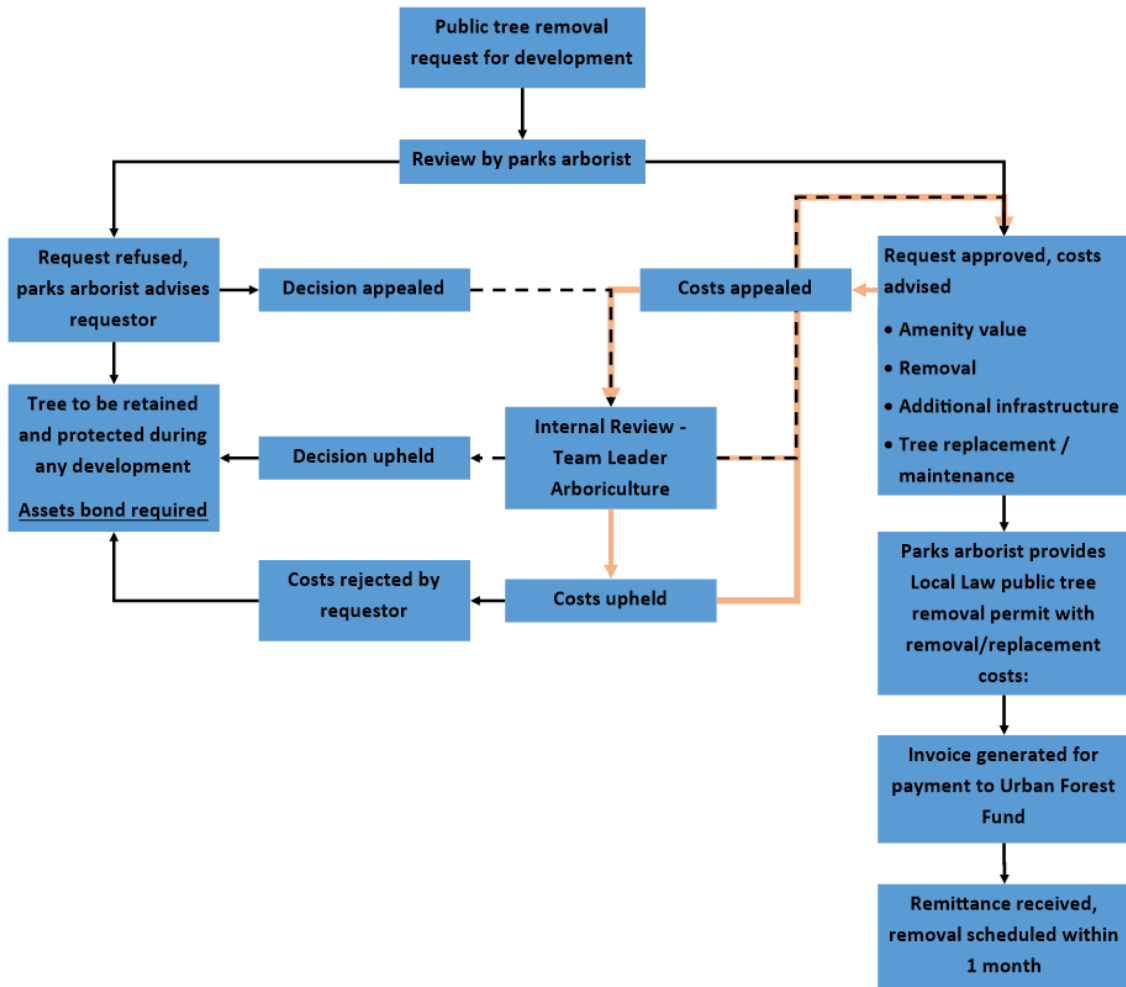
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Policy Register Tree Amenity Value Policy



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12 SHARED SERVICES

There were no Shared Services report.

13 CHIEF EXECUTIVE OFFICER

13.1 CEO Key Performance Indicators 2021/22

File Number: IN21/784
Responsible Director: Chief Executive Officer
Attachments: 1 CEO Performance Criteria 2021/22 [↓](#)

EXECUTIVE SUMMARY

The CEO Performance Review Committee has developed key performance indicators (KPIs) for the Chief Executive Officer (CEO), Andrew Day for 2021/22 for consideration of Council.

COUNCIL RESOLUTION

MOVED: CR ANDREW CONLON
SECONDED: CR STEPHEN MAYNE

That Council endorse the CEO performance criteria for 2021/22, as attached.

CARRIED UNANIMOUSLY

1. BACKGROUND

The Chief Executive Officer, Andrew Day, commenced in his role in September 2018.

The CEO Employment and Remuneration Policy requires the CEO Employment and Remuneration Committee, comprising all nine Councillors, to collaborate with the CEO to develop an annual performance plan. The plan is required to include KPIs which are used to monitor the CEO's performance.

The Committee has determined the performance criteria for the CEO for the next performance year, which concludes in September 2022, as attached.

2. DISCUSSION / ISSUE

The CEO performance criteria is made up of:

1. Behaviours - that demonstrate the key competencies required of the CEO.
2. Key deliverables - capture the priority areas the CEO will focus on in collaboration with the Council and external partners.
3. KPIs – the measures to the achievement for the identified priority deliverables.

The CEO is required to provide a formal report on progress against the criteria at least annually, or more frequently if required by the Mayor or Committee.

The performance criteria, attached, has been developed in collaboration between the committee and CEO.

3. DECLARATIONS OF CONFLICT OF INTEREST

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

City of Manningham CEO Performance Criteria (to 30 September 2022)

Reading the performance criteria

The CEO performance criteria is made up of:

1. Behaviours - that demonstrate the key competencies required of the CEO.
2. Key deliverables - capture the priority areas the CEO will focus on in collaboration with the Council and external partners.
3. KPIs – the measures to the achievement for the identified priority deliverables.

This performance criteria is not intended to reflect the entire role of the CEO, or to re-state the responsibilities detailed in the CEO's position description. It is a 'given' that as a minimum, all Local government CEO's are expected to fulfil their role under the Local Government Act and deliver on their responsibilities in their job description.

Rather, this performance criteria seeks to narrow the focus and 'amplify' the high priority areas in which the CEO should direct his attention over the next 12 months.

Monitoring of KPI achievement, and identification of CEO professional development opportunities will occur in regular meetings with the Mayor throughout the year. A presentation will be provided to all Councillors in February/March (mid-year update) and the end of each financial year (August/September) where an annual assessment of performance will occur along with a remuneration review.

The CEO's behaviours will be evaluated by Councillors through an annual survey. The survey and outcomes will form part of the CEO's annual performance review.

Key Competency Area		Demonstrated by these Behaviours	Priority Deliverables	KPIs (Metrics)
Strategic	Strategic Leadership	<ul style="list-style-type: none"> • Brings the right people together around advocacy goals and empowers staff to deliver on advocacy goals • Builds reciprocal relationships with key state and federal MPs and government departments • Considers the long-term implications of decisions and anticipates trends that might impact on Manningham Council. • Understands the local context while being able to provide a broader 'global' view. • Agile to meet community needs. • Views waste and climate change as an opportunity 	<p><i>What high-level, future-focussed, strategic initiatives would you like to see delivered in the last two years of Andrew's contract?</i></p> <ul style="list-style-type: none"> • Develop an advocacy plan for 2021/22 and 2022/23 in consultation with Councillors. Plan will consist of a list of key priorities, proposed advocacy activities, milestones and timelines. • Present an annual Capital Works Program to Council for approval and ensure the Program is implemented for 2021/22 and 2022/23. • Prepare and present an annual Budget and 10-year Financial Plan to Council for 2021/22 and 2022/23. • Review our Streetscape Management Plan and Nature Strip Policy by 30 June 2022 to help guide our street planting and management of our streetscapes with consideration of urban design, character areas and our natural environment. • Ensure the implementation of the 4 Year Council Plan. 	<p><i>How should we measure success against these deliverables?</i></p> <ul style="list-style-type: none"> • Delivery of the milestones and timelines as agreed in the advocacy plan. Provide updates to Council on a quarterly basis. • 90% completion of capital works program implemented each financial year. • Meeting the organisation financial budget target as set out in the annual budgets for 2021/22 and 2022/23. • A Council approved Streetscape Management Plan and Nature Strip Policy by 30 June 2022. • 90% of the Council Plan Major Initiatives and Initiatives are on track at the end of the financial year.
	Senior Team Leadership	<ul style="list-style-type: none"> • Leads a highly engaged and productive senior leadership team • Delegates, empowers holds the senior leadership team accountable • Communicates long term vision to the senior leadership team and gets them on board • Responsive, appropriate and equitable approach and process to deliver service to all who need it. • Builds strong relationships with Councillors and between Council and Officers. 		

Key Competency Area		Demonstrated by these Behaviours	Priority Deliverables	KPIs (Metrics)
			<ul style="list-style-type: none"> • Undertake a review of staffing requirements to improve efficiency and effectiveness with an emphasis on Shared Services. • Provide innovative and strong people programs to recognise and support our people and develop confident and capable people leaders. 	<ul style="list-style-type: none"> • Completion of the review of Shared Services and implementation of a new staffing structure by 30 June 2022. • Implement the leadership framework 30 June 2022 and progress actions to embed into key people processes.

Key Competency Area		Demonstrated by these Behaviours	Priority Deliverables	KPIs (Metrics)
Operational	Financial Management	<ul style="list-style-type: none"> Supports and challenges the organisation to find resources achieve value for the Manningham Community Is proactive in planning and monitoring resources for long term sustainability and enhancement of the municipality Demonstrates stewardship and accountability in financial planning and sustainability to achieve value 	<p><i>What would you like to see Andrew focus on in the last two years of his contract to improve the operational effectiveness of the organisation?</i></p> <ul style="list-style-type: none"> With Council, develop emissions targets and then implement measures to ensure Manningham has processes in place to meet the targets as set. Deliver business and organisation relief initiatives including the COVID relief fund and Business Development Program. Develop an Asset Plan which details evidence about the condition, functionality and capacity of council assets and includes a 20 year action plan. Develop a Community Infrastructure Plan that details current use of facilities, identifies opportunities to develop or repurpose existing facilities and the use of Council land for multi-use purposes. Implement recycling and waste wise initiatives and education to the Manningham community. 	<p><i>How should we measure success against these deliverables?</i></p> <ul style="list-style-type: none"> Targets are set by 30 December 2021 and progress reported back to Council at least annually. Expenditure of the endorsed relief fund. Asset plan to be presented to Council and adopted by 30 June 2022 and actions from 2022/23 to be implemented as per the action plan. Finalise the Community Infrastructure Plan by 30 June 2022 and implement the Action Plan. FOGO implemented to the Manningham community in 2022/23.
	Service Delivery	<ul style="list-style-type: none"> Understands and communicates the importance of a responsive, appropriate and equitable service delivery system Maintains awareness of changing community needs and plans services and infrastructure accordingly Guides the organisation to adapt to the needs of the community so that Manningham is highly regarded as a contemporary, agile and future focussed organisation. Demonstrates leadership in sustainable and innovative environmental practices in waste and climate change. 		
	Drives Innovation	<ul style="list-style-type: none"> Creates a culture and structure where all staff treat innovation as a day-to-day activity and continuously search for improved ways to do their job Encourages staff development and increased understanding of best practice in the local government sector Lead in the identification of proven innovative practices which have the potential to be implemented at Manningham 		

Key Competency Area		Demonstrated by these Behaviours	Priority Deliverables	KPIs (Metrics)
Cultural	Drives Accountability	<ul style="list-style-type: none"> Ensures Council provides continuity of service to the community (employees share ownership for tasks and responsibilities timely customer service delivery) Demonstrates accountability and seeks accountable conduct from the organisation 	<p><i>What should Andrew do over the next two years to improve human capital, engagement and attitudes/morale within the organisation?</i></p> <ul style="list-style-type: none"> Continue to foster a positive organisation culture through embedding our values and behaviours into every day practice. 	<p><i>How should we measure success against these deliverables?</i></p> <ul style="list-style-type: none"> Report back to Council annually on the culture of the organisation, including employee engagement indicators and action taken. Maintain or improve value indicator results in the employee engagement survey.
	Values Driven	<ul style="list-style-type: none"> Prioritises quality and efficiency rather than 'getting the job done' Proactively supports equity, diversity and inclusion Embraces the notion that 'community is at the heart of everything we do' 	<ul style="list-style-type: none"> Develop an organisational workforce plan that meets the requirements of the Local Government Act and the Gender Equality Act. Explore different ways to improve community satisfaction with our communications and engagement on local community issues, services and activities. Embed the Community Engagement Policy and Guidelines across the organisation in order to continuously improve our understanding of, and commitment to community engagement. 	<ul style="list-style-type: none"> Workforce Plan completed by 31 December 2021 and implementation of annual actions as detailed in the Plan. Improved consultation an engagement satisfaction results, from the previous year, in the Community Satisfaction Survey (or equivalent). Implement a program of Community Engagement training for officers.

			<ul style="list-style-type: none"> • Develop and implement a Gender Equality Action Plan (GEAP) that meets the requirements of the Gender Equality Act (includes Youth Employment Action Plan and Sexual Harassment Action Plan) • Maximise public value through the systematic planning and review of our services. 	<ul style="list-style-type: none"> • Completion of the GEAP in line with legislative requirements and implementation of annual actions as detailed in the plan. • Service Management Framework resourced and implemented.
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13.2 Informal Meetings of Councillors

File Number:	IN21/773
Responsible Director:	Chief Executive Officer
Attachments:	<ol style="list-style-type: none">1 Strategic Briefing Session 16 November 2021 ↓2 Healthy City Advisory Committee 17 November 2021 ↓3 Audit and Risk Committee 19 November 2021 ↓4 Access and Equity Advisory Committee 22 November 2021 ↓5 Heritage Advisory Committee 25 November 2021 ↓6 Manningham Disability Advisory Committee 30 November 2021 ↓7 Councillor and CEO Only Time 30 November 2021 ↓8 Strategic Briefing Session 30 November 2021 ↓9 Strategic Briefing Session 1 December 2021 ↓10 Flood Mapping Briefing 6 December 2021 ↓11 Strategic Briefing Session 7 December 2021 ↓

EXECUTIVE SUMMARY

Chapter 6, sub rule 1 of Manningham's Governance Rules requires a record of each meeting that constitutes an Informal Meeting of Councillors to be reported to Council and those records to be incorporated into the minutes of the Council Meeting.

COUNCIL RESOLUTION

MOVED: CR ANNA CHEN
SECONDED: CR CARLI LANGE

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

- **Strategic Briefing Session 16 November 2021**
- **Healthy City Advisory Committee 17 November 2021**
- **Audit and Risk Committee Meeting 19 November 2021**
- **Access and Equity Advisory Committee 22 November 2021**
- **Heritage Advisory Committee 25 November 2021**
- **Manningham Disability Advisory Committee 30 November 2021**
- **Councillor and CEO Only Time 30 November 2021**
- **Strategic Briefing Session 30 November 2021**
- **Strategic Briefing Session 1 December 2021**
- **Flood Mapping Briefing 6 December 2021**
- **Strategic Briefing Session 7 December 2021**

CARRIED UNANIMOUSLY

1. BACKGROUND

- 1.1 Section 60 of the *Local Government Act 2020*, requires a Council to develop, adopt and keep in force Governance Rules (the Rules).
- 1.2 Chapter 6, sub rule 1 of Manningham's Governance Rules requires the Chief Executive Officer to ensure a summary of matters discussed at an informal meeting is tabled at the next convenient Council meeting and recorded in the minutes of that meeting.
- 1.3 An Informal Meeting of Councillors is a meeting that:
 - is a scheduled or planned meeting of all Councillors (irrespective of how many Councillors attend) with the Chief Executive Officer for the purpose of discussing the business of Council or briefing Councillors; or
 - is a scheduled or planned meeting of all Councillors (irrespective of how many Councillors attend) with the Executive Management Team for the purpose of discussing the business of Council or briefing Councillors; or
 - is a scheduled or planned advisory committee meeting attended by at least one Councillor and one member of Council staff; and
 - is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

2. DISCUSSION / ISSUE

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

- Strategic Briefing Session 16 November 2021
- Healthy City Advisory Committee 17 November 2021
- Audit and Risk Committee Meeting 19 November 2021
- Access and Equity Advisory Committee 22 November 2021
- Heritage Advisory Committee 25 November 2021
- Manningham Disability Advisory Committee 30 November 2021
- Councillor and CEO Only Time 30 November 2021
- Strategic Briefing Session 30 November 2021
- Strategic Briefing Session 1 December 2021
- Flood Mapping Briefing 6 December 2021
- Strategic Briefing Session 7 December 2021

3. DECLARATIONS OF CONFLICT OF INTEREST

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

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS

Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 16 November 2021	Time Opened:	6:30 pm
		Time Closed:	9:35 pm
Location:	Council Chambers		
Councillors Present:	Cr Michelle Kleinert (Mayor), Cr Deirdre Diamante (Deputy Mayor), Cr Anna Chen, Cr Andrew Conlon, Cr Geoff Gough, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne and Cr Stephen Mayne		
Officers Present:	Executive Officers Present		
	Andrew Day, Chief Executive Officer Niall Sheehy, Acting Director City Planning & Community Rachelle Quattrocchi, Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerryn Paterson, Group Manager People and Communications		
Officers Present:	Other Officers in Attendance		
	Carrie Bruce, Senior Governance Officer Lee Robson, Group Manager – Community Programs Keri Kennealy, Manager Aged and Disability Services James Paterson, Manager Infrastructure Services Wilson Ma, Team Leader – Traffic and Transport Engineering		
Apologies:	Nil		
Items discussed:	<ol style="list-style-type: none"> 1. MannaCare Strategic Direction 2. Commonwealth Aged Care Reforms – Confidential 3. Arundel Road (West) – Proposed Road Closure 4. Whitehorse Manningham Library Annual Report 2020-2021 5. Manningham Quarterly Report, Quarter 1 (July-September) 2021 		

CONFLICT OF INTEREST DISCLOSURES

Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Healthy City Advisory Committee		
Date:	Wednesday, 17 November 2021	Time Opened:	3 pm
		Time Closed:	4 pm
Location:	Online via MS Teams		
Councillors Present:	Mayor – Cr Michelle Kleinert		
Officers Present:	Lee Robson, Michelle Zemancheff, Nina Stephen, Barb Ryan, Janae Hendrey		
Apologies:			
Items discussed:	<ol style="list-style-type: none"> 1. Healthy City Action Plan 2020-2021 Key Achievements 2. Health and Wellbeing Strategy 2021-2025 and Action Plan 3. Health and Wellbeing Advisory Committee 2022 4. Other Business - Community health, health promotion action plan, Department of Health and Human Services and Department of Family, Fairness and Housing 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS	
Meeting Name:	Audit and Risk Committee Meeting
Date:	Friday, 19 November 2021
	Time Opened: 09:00 am
	Time Closed: 11:10 am
Location:	Zoom virtual meeting
Councillors Present:	Cr Chen and Cr Gough
Officers Present:	Andrew Day, Chief Executive Officer Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Jon Gorst, Chief Financial Officer Vicki Miller, Strategic Risk and Assurance Advisor Liz Hammond, Risk and Assurance Officer and Minute Secretary Rachelle Quattrocchi, Director City Services David Bellchambers, Manager Information Technology Jessical Poon, Senior Risk and Compliance Advisor
Apologies:	
Items considered:	<ol style="list-style-type: none"> 1. CEO Overview 2. Audit and Risk Committee standard questions 3. Matters arising from previous meeting 4. Management register – outstanding actions internal audit 5. Financial reporting 6. Internal audit matters 7. Risk management and compliance 8. Election of Chairperson 2021-2022

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Access and Equity Advisory Committee		
Date:	Monday, 22 November 2021	Time Opened:	6.15pm
		Time Closed:	8.30pm
Location:	Function Room, Manningham Council Offices		
Councillors Present:	Cr Tomas Lightbody		
Officers Present:	Michelle Zemancheff, Katrine Gabb		
Apologies:			
Items discussed:	<ol style="list-style-type: none"> 1. Confirmation of Previous Minutes and Actions 2. Member Updates 3. Strength Through Connection community forum update 4. Access and Equity Advisory Committee overview presentation 5. Acknowledgements of Access and Equity Advisory Committee Members 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Heritage Advisory Committee		
Date:	Thursday, 25 November 2021	Time Opened:	5.30 pm
		Time Closed:	7.40 pm
Location:	Via Zoom		
Councillors Present:	Cr Deidre Diamante		
Officers Present:	Frank Vassilacos Matthew Lynch Daniela Galatoulas		
Apologies:	Fiona Triose Lydia Winstanley Janae Hendrey		
Items discussed:	<ol style="list-style-type: none"> 1. Acknowledgement of Country 2. Declarations of conflicts of interest 3. Resignation 4. Confirmation of minutes 5. Action items arising from meeting 6. Report from Council's Heritage Advisor 7. Review of Council's Advisory Committees 8. Exchange of ideas to assist with the ongoing management and enhancement of heritage in Manningham 9. Heritage events and community education programs 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Manningham Disability Advisory Committee		
Date:	Tuesday, 30 November 2021	Time Opened:	3pm
		Time Closed:	5pm
Location:	Doncaster/Templestowe Room at MC2		
Councillors Present:	Cr Michelle Kleinert – Mayor		
Officers Present:	Michelle Zemancheff, Katrine Gabb		
Apologies:			
Items discussed:	<ol style="list-style-type: none"> Confirmation of Previous Minutes, Actions and Outcomes Collective decision making on two projects to pursue in first part of 2022 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Councillor and CEO Only Time		
Date:	Tuesday, 30 November 2021	Time Opened:	06: 00 pm
		Time Closed:	07: 00 pm
Location:	Koonung Room		
Councillors Present:	Cr Chen Cr Conlon Cr Diamante (Deputy Mayor) Cr Gough Cr Kleinert (Mayor) Cr Lange Cr Lightbody Cr L Mayne Cr S Mayne		
Officers Present:	CEO - Andrew Day		
Apologies:	Nil		
Items considered:	1. Councillor Planning days 2022 2. Library Services		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS

Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 30 November 2021	Time Opened:	6:33 pm
		Time Closed:	9:17pm
Location:	Council Chambers		
Councillors Present:	Cr Michelle Kleinert (Mayor), Cr Deirdre Diamante (Deputy Mayor), Cr Anna Chen, Cr Andrew Conlon, Cr Geoff Gough, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne and Cr Stephen Mayne (arrived 7:09pm)		
Officers Present:	<p>Executive Officers Present</p> <p>Andrew Day, Chief Executive Officer Niall Sheehy, Acting Director City Planning & Community Rachelle Quattrocchi, Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerry Paterson, Group Manager People and Communications</p> <p>Other Officers in Attendance</p> <p>Carrie Bruce, Senior Governance Officer Frank Vassilacos, Manager Integrated Planning Lydia Winstanley, Coordinator City Planning Roger Woodlock, Project Engineering Specialist Michelle Baumann, Property Officer Assistant Valuer</p>		
Apologies:	Nil		
Items discussed:	<ol style="list-style-type: none"> 1. PIP Update (confidential) 2. Addressing Overshadowing of Public Open Space 3. Waste Collection Contract and Receipt of Recyclables Contract - Intent to Exercise Contract Extension Options 		

CONFLICT OF INTEREST DISCLOSURES

Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS

Meeting Name:	Strategic Briefing Session		
Date:	Wednesday, 1 December 2021	Time Opened:	6:30 pm
		Time Closed:	8:05 pm
Location:	Zoom conferencing		
Councillors Present:	Cr Michelle Kleinert (Mayor), Cr Deirdre Diamante (Deputy Mayor), Cr Anna Chen, Cr Andrew Conlon, Cr Geoff Gough, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne and Cr Stephen Mayne		
Officers Present:	Executive Officers Present		
	Andrew Day, Chief Executive Officer Niall Sheehy, Acting Director City Planning & Community Rachelle Quattrocchi, Director City Services		
Officers Present:	Other Officers in Attendance		
	Kim Tran, Governance Officer Lydia Winstanley, Coordinator City Planning Matthew Lynch, Strategic Planner Frank Vassilacos, Manager Integrated Planning Helen Napier, Manager City Amenity Michael Tregonning, Coordinator Parks Arran Provis, Senior Strategic Arborist		
Apologies:	Nil		
Items discussed:	<ol style="list-style-type: none"> 1. Protection and Management of Pine and Cypress Trees on Private Land 2. Tree Amenity Value Policy 3. Tree Management Plan 		

CONFLICT OF INTEREST DISCLOSURES

Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Flood Mapping Project Pre-SBS Briefing		
Date:	Monday, 6 December 2021	Time Opened:	5.00 pm
		Time Closed:	6.00 pm
Location:	MS Teams (Virtual)		
Councillors Present:	Cr Kleinert (Mayor), Cr Chen, Cr Conlon, Cr S Mayne, Cr Diamante, Cr Gough & Cr Lange		
Officers Present:	Rachelle Quattrocchi, Frank Vassilacos, Andrew Day, Lydia Winstanley, Roger Woodlock		
Apologies:	None – Optional meeting for Councillors		
Items discussed:	1. Manningham Flood Mapping Project – Pre SBS Briefing		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Strategic Briefing Session				
Date:	Tuesday, 7 December 2021				
	<table border="1"> <tr> <td>Time Opened:</td> <td>6:36 pm</td> </tr> <tr> <td>Time Closed:</td> <td>10:03 pm</td> </tr> </table>	Time Opened:	6:36 pm	Time Closed:	10:03 pm
Time Opened:	6:36 pm				
Time Closed:	10:03 pm				
Location:	Zoom conferencing				
Councillors Present:	Cr Michelle Kleinert (Mayor), Cr Deirdre Diamante (Deputy Mayor), Cr Anna Chen, Cr Andrew Conlon, Cr Geoff Gough, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne and Cr Stephen Mayne (left at 9.26)				
Officers Present:	<p>Executive Officers Present</p> <p>Andrew Day, Chief Executive Officer Niall Sheehy, Acting Director City Planning & Community Rachele Quattrocchi, Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerryn Paterson, Group Manager People and Communications</p> <p>Other Officers in Attendance</p> <p>Carrie Bruce, Senior Governance Advisor Lydia Winstanley, Coordinator City Planning Roger Woodlock, Project Engineering Specialist Frank Vassilacos, Manager Integrated Planning Helen Napier, Manager City Amenity Molley Qi, Manager Procurement & Contracts Heather Callahan, Coordinator Recreation Drago Lijovic, Coordinator Waste Services Vicki Miller, Strategic Risk and Assurance Advisor Liz Lambropoulos, Team Leader Integrated Transport Andrew Mangan, Project Officer Lee Robson, Group Manager Community Programs Ben Harnwell, Coordinator Business, Events and Grants</p>				
Apologies:	Nil				
Items discussed:	<ol style="list-style-type: none"> 1. Waste Contracts and Programs Update (Confidential) 2. Leisure Facilities Contract Update 3. North East Link Project Update 4. Strategic Risk Register 5. Community Partnership Grants 6. Manningham Flood Mapping Project 				
CONFLICT OF INTEREST DISCLOSURES					
Were there any conflict of interest disclosures by Councillors?	No				

13.3 Documents for Sealing

File Number: IN21/781
Responsible Director: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

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

COUNCIL RESOLUTION

MOVED: CR TOMAS LIGHTBODY
SECONDED: CR ANDREW CONLON

That Council sign and seal the following documents:

**Consent to Build Over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and W Noozdahyseysan and A Radmehr
25 George Street, Doncaster East**

**Deed of Renewal and Variation of Lease
Council and Deep Creek Child Care Centre Inc.
Part 510-518 Blackburn Road, Doncaster East**

CARRIED UNANIMOUSLY

2. BACKGROUND

The Council's common seal must only be used on the authority of the Council or the Chief Executive Officer under delegation from the Council. An authorising Council resolution is required in relation to the documents listed in the recommendation section of this report.

3. DECLARATIONS OF CONFLICT OF INTEREST

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

14 URGENT BUSINESS

There were no items of Urgent Business.

15 COUNCILLOR REPORTS AND QUESTION TIME

15.1 Councillor Reports

Cr Chen reported that she had recently attended Manningham's Carols by Candlelight and noted that it was a great success bringing in many local residents as well as people from other municipalities. Cr Chen thanked all staff who helped make this event so successful, especially those involved in the post event clean-up which was greatly appreciated by residents and park goers.

Cr S Mayne provided a report on recent activities at the Bulleen Templestowe Cricket Club. He was pleased to advise that the club's veterans team had come a long way in the 6 years since it was established as an E-grade team having recently played their first game in the A-grade competition. Cr Mayne also congratulated the club for their first ever Senior Women's team who are using the Ted Ajani oval on alternate Sundays to the Veterans team.

15.2 Councillor Questions

Cr Chen advised that in August 2021 Infrastructure Victoria presented Victoria's *Infrastructure Strategy 2021-2051*. The Strategy included 94 recommendations around 8 key focus areas including transport, environment and community. Cr Chen noted that the State Government had recently released its response to the recommendations with implementation actions and investment underway. In particular She noted that some of the recommendations are supported by the Government and asked if officers could advise what measures Manningham Council will take in order to take advantage of those supported recommendations for the benefit of the Manningham community? For example recommendation 28 is to partner with local government to fund pedestrian infrastructure.

Mr Andrew Day, Chief Executive Officer, thanked Cr Chen for her question and responded that Council will be working through the report and Government response, looking at the key recommendations from Manningham's perspective to see what Council can do in terms of taking advantage of potential partnerships and the flow on funding opportunities that might arise in the form of grants etc.

Ms Rachelle Quattrocchi, Director City Services added that Council further welcomes the opportunity to partner with the State Government to work on and achieve the long term goals to expand Manningham's pedestrian network and promote people to walk more and to provide connections to these activities. This supports not only health & wellbeing and inclusion in the community but also supports Manningham's Healthy City Strategy and Liveable City Strategy.

Cr S Mayne advised that the synthetic cricket pitch at Ted Adjani is heavily utilised and showing signs of wear and tear. Cr S Mayne asked the CEO if he could outline the investment program on synthetic pitches across the municipality.

Mr Andrew Day, Chief Executive Officer, thanked Cr S Mayne and responded that Councillors will be provided with information on the process for reviewing and upgrading pitches and services.

16 CONFIDENTIAL REPORTS

There were no Confidential reports.

The meeting concluded at 7:55pm.

Chairperson
CONFIRMED THIS 22 FEBRUARY 2022