



Ordinary Meeting of the Council

AGENDA

Date:	Tuesday, 25 September 2018
Time:	7:00pm
Location:	Council Chamber, Civic Centre 699 Doncaster Road, Doncaster

This meeting is convened to transact the business listed below

Andrew Day
Chief Executive Officer

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

COUNCIL MEETING SEATING PLAN

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**1 OPENING PRAYER AND STATEMENTS OF
ACKNOWLEDGEMENT**

2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

3 PRIOR NOTIFICATION OF CONFLICT OF INTEREST

4 CONFIRMATION OF MINUTES

Confirmation of the Minutes of the Ordinary Meeting of Council held on 28 August 2018; the Special Meetings of Council held on 7 August 2018 and the 11 September 2018.

5 PRESENTATIONS



6 PETITIONS

7 PUBLIC QUESTION TIME

8 ADMISSION OF URGENT BUSINESS

9 PLANNING PERMIT APPLICATIONS

9.1 Planning Application PL17/027801 at 14 and 16 Clay Drive, Doncaster for the development of a five-storey apartment building containing twenty-two dwellings over basement car parking

File Number:	IN18/382
Responsible Director:	Director City Planning and Community
Applicant:	Arnwell Pty Ltd C/- Planning and Property Partners
Planning Controls:	Activity Centre Zone, Schedule 1 (ACZ1); Development Contributions Plan Overlay, Schedule 1 (DCPO1); Parking Overlay, Schedule 1 (PO1)
Ward:	Koonung
Attachments:	1 Decision Plans ↓  2 Legislative Requirements ↓ 

EXECUTIVE SUMMARY

Purpose

1. This report provides Council with an assessment of the planning permit application submitted for land at 14 and 16 Clay Drive, Doncaster and recommends refusal of the submitted proposal. The application is being reported to Council given that it is a Major Application (with more than 15 dwellings and a development cost of more than \$5 million).

Proposal

2. The proposal is for the use and development of land at 14 and 16 Clay Drive, Doncaster for a five storey apartment building comprising 22 dwellings, with a full basement level of car parking and a partial level of parking above in a Lower Ground Floor.
3. The land has a total area of 1,337 square metres. The building provides for 22 apartments has a site coverage of 63%, a site permeability of 17.05% and a maximum building height of 14.5 metres. A total of 41 car spaces is provided, with 30 spaces being within the main basement an 11 spaces being above in the Lower Ground Floor. Two of the Lower Ground Floor spaces are allocated to visitors. Ten bicycle spaces are provided.

Advertising

4. Notice of the application was given over a three week period which concluded on 8 August 2018.
5. To date 14 objections have been received. The objections include issues relating to the pattern of development/streetscape, neighbourhood character/architectural presentation, overdevelopment, poor design response/lack of stepping to adjoining property/zone to the south, overlooking, shadowing impact, traffic/on-street parking impacts, noise, construction impact, internal amenity, landscaping and plan detailing.

Key issues in considering the application

6. The key issues for Council in considering the proposal relate to:
- Planning Policy Frameworks;
 - Design and built form;
 - Apartment developments;
 - Car parking, access, traffic and bicycle facilities; and
 - Objector concerns.

Assessment

7. The development of the land with a high density residential apartment building is consistent with the relevant objectives of state and local planning policies of the Manningham Planning Scheme (the Scheme), including the requirements of the Activity Centre Zone 1 (ACZ1) and supporting policy relating to the Doncaster Hill Principal Activity Centre.
8. While the proposal complies with requirements of the ACZ1 relating to siting, height and setbacks, it fails to meet requirements relating to overshadowing, landscape design and building presentation. The development does not transition appropriately to surrounding development, including to the adjoining property to the south, which is within the General Residential Zone (Design and Development Overlay Schedule 8-2). The proposal also fails to provide adequate internal amenity, as it relates to building entry, private open space, room depth and daylight to windows.

Conclusion

9. This report concludes that the proposal does not comply with the relevant planning policy in the Scheme and should be refused.
10. It is recommended that the application be refused.

1. RECOMMENDATION**That Council:**

- A. Having considered all objections, issue a NOTICE OF REFUSAL in relation to Planning Application PL17/027801 at 14 and 16 Clay Drive, Doncaster for the development of a five-storey apartment building containing twenty-two dwellings over basement car parking, for the following reasons –**
- 1. The proposal does not provide an appropriate transition in scale, form and height to the adjoining properties to the south located in the General Residential Zone, which is contrary to Schedule 1 to the Activity Centre Zone and the objective of Clause 58.02-1 (Urban context) of the Manningham Planning Scheme.**
 - 2. The proposal will result in unreasonable streetscape and off-site amenity impacts to adjoining properties through unsympathetic built form, excessive bulk and massing, blank wall presentation, verticality, the removal of vegetation, the lack of boundary landscaping, inadequately overlooking treatments and overshadowing impacts, which is contrary to Schedule 1 to the Activity Centre Zone of the Manningham Planning Scheme.**

3. **The proposal does not provide adequate landscaping opportunities within the front setback and along the northern and southern boundaries, due to the location of the basement, driveway and hard stand areas, which is contrary to Clause 52.06-9 (Car parking design standard 7), 58.03-5 (Landscaping) objectives and Schedule 1 to the Activity Centre Zone of the Manningham Planning Scheme.**
4. **The proposal will result in unreasonable on-site amenity impacts to future residents, by failing to meet minimum balcony requirements, which is contrary to Clause 58.05-3 (Private open space), or maximum room depth dimensions, which is contrary to Clause 58.07-2 (Room depth), or providing any daylight to many habitable room windows, which is contrary to Clause 58.07-3 (Windows) objectives of the Manningham Planning Scheme.**
5. **The proposal does not provide adequate facilities and detailed design through poorly integrated building entry, which is contrary to 58.05-2 (Building entry and circulation), and inappropriately located mailboxes and service cabinets that are poorly integrated with the development, which is contrary to Clause 58.06-2 (Site Services) objectives of the Manningham Planning Scheme.**
6. **The proposal does not provide adequately detailed visibility splay requirements along the exit lane at the site frontage and has not fully considered crossover width or location impacts on street trees, which is contrary to Design Standard 1 (Accessways) at Clause 52.06-9 (Car Parking) of the Manningham Planning Scheme.**

2. BACKGROUND

- 2.1 The application was submitted to Council on 26 October 2017.
- 2.2 A request for further information was sent on 21 November 2017. The letter also raised a number of concerns with the proposal including those now forming refusal grounds.
- 2.3 The application proposal was presented to the Sustainable Design Taskforce meeting on 23 November 2017.
- 2.4 All requested further information was received by Council on 26 April 2018.
- 2.5 The application was not advertised immediately at the request of the applicant who sought to investigate the status of the land to the north of the site which is developed by two units and owned by Council. The land is proposed to form a road between Clay Drive and Hepburn Road under the Doncaster Hill Activity Centre Structure Plan.
- 2.6 It is understood that the whole width of the Council owned property is not required for the roadway, meaning some of the land could be offered for sale. However, there is no firm design or timeframe associated with the road construction, and the applicant request Council continue processing the application.

- 2.7 Notice of the application was given over a minimum three-week period which concluded on 8 August 2018.
- 2.8 The statutory time for considering a planning application is 60 days, which lapsed on 25 June 2018.
- 2.9 The land titles are not affected by any covenants or restrictions.

3. THE SITE AND SURROUNDS

The Site

- 3.1 The site is situated on the eastern side of Clay Drive, Doncaster, approximately 125 metres south of the "T" intersection with Doncaster Road.
- 3.2 The rectangular shaped site (2 lots) has a frontage of 35.36m, northern and southern boundaries of 37.8m and an eastern (rear) boundary of 35.36m. Site area is 1,337 square metres.
- 3.3 The site is affected by a 3.0m wide drainage and sewerage easement located along the eastern boundary.
- 3.4 No. 14 Clay Drive (northern lot) is vacant, open and grassed (except for a vegetable garden) with a paling fence to the current frontage and paling fences to the northern and eastern boundaries. This land is unfenced to 16 Clay Drive.
- 3.5 No. 16 Clay Drive is developed with a large brick dwelling which is two-storey to the front and three-storey to the rear. There is a brick and steel rail fence to the frontage (positioned forward of the actual title boundary in the Clay Drive road reserve).
- 3.6 There is a large conifer within the front yard and a single crossover at the southern end of the frontage. A large multi-stemmed Weeping Lilly Pilly is located just to the rear of the front brick fence in the south-western corner of the site (this tree appears to be in the road reserve).
- 3.7 A medium sized street tree is approximately 1.5m north of the crossover.
- 3.8 The land has a significant crossfall of approximately 7.0m from the north-western corner to the south-eastern corner and side/rear boundaries are defined by paling fences.
- 3.9 The rear of No.16 Clay Drive has been filled to create a relatively level yard at the fenceline. The fill is retained hard up to a paling fence which is constructed on the lower ground level of No. 45 Walker Street to the east. As a result the paling fence as viewed from the west is quite low. Trees within No. 45 Walker Street assist in maintaining privacy.

The Surrounds

- 3.10 The site has direct abutments with five properties, as follows:

Direction	Address	Description
North	1 and 2, 12 Clay	This property is in the Activity Centre Zone.

	Drive, Doncaster	<p>This property is developed with two, two storey dwellings positioned one behind the other. There are two crossovers serving the dwellings.</p> <p>Council owns this land and there is a future proposal to construct a roadway on this site connecting through to Hepburn Road to the east. (Council also owns the property to the east of 12 Clay Drive, being 1 and 2, 49 Walker Street.)</p> <p>A row of medium sized trees is along the common boundary.</p>
East	<p>47 Walker Street, Doncaster</p> <p>45 Walker Street, Doncaster</p>	<p>These properties are in the Activity Centre Zone.</p> <p>This property is developed with a large two-storey brick dwelling which is setback approximately 7.5m from the common boundary. The dwelling presents as single storey to the site. Various habitable room windows and a terrace face the site. The main private open space is at the rear of the dwelling.</p> <p>This property is developed with an “L” shaped single storey brick dwelling setback approximately 10.0m from the common boundary. The dwelling is positioned lower than the site due to slope/terracing.</p> <p>The main private open space is to the rear and there are several screen trees across the yard.</p>
South	18 Clay Drive Doncaster	<p>This property is in the General Residential Zone and subject to Design and Development Overlay Schedule 8-2.</p> <p>The property is developed with a two/three storey brick dwelling of similar scale and style to the dwelling at 16 Clay Drive. As the brick front fence of this property lines up with the front fence at No.16 Clay Drive, this suggests that it too is not constructed to the Title boundary.</p> <p>The dwelling is setback approximately 2.5m from the common boundary and presents a sheer two/three storey wall to the site with various habitable room windows (at both main levels), a small upper balcony and a raised landing (above fence height) facing the site.</p>

- 3.11 There are two large two-storey brick dwellings opposite the site on the western side of Clay Drive (within the Activity Centre Zone).
- 3.12 Clay Drive is a local street (concrete footpaths on either side) which extends downhill from Doncaster Road to Frederick Street/Tram Road. While being essentially a residential street containing predominantly single houses on each lot, the northern part of the street is characterised by a large apartment building ("The Nest") at 642 Doncaster Road (side presentation to the west side Clay Drive) and a large office building and open car park to the south. Opposite "The Nest" is an office building at 660 Doncaster Road (side presentation to Clay Drive) and the South Point apartment building (7 storeys) at 8 Clay Drive to the south.
- 3.13 At the Doncaster Road intersection, all traffic leaving Clay Drive must turn left.
- 3.14 Residential abutments in Clay Drive are subject to Resident Parking Permits. In front of the site there is also a 2 hour parking limitation between 8.00am and 6.00pm Saturday and Sunday. On-street parking is common at the northern end of the street, especially during week-days.
- 3.15 The site is at the southern edge of the Doncaster Hill Principal Activity Centre. The Activity Centre spans along the main arterial roads (Doncaster Road, Tram, Elgar and Williamsons Road corridors) and forms a central hub of residential, commercial, retail and recreational facilities. It is apparent that the area is changing in line with Council's vision, evidenced by the construction of various residential apartment towers within the precinct and the approval of a range of development permits for the same.
- 3.16 In terms of public transport, the site is well serviced by bus routes operating along Tram and Doncaster Roads, connecting activity centres and residential areas within the municipality to Melbourne's Central Activity District. A major bus interchange is situated within the Westfield Doncaster complex which is approximately 280 metres walk from the site. The site is within the Principal Public Transport Network designation area as introduced by Amendment VC148.
- 3.17 In addition to having access to the numerous retail, restaurant and entertainment venues within the Shopping Centre, the site is well serviced by other community and local facilities.
- 3.18 The southern boundary of the site and the southern boundary of 11 Clay Drive on the opposite side of the road represent the southern edge of the Activity Centre Zone, with properties to the south being within the General Residential Zone Schedule 2 and covered by Design and Development Overlay Schedule 8-2.
- 3.19 As has been indicated, Council has acquired land (1/2, 12 Clay Drive and 1/2, 49 Walker Street) with a view to extending Hepburn Road westward, so as to connect with Clay Drive. The purpose of this future road connection is to improve local access to arterial roads and assist with pedestrian connectivity within the Doncaster Hill Activity Centre.
- 3.20 The road construction will involve demolition of the four dwellings on the properties, with civil works being "earmarked" for this year's capital works programme.

4. THE PROPOSAL

- 4.1 The proposal is outlined on the plans prepared by Metaxas Architects Pty Ltd, Project No. 15.046 Revisions A and Ai of April and May 2018 and a landscape plan prepared by John Patrick Landscape Architects Pty Ltd, Job No. 17-0384 dated March 2018. Refer to Attachment 1.
- 4.2 The following reports were provided in support of the application:
- Town Planning report and Clause 58 Assessment prepared by Planning and Property Partners (originally dated October 2017 and referring to an earlier building layout);
 - Waste Management Plan prepared by Waste Tech Services Pty Ltd dated 20 April 2018;
 - Traffic Impact Assessment prepared by One Mile Grid Pty Ltd dated 19 April 2018;
 - Sustainable Management Plan prepared by Urban Digestor dated 19 April 2018;
 - Green Travel Plan prepared by Urban Digestor dated 16 May 2018;
 - Arboricultural Assessment (includes assessment of development impacts) prepared by Arbour Survey Pty Ltd dated 12 October 2017; and
 - Compressed Air Excavation Tree Root Report by Greenwood Consulting dated 17 May 2018 (assessing likely impact of basement excavation on a row of trees immediately to the north of the site).

Development summary

- 4.3 A summary of the development is provided as follows:

Land Size:	1337m ²	Maximum Building Height:	14.3m (In relation to NGL)
Site Coverage:	63%	Design Element Height:	N/A
Permeability:	17.05%	Min. wall setback to Clay Drive (west)	Basement – 4.03m Lwr. Ground – 4.02m Ground – 6.425m (est.) Levels 1-3 – 6.387m Level 4 – 7.0m (est.)
Number of Dwellings:	22 • 2 bedrooms: • 6 • 3 bedrooms: • 16	Min. wall setback to northern boundary	Basement – 0.0m Lwr. Ground – 0.0m Ground – 4.53m Levels 1-3 – 4.53m Level 4 – 4.52m
Dwelling Density:	One per 60.77m ² Floor areas ranging from 96m ² to 136m ²	Min. wall setback to eastern (rear) boundary	Basement – 3.25m Lwr. Ground – 3.25m Ground – 4.5m Levels 1-3 – 4.5m Level 4 – 18.3m (to lift)

Total car parking spaces:	41	Min. wall setback to southern boundary	Basement – 0.0m
• Residents:	• 39		Lwr.Ground – 4.54m
• Visitors:	• 2		Ground floor – 4.52m
			Level 1-3 – 4.53m
			Level 4 – 4.38m

Design layout

- 4.4 The proposed building has a relatively square footprint and is characterised by a roofline that slopes down to the south (as a result of the northern wall being higher than the southern wall). The building is to be constructed in pre-cast concrete and will have terraces on each wall presentation, with these generally being partially recessed into the main footprint.
- 4.5 Lift and stair access is provided to every level of the building.
- 4.6 The Basement is below natural ground level and is dedicated to resident parking and storage facilities. There is wide ramp access to the level above. The Basement extends to both the northern and southern boundaries and up to the rear easement.
- 4.7 The Lower Ground Floor is predominantly taken up with an “L” shaped parking area which is below ground on the northern side. This area also contains a large plant room with a 10,000 litre water tank, a bin room, storage for residents and bicycle parking. There are also 2 dwellings at this level which open to terracing on the eastern and southern sides. These dwellings have internal access to the central lift/stair facilities and the parking area.
- 4.8 The parking component of the Lower Ground Floor extends to the northern boundary and the rear easement. At the south-eastern corner of the building, the terrace of Dwelling LG01 will be approximately 1.25m higher than the south-eastern corner of the site.
- 4.9 The Ground Floor plan consists of the lobby and 4 dwellings, each with large terraces. Viewed from the street, the northern end of this floor will be cut into the ground by up to 2.2m, with retaining walls being setback from the frontage to facilitate tree planting at NGL. A stepped, powder coated aluminium coated vertical slat fence (maximum height of 1.769m) is proposed to the frontage, north of the pedestrian path/stair entry.
- 4.10 Service cabinets for fire booster, gas and water are to be set into a wall on the southern side of the pedestrian path/stair entry.
- 4.11 The First, Second and Third Floor plans are the same, consisting of 5 dwellings, each with a terrace from living areas. Two dwellings also have side terraces to bedrooms.
- 4.12 The Fourth Floor plan contains single dwelling, positioned at the north-western corner. This dwelling has a large front terrace and a roof terrace to the east. Screened services are adjacent.
- 4.13 The dwellings are all two and three bedroom units with a floor area range of 96m² to 136 m².

- 4.14 Where there are above ground terraces facing to the north, east and south, Plans notate a special balustrade design ("SC01") which is demonstrated in Section CC as 1.5m high obscure glass balustrade with a horizontal shelf atop (400mm wide) designed to reduce overlooking impacts in the vicinity of the building.

Pedestrian and vehicular access and layout

- 4.15 Pedestrian access will be from a central point of the Clay Drive frontage, with the option of stairs or a ramp. A wide path will serve a spacious communal lobby.
- 4.16 The building will have ramped vehicular access at the south-western corner of the lot, with a 2 way entry/exit point and a curved alignment past this point.
- 4.17 The Basement level will contain 32 car spaces, with no tandem or stacker parking. Fourteen storage lock-ups (8.6m²) are provided.
- 4.18 The Lower ground Floor will contain 11 car spaces, 2 of which are for visitors. Eight storage lock-ups (min. area of 7.1m²) are provided. Waste services in the form of an enclosed bin room are provided near the base of the access ramp.

Landscaping

- 4.19 No existing trees are to be retained. A row of trees is proposed along the frontage, north of the path entry. These will be into deep earth. Another tree within a raised planter (over slab) is proposed in front of the lobby.
- 4.20 Four trees and smaller plantings are proposed along the northern boundary within raised planters (over slab).
- 4.21 A row of nine trees is also proposed along the eastern boundary (in deep earth, but over an easement) with smaller plantings below.
- 4.22 A row of five trees with smaller plantings below is proposed along the southern boundary, east of the vehicular ramp. These trees will be within a raised planter (over slab).
- 4.23 As the vehicular ramp will be constructed adjacent to the southern boundary for a length of approximately 11.0m, there will be no planting at this point.

Design Detail

- 4.24 The proposed building features a contemporary architectural style which exhibits a relatively "solid" vertical form with a mildly angled roof line and shallow roofing element. The front elevation to Clay Drive is heavily articulated through a series of terraces which project forward of the main walls. These include framing elements which create bold feature statements, especially as the upper floor terraces are roofed. The front entry is however, relatively recessive and non-descript.
- 4.25 On the Clay Drive elevation, terraces and their side blade walls project well forward of the wall setbacks, effectively bringing the building forward in terms of its perceived presentation. This can be observed on Views "A, B and C" on TP06.1 Rev. A.

- 4.26 Side walls to the north and south display some articulation through terrace projection, but both offer high wall sections to the front with some mild edge projections and colour changes to assist in “breaking up” the rather robust presentation. There are numerous sections of wall that are predominantly blank, relying on precast concrete incorporating textured sections to provide articulation.
- 4.27 The rear wall to the east incorporates a heavy use of terraces projecting forward of the building line, with minimal articulation to the outer edges provided through fenestration and precast concrete.

5. LEGISLATIVE REQUIREMENTS

- 5.1 Refer to Attachment 2.
- 5.2 A permit is required under Clause 37.08-6 (Activity Centre Zone, Schedule 1) of the Manningham Planning Scheme, to construct a building or construct or carry out works.

6. REFERRALS

External

- 6.1 There are no applicable determining or recommending referral authorities.

Internal

- 6.2 The application was referred to a number of service units within Council. Reference to conditions would apply if a permit were to be issued. The following table summarises the responses:

Service Unit	Comments
Engineering & Technical Services Unit – Drainage	<ul style="list-style-type: none"> No objection subject to conditions for the provision of onsite storm water detention.
Engineering & Technical Services Unit – Vehicle Crossing	<ul style="list-style-type: none"> No objection subject to conditions providing for the widening of the crossover to 5.5 metres and addressing street tree conflict.
Engineering & Technical Services Unit – Access and Driveway	<ul style="list-style-type: none"> No objection subject to conditions demonstrating adequate sight lines are available from the exit lane.
Engineering & Technical Services Unit – Traffic and Car Parking	<ul style="list-style-type: none"> No objection as the number of car parking spaces provided is satisfactory and there are no traffic issues in the context of the traffic and the surrounding street network.
Engineering & Technical Services Unit – Car Parking Layout	<ul style="list-style-type: none"> No objection.
Engineering & Technical Services Unit – Construction Management	<ul style="list-style-type: none"> No objection subject to a requirement for the provision of a construction management plan.

Service Unit	Comments
Engineering & Technical Services Unit – Waste	<ul style="list-style-type: none"> No objection subject to conditions for private waste collection.
Engineering & Technical Services Unit – Easements	<ul style="list-style-type: none"> No objection subject to build over easement approval being granted.
Engineering & Technical Services Unit – Flooding	<ul style="list-style-type: none"> No objection as the site is not subject to inundation.
City Strategy Unit – Urban Design	<ul style="list-style-type: none"> Given the future interface with a new road and shared path to the north, this development should be designed to respect the existing residential interface to the north in the short term, and a future extended Hepburn Road that will run along the property's northern boundary. Substantial changes would be required to achieve this. The building has a square footprint which extends vertically to the roofline on all sides, and features large sections of blank wall on the northern and southern elevations, resulting in excessive building bulk. The basement carpark extends to the northern boundary which limits boundary landscaping to two raised planters. The pedestrian entrance to the building is relatively concealed.

7. CONSULTATION / NOTIFICATION

7.1 Notice of the application was given over a three week period, concluding on 8 August 2018, by sending letters to the owners and occupiers of adjoining and nearby properties and by displaying a sign on the site frontage, in accordance with the requirements of the Act.

7.2 To date, 14 objections has been received from the following properties:

- 13, 15, 17, 18, 19, 20, 22, 24, 26, 30, 1/32 and 39 Clay Drive, Doncaster.

7.3 The main grounds of the objection can be summarised into the following categories:

- Inappropriate built form (bulk, architecture, lack of graduated stepping to the General Residential 2 Zone to the south);
- Out of character with existing streetscape;
- Does not properly respond to relevant planning provisions;
- Off-site amenity impacts (loss of sunlight, loss of privacy through overlooking and noise);
- On-site amenity (poor unit layout at the lower ground floor);
- On-street parking impacts and increased traffic;
- Loss of property value;
- Likely construction impacts; and
- Inadequate plan detailing.

- 7.4 A response to the grounds of objection are included in the assessment section of this report.

8. ASSESSMENT

- 8.1 The proposal has been assessed against the relevant state and local planning policies, the zone and overlay and the relevant particular provisions and general provisions of the Scheme.

- 8.2 The following assessment is made under the headings:

- Planning Policy Frameworks;
- Design and built form;
- Apartment developments;
- Car parking, access, traffic and bicycle facilities; and
- Objector concerns.

Planning Policy Frameworks

- 8.3 Key objectives of the PPF and LPPF seek to intensify activity centres as a focus for high-quality development and encourage increased activity and density as a way to achieve broader urban consolidation objectives.
- 8.4 At both the PPF and LPPF levels, policy emphasises the need for mixed use development with a focus on high density residential development in the Doncaster Hill Activity Centre, in which the site is located. The use of the site for the purpose of a residential apartment building is appropriate within the zoning of the land and the strategic context of the site. The site's location places it within very good proximity to access to public transport and existing services.
- 8.5 Council has, through its policy statements throughout the Planning Scheme, sought to implement this policy as it relates to Doncaster Hill at Clause 21.09 through Schedule 1 to the Activity Centre Zone.
- 8.6 Within the Doncaster Hill Principal Activity Centre there are various precincts delineated in accordance with their topographic orientation and aspect on Doncaster Hill, their relationship to main roads, and their present and future uses. The site, together with all land within the ACZ on the south side of Doncaster Road east of Tram Road, is within Precinct 2.
- 8.7 Under the ACZ1, the subject site is located in Precinct 2: South East Doncaster Boulevard. Further to this, the site is within Sub Precinct 2F.
- 8.8 The most relevant objective for Precinct 2 (Clause 5.2-2) is *to encourage an appropriate mix of residential and commercial uses in the precinct.*
- 8.9 Within Sub-Precinct 2F the maximum allowable building height (excluding basement) is 14.5m (mandatory). The following building setback requirements apply:
- Front – 5.0m
 - Side and rear – 4.5m.
- 8.10 Balconies may be constructed within the setback areas specified in the precinct provisions at Clause 5 of this Schedule provided they are designed and located to the satisfaction of the responsible authority.

- 8.11 A Precinct Guideline indicates that built form should achieve a general stepping of the building in a southerly direction from the ridgeline, down Tram Road, and towards the residential area to the east.
- 8.12 Design and Development guidelines at Clause 4.4 include the following:
- *Development should be designed to avoid casting shadows on adjacent properties (including public open space areas) outside the activity centre between 11:00am and 2:00pm on 22 September.*
 - *Incorporate screen planting and landscape buffers of 1.5 metre minimum width as an interface to adjoining sites;*
 - *Provide canopy trees and native indigenous plantings.*
- 8.13 The land use for dwellings is a use that is supported under the ACZ1 that does not require a planning permit. The Doncaster Hill Principal Activity Centre supports mixed-use and higher density residential development within the activity centre. The proposal provides an appropriate use for the location.
- 8.14 The building is in a local street that is highly accessible to and from Doncaster Road and Westfield Doncaster and the proposal is consistent with the land use vision for the Doncaster Hill area. In particular, it supports the key vision objectives, which encourage high density, high-rise development and innovative contemporary design.

Design and Built Form

- 8.15 The ACZ1 sets a number of mandatory and preferred maximums/minimums for buildings within the Activity Centre. These mainly relate to the scale of the development, such as height and setback distances. The requirements establish a three dimensional building envelope for each site.
- 8.16 The following assessment identifies and considers these mandatory and preferred requirements from the ACZ1, as outlined at Clause 4.4 (Design and Development), as well as the decision guidelines at Clause 8.0.

Building Height

- 8.17 The maximum building height is a mandatory requirement. The maximum building height permitted for this site under the ACZ1 is 14.5 metres with no allowance for any additional design element feature.
- 8.18 Acknowledging the slope of the site, the proposed building reaches a height of 14.5 metres. Due to some lack of clarity on plan, if a permit were to issue, a condition would require dimensions to clearly demonstrate compliance with the mandatory maximum building height requirement.
- 8.19 A car park exhaust vent and lift overrun are shown exceeding the maximum building height. The ACZ1 makes allowances for plant rooms, plant, screens and lift-overruns above the maximum building height if certain criteria are met, which they are in this instance.
- 8.20 While the proposal meets the mandatory maximum height requirement, the footprint and form of the development appears to adopt this height limit, together with minimum setback requirements, forgoing regard to other objectives, requirements or the orderly planning of the area.

- 8.21 The proposed apartment development fails to respond positively to the existing urban context or the preferred future development of the area, having regard to its southern interface (which is within the General Residential Zone 2 and Design and Development Overlay 8-2). The development does not appropriately scale or transition to the south, including having regard to the topography of the area, which also falls to the south.

Front Setback

- 8.22 The building exceeds the preferred 5 metre front setback requirement, with a minimum 6.387 metres being achieved. The ACZ allows for minor buildings and works within the setbacks (such as verandahs, architectural features, balconies, sunshades, screens, artworks and street furniture setbacks) provided they are designed and located appropriately. Terraces set forward of the front façade are generally compliant with the 5 metre building setback, with two exceptions.
- 8.23 The first floor central terrace is setback 3.5 metres from the site frontage. Given this terrace spans only 5 metres, is predominantly located over the pedestrian entry path below, it is considered an acceptable variation across the 35.36 metre wide frontage. The fourth floor terrace is setback 4.832 metres from the site frontage. This terrace spans 13.5 metres across the site frontage, on the northern side of the building. It is likely that this negligible setback variance will be imperceptible from the street. Front terraces are therefore considered to be designed and located appropriately.
- 8.24 While the proposal generally meets the front setback requirements, the development presents to the street with repetitious balconies, with bulk, massing and verticality that is unsympathetic with existing development in the street and future development encourage under the Activity Centre Zone and Design and Development Overlay Schedule 8-2.

Side and Rear Building Setbacks

- 8.25 Policy includes preferred minimum requirements relating to side and rear setbacks (i.e. they can be varied by a permit). The minimum setback from a side or rear boundary is 4.5 metres. Setbacks to the building above natural ground level are compliant from all boundaries at all levels. Terraces are set forward of the 4.5 metre building setbacks on all sides on the first, second and third floors. The minimum terrace setback provided from a side or rear boundary is 3.58 metres. All projecting terraces are screened to limit overlooking and provide some much needed building articulation, therefore the extent of the projection of terraces is considered acceptable. No side or rear setback encroachment is made at the fourth floor.
- 8.26 While the proposal generally meets the side and rear setback requirements, the development presents to adjoining properties with bulk, massing and verticality, as well as large areas of blank walls. To the north, the development has not been designed to take into account the future road, and to the south the development fails to provide adequate transition in scale, form or building height.
- 8.27 These issues are exacerbated by inadequate landscaping opportunities to the northern and southern boundaries, to be discussed.

Overshadowing

- 8.28 The site is located on the southern edge of the activity centre. Develop should avoid casting shadows outside the activity centre between 11:00am and 2:00pm. The development has not avoided casting shadows on adjacent properties outside the activity centre. The sheer southern walls of the building makes little attempt to reduce overshadowing into the adjoining property to the south at 18 Clay Drive, causing unreasonably off-site amenity impacts.

Landscape Design

- 8.29 Landscaping is required to provide screen planting and minimum 1.5 metre wide landscape buffers as an interface to adjoining sites. Landscaping along the side boundaries is significantly limited by basement walls that extend across a significant proportion of the northern and southern boundaries. The location of these walls prevent any deep soil planting. Planter boxes are presumed to be used but are inadequately detailed, particularly as the site falls to the rear. While the depth of the planter boxes is unknown and variable across the length of the site, the width of these planting areas is also generally inadequate.
- 8.30 Along the northern boundary, sections of landscape achieve a width of 1.9 metres, however a central 11.2 metre long section provides a width of only 0.8 metres. Along the southern boundary, the first 13 metres from the site frontage will remain unplanted due to the location of the driveway. The following 21 metres of the site is provided with a 1.2 metre wide landscape strip. The submitted landscape plan appears to depict shrubs in these locations with a height at maturity of up to only 1.5 metres. Trees ranging between 8 and 11 metres in height are relied upon for screening. Notably, the south-western corner of the building will not be screened due to the position of the driveway adjacent to the southern boundary.
- 8.31 The development requires the removal of several off-site trees. Tree 20 is an 8 metre high Weeping Lilly Pilly located within the road reserve, to the immediate south-west of the subject site. It is within the direct path of the proposed crossover and driveway. The submitted arborist report incorrectly assesses the tree as located within the subject site, thereby not giving the assessment the weight that is normally afforded to off-site vegetation. It is considered to have a short useful life expectancy with a poor structure due to poor pruning, likely due to its location adjacent to the existing driveway. Tree 2 is an 8 metre high Queensland brush box located within the road reserve on the other side of the proposed crossover. The proposed crossover alignment is unclear, and therefore impacts to this tree are also unclear.
- 8.32 Trees 10 to 14 range between 6 and 8 metres in height, and are located in a row along the northern property boundary within 12 Clay Drive. Detailed root investigation by the arborist has determined that Trees 10 to 13 would be compromised by the proposed basement location. It concludes that a 1 metre basement setback would make retention viable. While 12 Clay Drive is earmarked for a future roadway, current plans provide for a 5 metre buffer between the common boundary and the roadway. Opportunities have been overlooked to retain this vegetation to contribute towards the integration of the development with the future roadway.

8.33 Sufficient landscaping opportunities have been provided for canopy tree planting within the rear setback. However, limited opportunities for canopy tree planting have been provided within the site frontage due to the extent of retaining walls and hardstand areas. A 1.4 metre wide landscape strip is provided along the northern side of the site frontage and space for a larger canopy tree is provided adjacent to the pedestrian entry. This leaves much of the southern side of the site frontage under planted.

Access and Mobility

8.34 A pedestrian ramp provides suitable access to the building entry. Should a permit issue, a condition would require the submission of a Disability Access Plan that implements the recommendations of a Disability Access Audit (prepared by a suitably qualified person) that demonstrates compliance with the relevant Australian Standards for vehicle and pedestrian access into the building, to the satisfaction of the Responsible Authority.

Apartment Developments

8.35 Pursuant to Clause 58 (Apartment Developments), a development must meet all of the objectives of this clause and should meet all of the standards.

8.36 An assessment against the objectives of Clause 58 is provided in the table below:

Objective	Objective Met/Not Met
<p>58.02-1 – Urban context</p> <ul style="list-style-type: none"> To ensure that the design responds to the existing urban context or contributes to the preferred future development of the area. To ensure that development responds to the features of the site and the surrounding area. 	<p>Not Met</p> <p>The proposed apartment development does not respond positively to the existing urban context or the preferred future development of the area, having regard to its southern interface (which is within the General Residential Zone 2 and Design and Development Overlay 8-2). The development does not appropriately scale or transition to the south, including having regard to the topography of the area, where the land falls to the south.</p>
<p>58.02-2 – Residential policy</p> <ul style="list-style-type: none"> To ensure that residential development is provided in accordance with any policy for housing in the Municipal Planning Strategy and the Planning Policy Framework. To support higher density residential development where development can take advantage of public and community infrastructure and services. 	<p>Met</p> <p>The application was accompanied by a written statement demonstrating how the development is in accordance with Municipal Planning Strategy and the Planning Policy Framework.</p> <p>The site can support higher density residential development to take advantage of public and community infrastructure and services.</p>
<p>58.02-3 – Dwelling diversity</p> <ul style="list-style-type: none"> To encourage a range of dwelling sizes and types in developments of ten or more dwellings. 	<p>Met</p> <p>The proposal includes a mix of two and three bedroom dwellings with a range of floor areas to provide diversity. The applicant should be commended for the proportion of large three bedroom apartments.</p>

Objective	Objective Met/Not Met
<p>58.02-4 – Infrastructure</p> <ul style="list-style-type: none"> To ensure development is provided with appropriate utility services and infrastructure. To ensure development does not unreasonably overload the capacity of utility services and infrastructure. 	<p>Met</p> <p>The site has access to all services.</p>
<p>58.02-5 – Integration with the street</p> <ul style="list-style-type: none"> To integrate the layout of development with the street. 	<p>Met</p> <p>The front entry of the development is oriented to the site frontage to integrate the development with the street.</p>
<p>58.03-1 – Energy efficiency</p> <ul style="list-style-type: none"> To achieve and protect energy efficient dwellings and buildings. To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy. To ensure dwellings achieve adequate thermal efficiency. 	<p>Met</p> <p>Given the orientation of the site, the proposal makes a reasonable attempt to limit the energy efficiency impacts to southern apartments. All southern apartments incorporate eastern or western interfaces, with north facing open space areas.</p> <p>The submitted Sustainability Management Plan demonstrates a 6.6 Star average rating. The average cooling load across the development is 19.8 MJ/sqm, which meets the NatHERS maximum cooling load for the Melbourne climate zone.</p>
<p>58.03-2 – Communal open space</p> <ul style="list-style-type: none"> To ensure that communal open space is accessible, practical, attractive, easily maintained and integrated with the layout of the development. 	<p>Not applicable</p> <p>The development comprises less than 40 dwellings, and therefore is not required to provide communal open space.</p>
<p>58.03-3 – Solar access to communal outdoor open space</p> <ul style="list-style-type: none"> To allow solar access into communal outdoor open space. 	<p>Not applicable</p> <p>As above.</p>
<p>58.03-4 – Safety</p> <ul style="list-style-type: none"> To ensure the layout of development provides for the safety and security of residents and property. 	<p>Met</p> <p>The central pathway is visible from the site frontage and access to the basement is restricted by a security garage door that is operated by an intercom system.</p>
<p>58.03-5 – Landscaping</p> <ul style="list-style-type: none"> To encourage development that respects the landscape character of the neighbourhood. To encourage development that maintains and enhances habitat for plants and animals in locations of habitat importance. To provide appropriate landscaping. 	<p>Not Met</p> <p>The development does not provide appropriate landscaping in the context of a five storey building within the ACZ1. Landscape strips along the northern and southern boundaries are inadequate for the provision of suitable opportunities for planting to soften the overall built form and screen specific elements.</p>

Objective	Objective Met/Not Met
<ul style="list-style-type: none"> To encourage the retention of mature vegetation on the site. To promote climate responsive landscape design and water management in developments that support thermal comfort and reduces the urban heat island effect. 	<p>The development has not sought to maximise deep soil areas for the planting of canopy trees due to the location and extent of basement and driveway areas to the northern and southern boundaries. Landscaping within the front setback is also limited due to the extent of retaining walls and hardstand areas.</p> <p>The location and extent of the driveway and basement also impacts off-site vegetation, within the road reserve and the adjoining property to the north at 12 Clay Drive.</p>
<p>58.03-6 – Access</p> <ul style="list-style-type: none"> To ensure the number and design of vehicle crossovers respects the urban context. 	<p>Not Met</p> <p>One vehicle crossover is proposed for the development, however it is located immediately adjacent to the southern property boundary, preventing any planting along the boundary and compelling the removal of two trees within the road reserve.</p>
<p>58.03-7 – Parking location</p> <ul style="list-style-type: none"> To provide convenient parking for resident and visitor vehicles. To protect residents from vehicle noise within developments. 	<p>Met</p> <p>The central lift shaft provides equitable access for residents and visitors from all car parking spaces within the basement levels. Residents are generally protected from vehicle noise within the development, with the exception of the ground floor south-facing bedroom of apartment G01, which is located directly above the driveway ramp. Given this is the only bedroom directly affected in this way, and the apartment has two other bedrooms, this is considered acceptable.</p>
<p>58.03-8 – Integrated water and stormwater management</p> <ul style="list-style-type: none"> To encourage the use of alternative water sources such as rainwater, stormwater and recycled water. To facilitate stormwater collection, utilisation and infiltration within the development. To encourage development that reduces the impact of stormwater run-off on the drainage system and filters sediment and waste from stormwater prior to discharge from the site. 	<p>Would be met subject to a condition</p> <p>A 10,000 litre rainwater tank is located within the lower basement plant area. The submitted Sustainability Management Plan demonstrates a STORM rating of 100%. If a permit were to issue, the applicant would be required to provide an on-site stormwater detention system to alleviate pressure on the drainage system.</p>

Objective	Objective Met/Not Met
<p>58.04-1 – Building setback</p> <ul style="list-style-type: none"> To ensure that the height of buildings respects the existing or preferred neighbourhood character. 	<p>Not applicable</p> <p>Pursuant to Clause 58, the land is included in a zone where the scheduled to the zone (ACZ1) specifies a building setback requirement different from a requirement set out in Clause 58.04-1, therefore the requirement in the schedule to the zone applies.</p>
<p>58.04-2 – Internal views</p> <ul style="list-style-type: none"> To limit views into the private open space and habitable room windows of dwellings within a development. 	<p>Met</p> <p>1.8 metre high screens between balconies will adequately limit internal views at the same level.</p> <p>Views of the private open space of a lower-level dwelling directly below will also be limited by 1.5 metre high balustrades.</p>
<p>58.04-3 – Noise impacts</p> <ul style="list-style-type: none"> To contain noise sources in developments that may affect existing dwellings. To protect residents from external and internal noise sources. 	<p>Met</p> <p>There are no unusual noise sources within the development that may affect existing dwellings.</p> <p>The site's location within a residential street ensures residents are protected from external noise sources, such as excessive traffic noise.</p>
<p>58.05-1 – Accessibility</p> <ul style="list-style-type: none"> To ensure the design of dwellings meets the needs of people with limited mobility. 	<p>Met</p> <p>At least 50% of the dwellings meet the accessibility requirements for door opening widths, entrance paths and access to an adaptable bathroom.</p>
<p>58.05-2 – Building entry and circulation</p> <ul style="list-style-type: none"> To provide each dwelling and building with its own sense of identity. To ensure the internal layout of buildings provide for the safe, functional and efficient movement of residents. To ensure internal communal areas provide adequate access to daylight and natural ventilation. 	<p>Not Met</p> <p>Concern is expressed that visibility of the entry to the building is problematic as it is considerably lower than the site frontage and is therefore lost visually.</p> <p>The building entrance is well covered by the terrace above.</p> <p>The lift and stairs are well located within an open and spacious lobby.</p>
<p>58.05-3 – Private open space</p> <ul style="list-style-type: none"> To provide adequate private open space for the reasonable recreation and service needs of residents. 	<p>Not Met</p> <p>Many three-bedroom dwellings do not provide the minimum 12 square metres with minimum dimensions of 2.4 metres, including Apartments 103, 105, 203, 204 (2 bedrooms with study), 205, 303 and 305. Each of these examples provide the minimum dimension to only part of the balcony, with the balance of the minimum area met through narrower balcony sections.</p>

Objective	Objective Met/Not Met
	Two-bedroom dwellings provide the minimum respective balcony areas and dimensions. Dwellings with ground floor private open space are provided with a minimum area of 25 square metres with minimum 3 metre dimensions of usable space.
58.05-4 – Storage <ul style="list-style-type: none"> • To provide adequate storage facilities for each dwelling. 	Met Each dwelling is provided with a minimum 7.1 cubic metres of storage within the basement. These storage areas are unallocated. Storage within the dwellings meet the minimum storage volumes.
58.06-1 – Common property <ul style="list-style-type: none"> • To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained. • To avoid future management difficulties in areas of common ownership. 	Met The communal basement, paths, front landscape areas (within the front setback) and internal lobby and corridors are practically designed. There are no apparent difficulties associated with the future management of these areas.
58.06-2 – Site Services <ul style="list-style-type: none"> • To ensure that site services can be installed and easily maintained. • To ensure that site facilities are accessible, adequate and attractive. 	Not met Appropriate site services are provided. The letterboxes are provided within the internal lobby. It is unclear whether this arrangement will provide convenient access for Australia Post. Other site services are provided to the site frontage. Insufficient details have been provided to verify the cabinets at the frontage are appropriately integrated to complement the design of the development, including height, design, materials and finishes.
58.06-3 – Waste and recycling <ul style="list-style-type: none"> • To ensure dwellings are designed to encourage waste recycling. • To ensure that waste and recycling facilities are accessible, adequate and attractive. • To ensure that waste and recycling facilities are designed and managed to minimise impacts on residential amenity, health and the public realm. 	Met The submitted waste management plan details that garbage and recycling will be appropriately managed and collected on site. Garden waste will not be collected and will be managed by the building manager via contractors.
58.07-1 – Functional layout <ul style="list-style-type: none"> • To ensure dwellings provide functional areas that meet the needs of residents. 	Met All bedrooms and living areas meet the minimum dimensions and areas required.

Objective	Objective Met/Not Met
58.07-2 – Room depth <ul style="list-style-type: none"> To allow adequate daylight into single aspect habitable rooms. 	Not Met There are multiple single aspect habitable rooms (combined living, dining and kitchens) that exceed a room depth of 9 metres, including Apartments 104, 204, 302 and 304.
58.07-3 – Windows <ul style="list-style-type: none"> To allow adequate daylight into new habitable room windows. 	Not Met All habitable room windows are provided with at least one window in an external wall of the building, with the exception of the study to many dwellings, including Apartments G02, 103, 104, 105, 203, 204, 205, 303, 304 and 305. No windows are provided to these rooms.
<ul style="list-style-type: none"> 58.07-4 – Natural ventilation To encourage natural ventilation of dwellings. To allow occupants to effectively manage natural ventilation of dwellings. 	Met At least 40% of dwellings should provide effective cross ventilation.

Car parking, access, traffic and bicycle facilities

Car parking and access

8.37 Prior to a new use commencing or a new building being occupied, Clause 52.06-2 requires that the number of car parking spaces outlined in Table 1 at Clause 52.06-5 to be provided on the land or as approved under Clause 52.06-3 to the satisfaction of the Responsible Authority.

8.38 For the ACZ1, resident car parking is required at a rate of one space for each dwelling with one or two bedrooms and two spaces for each dwelling with three or more bedrooms. The development comprises six, two-bedroom apartments and 16, three-bedroom apartments. The Scheme requires a 38 car parking spaces for residents. Visitor car parking is required at a rate of one car parking space for every ten dwellings. For 22 dwellings, this equates to the requirement for 2 visitor spaces. Therefore, a total of 40 car parking spaces are required for the proposed development. A total of 41 car parking spaces are proposed over the two basement levels, which exceeds this requirement by 1 space.

8.39 An assessment against the relevant car parking design standards at Clause 52.06-9 of the Scheme is provided in the table below:

Design Standard	Assessment
1 – Accessways	Not Met <ul style="list-style-type: none"> A minimum 6.1 metre by 7 metre passing area is provided within the site frontage, however the width of the crossover is unclear. The development has not demonstrated if an adequate visibility splay area is provided along the exit lane.

Design Standard	Assessment
	<ul style="list-style-type: none"> The accessway to the basement car park meets the minimum width and height clearance requirements. All vehicles are able to exit the site in a forwards direction. Within the basement, a 4 metre internal radius is provided at changes of direction.
2 – Car Parking Spaces	<p>Met</p> <ul style="list-style-type: none"> Car parking spaces are provided in accordance with dimension requirements.
3 – Gradients	<p>Met</p> <ul style="list-style-type: none"> Driveway gradients are compliant with the standard.
5 – Urban Design	<p>Met</p> <ul style="list-style-type: none"> The development utilises existing access road infrastructure, which will not dominate the landscape. Parking areas are all incorporated into the basement levels and will not be visible from the street.
6 – Safety	<p>Met</p> <ul style="list-style-type: none"> A security gate and associated intercom system are provided to the basement entry. Pedestrian access from the site frontage is clearly separated from the roadway.
7 – Landscaping	<p>Not Met</p> <ul style="list-style-type: none"> Inadequate landscaping is provided around the entrance to the basement. No landscaping is provided on the southern side, along the boundary.

Traffic

- 8.40 The submitted traffic report identifies that the proposed development is expected to generate 110 vehicle movements per day. This would equate to less than one movement every 6 minutes during peak hours, and is therefore not expected to have an impact on the operation of the surrounding road network.
- 8.41 The curvilinear design of the driveway provides single direction traffic, limiting oncoming traffic visibility beyond the passing area provided. This warrants an assessment of potential vehicle conflicts. The submitted traffic report concludes that there is a very low probability of vehicles entering and exiting the site simultaneously (0.01% chance).
- 8.42 Council's Engineering and Technical Services unit have not raised concern with traffic impacts off-site or vehicles conflicts on-site.
- 8.43 Overall, the traffic generated as a result of the proposed development is considered to be generally compliant with the broader policy objectives of encouraging sustainable transport modes.

Bicycle Facilities

8.44 In developments for a residential building of four or more storeys, the Scheme requires 1 resident bicycle parking space to be provided for every 5 dwellings and 1 visitor space for every 10 dwellings. For the proposal, this equates to 4 resident bicycle spaces and 2 visitor spaces, or a total 6 spaces. The proposal provides 10 bicycle spaces, which exceeds the requirements of the Scheme.

Objector concerns

8.45 A response to the grounds of objection is provided in the below paragraphs:

Inappropriate built form (bulk, architecture, lack of graduated stepping to the General Residential 2 Zone to the south)

8.46 The development fails to provide an adequate transition to the south and presents to adjoining properties and the street with a high level of bulk, massing and verticality. Officers share these concerns.

Out of character with existing streetscape

8.47 The ACZ1 seeks to implement a preferred character. However, to achieve this on the periphery of the ACZ1, where the site transitions to the General Residential Zone, requires the development to provide an appropriate transition in height, and to step down with the topography, which also falls to the south. As above, officers share these concerns.

Does not properly respond to relevant planning provisions

8.48 The proposal demonstrates an appropriate response to some planning provisions, including maximum building height and building setbacks, but has not demonstrated an appropriate response to landscape design, building presentation and the aforementioned building transition.

Off-site amenity impacts (loss of sunlight, loss of privacy through overlooking and noise)

8.49 The development will cause unreasonable overshadowing to the adjoining property to the south, which is located outside of the ACZ1. This warrants refusal of the application.

8.50 Overlooking measures to the terraces are capable of complying with overlooking requirements, however the detail provided on plan is inadequate to demonstrate compliance.

8.51 It is not considered that the development will introduce unreasonable noise impacts.

On-site amenity (poor unit layout at the lower ground floor)

8.52 There are several concerns with the internal amenity of the apartments, including relating to building entry, private open space, room depth and daylight to windows. These grounds warrant refusal of the application.

On-street parking impacts and increased traffic

- 8.53 The potential traffic impacts have been assessed in the submitted traffic report and Council's Engineering and Technical Services Unit who both concluded that, on considering the proposal in the context of the traffic and the surrounding street network, the proposal can be accommodated within the road network without creating any adverse traffic safety or capacity problems.
- 8.54 The number of on-site car parking spaces provided meets the requirement for a residential development of this capacity, including the provision for two visitor spaces. Therefore, it is not anticipated that there will be any adverse impacts on parking within the street.

Loss of property value

- 8.55 Any possible impact to the value of an objector's property is considered a subjective claim and not a ground which should be given any relevancy in the consideration of the planning permit application.

Likely construction impacts

- 8.56 Should a permit issue, a detailed construction management plan would be required to be provided, which sets out matters relating to hours of construction, dust, dirt and mud control and the location of parking and site facilities for construction workers. The management plan would be enforced, where necessary, by Council's Compliance Unit.
- 8.57 Any potential damage to the adjoining property from construction is a civil matter that needs to be addressed by the building surveyor responsible for the development.

Inadequate plan detailing

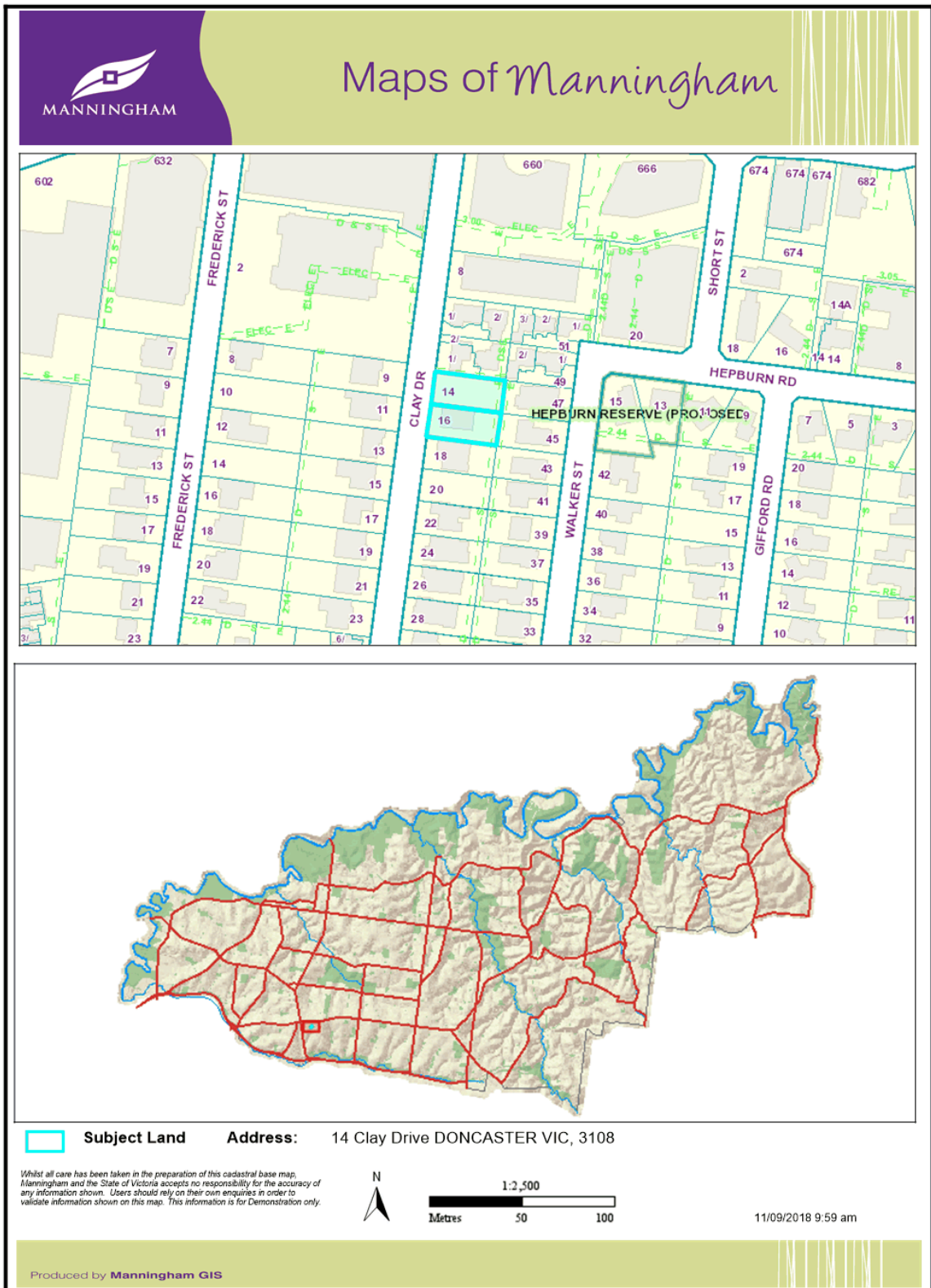
- 8.58 There are numerous instances where plan detailing is considered inadequate, as noted within this assessment.

9. CONCLUSION

- 9.1 It is recommended that the application be refused.

10. DECLARATION OF CONFLICT OF INTEREST

- 10.1 No officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

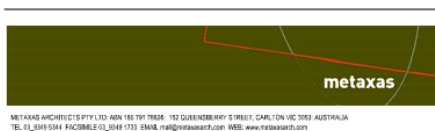


AREA	FLOOR AREA (sqm)									
	UNIT	OTHERS	RESIDENTIAL	TERRACE (sqm)	TOTAL (sqm)	INT. STORAGE (sqm)	EXT. STORAGE (sqm)	2 BED	3 BEDS	NO. UNITS
BASEMENT	CAR PARKING	1621			1621					
subtotals		1621	0	0	1621	0	0	0	0	0
LG	LG01		119	69	188	13.1	8.6		1	1
	LG02		102	23	125	12.6	7.1	1		1
subtotals		0	221	92	313	25.7	15.7	1	1	2
GROUND	G01		133	25	158	20.7	8.6		1	1
	G02		127	84	211	21.3	8.6		1	1
	G03		124	97	221	18.4	8.6		1	1
	G04		124	31	155	18.6	8.6		1	1
subtotals		0	508	237	745	79	34.4	0	4	4
FIRST	101		115	18	133	14.9	8.6		1	1
	102		115	18	133	14.1	8.6		1	1
	103		126	29	155	17.6	8.6		1	1
	104		111	17	128	15.6	7.1	1		1
	105		132	30	162	24.2	8.6		1	1
subtotals		0	599	112	711	86.4	41.5	1	4	5
SECOND	201		115	18	14.9	14.9	8.6		1	1
	202		115	18	14.1	14.1	8.6		1	1
	203		127	29	17.6	17.6	8.6		1	1
	204		109	11	15.6	15.6	7.2	1		1
	205		132	28	24.2	24.2	8.6		1	1
subtotals		0	598	104	86.4	86.4	41.6	1	4	5
THIRD	301		96	16	112	12.9	7.2	1		1
	302		103	49	152	13.3	7.2	1		1
	303		126	29	155	17.6	8.6		1	1
	304		111	12	123	15.6	7.2	1		1
	305		132	30	162	24.2	8.6		1	1
subtotals		0	568	136	704	83.6	38.8	3	2	5
FOURTH	401		136	71	207	16.5	8.6		1	1
subtotals		0	136	71	207	16.5	8.6	0	1	1
TOTALS		1621	2630	752	4387.4	377.6	180.6	6	16	22

	NO. OF UNITS	REQUIRED NO OF CAR
2 BED	6	6
3 BED	16	32
TOTAL	22	38

REQUIRED NO. OF CAR FOR VISITORS:	2
TOTAL REQUIRED NO. OF CARPARK LOT	40

TOTAL SITE AREA (sqm)	1337
TOTAL PERVIOUS AREA (sqm)	228
TOTAL IMPERVIOUS AREA (sqm)	1109



Client: ARADENA DONCASTER PTY LTD

Project Name: APARTMENT DEVELOPMENT 14-16 CLAY DRIVE DONCASTER

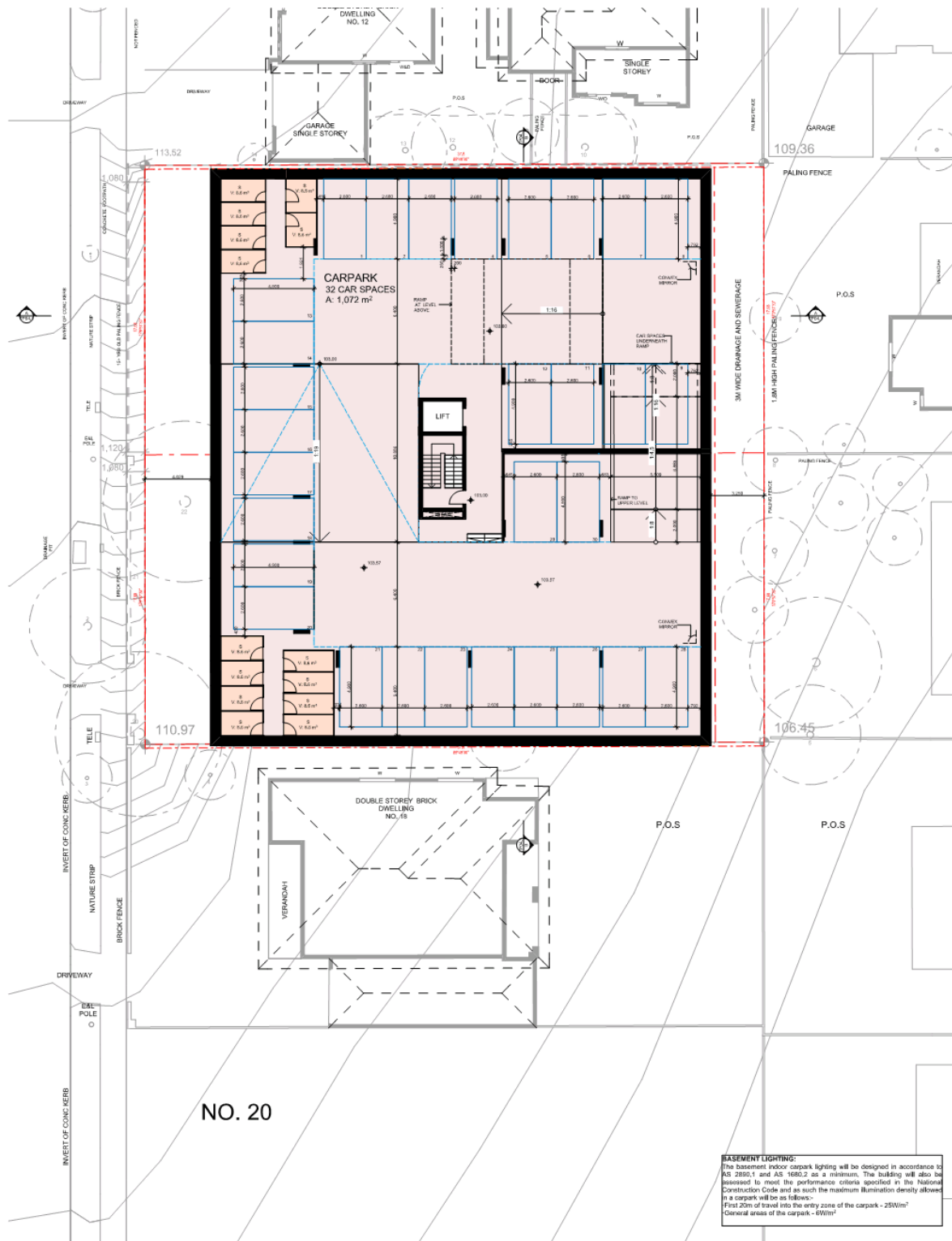
W 2015/15/16 Clay Rd Doncaster VIC 3175

Drawing Title: DEVELOPMENT SUMMARY

Scale: @ A3 Date: 20 APRIL 2018

Status: TOWN PLANNING Checked By:

Project No: 15.046 Drawing No: TP07.1 A Rev: 002/018



BASEMENT LIGHTING:
 The basement indoor carpark lighting will be designed in accordance to AS 2890.1 and AS 1680.2 as a minimum. The building will also be assessed to meet the performance criteria specified in the National Construction Code and as such the maximum illumination density allowed in a carpark will be as follows:
 - First 20m of travel into the entry zone of the carpark - 25W/m²
 - General areas of the carpark - 6W/m²

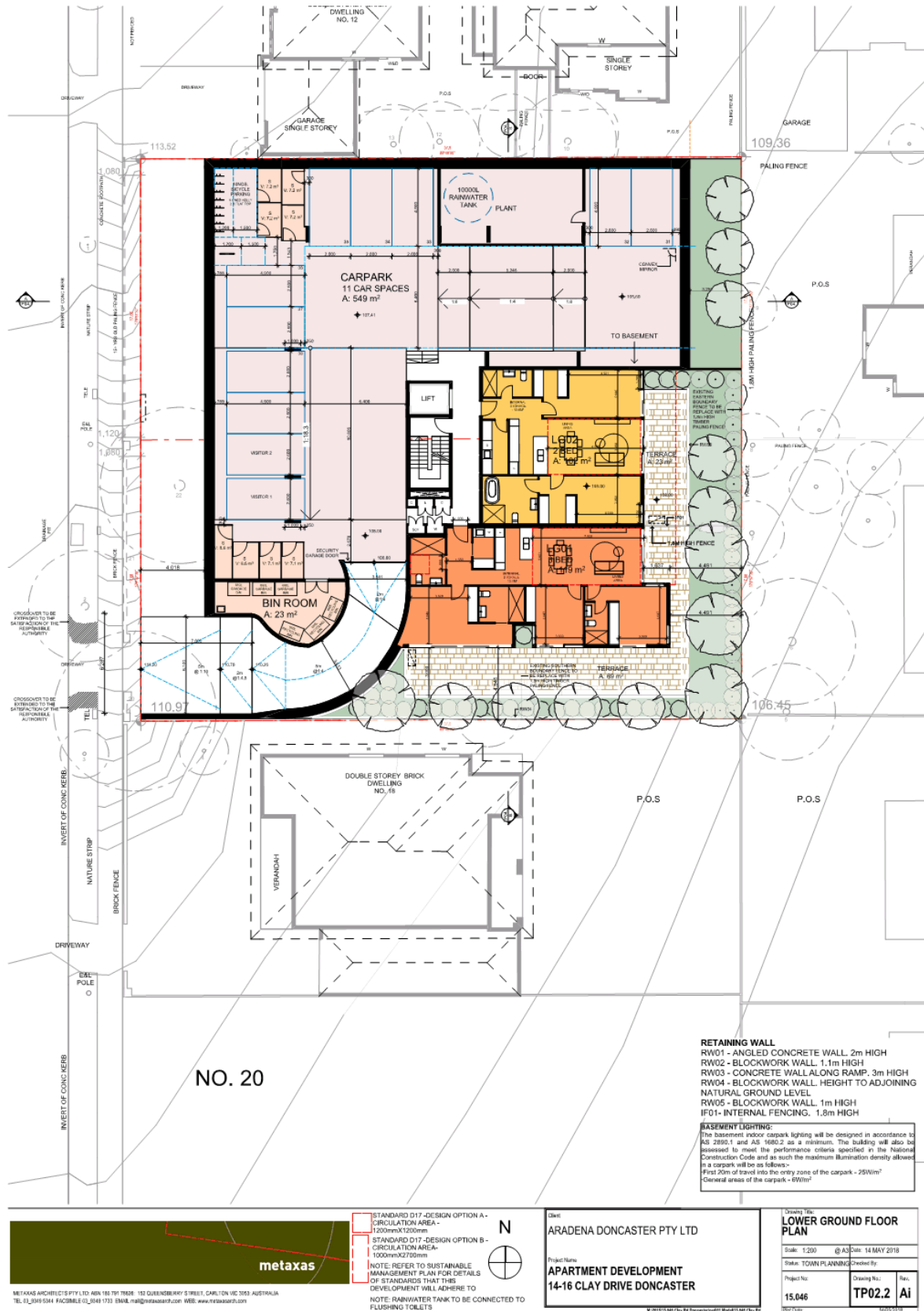
NOTE: CAR PARK TO USE CO MONITORING SYSTEM

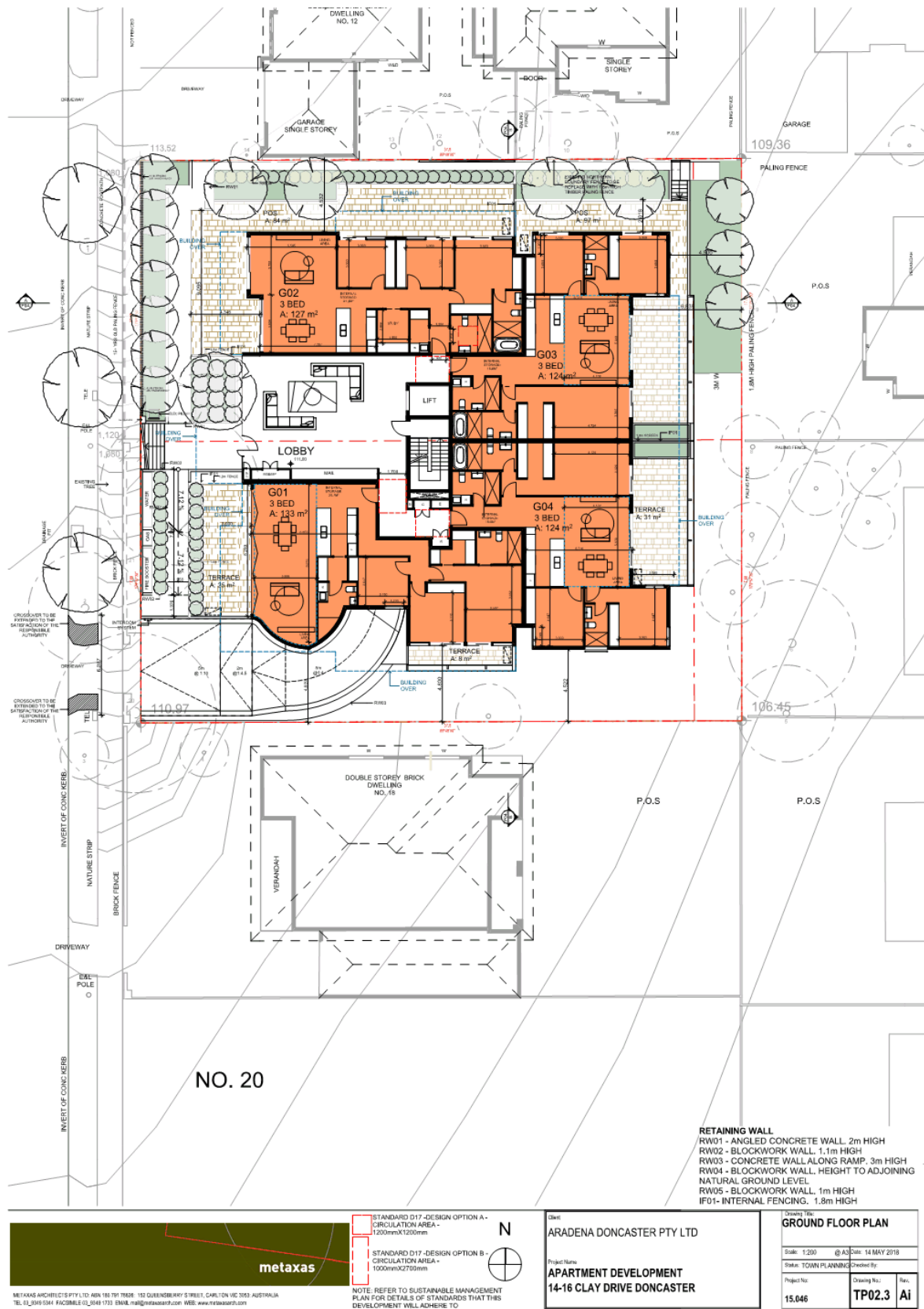


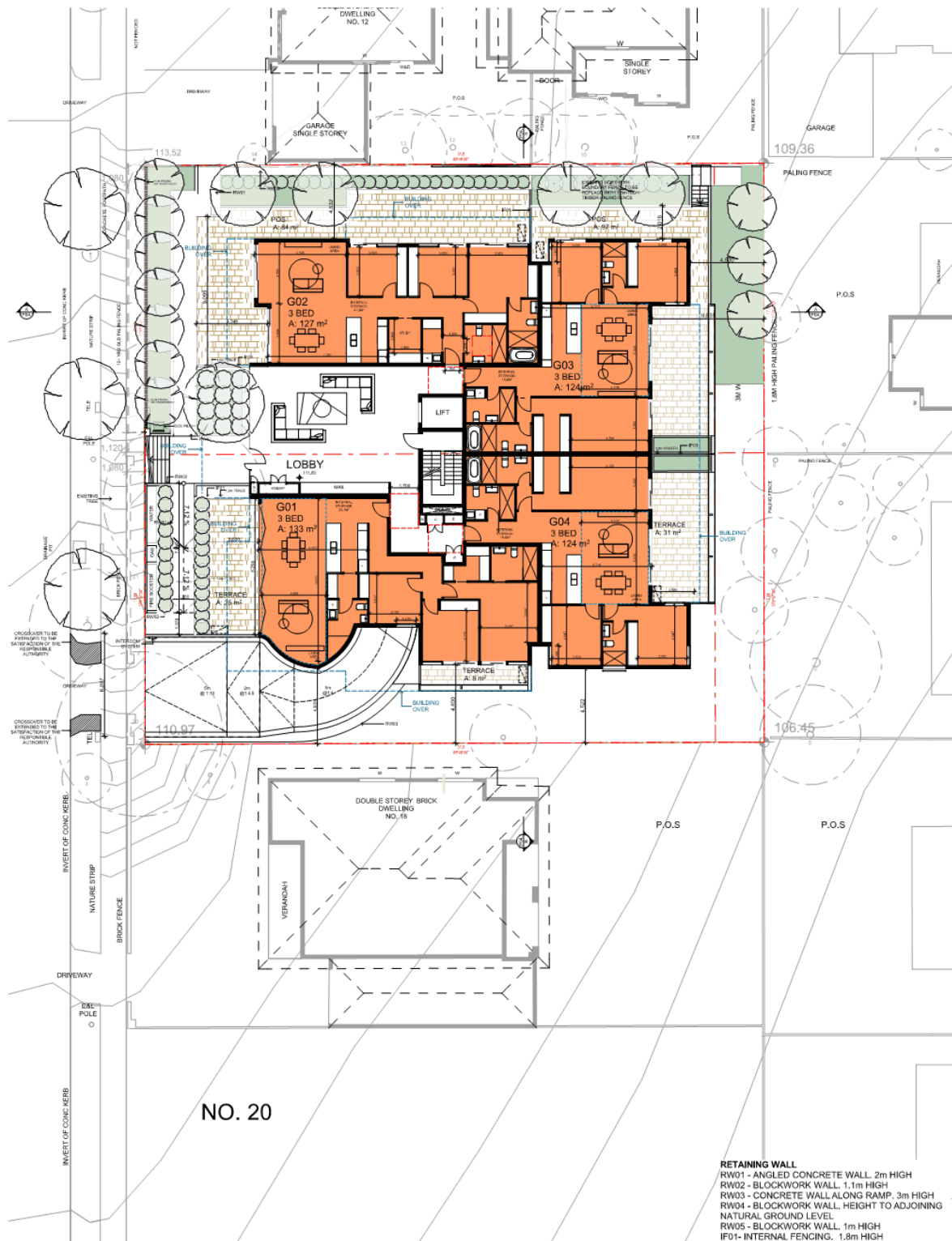
Client:
ARADENA DONCASTER PTY LTD

Project Name:
**APARTMENT DEVELOPMENT
 14-16 CLAY DRIVE DONCASTER**

Drawing Title: BASEMENT PLAN	
Scale: 1:200	@ AS Date: 20 APRIL 2018
Status: TOWN PLANNING Checked By:	
Project No: 15.046	Drawing No.: TP02.1 A
Rev:	Rev:







RETAINING WALL
 RW01 - ANGLED CONCRETE WALL, 2m HIGH
 RW02 - BLOCKWORK WALL, 1.1m HIGH
 RW03 - CONCRETE WALL ALONG RAMP, 3m HIGH
 RW04 - BLOCKWORK WALL, HEIGHT TO ADJOINING NATURAL GROUND LEVEL
 RW05 - BLOCKWORK WALL, 1m HIGH
 IF01 - INTERNAL FENCING, 1.8m HIGH

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 TEL: 03 9495 5344 FACSIMILE: 03 9441 1933 EMAIL: mail@metaxasarch.com WEB: www.metaxasarch.com

STANDARD D17 - DESIGN OPTION A - CIRCULATION AREA - 1200mmX1200mm
 STANDARD D17 - DESIGN OPTION B - CIRCULATION AREA - 1000mmX700mm

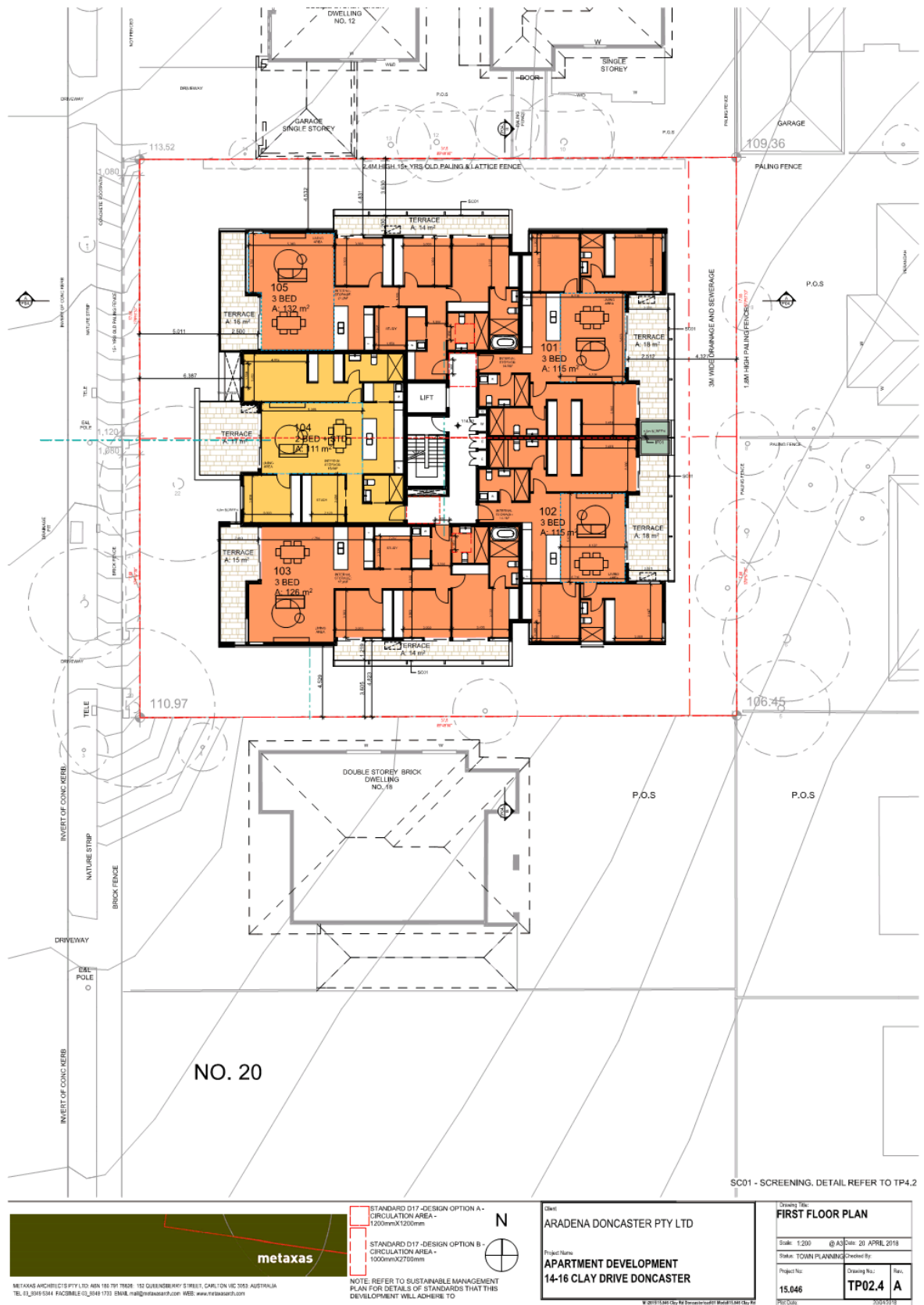
NOTE: REFER TO SUSTAINABLE MANAGEMENT PLAN FOR DETAILS OF STANDARDS THAT THIS DEVELOPMENT WILL ADHERE TO

Client: **ARADENA DONCASTER PTY LTD**

Project Name: **APARTMENT DEVELOPMENT 14-16 CLAY DRIVE DONCASTER**

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GROUND FLOOR PLAN	
Scale: 1:200	@ AS Date: 14 MAY 2018
Status: TOWN PLANNING Checked By:	
Project No: 15.046	Drawing No: TP02.3
Rev: Ai	



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 TEL: 03 9495 5344 FACSIMILE: 03 9441 1933 EMAIL: msl@metaxasarch.com WEB: www.metaxasarch.com

STANDARD D17 - DESIGN OPTION A -
 CIRCULATION AREA - 1200mmX1200mm

STANDARD D17 - DESIGN OPTION B -
 CIRCULATION AREA - 1000mmX700mm

NOTE: REFER TO SUSTAINABLE MANAGEMENT PLAN FOR DETAILS OF STANDARDS THAT THIS DEVELOPMENT WILL ADHERE TO

Client: ARADENA DONCASTER PTY LTD

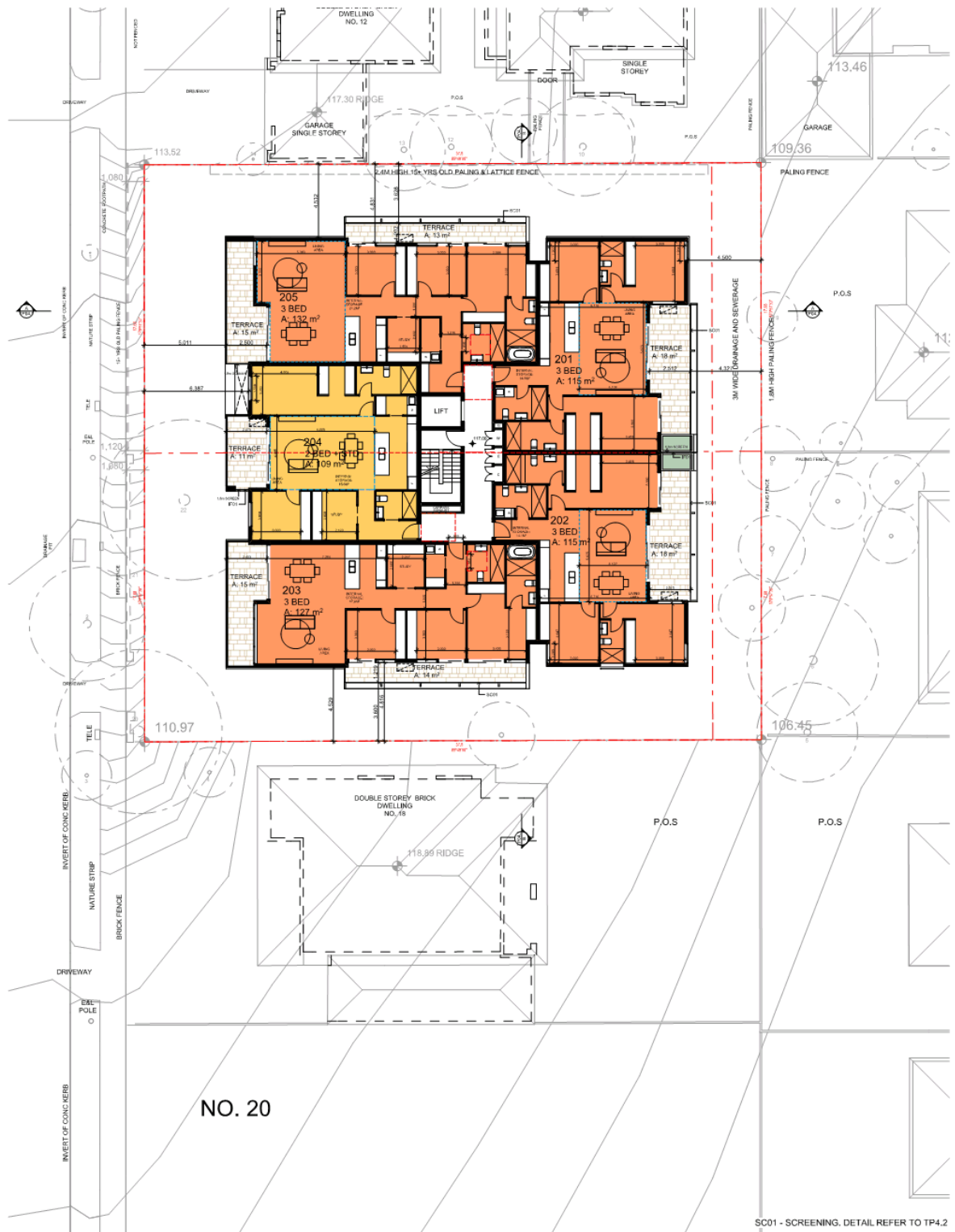
Project Name: APARTMENT DEVELOPMENT 14-16 CLAY DRIVE DONCASTER

Drawing Title: FIRST FLOOR PLAN

Scale: 1:200 @ A3 Date: 20 APRIL 2018

Status: TOWN PLANNING Checked By:

Project No: 15.046 Drawing No: TP02.4 A Rev:



SC01 - SCREENING. DETAIL REFER TO TP4.2

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 TEL: 03 9495 6344 FACSIMILE: 03 9441 1333 EMAIL: mail@metaxasarch.com WEB: www.metaxasarch.com

STANDARD D17 - DESIGN OPTION A -
 CIRCULATION AREA -
 1200mm X 1200mm

STANDARD D17 - DESIGN OPTION B -
 CIRCULATION AREA -
 1000mm X 700mm

NOTE: REFER TO SUSTAINABLE MANAGEMENT PLAN FOR DETAILS OF STANDARDS THAT THIS DEVELOPMENT WILL ADHERE TO

Client
ARADENA DONCASTER PTY LTD

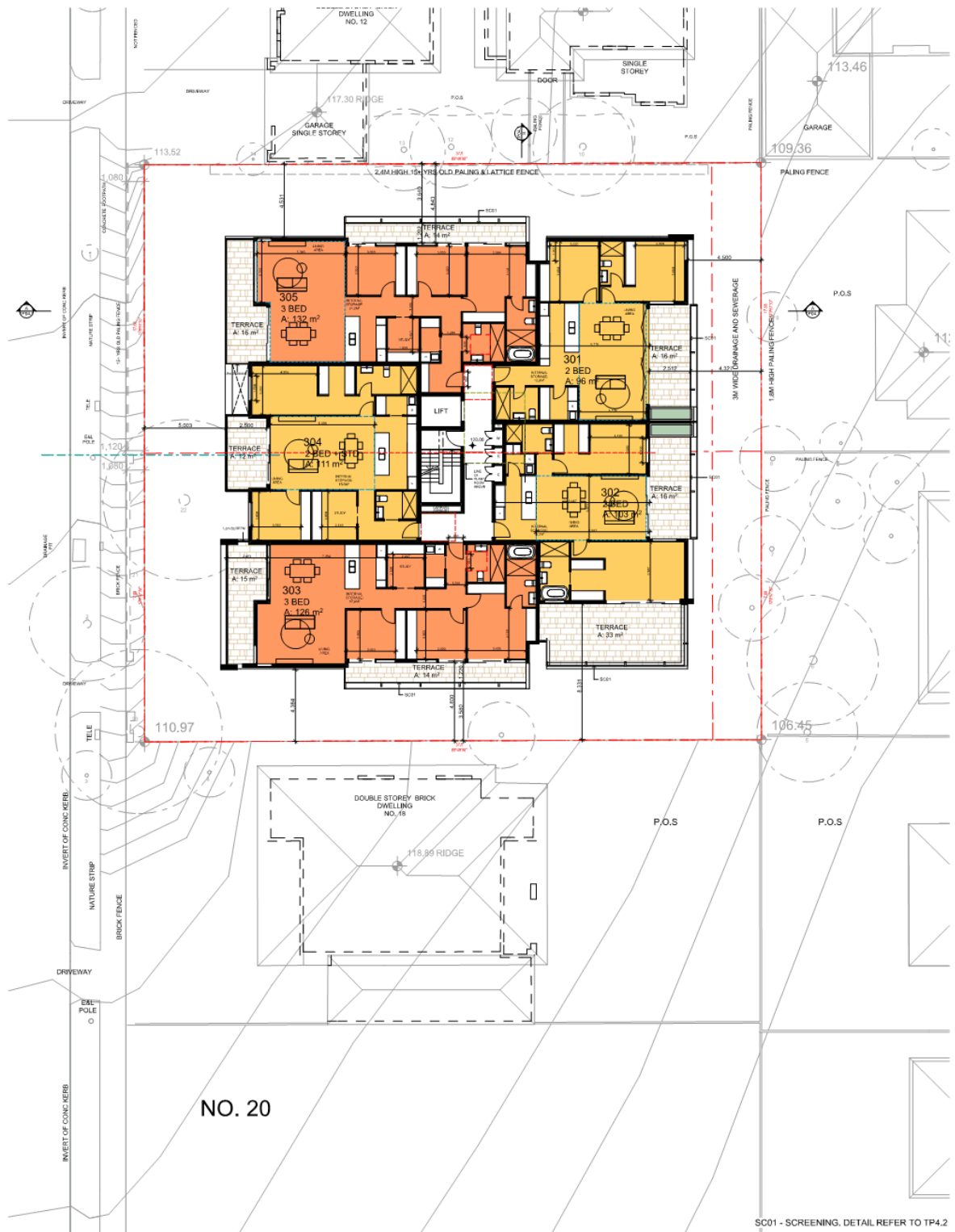
Project Name
**APARTMENT DEVELOPMENT
 14-16 CLAY DRIVE DONCASTER**

Drawing Title
SECOND FLOOR PLAN

Scale: 1:200 @ A3 Date: 20 APRIL 2018

Status: TOWN PLANNING Checked By:

Project No: 15.046 Drawing No: TP02.5 A Rev: A



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 TEL 03 949 5344 FACSIMILE 03 949 1333 EMAIL metaxas@metaxasarch.com WEB www.metaxasarch.com

STANDARD D17 - DESIGN OPTION A -
 CIRCULATION AREA -
 1200mmX1200mm

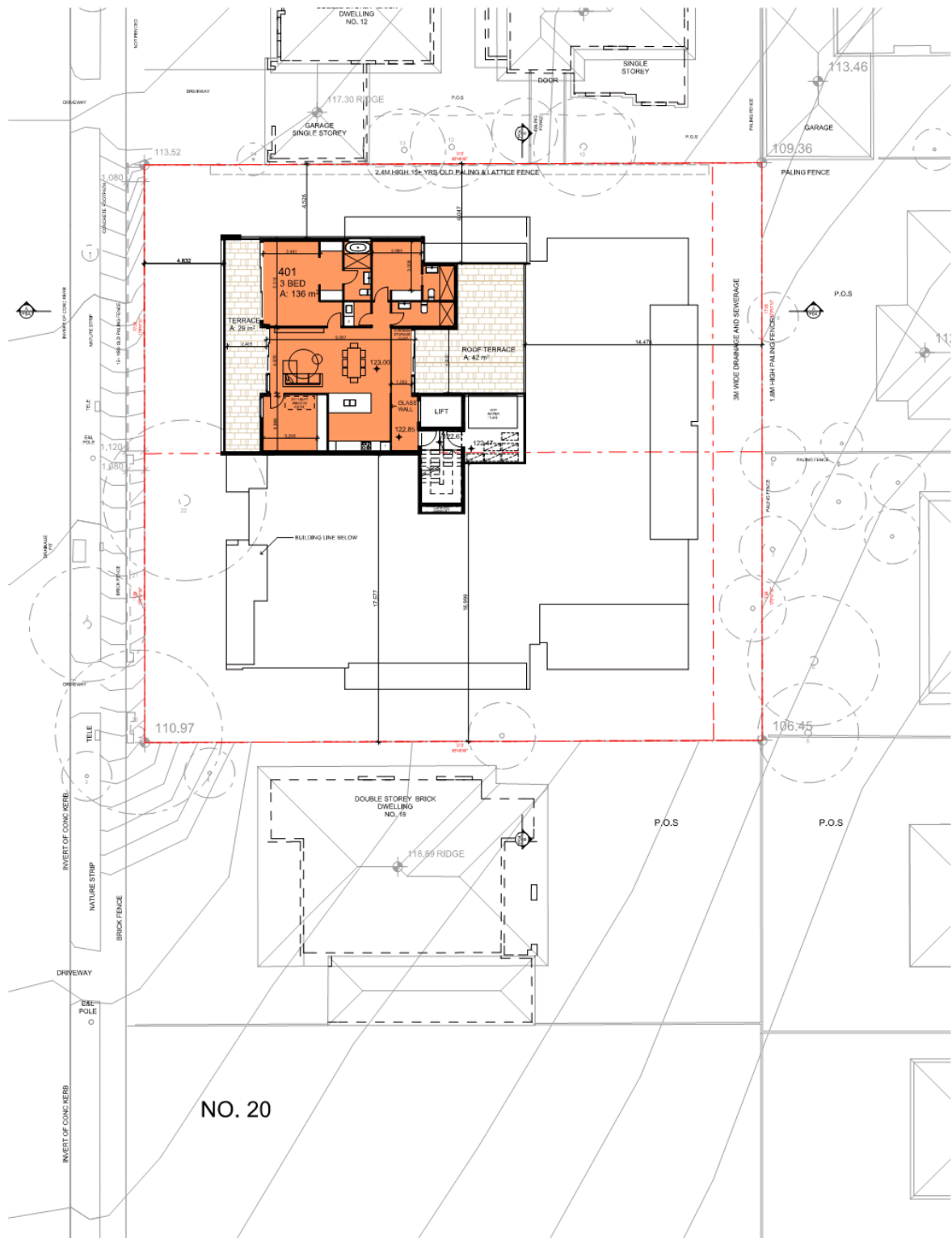
STANDARD D17 - DESIGN OPTION B -
 CIRCULATION AREA -
 1000mmX700mm

NOTE: REFER TO SUSTAINABLE MANAGEMENT PLAN FOR DETAILS OF STANDARDS THAT THIS DEVELOPMENT WILL ADHERE TO

Client
ARADENA DONCASTER PTY LTD

Project Name
**APARTMENT DEVELOPMENT
 14-16 CLAY DRIVE DONCASTER**

Drawing Title THIRD FLOOR PLAN	
Scale: 1:200	@ A3 Date: 20 APRIL 2018
Status: TOWN PLANNING	Checked By:
Project No: 15.046	Drawing No.: TP02.6 A
Rev:	Rev:



NOTE: REFER TO SUSTAINABLE MANAGEMENT PLAN FOR DETAILS OF STANDARDS THAT THIS DEVELOPMENT WILL ADHERE TO

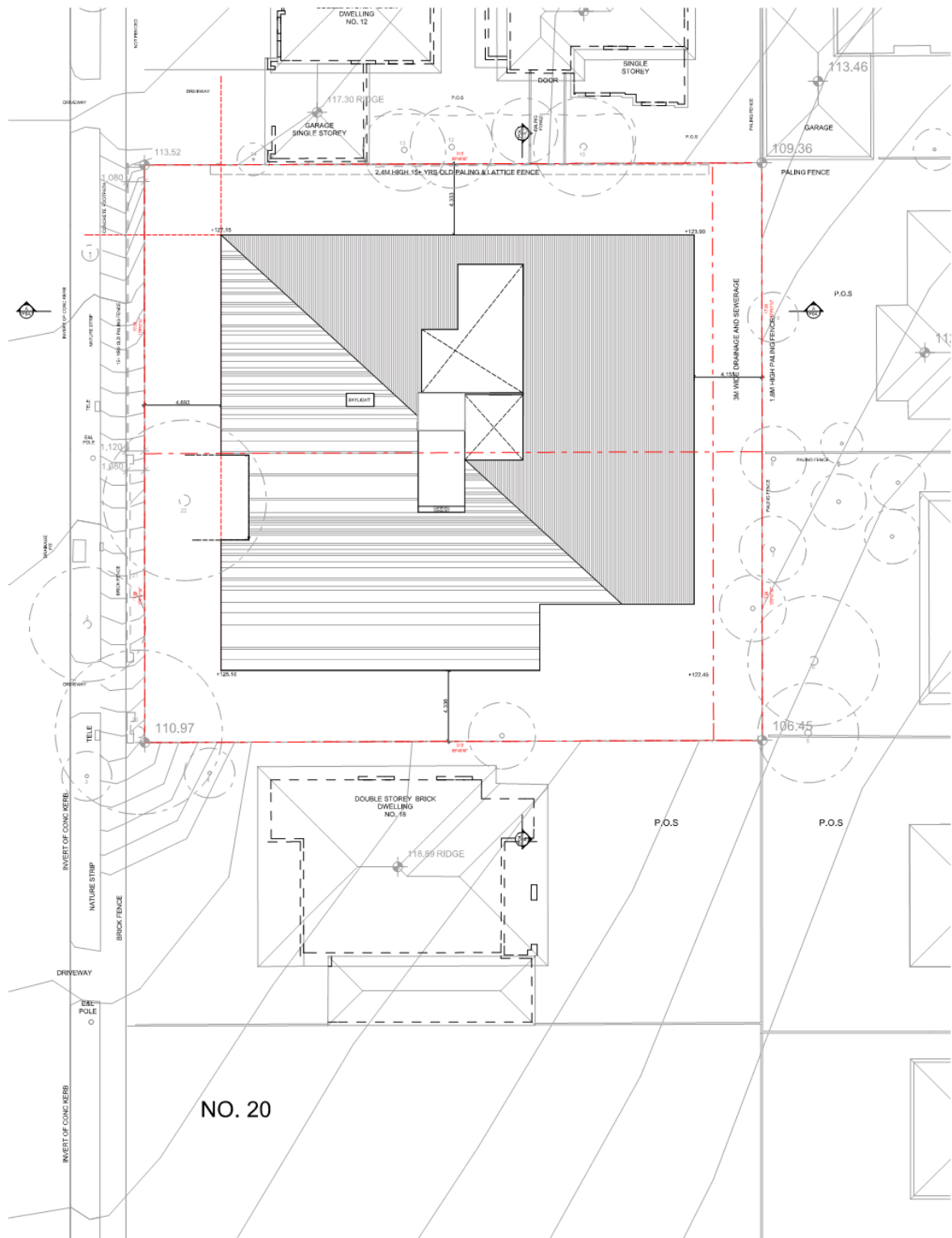


Client: ARADENA DONCASTER PTY LTD
 Project Name: APARTMENT DEVELOPMENT 14-16 CLAY DRIVE DONCASTER

Fourth Flr	
FOURTH FLOOR PLAN	
Scale: 1:200	@ A3 Date: 20 APRIL 2018
Status: TOWN PLANNING	Checked By:
Project No: 15.046	Drawing No: TP02.7 A
Rev:	Rev:

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NOTE: REFER TO SUSTAINABLE MANAGEMENT PLAN FOR DETAILS OF STANDARDS THAT THIS DEVELOPMENT WILL ADHERE TO
NOTE: RUNOFF FROM ROOF AREAS TO BE DISCHARGED TO RAINWATER TANK

Client
ARADENA DONCASTER PTY LTD

Project Name
**APARTMENT DEVELOPMENT
14-16 CLAY DRIVE DONCASTER**

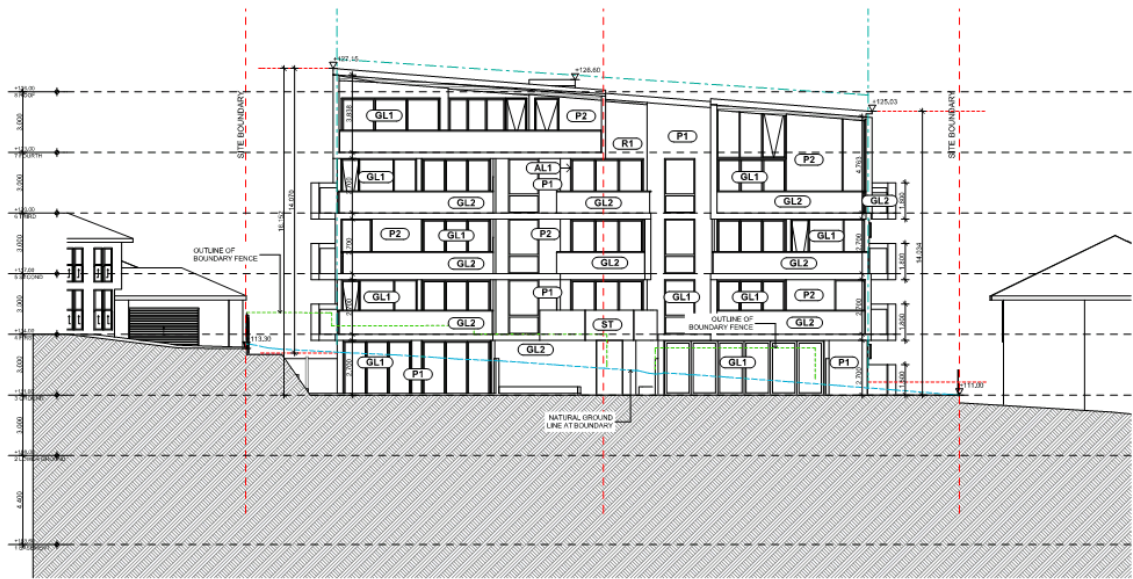
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Scale: 1:200 @ A3 Date: 20 APRIL 2018

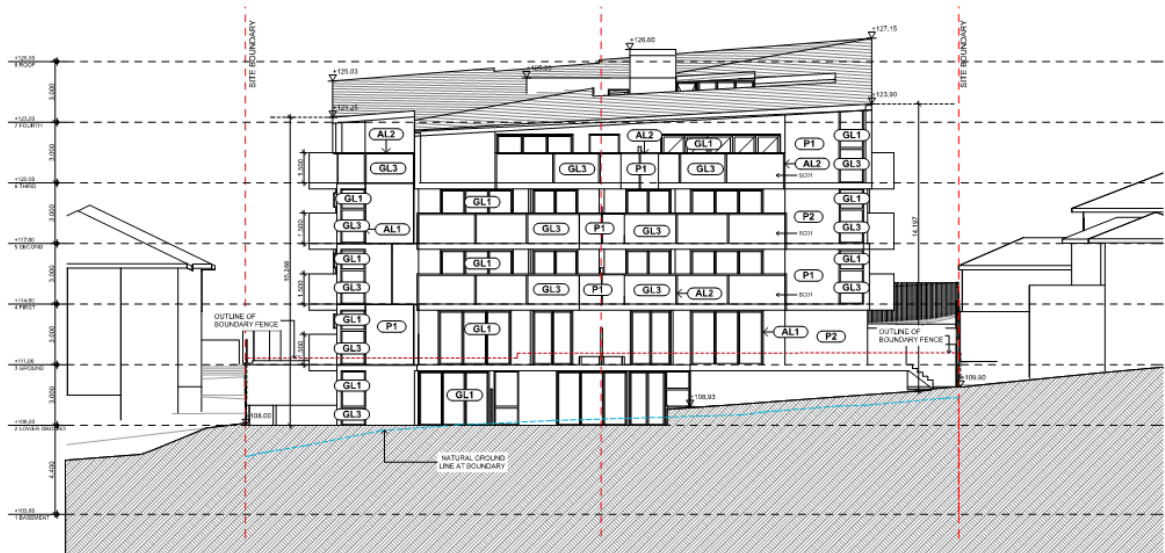
Station: TOWN PLANNING Checked By:

Project No: 15.046 Drawing No: TP02.8 A Rev:

Sheet Title
ROOF PLAN



West Elevation (Clay Dr)



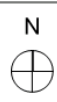
East Elevation

FINISHES LEGEND:

- AL1** POWDER COATED ALUMINIUM WINDOW FRAME - COLOUR DARK GREY
- AL2** POWDER COATED ALUMINIUM SCREEN FRAME - COLOUR GREY
- GL1** GLASS - CLEAR
- GL2** GLASS - BLUE TINTED
- GL3** GLASS - GREY OBSCURE
- P1** PRECAST WALL - BRIGHTONLITE
- P2** PRECAST WALL - MEDIUM GREY OXIDE
- RT** RENDERED WALL - SILVER TWILIGHT
- ST** STONE - ELBA

SC01 - SCREENING. DETAIL REFER TO TP.4.2

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 TEL: 03 949 5344 FACSIMILE: 03 9441 1933 EMAIL: mail@metaxasarch.com WEB: www.metaxasarch.com



Client
ARADENA DONCASTER PTY LTD

Project Name
**APARTMENT DEVELOPMENT
 14-16 CLAY DRIVE DONCASTER**

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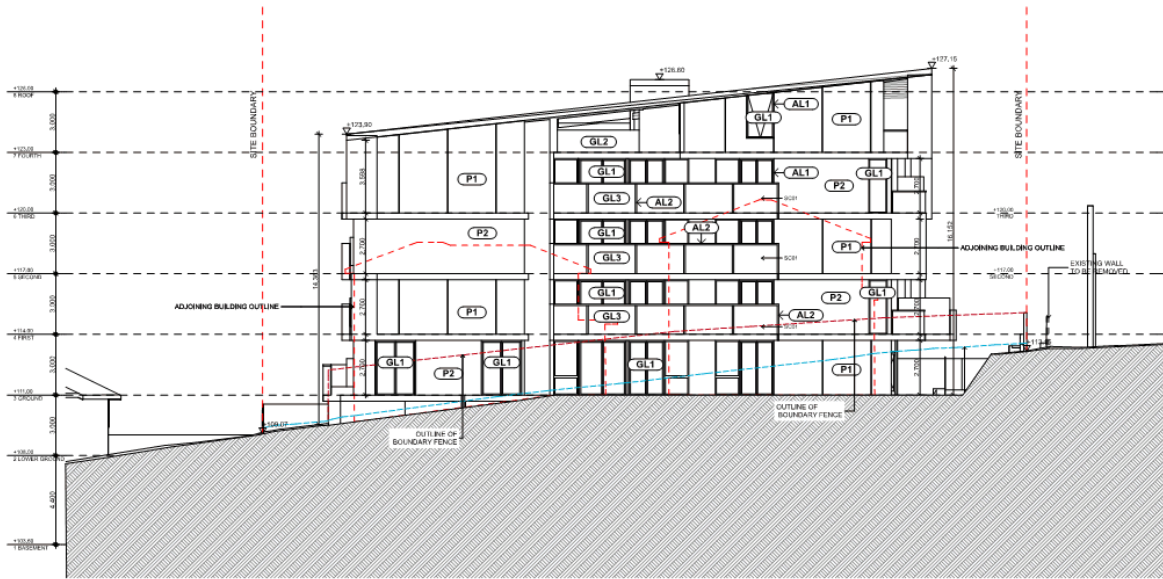
Drawing Title
ELEVATIONS

Scale: 1:200 @ A3 Date: 14 MAY 2018

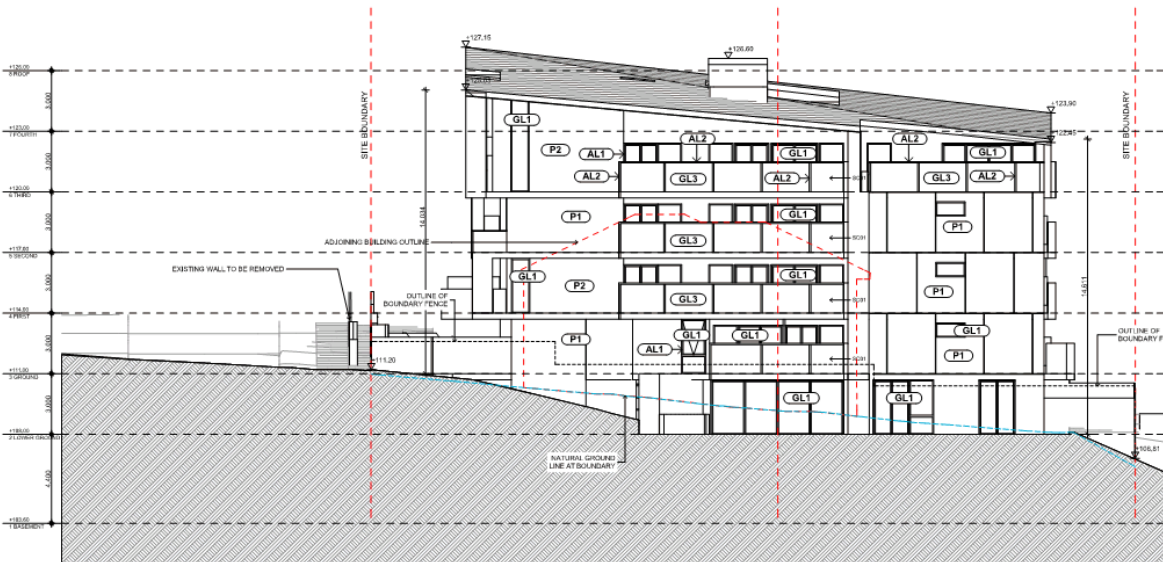
Status: TOWN PLANNING Checked By:

Project No: 15.046 Drawing No: TP03.1 Rev: Ai

PREPARED BY: MDS/18/18



North Elevation



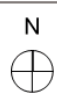
South Elevation

FINISHES LEGEND:

- AL1** POWDER COATED ALUMINIUM WINDOW FRAME - COLOUR: DARK GREY
- AL2** POWDER COATED ALUMINIUM SCREEN FRAME- COLOUR: GREY
- GL1** GLASS - CLEAR
- GL2** GLASS - BLUE TINTED
- GL3** GLASS - GREY OBSCURE
- P1** PRECAST WALL - BRIGHTON/LITE
- P2** PRECAST WALL - MEDIUM GREY OXIDE
- R1** RENDERED WALL - SILVER TWILIGHT
- ST** STONE - ELBA

SC01 - SCREENING. DETAIL REFER TO TP.4.2

METAXAS ARCHITECT'S PTY LTD ABN 186 791 78026 151 QUEENSBERRY STREET, CARLTON VIC 3053 AUSTRALIA
TEL: 03 9495 5344 FACSIMILE: 03 9441 1332 EMAIL: mail@metaxasarch.com WEB: www.metaxasarch.com



Client: ARADENA DONCASTER PTY LTD

Project Name: APARTMENT DEVELOPMENT 14-16 CLAY DRIVE DONCASTER

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Drawing Title: ELEVATIONS

Scale: 1:200 @ A3 Date: 14 MAY 2018

Status: TOWN PLANNING Checked By:

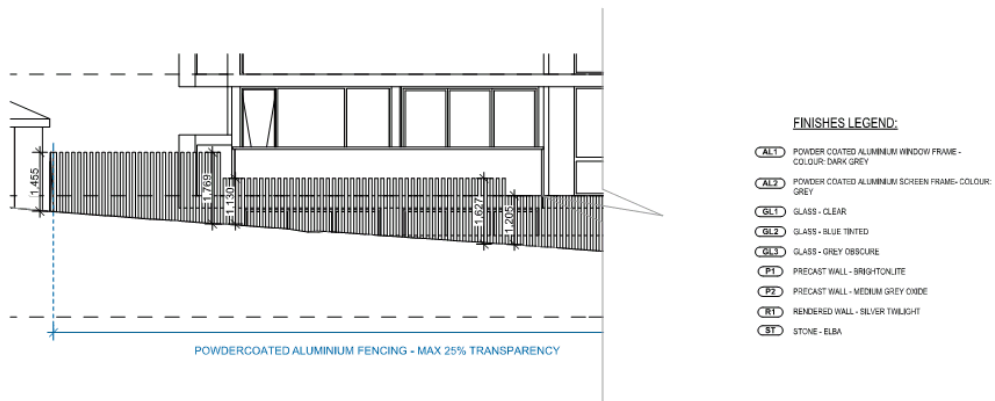
Project No: 15.046 Drawing No: TP03.2 Rev: Ai

PREPARED BY: MDS/18



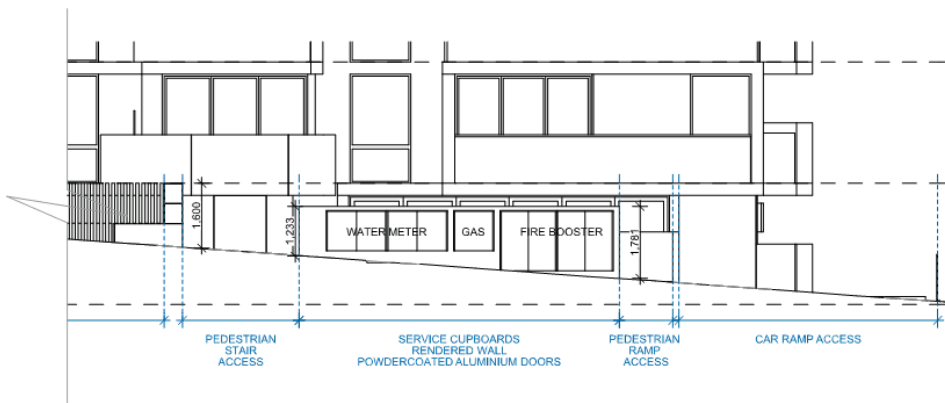
West Elevation (Clay Dr) Streetscape

1:200



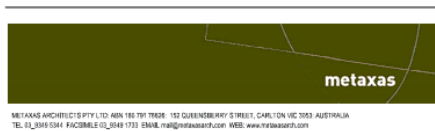
West Elevation (Clay Dr) Streetscape

1:100



West Elevation (Clay Dr) Streetscape

1:100

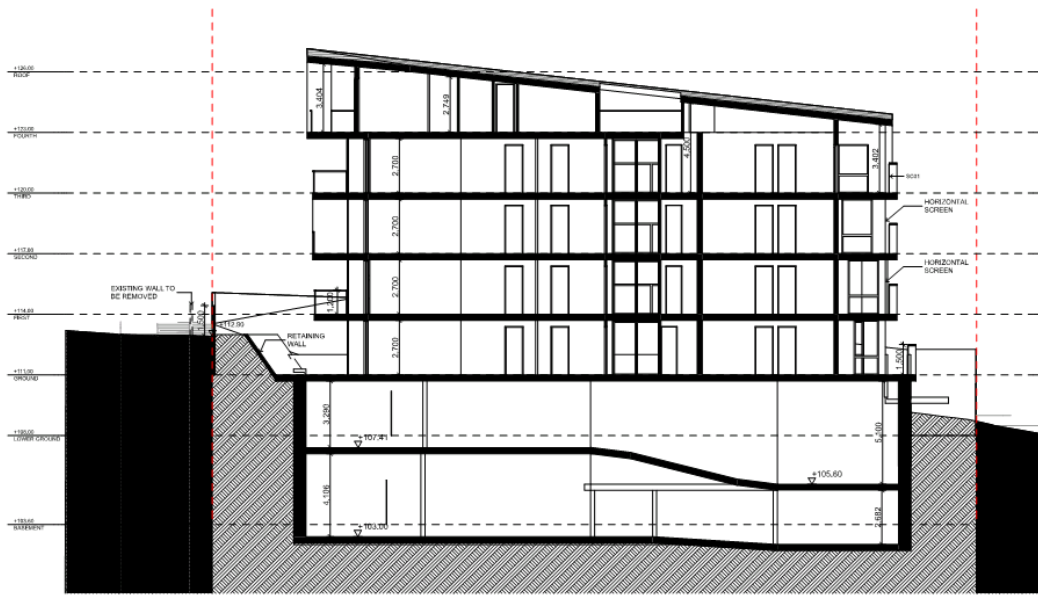


Client: ARADENA DONCASTER PTY LTD

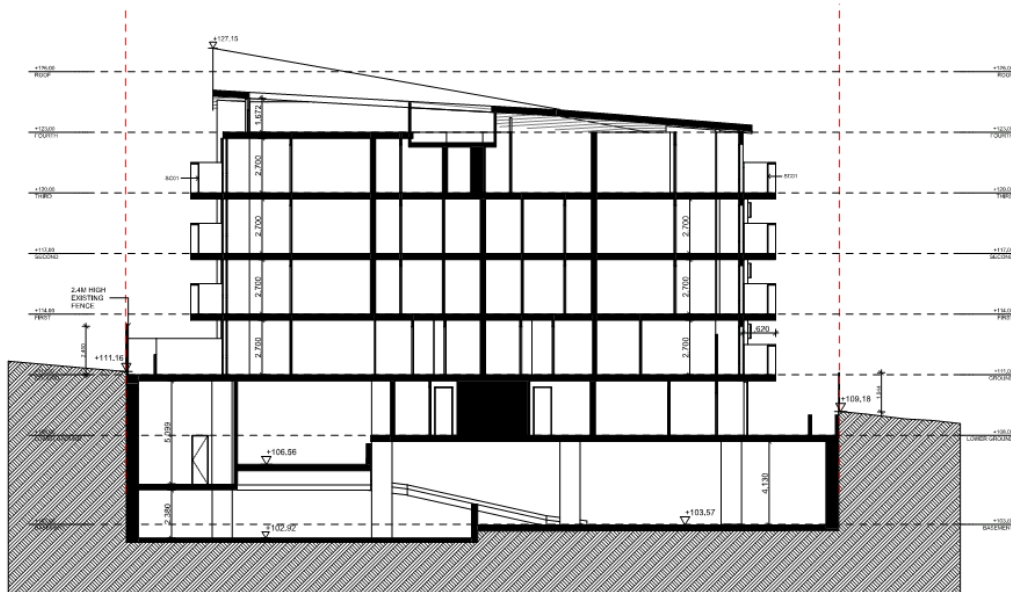
Project Name: APARTMENT DEVELOPMENT 14-16 CLAY DRIVE DONCASTER

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Drawing Title: ELEVATIONS STREETSCAPE	
Scale: 1:200, 1:100 @ A3	Date: 20 APRIL 2018
Status: TOWN PLANNING	
Project No: 15.046	Drawing No: TP03.3 A
Rev: 0001/0001/0001	Rev: 0001/0001/0001



Section AA



Section BB

METAXAS ARCHITECTS PTY LTD ABN 166 791 7808 153 QUEENSBERRY STREET, CARLTON VIC 3053 AUSTRALIA
TEL: 03 949 6341 FACSIMILE: 03 9449 1733 EMAIL: mail@metaxasarch.com WEB: www.metaxasarch.com

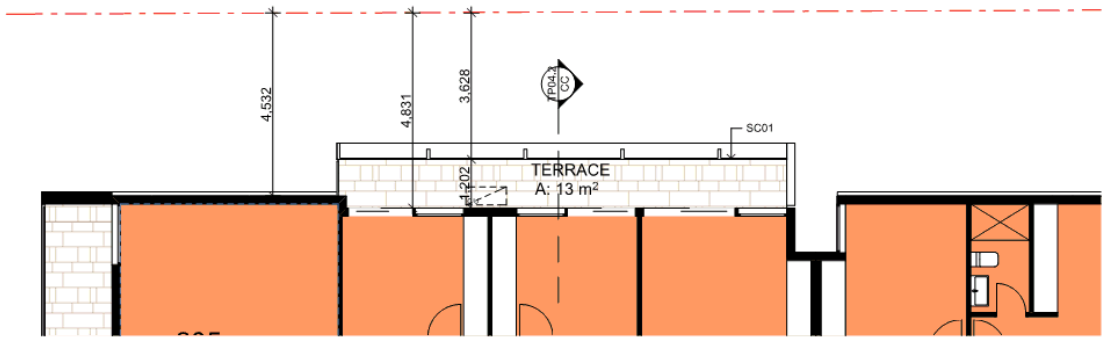


Client
ARADENA DONCASTER PTY LTD

Project Name
**APARTMENT DEVELOPMENT
14-16 CLAY DRIVE DONCASTER**

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Drawing Title SECTIONS	
Scale: 1:200	@ A3 Date: 20 APRIL 2018
Status: TOWN PLANNING Checked By:	
Project No: 15.046	Drawing No.: TP04.1 A
REV:	3/23/18

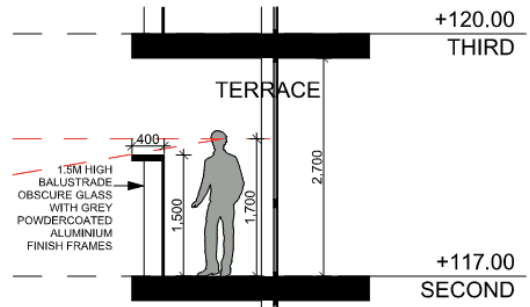


SECOND FLOOR PLAN

SCALE 1:100

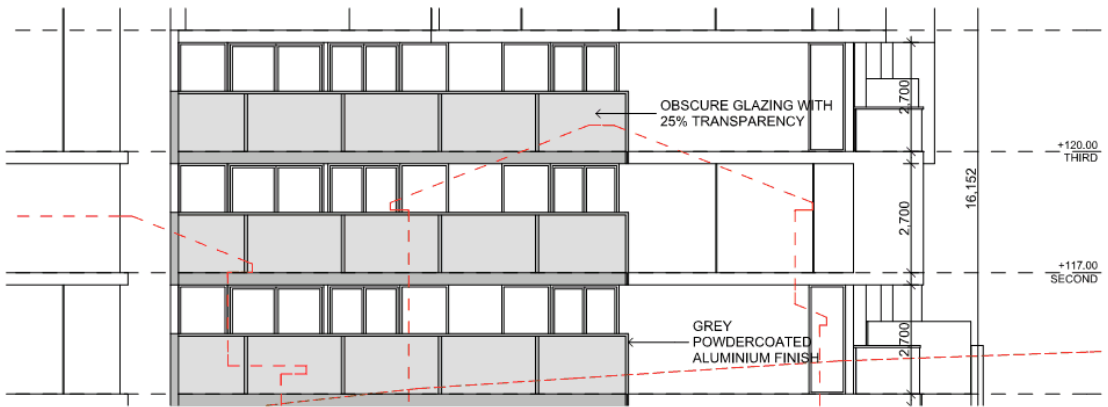


VIEW OF SCREENS





SECTION CC

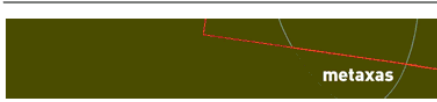
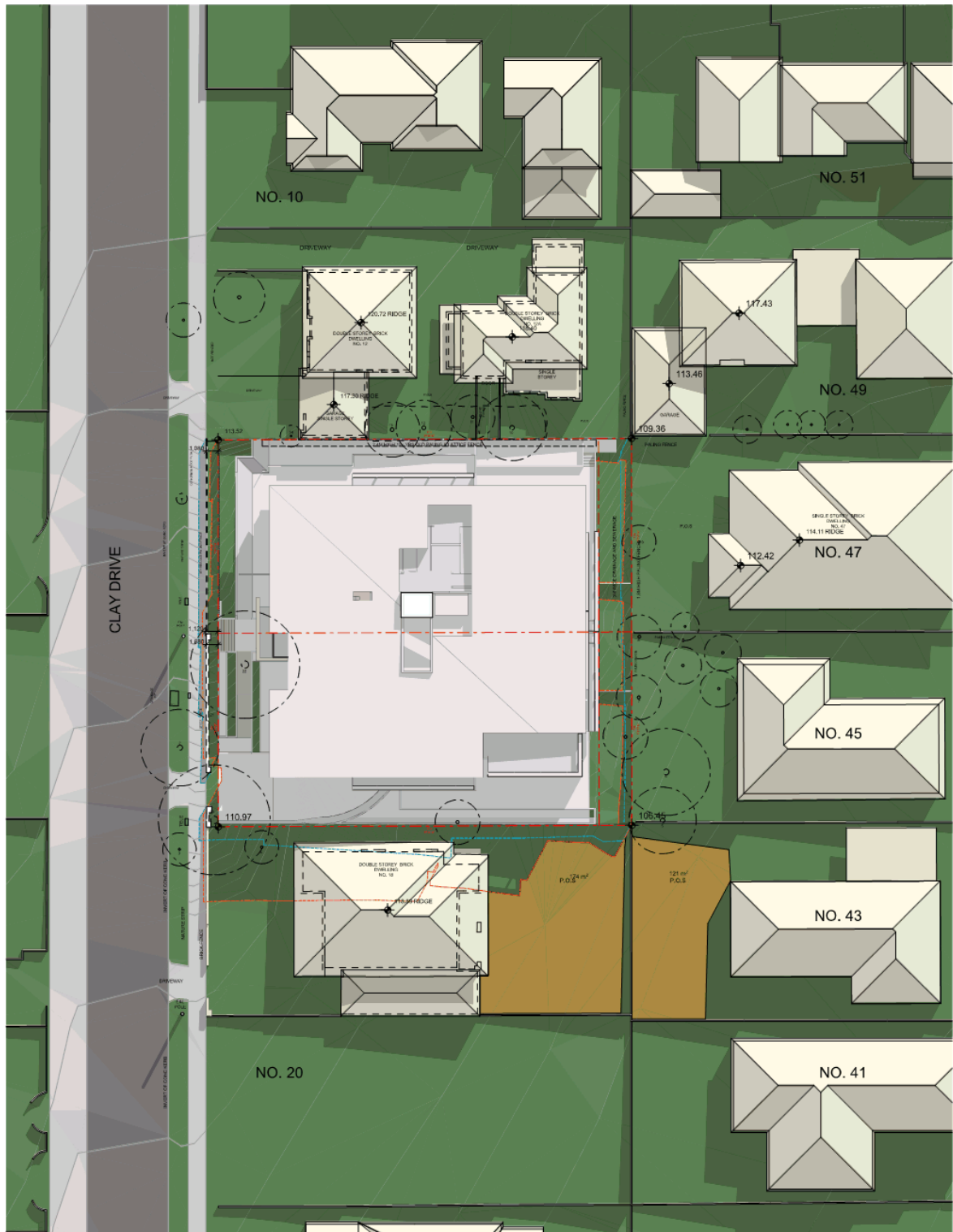
SCALE 1:50



NORTH ELEVATION

SCALE 1:100

 <p>METAXAS ARCHITECTS PTY LTD ABN 166 791 7806 152 QUEENSBERRY STREET, CARLTON VIC 3053 AUSTRALIA TEL: 03 949 6341 FACSIMILE: 03 9449 1733 EMAIL: mail@metaxasarch.com WEB: www.metaxasarch.com</p>	<p>N</p> 	<p>Client ARADENA DONCASTER PTY LTD</p>	<p>Drawing Title SCREEN DETAIL - SC01</p>
		<p>Project Name APARTMENT DEVELOPMENT 14-16 CLAY DRIVE DONCASTER</p>	<p>Scale: 1:100, 1:50 @ A3 Date: 20 APRIL 2018</p>
		<p>Project No: 15.046</p>	<p>Status: TOWN PLANNING Checked By:</p>
		<p>Drawing No.: TP04.2 A</p>	<p>Rev:</p>



— EXISTING SHADOW ON THE GROUND
— PROPOSED SHADOW ON THE GROUND
 UNSHADOWED AREA

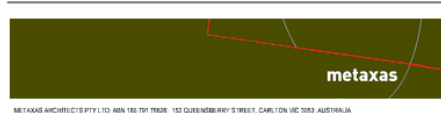
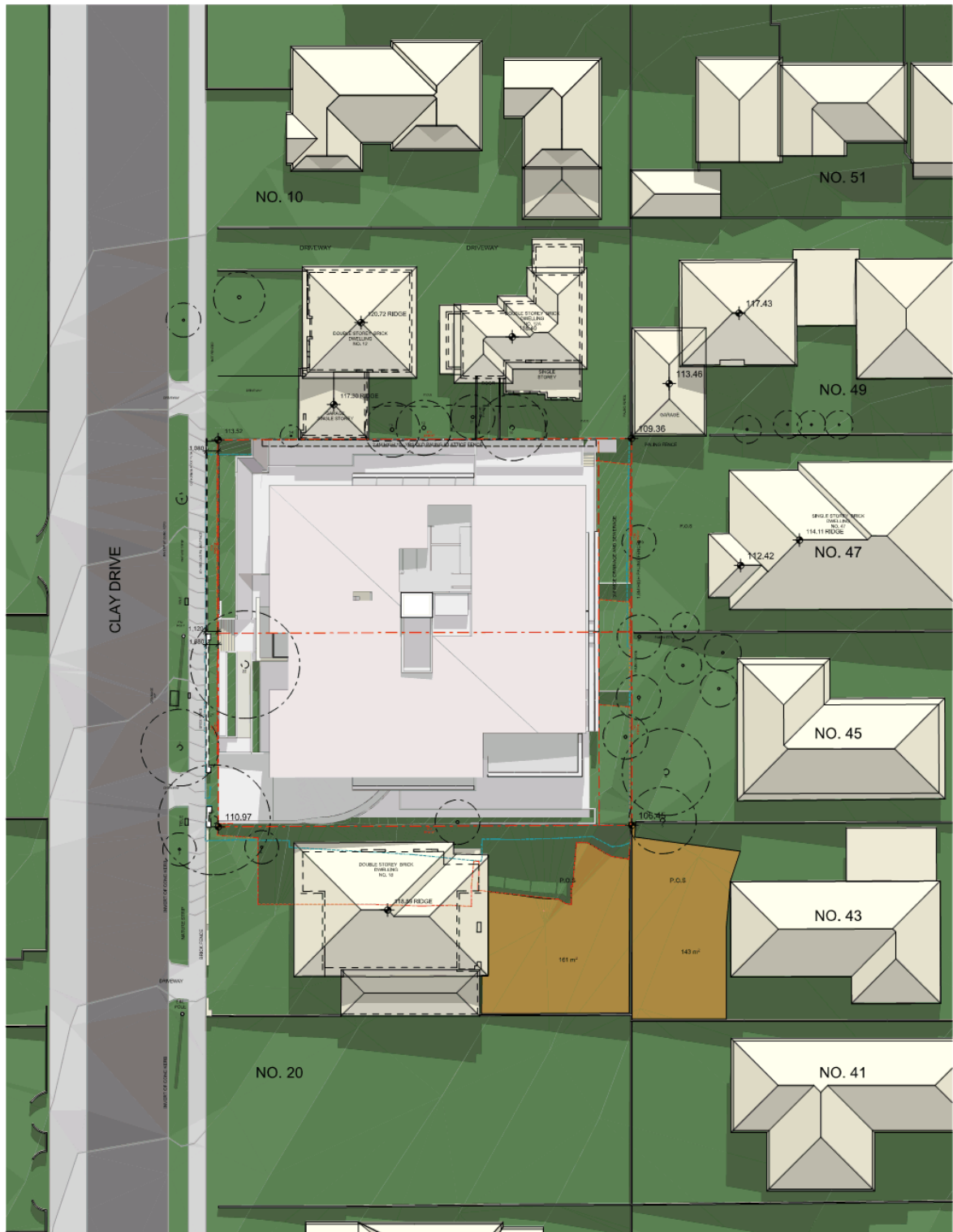
NOTE: SHADOW DIAGRAM ON 22 SEPTEMBER
 EDINBURGH. SHADOW DEPICTED REFLECTS SLOPE OF LAND

Client
ARADENA DONCASTER PTY LTD
 Project Name
**APARTMENT DEVELOPMENT
 14-16 CLAY DRIVE DONCASTER**

Drawing Title SHADOW DIAGRAM (11AM)	
Scale: 1:300 @ A3	Date: 20 APRIL 2018
Status: TOWN PLANNING Checked By:	
Project No: 15.046	Drawing No.: TP05.3 A
PREPARED BY: DATE: 20/04/18	

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 TEL: 03 949 6341 FACSIMILE: 03 949 1733 EMAIL: mail@metaxasarch.com WEB: www.metaxasarch.com

— — — EXISTING SHADOW ON THE GROUND
 - - - - - PROPOSED SHADOW ON THE GROUND
 [Orange Box] UNSHADOWED AREA

NOTE: SHADOW DIAGRAM ON 22 SEPTEMBER
 EDINBURGH. SHADOW DEPICTED REFLECTS SLOPE OF LAND

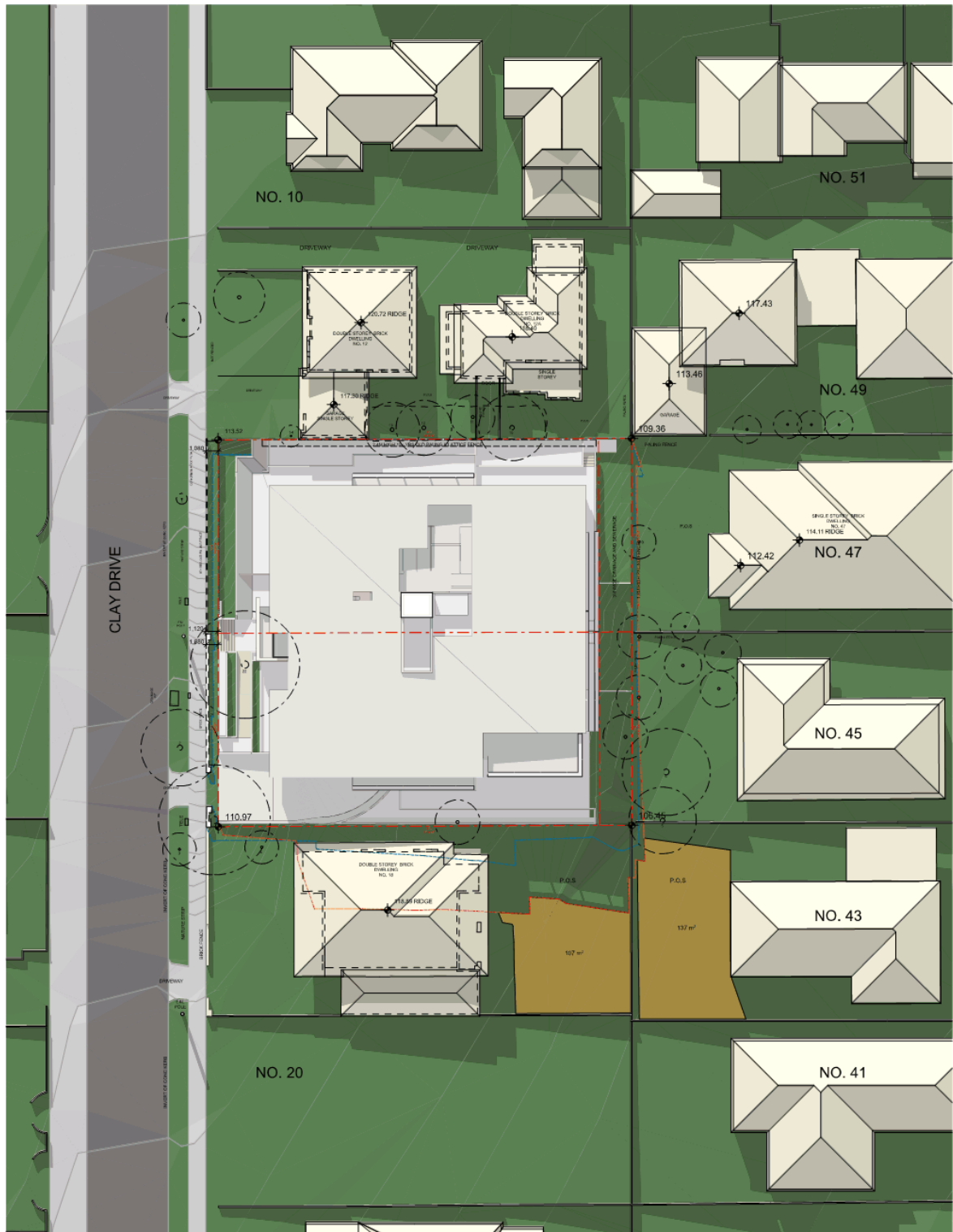
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Client: ARADENA DONCASTER PTY LTD

Project Name: APARTMENT DEVELOPMENT
 14-16 CLAY DRIVE DONCASTER

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Drawing Title: SHADOW DIAGRAM (12PM)	
Scale: 1:300	@ A3 Date: 20 APRIL 2018
Status: TOWN PLANNING Checked By:	
Project No: 15.046	Drawing No: TP05.4 A
Rev:	Rev:
PRELIM:	001/1/18



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 TEL: 03 949 6341 FACSIMILE: 03 949 1733 EMAIL: mail@metaxasarch.com WEB: www.metaxasarch.com

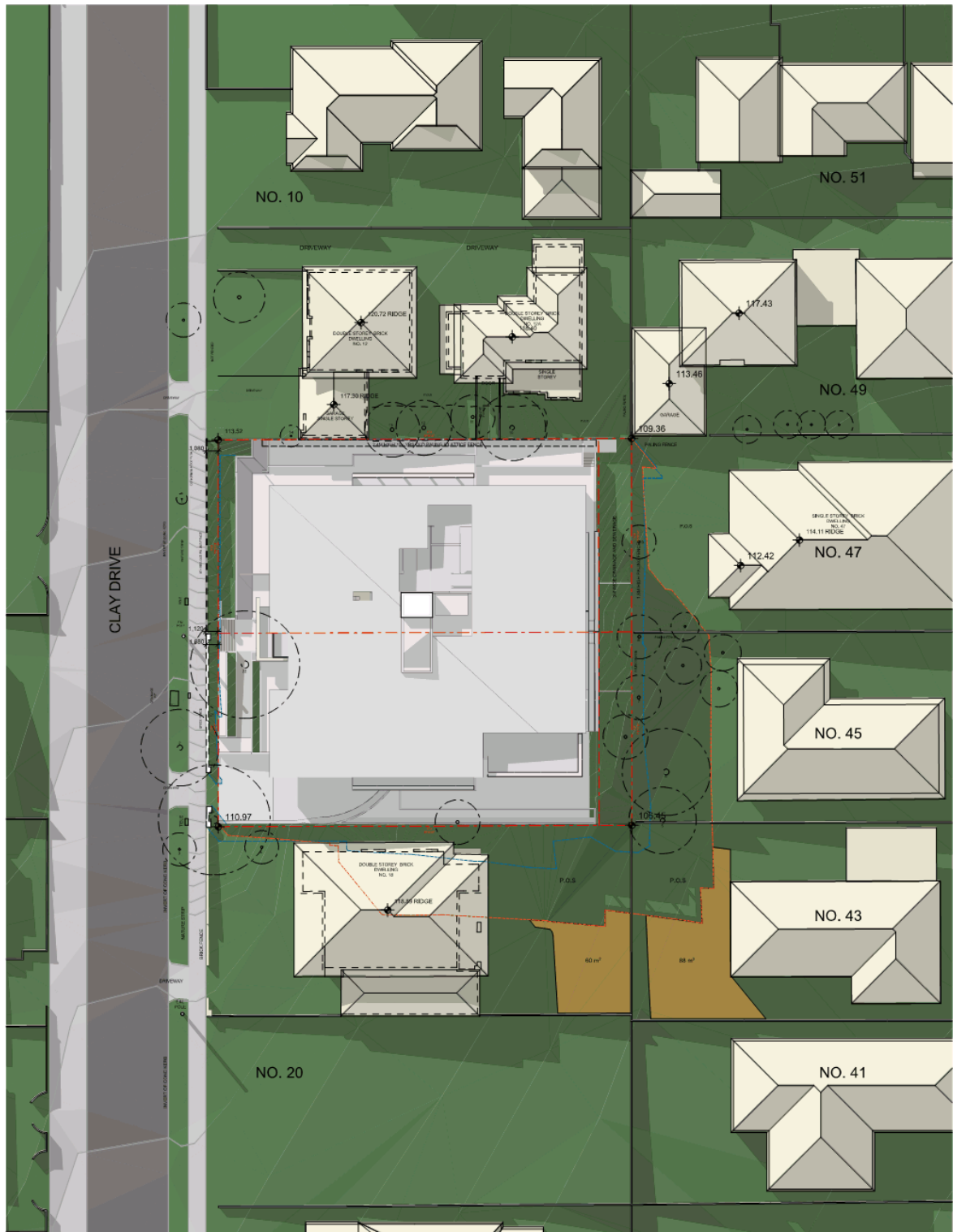
— EXISTING SHADOW ON THE GROUND
 - - - PROPOSED SHADOW ON THE GROUND
 UNSHADOWED AREA

NOTE: SHADOW DIAGRAM ON 22 SEPTEMBER
 EDWIN. SHADOW DEPICTED REFLECTS SLOPE OF LAND



Client: ARADENA DONCASTER PTY LTD
 Project Name: APARTMENT DEVELOPMENT 14-16 CLAY DRIVE DONCASTER

Drawing Title: SHADOW DIAGRAM (1PM)	
Scale: 1:300	@ A3 Date: 20 APRIL 2018
Status: TOWN PLANNING Checked By:	
Project No: 15.046	Drawing No: TP05.5 A
Rev:	Rev:
PRELIM:	001/18



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 TEL: 03 949 6341 FACSIMILE: 03 949 1733 EMAIL: mail@metakasarch.com WEB: www.metakasarch.com

- EXISTING SHADOW ON THE GROUND
- PROPOSED SHADOW ON THE GROUND
- UNSHADOWED AREA

NOTE: SHADOW DIAGRAM ON 22 SEPTEMBER
 EDWIN. SHADOW DEPICTED REFLECTS SLOPE OF LAND



Client: ARADENA DONCASTER PTY LTD

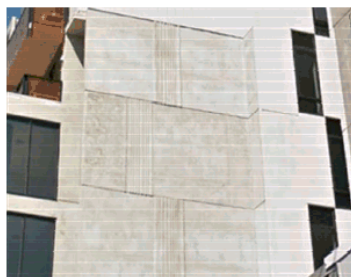
Project Name: APARTMENT DEVELOPMENT 14-16 CLAY DRIVE DONCASTER

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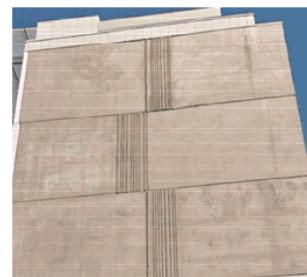
Drawing Title: SHADOW DIAGRAM (2PM)	
Scale: 1:300	@ A3 Date: 20 APRIL 2018
Status: TOWN PLANNING Checked By:	
Project No: 15.046	Drawing No: TP05.6 A
Rev:	Rev:
PRELIM:	001/18

FINISHES SCHEDULE



	AL1	POWDER COATED ALUMINIUM WINDOW FRAME - COLOUR: DARK GREY
	AL2	POWDER COATED ALUMINIUM HORIZONTAL SCREEN - COLOUR: GREY
	GL1	GLASS-CLEAR
	GL2	GLASS-BLUE TINTED
	GL	GLASS-OBSCURE GREY
	P1	PRECAST WALL - BRIGHTONLITE
	P2	PRECAST WALL - MEDIUM GREY OXIDE
	R1	RENDERED WALL - SILVER TWILIGHT
	ST	STONE-ELBA



Example of use of P1-Brightonlite on a facade of a building



Example of use of P2- Precast Medium Grey oxide on a facade of a building

 <p>METAXAS ARCHITECTS PTY LTD, ABN 180 751 71006, 102 QUEENSBERRY STREET, CARLTON VIC 3053 AUSTRALIA TEL: 03 9485 6344 FAX: 03 9485 1731 EMAIL: info@metaxasarch.com WEB: www.metaxasarch.com</p>	<p>N</p> 	<p>Client ARADENA DONCASTER PTY LTD</p>	<p>Drawing Title FINISHES SCHEDULE</p>
		<p>Project Name APARTMENT DEVELOPMENT 14-16 CLAY DRIVE DONCASTER</p>	<p>Scale @ A3 Date 20 APRIL 2018</p>
<p>Project No 15.046</p>		<p>Sheet TOWN PLANNING</p>	<p>Drawing No. TP07.2</p>
<p>Project No 15.046</p>		<p>Sheet A</p>	<p>Revision A</p>

5. LEGISLATIVE REQUIREMENTS

5.1 PLANNING AND ENVIRONMENT ACT 1987 (THE ACT)

The *Planning and Environment Act 1987* is the relevant legislation governing planning in Victoria. The Act identifies subordinate legislation in the form of Planning Schemes to guide future land use and development.

Section 60 of The *Planning and Environment Act*, requires the Responsible Authority to consider the following before deciding on an application:

- *The relevant planning scheme;*
- *The objectives of planning in Victoria;*
- *All objections and other submissions which it has received;*
- *Any decision and comments of a referral authority which it has received; and*
- *Any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development.*

Section 61(4) of the Act makes specific reference to covenants. Under Section 61(4) of the *Planning & Environment Act 1987* the Responsible Authority must not issue a planning permit that would result in a breach of a registered restrictive covenant.

5.2 MANNINGHAM PLANNING SCHEME

Clauses of the Manningham Planning Scheme the Responsible Authority must consider:

- Planning Policy Framework
- Local Planning Policy Framework
- Clause 37.08 Activity Centre Zone, Schedule 1
- Clause 45.06 Development Contributions Plan Overlay, Schedule 1
- Clause 45.09 Parking Overlay, Schedule 1
- Clause 52.06 Car Parking
- Clause 52.34 Bicycle Facilities
- Clause 58 Apartment Developments
- Clause 65 Decision Guidelines

Zone

Clause 37.08 Activity Centre Zone, Schedule 1

The purpose of the Activity Centre Zone is:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To encourage a mixture of uses and the intensive development of the activity centre:*
 - *As a focus for business, shopping, working, housing, leisure, transport and community facilities.*
 - *To support sustainable urban outcomes that maximise the use of infrastructure and public transport.*
- *To deliver a diversity of housing at higher densities to make optimum use of the facilities and services.*
- *To create through good urban design an attractive, pleasant, walkable, safe and stimulating environment.*
- *To facilitate use and development of land in accordance with the Development Framework for the activity centre.*

A permit is required to construct a building or construct or carry out works unless the schedule to this zone specifies otherwise.

An apartment development must meet the requirements of Clause 58.

Schedule 1, relevant to Doncaster Hill Principal Activity Centre outlines the following objectives:

Land use and development objectives to be achieved

- *To advance Doncaster Hill as a sustainable and vibrant mixed-use activity centre with a strong sense of place and civic identity.*
- *To develop the centre as a focus for contemporary high density residential development incorporating a mix of complementary retail, social, commercial and entertainment uses.*
- *To ensure the activity centre enhances the social, environmental, economic and cultural elements of the municipality and region, advancing Doncaster Hill as a destination in Melbourne's East.*

Land use

- *To provide for a vibrant range of mixed uses that support the strategic role of the Doncaster Hill Principal Activity Centre.*
- *To provide for a high level of activity that attracts people, provides a focal point for the community, creates an attractive and safe urban environment, increasing opportunities for social interaction.*
- *To ensure mixed use development comprises flexible floor spaces for a range of uses.*
- *To substantially increase the provision, intensity and diversity of housing (especially affordable housing), that allows for all sectors of the community to live in the centre.*
- *To provide for high-density residential development on individual sites in conjunction with a diversity of other uses including a mix of retail, commercial, social, community and entertainment uses.*
- *To encourage commercial and small-scale retail uses at the lower level of buildings, with high-density style residential development on upper levels.*

Built form

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

Environmental sustainability

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

Public realm

- To encourage active street frontages and pedestrian generating activities to be located along main roads.
- To ensure public spaces are minimally impacted by overshadowing, including preserving solar access in mid-winter to the key boulevards of Doncaster Road and Williamsons Road.
- To facilitate the enjoyment of public urban spaces/plazas, streetscapes, pedestrian and bicycle paths by ensuring that these areas are not excessively overshadowed or affected by wind tunnelling.
- To encourage artwork in suitable locations to contribute to creating a distinctive sense of identity.

Open space and landscaping

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

Transport and access

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

Under the ACZ1, the subject site is located in **Precinct 2F**. The objectives for Precinct 2F (clause 5.2-2) are as follows:

- To encourage an appropriate mix of residential and commercial uses in the precinct.
- To encourage the greatest area of high-density development to locate along the Doncaster Road ridgeline.
- To encourage the provision of cafes, restaurants and outdoor eating within the precinct.
- To retain and enhance the historic elements within the precinct and develop a link with the historic and arts enclave in Precinct 1.
- To support and connect with the pedestrian link proposed for the Doncaster Road, Williamsons and Tram Roads intersection at the western end of the precinct.
- To create a landmark gateway building at the eastern and western ends of the precinct.
- To create a public urban space/plaza with good solar access abutting the south side of Doncaster Road, with convenient access to the north side.
- To develop an area of open space as a passive green park, with urban play opportunities, and located in an area convenient to the precinct with well defined pedestrian links.

Table 5.2-3 of the Scheme sets out the following precinct requirements:

Maximum height	Design Element Height:	Setbacks

(excluding basement)		
14.5m	None specified	5m from front boundary 4.5m from side boundaries 4.5m from rear boundary

Overlays

Clause 45.06 Development Contributions Plan Overlay

A permit must not be granted to subdivide land, construct a building or construct or carry out works until a development contributions plan has been incorporated into this scheme.

This does not apply to the construction of a building, the construction or carrying out of works or a subdivision specifically excluded by a schedule to this overlay.

A permit granted must:

- *Be consistent with the provisions of the relevant development contributions plan.*
- *Include any conditions required to give effect to any contributions or levies imposed, conditions or requirements set out in the relevant schedule to this overlay.*

Clause 45.09 Parking Overlay

This overlay operates in conjunction with Clause 52.06. A schedule to this overlay may:

- *Vary the requirements of Clause 52.06 as allowed by this overlay.*
- *Specify additional requirements to the requirements of Clause 52.06 as allowed by this overlay.*
- *Specify requirements for the provision of a financial contribution as a way of meeting the car parking requirements of Clause 52.06 or this overlay.*

Planning Policy Framework

The relevant sections of the state planning policy framework are as follows:

Clause 11.01-1 (Activity Centres) includes the objective to build up activity centres as a focus for high-quality development, activity and living for the whole community by developing a network of activity centres.

Clause 11.01-2 (Activity Centre Planning) includes the objective to encourage the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into activity centres which provide a variety of land uses and are highly accessible to the community.

Clause 15.01-1 (Urban Design) seeks to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity. Strategies towards achieving this are identified as follows:

- *Promote good urban design to make the environment more liveable and attractive.*
- *Ensure new development or redevelopment contributes to community and cultural life by improving safety, diversity and choice, the quality of living and working environments, accessibility and inclusiveness and environmental sustainability.*
- *Require development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate.*

- *Ensure transport corridors integrate land use planning, urban design and transport planning and are developed and managed with particular attention to urban design aspects.*
- *Encourage retention of existing vegetation or revegetation as part of subdivision and development proposals.*

Clause 15.01-2 (Urban Design Principle) policy objective is:

- *To achieve architectural and urban design outcomes that contribute positively to local urban character and enhance the public realm while minimising detrimental impact on neighbouring properties.*

The strategy to achieve this is to apply the listed strategies to development proposals for non-residential development or residential development not covered by Clause 54, Clause 55 or Clause 56.

Responsible Authorities are also required to have regard to the State's *Design Guidelines for Higher Density Housing*, which is referenced at Clause 15.01 of the Scheme.

The strategies include the application of design principles to the proposed development relating to context, public realm, safety, pedestrian spaces, energy and resource efficiency, architectural quality and landscape quality.

Clause 15.01-4 (Design for Safety) policy objective is:

- *To improve community safety and encourage neighbourhood design that makes people feel safe.*

The policy seeks to improve community safety and encourage neighbourhood design that makes people feel safe. The strategy identified to achieve this objective is to ensure the design of buildings, public spaces and the mix of activities contribute to safety and perceptions of safety.

Clause 15.01-5 (Cultural Identity and Neighbourhood Character) policy objective is:

- *To recognise and protect cultural identity, neighbourhood character and sense of place.*

The clause includes several strategies to achieve this objective, including to:

- *Ensure development responds and contributes to existing sense of place and cultural identity.*
- *Ensure development recognises distinctive urban forms and layout and their relationship to landscape and vegetation.*
- *Ensure development responds to its context and reinforces special characteristics of local environment and place by emphasising:*
- *The underlying natural landscape character.*
- *The heritage values and built form that reflect community identity.*
- *The values, needs and aspirations of the community.*

Clause 15.02-1 Sustainable development: Energy and resource efficiency

The policy objective is:

- *To encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.*

The clause has the following strategies:

- *Ensure that buildings and subdivision design improves efficiency in energy use.*
- *Promote consolidation of urban development and integration of land use and transport.*
- *Improve efficiency in energy use through greater use of renewable energy.*

- *Support low energy forms of transport such as walking and cycling.*

Clause 16.01-1 Residential development: Integrated housing

The policy objective is:

- *To promote a housing market that meets community needs.*

The clause has the following strategies:

- *Increase the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations, including under-utilised urban land.*
- *Ensure that the planning system supports the appropriate quantity, quality and type of housing, including the provision of aged care facilities.*
- *Ensure housing developments are integrated with infrastructure and services, whether they are located in existing suburbs, growth areas or regional towns.*
- *Encourage housing that is both water efficient and energy efficient.*

Clause 16.01-2 Residential development: Location of residential development

The policy objective is:

- *To locate new housing in or close to activity centres and employment corridors and at other strategic redevelopment sites that offer good access to services and transport.*

The clause includes several strategies to achieve this objective, they include:

- *Increase the proportion of housing in Metropolitan Melbourne to be developed within the established urban area, particularly at activity centres, employment corridors and at other strategic sites, and reduce the share of new dwellings in greenfield and dispersed development areas.*
- *Encourage higher density housing development on sites that are well located in relation to activity centres, employment corridors and public transport.*
- *Ensure an adequate supply of redevelopment opportunities within the established urban area to reduce the pressure for fringe development.*
- *Facilitate residential development that is cost-effective in infrastructure provision and use, energy efficient, incorporates water efficient design principles and encourages public transport use.*
- *Identify opportunities for increased residential densities to help consolidate urban areas.*

Clause 16.01-3 Strategic redevelopment sites

The policy objective is:

- *To identify strategic redevelopment sites for large residential development in Metropolitan Melbourne.*

Specific reference is made at clause 16.01-3 to "strategic redevelopment sites" which are described as:

- *in and around Central Activity Centres;*
- *in or within easy walking distance of Principal or Major Activity Centres;*
- *in or beside Neighbourhood Activity Centres that are well served by public transport;*
- *on or abutting tram, train, light rail and bus routes that are part of the Principal Public Transport Network and close to employment corridors, Central Activities Districts, Principal or Major Activity Centres;*
- *in or near major modal public transport interchanges that are not in Principal or Major Activity Centres;*
- *able to provide ten or more dwellings, close to activity centres and well served by public transport.*

Clause 16.01-4 Housing diversity

The policy objective is:

- *To provide for a range of housing types to meet increasingly diverse needs.*

Clause 18.01-1 integrated Transport: Land use and transport planning

The policy objective is:

- *To create a safe and sustainable transport system by integrating land-use and transport.*

Clause 18.02-1 Movement networks: Sustainable personal transport

The policy objective is:

- *To promote the use of sustainable personal transport.*

Clause 18.02-2 Cycling

The policy objective is:

- *To integrate planning for cycling with land use and development planning and encourage as alternative modes of travel.*

The clause includes several strategies to achieve this objective including to:

Require the provision of adequate bicycle parking and related facilities to meet demand at education, recreation, shopping and community facilities and other major attractions when issuing planning approvals.

Clause 18.02-4 Management of the road system

The policy objective is:

- *To manage the road system to achieve integration, choice and balance by developing and efficient and safe network and making the most of existing infrastructure.*

Clause 18.02-5 Car parking

The policy objective is:

- *To ensure an adequate supply of car parking that is appropriately designed and located.*

The policy is relevant to the proposal because the application seeks a reduction in the standard car parking requirement of the Scheme. The objective is to ensure an adequate supply of car parking that is appropriately designed and located. It is also required to allocate or require land to be set aside for car parking subject to the existing and potential modes of access including public transport, the demand for off-street car parking, road capacity and the potential for demand management of car parking. Proposals are also encouraged to facilitate the use of public transport.

Local Planning Policy Framework (LPPF)

Municipal Strategic Statement

Clause 21.03 Key Influences

This clause identifies that future housing need and residential amenity are critical land-use issues that will challenge Manningham's future growth and sustainable development. The MSS acknowledges that there is a general trend towards smaller household size as a result of an aging population and smaller family structure which will lead to an imbalance between the housing needs of the population and the actual housing stock that is available.

This increasing pressure for re-development raises issues about how these changes affect the character and amenity of our local neighbourhoods. In meeting future housing needs, the challenge is to provide for residential re-development in appropriate locations, to reduce pressure for development in more sensitive areas, and in a manner that respects the residential character and amenity valued by existing residents.

Clause 21.09 (Activity Centre and Commercial Areas) outlines that *principal, major and identified neighbourhood activity centres will be the focus of increased residential growth and development*. In particular, Doncaster Hill Principal Activity Centre will:

- *Challenges mainstream community planning and building design to achieve desired environmental outcomes.*
- *Provides more local jobs to reduce journey to work trips.*
- *Provides housing where residents may walk to facilities and services.*
- *Encourages reduced levels of car ownership and increased public transport usage.*

The vision for Doncaster Hill Principal Activity Centre is outlined in Council's *Doncaster Hill Strategy (2002)* and includes:

- *To implement the objectives of Melbourne 2030 in respect of Principal Activity Centres as a focus for retail, social, commercial, entertainment, civic and residential uses.*
- *To integrate ecologically sustainable development principles and techniques into every facet of the design, construction and operation/occupancy stages of new development to raise the aspirations of all users, appropriate for a city looking towards a long-term, responsible and sustainable future.*
- *To ensure that built form outcomes demonstrate the use of contemporary architecture combined with innovative urban design and building techniques that incorporate ecologically sustainable design principles.*
- *To emphasise the existing dramatic landform of Doncaster Hill through built form that steps down the hill.*
- *To encourage high density, high rise residential development.*
- *To provide a greater diversity of dwelling types.*
- *To alleviate pressure for more intense residential development in established urban areas.*
- *To reduce travel demand and change travel behaviour.*
- *To promote the development of sustainable transport options.*
- *To meet the future infrastructure requirements of Doncaster Hill in a comprehensive, timely and equitable way.*
- *To develop an integrated mixed-use precinct for Doncaster Hill Activity Centre which provides for an appropriate mix of uses and functions on a location specific level, including the provision of:*
 - *mixed uses within buildings, particularly along boulevard locations*
 - *small scale retail opportunities at ground floor level in conjunction with other mixed use developments*
 - *additional commercial/office floor space*
 - *flexible floor spaces within buildings to ensure life cycle adaptability.*

Within Doncaster Hill Principal Activity Centre there are various precincts delineated in accordance with their topographic orientation and aspect on Doncaster Hill, their relationship to main roads, and their present and future uses.

Clause 21.10 (Ecologically Sustainable Development) highlights Council's commitment to ESD and outlines a number of ESD principles to which regard must be given. These include building energy management, water sensitive design, external environmental amenity, waste management, quality of public and private realm and transport.

In relation to sustainability, the ACZ1 requires applicants to submit a Sustainability Management Plan that *demonstrates the application of Australian best practice rating tools and design principles, use of emerging technology, and a commitment to 'beyond compliance' throughout the construction period and subsequent operation of the development.*

Local Planning Policy

Clause 22.08 Safety through urban design

This policy applies to all land in Manningham. It endeavours to provide and maintain a safer physical environment for those who live in, work in or visit the City of Manningham. The policy seeks attractive, vibrant and walkable public spaces where crime, graffiti and vandalism is minimised.

Clause 22.09 Access for disabled people

This policy also applies to all land in Manningham. It seeks to ensure that people with a disability have the same level of access to buildings, services and facilities as any other person. The policy requires the needs of people with a disability to be taken into account in the design of all proposed developments.

Particular Provisions

Clause 52.06 Car Parking

Pursuant to Clause 52.06-5, car parking is required to be provided at the following rate:

- 1 space for 1 and 2 bedroom dwellings.
- 2 spaces for 3 or more bedroom dwellings.
- 1 visitor space to every 10 dwellings (as required by the Parking Overlay, Schedule 1).

Clause 52.06-9 outlines various design standards for parking areas that should be achieved.

Clause 52.34 Bicycle Facilities

Pursuant to Clause 52.34-3, the following number of bicycle spaces are required in development of four or more storeys:

- 1 space for every 5 dwellings for residents.
- 1 space for every 10 dwellings for visitors.

General Provisions

Clause 65 Decision Guidelines

This clause outlines that before deciding on an application, the responsible authority must consider, as appropriate:

- *The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *The purpose of the zone, overlay or other provision.*
- *The orderly planning of the area.*
- *The effect on the amenity of the area.*

10 CITY PLANNING & COMMUNITY

10.1 Lions Park Masterplan

File Number: IN18/395

Responsible Director:

Attachments:

- 1 Lions Park Masterplan - September 2018 [↓](#) 
- 2 Lions Park Draft Masterplan - Consultation Brochure [↓](#) 
- 3 Lions Park Draft Masterplan - Consultation May June 2018 [↓](#) 

EXECUTIVE SUMMARY

The purpose of this report is to consider the results of community consultation in relation to a draft Masterplan for Lions Park, Warrandyte and to seek Council's endorsement of the final Lions Park Masterplan (refer to Attachment 1).

Lions Park plays an important recreational role for both the Warrandyte and broader Manningham community, as well as being a tourist destination.

The proposed redevelopment of Lions Park is directly related to the Yarra River bridge widening works being undertaken by VicRoads which will be completed by late 2018. As part of VicRoads bridge project, re-establishment works will be provided for part of the site closest to the bridge. Master planning for Lions Park will guide and co-ordinate those works with other improvements for the area.

The purpose of the masterplan is to enhance the amenity, usability and recreational opportunities for visitors to this focal point of the Yarra River in Warrandyte. It has been prepared in consultation with a Project Reference Group, comprising members of the Warrandyte Lions Club, Warrandyte Community Association, Warrandyte Historical Society, Warrandyte Business Association, interested residents, CFA, VicRoads and Council officers.

Community consultation in relation to ideas for the Park was undertaken during March and April 2018, with 104 responses received through a survey and community 'ideas' board. Taking into account the feedback received a draft Masterplan was exhibited for community feedback during May and June, 2018.

The draft masterplan includes removal of the former tennis court on the site, carpark redesign and upgrade, fitness equipment, additional picnic facilities, picnic settings and barbeques, improved path layout, expanded fire display garden, and additional park elements including furniture, drinking fountains, fencing, bollards, signage, natural landscaping and public art elements.

A total of 14 submissions were received in response to the draft Masterplan and following review of that feedback with the assistance of the community reference group, some changes to the draft master plan are proposed including:

- *The inclusion of exercise equipment – in an under the bridge with existing shade and proximity to the river path.*
- *The provision of ramp access from Yarra Street into Lions Park.*

1. RECOMMENDATION**That Council:**

- A. note the results of the community consultation in relation to the draft Lions Park Masterplan.**
- B. endorse the Lions Park Masterplan.**
- C. note that a Capital Works Business Case will be prepared for the upgrade works set out in the final Masterplan for implementation in the 2019/20 and 2020/21 Capital Works Program.**

2. BACKGROUND**The Site**

- 2.1 Lions Park forms part of Warrandyte River Reserve and is located on Crown land Yarra River frontage managed by Council. It is adjacent to the regional Federation Playspace between the Kangaroo Ground- Warrandyte Bridge and the Warrandyte Bakery and forms the back drop to the Warrandyte Township.
- 2.2 *Manningham's Open Space Strategy (2014)* classifies the Warrandyte River Reserve as a linear park of regional significance, which forms part of the Yarra River habitat corridor. It is extensively used for informal recreation, by both the local community and visitors, and is one of Manningham's most popular parks to visit and is a major tourist destination in Manningham.
- 2.3 The site for the project comprises the area near the carpark, including a former tennis court and picnic shelter and tables, which have been informally maintained by the Warrandyte Lions Club for the last 33 years. The *Warrandyte River Reserve Management Plan (2005)* recommended that a development plan be prepared, in consultation with the Lion's Club, to improve pedestrian access, upgrade picnic facilities and formalise car parking of the site.
- 2.4 There is a need to redevelop this key community open space, as the tennis courts are no longer used and the adjacent Warrandyte Bridge is currently being widened, with the former tennis courts being used as part of the works compound for the works.
- 2.5 It is anticipated that the bridge widening works being undertaken by VicRoads will be completed by late 2018. As part of VicRoads bridge project, re-establishment works will be provided for part of the site closest to the bridge. The Masterplan will guide and co-ordinate those works with other improvements for the area. Full implementation of the Masterplan works will be reliant on some funding in Council's 2019/20 Capital Works Program.

Initial Ideas

- 2.6 During a three week period from 14 March to 3 April 2018, public feedback was sought about the future of the area, to inform planning for redevelopment of the site.

- 2.7 A total of 101 responses were received from the survey and three contributed to the 'ideas board' at the Warrandyte Festival. The major themes which emerged during that consultation period included natural and environmental values; cultural values; recreation opportunities; community connectedness; provision of a Men's Shed; and provision of access for people with all abilities.

Draft Masterplan

- 2.8 At its meeting on 22 May 2018, Council endorsed the public exhibition of the draft Lions Park Masterplan.

- 2.9 The works proposed in the draft Masterplan were designed to enhance the amenity, usability and recreational opportunities for visitors to the river environment. The proposed works included:

- Removal of the former tennis court, carpark redesign and upgrade.
- Additional picnic facilities including shelter, picnic settings and barbeques.
- Better use of the Taffy Jones ruin, with picnic facilities and further art/heritage interpretation elements.
- Improved path layout and pedestrian safety and better connection from Lions Park to the river path.
- Expanded fire display garden.
- Additional park elements including furniture, drinking fountains, fencing, bollards, signage and natural landscaping and public art elements.
- Minor expansion of Federation Playspace, including play elements for older children.
- Reconfiguration of the car parking layout improve its functionality and safety of the space, with the aim of no loss of car parking from the bridge works or park upgrade.

- 2.10 The draft Masterplan was exhibited for public feedback from 28 May to 18 June 2018. Communication and engagement in relation to the draft Masterplan included:

- Posters displayed at Lions Park and around the Warrandyte Township.
- Brochures and posters distributed at the Warrandyte Library, Warrandyte Bakery and the Warrandyte Community Centre. (Refer Attachment 3).
- A web-based survey available to the general public via Council's web-based site 'Your Say Manningham'.
- Notices placed in the Warrandyte Diary.

- 2.11 A total of 14 responses have been received through the online survey, 87 people downloaded the masterplan and 199 people were aware of the project through the online survey.

3. DISCUSSION /ISSUE

Community feedback

3.1 Full details of the survey results are included in Attachment 3.

3.2 Key results from the survey were that:

- The community told us they valued a space to relax by the river, somewhere to meet friends and a casual space for families and individuals to sit and enjoy the sun. The majority of respondents (69%) felt that the draft masterplan represented the shared vision for Lions Park.
- The top three priorities from the first consultation were 'enjoying nature, river views, and rest points' 'picnic spaces' and 'paths and walking'. The respondents agreed (85.7%) that this draft Masterplan represented that top three priority features.
- The majority of respondents supported the draft masterplan being progressed (78.6%).
- Comments on the online survey also asked questions around the relocation of the mural on the tennis court building, inclusion of exercise equipment, art projects, renaming of the park, historical signage, inclusion of aboriginal heritage and accessibility through the site.

Proposed changes to the draft Masterplan

3.3 Feedback from the community consultation was discussed with the Community Reference Group for the project.

3.4 Proposed changes for inclusion in the final Masterplan, as shown in Attachment 1, include the addition of exercise equipment within Lions Park. The area under the bridge was chosen for its existing shade and being located right on the river path. Another proposed change is the provision of ramp access from Yarra Street into Lions Park.

Next Steps

3.5 It is anticipated that the VicRoads works will be completed by late 2018. VicRoads has indicated that funding and re-establishment works will be provided for part of the site closest to the bridge. The Masterplan will guide and co-ordinate improvement opportunities for that area.

3.6 Full implementation of the Masterplan works will be reliant on funding in Council's 2019/20 and 2020/21 Capital Works Programs.

4. COUNCIL PLAN / STRATEGY

4.1 *Manningham's Open Space Strategy (2014)* classifies the Warrandyte River Reserve as a linear park of regional significance with multiple functions including providing for informal recreation and is a major Yarra River habitat corridor.

- 4.2 The *Warrandyte River Reserve Management Plan (2005)* recommended that a development plan be prepared in consultation with the Lion's Club to improve pedestrian access, upgrade picnic facilities and formalise car parking of the site.

5. IMPACTS AND IMPLICATIONS

- 5.1 The redevelopment proposed in the Masterplan will improve and enhance the overall accessibility, recreational use and amenity of the area. This will have positive impact on visitors to the area and encourage greater usage.
- 5.2 An increase in use of the area on the river reserve will have a positive impact on the health and wellbeing of users, increasing the level of physical activity and opportunities to connect with nature and their local community.
- 5.3 The proposed redevelopment of Lions Park was well received in both stages of community consultation and by all members of the Project Reference Group.

Environmental

- 5.4 The Masterplan will ensure that the ongoing management of the Warrandyte River Reserve remains environmentally sustainable, while continuing to balance provision of recreational opportunities and experiences and protection of indigenous flora and fauna.
- 5.5 Improving the indigenous vegetation will enhance the habitat link of the Yarra River corridor.
- 5.6 The Masterplan also includes the protection of existing large trees by removing car spaces from over their root zone.

6. IMPLEMENTATION

Finance/Resource Implications

- 6.1 It is anticipated that the VicRoads works, including the upgrade to the park in the immediate vicinity of the bridge, will be completed by late 2018.
- 6.2 A Sport and Reserve Victoria Grant (\$85,000) has been applied for to assist with funding the playspace, part of the exercise equipment and main walking path. The outcome of the grant application will be announced in September 2018.
- 6.3 The Warrandyte Lions Club has committed to providing \$45,000 towards the upgrade for the park.
- 6.4 Full implementation of the Masterplan works will be reliant on funding in Council's 2019/20 and 2020/21 Capital Works Program.
- 6.5 The total project cost for the upgrade is \$680,000. Having regard to the other contributions to the works, it is estimated that \$450,000 will be required through Council's capital works budget.
- 6.6 In addition to this, funding through existing Council programs such as the playspace budget and Asset Management Strategy budget for car parking improvements will be required for the upgrade (\$100,000).

- 6.7 Additional grant opportunities will continue to be sought. We are also working with VicRoads to maximise the delivery and reestablishment of the area from the works compound.
- 6.8 A Capital Works Business Case will be prepared for the upgrade works set out in the final Masterplan.

Communication and Engagement

- 6.9 The Masterplan has been prepared in consultation with a Project Reference Group, comprising members of the Warrandyte Lions Club, Warrandyte Community Association, Warrandyte Historical Society, Warrandyte Business Association, interested residents, CFA, VicRoads, and Manningham Council.
- 6.10 Community input was undertaken for a three week period from 14 March to 3 April 2018 seeking public comments about the future of the area.
- 6.11 Community consultation on the draft Masterplan was undertaken for a period of three weeks 28 May to 18 June 2018.
- 6.12 If the masterplan is adopted the final Masterplan will be displayed online, signs put up onsite and the website updated.
- 6.13 Detailed design for the project will include additional consultation, for example in relation to the playspace upgrade.
- 6.14 The Wurundjeri will be invited to be involved in the art project for the site.

Timelines

- 6.15 As part of the planning permit for the bridge works, VicRoads is committed to some re-establishment works in the part of the site closest to the bridge. It is anticipated that the VicRoads works will be completed by late 2018.
- 6.16 Council construction works could commence in early 2019 subject to available capital works funding. There is some potential to advance the notionally allocated 2019/20 capital funding for the project should other 2018/19 capital projects be deferred.
- 6.17 A Capital Works Business Case will be prepared for the upgrade works set out in the final Masterplan for implementation in the 2019/20 and 2020/21 Capital Works Program.

7. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Lions Park Masterplan, Warrandyte

September 2018



- 24** Exercise equipment will be investigated to be installed at a location along the Warrandyte River Reserve
- Also to be looked into:**
- Fire garden stage 2 extension to be included in the landscape development
 - Art projects referencing Aboriginal history to be investigated.

- 15** New stairs connection
- 16** Open space grass area
- 17** New picnic area with river views
- 18** Investigate new ramp connection
- 19** New feature plaza and seating area
- 20** New stairs connection
- 21** Informal amphitheatre seating
- 22** New shelter, BBQ, drinking fountain and picnic tables
- 23** New stairs connection

- 8** Existing fire garden to remain
- 9** New carpark layout. Final spaces quantities to be determined in the detailed design
- 10** Existing shelter and BBQ to remain
- 11** New pedestrian path
- 12** Water Sensitive Urban Design treatment garden beds
- 13** Keep all native vegetation and the peppercorn tree. Staged transition to native tree canopy
- 14** New picnic area

Key

- Existing tree
- New tree
- Garden beds
- Grass
- Shared road space
- Picnic tables
- Seat
- Drinking fountain
- New paths
- Picnic areas





Image from community consultation at Warrandyte Festival



We would like your feedback on the draft masterplan

- Does the draft masterplan represent the top priorities and vision demonstrated by the community?
- What are your favourite spaces in the masterplan?
- Would you support the draft masterplan being progressed?
- Do you have any more comments about the draft masterplan?

To have your say please visit

Online: yousaymanningham.com.au/lions-park
 Consultation closes 18 June

LIONS PARK Masterplan

View the draft masterplan for Lions Park inside!

Feedback from community consultation in March

We had a strong response from regular visitors with 70% of the respondents coming to Warrandyte 5+ times per week. Thoughts and ideas captured during the consultation has informed the design of the draft masterplan.

Vision for Lions Park

We asked what your vision was for Lions Park. You told us you valued a space to relax by the river, somewhere to meet friends and a casual space for families and individuals to sit and enjoy the sun.

You told us the top three priorities for areas are:



Enjoying nature, river views, rest points



Picnic spaces



Paths and walking



Vistas to the river



BBQ



Picnic table

You told us the top three priorities for features are:

You told us that Warrandyte style means:

Nature based, bushy, artistic and community.

If you would like further information on this project please contact:

Email: csadmin@manningham.vic.gov.au
 Phone: 9840 9269

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Draft Lions Park Masterplan

Have a look and see over the page on how to have your say



- 1 Remove fence to connect spaces between playspace and picnic area
- 2 Extend playspace when the playground is upgraded. Install grass as a temporary change
- 3 Install picnic table. Install artwork from the tennis club wall on Taffy Jones wall
- 4 Vehicle access provided for 207 Yarra Street building
- 5 New feature plaza and seating area
- 6 New seats to be installed along path
- 7 New shelter, BBQ, drinking fountain and picnic tables

- 8 Existing fire garden to remain
- 9 New carpark layout. Final spaces quantities to be determined in the detailed design
- 10 Existing shelter and BBQ to remain
- 11 New pedestrian path
- 12 Water Sensitive Urban Design treatment garden beds
- 13 Keep all native vegetation and the peppercorn tree. Staged transition to native tree canopy
- 14 New picnic area

- 15 New stairs connection
- 16 Open space grass area
- 17 New picnic area with river views
- 18 Investigate new ramp connection
- 19 New feature plaza and seating area
- 20 New stairs connection
- 21 Informal amphitheatre seating
- 22 New shelter, BBQ, drinking fountain and picnic tables
- 23 New stairs connection

Also to be looked into:

- Exercise equipment will be investigated to be installed at a location along the Warrandyte River Reserve
- Fire garden stage 2 extension to be included in the landscape development
- Art projects referencing Aboriginal history to be investigated.

Project Report

25 May 2018 - 19 June 2018

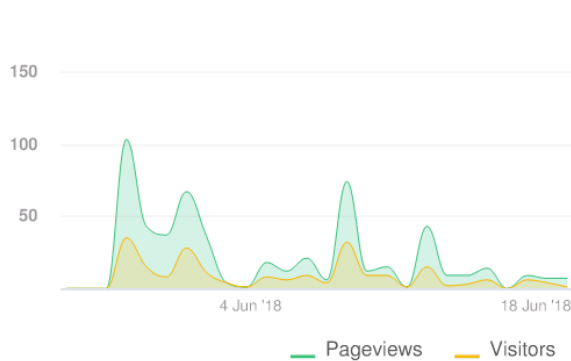
Your Say Manningham

Your Vision for Lions Park



by Bang the Table

Visitors Summary



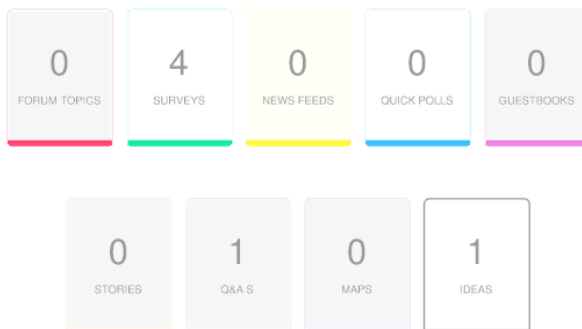
Highlights

TOTAL VISITS	235	MAX VISITORS PER DAY	35
NEW REGISTRATIONS	0		
ENGAGED VISITORS	15	INFORMED VISITORS	107
		AWARE VISITORS	199

Aware Participants	199	Engaged Participants	15
Aware Actions Performed	Participants	Engaged Actions Performed	Registered Unverified Anonymous
Visited a Project or Tool Page	199		
Informed Participants	107	Contributed on Forums	0 0 0
Informed Actions Performed	Participants	Participated in Surveys	2 0 12
Viewed a video	0	Contributed to Newsfeeds	0 0 0
Viewed a photo	13	Participated in Quick Polls	0 0 0
Downloaded a document	87	Posted on Guestbooks	0 0 0
Visited the Key Dates page	0	Contributed to Stories	0 0 0
Visited an FAQ list Page	4	Asked Questions	0 1 0
Visited Instagram Page	0	Placed Pins on Maps	0 0 0
Visited Multiple Project Pages	92	Contributed to Ideas	0 0 0
Contributed to a tool (engaged)	15		

Your Say Manningham : Summary Report for 25 May 2018 to 19 June 2018

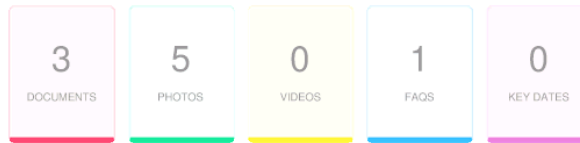
ENGAGEMENT TOOLS SUMMARY



Tool Type	Engagement Tool Name	Tool Status	Visitors	Contributors		
				Registered	Unverified	Anonymous
Qanda	Ask us a question?	Published	5	0	1	0
Survey Tool	Provide your feedback	Published	36	2	0	12
Survey Tool	Lions Park Upgrade	Draft	0	0	0	0
Survey Tool	Draw your vision for Lions Park	Draft	0	0	0	0
Survey Tool	Upload your own design	Published	0	0	0	0

Your Say Manningham : Summary Report for 25 May 2018 to 19 June 2018

INFORMATION WIDGET SUMMARY



Widget Type	Engagement Tool Name	Visitors	Views/Downloads
Document	Draft Masterplan Lions Park	83	95
Document	Lions Park Brochure	4	5
Document	Lions Park Poster	4	4
Document	deleted document from	3	3
Photo	Tennis Courts	10	10
Photo	Tennis Courts	10	10
Photo	Lions Park Did You Know	7	7
Photo	Lions Park Masterplan Draft Masterplan	5	6
Photo	Lions Park Draft Masterplan Timeline	4	4
Faqs	faqs	4	4
Key Dates	Key Date	0	0

Your Say Manningham : Summary Report for 25 May 2018 to 19 June 2018

QANDA

Ask us a question?

VISITORS 5	CONTRIBUTORS 1	CONTRIBUTIONS 1
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No Responses

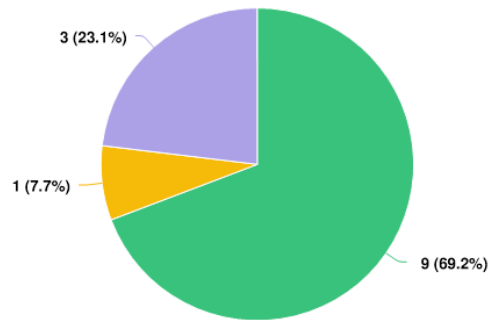
Your Say Manningham : Summary Report for 25 May 2018 to 19 June 2018

ENGAGEMENT TOOL: SURVEY TOOL

Provide your feedback

VISITORS 36	CONTRIBUTORS 14	CONTRIBUTIONS 14
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Does the Draft Masterplan represent the shared vision for Lions Park?

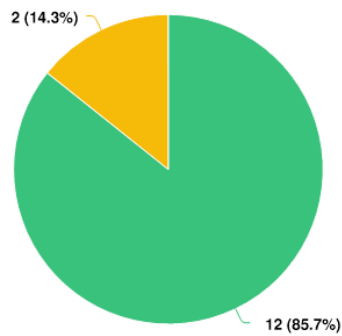


Question options

- Yes
- No
- Unsure

Optional question (13 responses, 1 skipped)

Does the Draft Masterplan represent the top three priorities for the area?

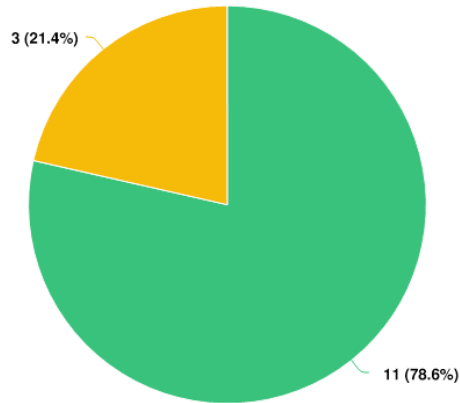


Question options

- Yes
- No

Optional question (14 responses, 0 skipped)

Does the Draft Masterplan represent the top 3 priority features for Lions Park?

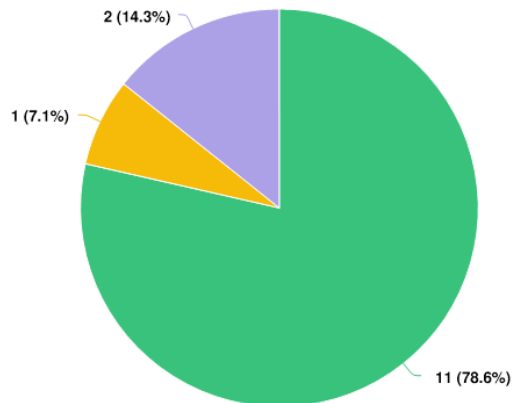


Question options

- Yes
- No

Optional question (14 responses, 0 skipped)

Would you support the Draft Masterplan being progressed?




Question options

- Yes
- No
- Unsure

Optional question (14 responses, 0 skipped)

Survey Response									
Does the Draft Masterplan represent the shared vision for	Can you tell us why?	Does the Draft Masterplan represent the top three priorities for the area?	Can you tell us why?	Does the Draft Masterplan represent the top 3 priority features for Lions Park?	Can you tell us why?	What are your favourite spaces within the plan?	Would you support the Draft Masterplan being progressed?	Can you tell us why?	Are there any comments you would like to make on the Draft Masterplan for Lions Park?
Unsure		Yes		Yes			Unsure		I am particularly worried about the tile mural that currently resides on the back wall of the "club rooms" that was done by the students at Warrandyte High School. What steps are being taken to ensure this mural is not lost and damaged and where will it be situated in the new park area?? I would like a personal response to this - maloo64acc@gmail.com. Thanks, Theresa
Yes		Yes		Yes		more green space and linked to the playground and under the bridge	Yes		
Yes		Yes		No	Exercise equipment as higher priority	Amphitheater	Yes		Exercise equipment even just a pull up bar would be great. There's no equipment anywhere nearby
		Yes		Yes		The amphitheatre and new picnic, grassed and BBQ areas.	Yes		Why did you remove the tennis courts?
Unsure		No	It does not seem to give more river views.	No	It does not seem to give more river views.		Yes		
Yes		Yes		Yes		amphitheatre.	Unsure		I'm disappointed that there are no art sculptures or art pieces, but I guess could be a further project.
Yes		Yes		Yes		Picnic and amphitheatre	Yes		A pedestrian crossing will be needed at the roundabout so that visitors can cross safely to go to the toilets on the eastern side of the intersection. I hope all vegetation is to be native to Warrandyte. I hope this will be a dogs on leash area. Plenty of disabled car spaces in the carpark. Removal of all ivy from the area.
Yes		Yes		Yes		BBQ, seating area, play ground	Yes		I hope dogs on leads can still access the park.
Yes		Yes		Yes		New seating/ picnic areas, and plans to regenerate native vegetation	Yes		
Yes		Yes		Yes			Yes		Warrandyte Historical Society representatives have attended meetings, participated in discussions and planning and involved their members through their newsletter and other publicity. This is a very historic area of the river frontage. An old picturesque timber bridge stood for over 100 years before being replaced by the current one (now under a widening upgrade). The Warrandyte tennis club created their first tennis courts here and commenced playing in 1907. The club moved to new courts in 1975 and the Lions Club then utilized the riverside courts and surrounding area. The river bank here has been the scene of a number of historic river carnivals, all kinds of picnics and various other relaxation over the decades. The Society wishes to ensure historical signage is incorporated into the plan. The bridge, the tennis courts and river frontage should feature. Also Aboriginal history as a priority. It would like the new name of the area to reflect its long and varied history rather than just one organisation. A final comment is that restraint may be required so as not to fill the new space with too many uses. Sometimes less is more!
Yes		Yes		Yes		I like the extra parkland, with the seating and bbq areas amongst it. The extra access to the river will be a welcome addition.	Yes		I would really like to see the Aboriginal cultural heritage of the area also represented in the masterplan. I understand this is being considered but really need to be included. It would also be fitting to use a local Wurundjeri name for the park. I would also like to see the traditional name Biranung used as well as Yarra.
Yes		Yes		Yes		As I have 1 and 4 year old extending the play ground is a great idea.	Yes		I can see lots on access to the river via stairs but as a mother who has a prom with me most of the time would it be possible to incorporate another ramp somewhere that could also be used for wheel chairs? My grand father who passed away last year has a plaque on a rock near the fire plant garden I'm hoping this will remain untouched?
Unsure		Yes		Yes		There will more BBQ spaces open in the park.	Yes		
No	It is too much like Manningham's template response to park design, especially the placement of the elements.	No	It looks more like 'enjoying sausages and social events' with some prime spots being taken by barbeques and car parking spaces, with room to grow the playground.	No	It's one thing to have three elements, another to place them appropriately. The design spoils views of the river by placing furniture and stainless steel with weather protection still to come no doubt. The existing bbq's were not used intensely. I'm not apposed to BBQ's but think one is enough and it should be set well back from the river closer to Yarra St.	Between the playground and the tennis club house. This should be more about soft textures, grass, native veg (ground, middle canopy) that will attract birds and arboreal life so that there will be some nature there to enjoy. I also worry about the river bank becoming over used, the soil compacting and the veg losing health.	No	Get the cars away for the playground. Get them down closer to the bridge. The area where the Easter court used to be is quite noisy and will no doubt become noisier after the bridge is finished. This is a reason that myself and other tennis club members preferred the new Courts off Tarooma, and probably why the Lions BBQ wasn't used much. It's a lot quieter 100 metres closer to the bakery, so put the car parks where there aren't kids and there's a more peaceful ambience.	It's unfortunate that you have not tackled the Taffy-Jones site. I am also disappointed that the inspirational ideas from Council's 1996 Tourism strategy - the one that gave us the artist's trail - have not been developed at this site. It is an ideal location for interpretive material. People could learn a lot not just about the dangers of tall woodland (fire safety) but also the wonder of nature and maybe they would stop feeding bread to the native ducks. I think there is an (albeit expensive) opportunity to build an underground pedestrian link to the east or bridge end of the township, helping that oft neglected stretch of retail, and providing some competition for the bakery which, as things stand, will be a big winner out of the masterplan.

10.2 Westerfolds Paddle Sports Plan - Consideration for Endorsement

File Number: IN18/419
Responsible Director: Director City Planning and Community
Attachments: 1 Westerfolds Paddle Sports Plan Draft Report 31 August 2018 [↓](#) 

EXECUTIVE SUMMARY

The purpose of this report is:

- *To inform Council of the results of the second stage of community consultation in relation to planning for a regional paddle sports centre at Westerfolds Park; and*
- *To seek Council endorsement of the Westerfolds Paddle Sports Plan (the Plan), as the basis for the project stakeholders to seek external funding for delivery of the project.*

The aim of the Plan has been to undertake the coordinated detailed site analysis and concept planning required for the development of a Regional Paddle Sports Centre on the Yarra River and improvements to the Main Yarra Trail in Westerfolds Park and Fitzsimons Reserve, Templestowe.

This is the third report to Council in relation to the Westerfolds Paddle Sports Plan. The first report, in February 2018, sought Council's support for the first stage of community consultation in relation to planning for paddling and other infrastructure in Westerfolds Park, near the Fitzsimons Lane bridge across the Yarra River. The second report in May 2018 focussed on the results of the first stage of community consultation and sought approval to commence a second stage of consultation in relation to a draft concept plan for the proposed development.

Stage 2 of the community consultation took place during May and June 2018 and focussed on the siting, functionality and size of a building concept and determining interest in a multi-purpose building from other sporting and community organisations (local, regional or state level).

Following that consultation, a draft Plan has been prepared that analyses the stakeholder and community consultation and engagement undertaken, outlines the development opportunities, explores management and operational models and includes specific actions and recommendations. The indicative cost estimate for the building concept plan and landscape features plan included in the Plan is \$5,061,184, which includes \$524,353 of works on Manningham Council land.

The need for new and improved in river and on land facilities including a Regional Paddle Sports Centre is well supported by the paddling community at Westerfolds Park. The need for improved access to the river, new public amenities and improved safety at the site is also well supported by the wider community and paddling community. The site will be suitable for training, introductory and education paddling activities across a number of disciplines and will also be an important location for active and passive community activities.

While no funding has yet been sought for the delivery of the project, the endorsed Plan will form the basis for the major stakeholders and land owners to seek funding, through means such as government grants.

1. RECOMMENDATION**That Council:**

- A. note the outcome of Stage 2 consultation relating to the Westerfolds Paddle Sports Plan.**
- B. support the proposed increase to the existing building footprint and other key access and landscaping infrastructure outlined in the concept plan included in the Westerfolds Paddle Sports Plan.**
- C. endorse the Westerfolds Paddle Sports Plan as the basis that the key stakeholders, including Council, will seek external (non-Council) funding for implementation.**

BACKGROUND**Feasibility Study**

- 1.1 Preparation of a feasibility study for the Westerfolds Paddle Sports Plan has been funded through a Community Sports Infrastructure Fund grant from the Victorian Government (through Sport and Recreation Victoria), in partnership with Manningham Council, Nillumbik Council, Banyule Council, Canoeing Victoria and Melbourne Canoe Club. Parks Victoria and Melbourne Water (land managers) are also key stakeholders.
- 1.2 Strategic planning for the development of on and off water paddling facilities at Westerfolds Park has been taking place for the past 10 years and has included reports initiated by Parks Victoria (2008) and Canoeing Victoria (2015) that identified this site for the establishment of a Regional Paddle Sports Centre. It has been identified as the only moving water site on the Yarra River in Melbourne capable of delivering the proposed on and off-water infrastructure, in an area with limited conflict of use with water traffic and with good vehicle and river access that is also close to a main paddler population that services a larger proportion of the Melbourne market.
- 1.3 The Feasibility Study builds on the previous work and includes a coordinated, detailed site analysis and concept planning , including cost estimates, in relation to the following building, on-water and landscaping elements:
 - A new regional education paddling centre;
 - Public amenities (for paddlers and Main Yarra Trail users)
 - Spectator viewing areas;
 - Improved access into the river for paddlers;
 - Improved conditions for the Main Yarra Trail (shared path) to reduce conflict between cyclists, pedestrians and paddlers; and
 - Consideration of the surrounding natural environment.
- 1.4 Seeking funding for project delivery was not part of the scope of the Study.

1.5 The following elements were not part of the scope of the Study:

- Detailed design;
- Detailed cultural heritage assessment;
- Approvals, tenancy and funding; and
- Construction.

1.6 Funding will be advocated for at the conclusion of the feasibility study.

Consultation and engagement

1.7 The feasibility study has been prepared through a project control group comprising representatives of the key stakeholders - Sport and Recreation Victoria, Manningham, Nillumbik and Banyule Councils, Canoeing Victoria, Melbourne Canoe Club, Parks Victoria and Melbourne Water.

1.8 A key component of the Feasibility Study has been the development of a concept master plan for the precinct, including improved facilities, landscape features and amenities.

1.9 In March 2018, feedback was sought from park users, bike riders, river users and the broader community on the broad concepts for the proposed regional paddle sports facility and related improvements in the area.

1.10 A further stage of consultation was undertaken in May/June 2018 in relation to more detailed concepts for the proposed building in relation to its proposed siting, functionality and size. That engagement also included a concerted effort to gauge interest from other sporting groups and community organisations (local, regional or state) in a multi-use building rather than a building for use of Canoeing Victoria and paddling clubs only.

1.11 Stage 2 of community consultation ran in a very similar manner to the first stage, using the *Your Say Manningham* on-line portal with a survey and fly over with a 3D view of the area. The project was also promoted through Facebook posts, media releases, on-site posters, mail out, e-newsletter and corporate websites.

1.12 In addition to the groups contacted for the first stage of consultation, other groups specifically contacted for Stage 2 included groups who had an interest in disability sports, fishing, environment, cycling, permit holders for Westerfolds Park events and organisers of outdoor sport events.

1.13 Consultation focused on the general community's views on the project, schools' interest in paddling programs, community groups' interest in a multi-purpose community building and further consultation with Canoeing Victoria and four local canoe clubs.

1.14 They were consulted in the following ways:

- The community was introduced to some building concepts for a Regional Paddle Sports Centre building. This was achieved through the *Your Say Manningham* site which received a total of 490 visits and where 30 people completed the survey. Generally, the responses to the building concept and masterplan were very positive, with support from paddlers and non-paddlers for the development in this area and as a great addition to the area.

- 91 schools in the region were sent a separate survey to determine their level of current involvement and potential interest in paddle sports. Five schools completed this survey, two of which were currently involved in a paddle program.
- 200 Manningham community groups, plus 14 groups who completed the community survey, were sent a separate survey to provide details on how they may potentially use the community building.
- There was also further consultation with Canoeing Victoria and its technical committees and four local clubs, including Melbourne, Whitehorse, Kirinari and Canoes Plus Racing Team, to ascertain needs and suitability of the site for the various paddling disciplines (slalom, sprint, canoe polo and education programs).

1.15 Three on site consultation sessions were offered at the Parks Victoria offices at Westerfolds Park. The sessions were open to all to attend but the focus was on encouraging community groups (paddling and non-paddling) to discuss how they could potentially use the building and other facilities. Five people attended these sessions and all attendees were involved in various paddling capacities, including flat water, canoe polo, Canoeing Victoria and canoe club members.

2. DISCUSSION / ISSUE

Response to Stage 2 consultation

- 2.1 A total of 32 submissions were received during this stage of consultation, from a total of 490 visits to the Your Say Manningham site, with 110 visitors viewing photos and downloading documents and 391 visits to at least one page of the information provided.
- 2.2 The feedback received confirmed the previous community support for the development at Westerfolds Park and was generally very positive and supportive of the proposed plans for improvement, including support for the added element of a kiosk / café.
- 2.3 Seven community groups expressed interest in using the building as meeting space run events, education and training sessions, fitness classes and activities and to host club meetings. It is anticipated that further interest in use of a community building would be generated in the detailed design phase of the project.
- 2.4 Further engagement with the canoe clubs confirmed the amount of space designated for boat storage and the suitability of the site for a 200 metre buoyed sprint course and a canoe polo training field.

Westerfolds Paddle Sports Plan

- 2.5 The Plan for endorsement, as shown in Attachment 1, includes the following components:
1. Introduction
 2. Current Situation
 3. Key Stakeholders Consultation and Engagement
 4. Community Consultation and Engagement

5. Future Development Opportunities including a concept for facilities, configuration and landscaping; a component schedule for the concept; and indicative costings
 6. Management and Operation Modelling, including future occupancy and management arrangements; current and future usage projections; financial modelling, funding advocacy plan; and identification and assessment of risks
 7. Actions, Recommendations and Conclusion
- 2.6 The key elements of the concept plan included in the Westerfolds Paddle Sports Plan include:
- Paddler and public amenities including larger storage facilities, paddler amenities, new public amenities, kiosk, shelter and drinking fountains and indoor multipurpose space.
 - Upgrading of existing canoe ramps
 - A new canoe ramp opposite the Fitzsimons Reserve car park.
 - New spectator viewing under the Fitzsimons Lane bridge and viewing options near the main canoe launch ramp.
 - Reduction of the conflict between users on the Main Yarra Trail.
 - Minor realignment and linemarking of the two existing car parks.
 - Provision of a 200 metre permanently buoyed four lane sprint course on the Yarra River.
 - Provision of a single canoe polo field downstream of the white water.
- 2.7 In Section 7.1, the Plan makes a number of recommendations, some of which include:
- Delivery of the Regional Paddle Sports Centre, in river and landscaping components as one entire project.
 - Further consideration of some key issues, including:
 - Management of facilities on Parks Victoria land.
 - Further financial modelling once the management model is resolved.
 - Further planning and discussions with Melbourne Water in relation to in river facilities.
 - The need for a Cultural Heritage Management Plan and consultation with the Wurundjeri prior to any works.
 - The need to minimise environmental impacts in line with the recommendations of the Flora and Fauna Survey and Impact Assessment.
- 2.8 The need for new and improved in river and on land facilities, including a Regional Paddle Sports Centre, improved access to the river, new public amenities and improved safety at the site as outlined in the Westerfolds Paddle Sports Plan is well supported by the paddling community as well as the wider community. The site will be suitable for training, introductory and education paddling activities across a number of disciplines and will also be an important location for active and passive community activities.

2.9 Council Plan / Strategy

The *Westerfolds Paddle Sports Plan* is aligned with the following:

- *Council Plan 2017 - 2021* delivering actions for Goal 1.1 – A healthy, resilient and safe community, specifically the following action area: A community where everyone aspires to optimal health and wellbeing; and
- *Manningham's Active For Life Recreation Strategy 2010-2025* – in particular Action 4.5.5 – *Collaborate with Parks Victoria, Melbourne Water, Canoeing Victoria and other providers to improve access and promote canoeing, kayaking and swimming in the Yarra River impacts and Implications.*

3. IMPLEMENTATION

Finance / Resource Implications

- 3.1 No funding has been sought for delivery of the project at this stage. The indicative cost analysis indicates that the overall development is expected to cost approximately \$5 million. This level of capital expenditure will therefore see the need for a number of funding support grants from various funding partners.
- 3.2 Funding opportunities are most likely to come through a variety of funding streams from the Victorian State Government through Sport and Recreation Victoria. Ideally, the project should be delivered as one entire project supported by State Government funding.
- 3.3 A quantity surveyor has estimated the total cost of the works on Manningham Council land at \$524,353. This is broken down as follows:

Manningham Council land	Estimated Cost
Main Yarra Trail	\$177,500
Fitzsimons Reserve river access	\$82,400
Fitzsimons Reserve carpark	\$139,000
Landscaping/spectator viewing	\$30,000
Site preparation, fees & contingencies	\$95,453
TOTAL	\$524,353

Communication and Engagement

- 3.4 As outlined in previous sections of this report and described in detail in Sections 3 and 4 of the Feasibility Study, extensive consultation and engagement with both key stakeholders and the broader community has contributed to the development of the Plan.
- 3.5 Interested community members and stakeholders will be notified when the Plan is endorsed and made available on Council's website.

4. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.



Westerfolds Paddle Sports Plan

Feasibility Study

Draft Report – 31 August 2018



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Executive Summary

Historical Use and Site Management

Westerfolds Park has been a popular location for a variety of active and passive recreation pursuits since opening in 1977. It is part of the Yarra Valley Parklands which comprises a series of regionally significant parks and reserves extending along the Yarra River for approximately 16 km from Ivanhoe through to Warrandyte. The Parklands offer an opportunity for surrounding communities and visitors to connect to the Yarra River.

Parks Victoria provides four major visitor sites in metropolitan Melbourne that cater for large visitor numbers. Westerfolds Park is the most developed of these and has the greatest range of visitor settings and facilities.

Westerfolds Park provides appropriate recreational access to the Yarra River, open spaces and bushland areas for individuals and groups. There are different sorts of recreation experiences in varied settings along the river corridor. The diversity of settings and activities enables visitors the opportunity to enjoy both.

In River Opportunities

The Westerfolds site was originally selected as a key location for paddling introduction and development programs as it is one of the few accessible sections of river within Melbourne where flat water is provided alongside moving water. One of the key reasons the Outdoor Recreation Centre was initially built at Westerfolds Park was a result of Canoeing Victoria's need for an education facility with access to flat and moving water.

In 2012, a concept and functional design for a basic white water canoe course was completed by Sinclair Knight Mertz at Westerfolds Park. The objective of the project was to determine whether constructing a basic white water canoe/kayak course on the Yarra River at Templestowe was feasible.

The primary function of the proposed course is to provide a **basic entry level white water course for canoeists and kayakers**. The course will enhance existing river features, maintain baseline environmental conditions, and be an accessible feature within the community.

Westerfolds Park is the only moving water site identified by Parks Victoria on the Yarra River in Melbourne as being capable of delivering the proposed in and off-water infrastructure. The area has limited conflict of use and water traffic and good vehicle and river access that is also close to a main paddler population servicing a large proportion of the Melbourne market.

It was determined that Westerfolds Park was a feasible location for the development of a basic white water facility.

Previous Strategic Facility Planning

A Strategic Facilities Plan was completed in 2015 for Canoeing Victoria to deliver strategic priorities that would provide a clear focus on the future development of canoeing facilities in Victoria.

Westerfolds Park was identified as the first site to deliver a Regional Paddle Sports Centre which would provide greater support and growth of the canoe club sector. It could be a flagship facility provided that improvements were made to the facilities and water to ensure it is accessible to a wide demographic.

This site is the most appropriate site for the development of the first Regional Paddle Sports Centre in Victoria.

Regional Facility Planning

In 2015, a Regional Paddle Sports Centre Master Plan was completed for Westerfolds Park. The key features of the proposed Westerfolds Park Regional Paddle Sports Centre include:

- **Integrated on and off-water education facilities and amenities** that focus on paddler introduction, education and skill development;
- **Multi-purpose community learning spaces for education**, coaching, instructing, officiating, event management and outdoor education;
- **Quality built accommodation for the secure storage of Canoeing Victoria and Canoe Club paddling equipment**, mobile kits and areas for community groups and other outdoor education providers;
- **Significantly improved in water and riverbank infrastructure** including adjustable slalom gates, in river moving water features, canoe polo fields, buoyed sprint course, floodlighting, boat launching, river access, spectator viewing platforms and pathways;
- **A central venue and location to assist in product commercialisation opportunities for education, paddling experiences and corporate activities** (including community café / kiosk for public access) to underpin venue sustainability and viability.

The Plan proposed that the facility would provide a shared, multipurpose space for training and professional development activities specific to the outdoor education industry, accrediting lifeguards, guides, instructors (recreation) and coaches, event managers and event officials (for competition), and providing access to the public, schools and community groups to learn more about paddling (including come and try days, introduction to paddling and skill development activities) and outdoor recreation activities.

The recommendations from the 2015 Regional Paddle Sports Centre Master Plan formed the basis of the development of the Regional Paddle Sports Centre Feasibility Study. The Feasibility Study commenced in January 2017 and tested a number of recommendations outlined in the Master Plan through further research and consultation with the paddling and wider community.

Project Aims

The aim of the Feasibility Study was to undertake the coordinated detailed site analysis and concept planning required for the development of a Regional Paddle Sports Centre on the Yarra River, at Fitzsimons Lane Bridge, Templestowe. The Centre would increase participation in canoeing (including kayaking) and provide opportunities for introduction, recreational, competitive, social and educational paddling opportunities on both white water and flat water.

A detailed consultation process was undertaken and further research completed to provide recommendations around the issues outlined above. The working group worked closely with Canoeing Victoria and its technical committees and four local canoe clubs including Melbourne, Whitehorse, Kirinari and Canoes Plus Racing Team. Other key stakeholders in the project included Parks Victoria, Sport and Recreation Victoria, Melbourne Water, Nillumbik Council, Banyule Council and Manningham Council.

A working group consisting of Manningham and Nillumbik Councils, Canoeing Victoria, Melbourne Canoe Club, Parks Victoria and Melbourne Water undertook a two-stage consultation process engaging with the paddling community, general community and schools. In general, the paddling community supports the project to provide better facilities to existing paddlers and to attract new participants to the sport, especially females, paddlers with disabilities and the elderly. The consultation process did not identify an unmet demand for community facilities in this location, nor did it attract the attention of schools wanting to implement a paddling program into their curriculum.

Site Vision

A vision for the site was developed based on the outcomes of the consultation and review of previous literature and studies completed.

"A multi-discipline paddling hub attracting beginner to elite level paddlers for introductory activities, training, education and events"

In river facilities will include a beginner to intermediate standard slalom course suitable for slalom and wild water programs, training and local events. One polo field for introductory and training purposes and a 200 metre sprint course suitable for introductory and training purposes are also included.

An accessible ramp and river launch will provide opportunities to deliver accessible paddling programs for people of all ages and abilities.

A new ramp upstream of the rapids will provide a safe opportunity for paddlers to enter the water from the popular Fitzsimons Reserve car park.

New club amenities will attract more paddlers, especially females, young paddlers and schools and enable safer participation in the sport.

New public amenities, shelter, tables, chairs, drinking fountains and signage will increase participation in not only recreational paddling (paddling outside of club organised activities), but also in other activities such as cycling, walking, jogging, swimming, fishing and events in this area of the Park. The site will be a starting or finishing point for many formal and informal activities.

New boat storage and a multi-purpose space within the building will provide Canoeing Victoria and tenant canoe clubs with the opportunity for a home base, improving their ability to offer paddling and education services to the community.

The multi-purpose space within the building will provide opportunities for community groups and Canoeing Victoria to deliver education classes, hold meetings, host events and engage in community life. The location is also ideal for indigenous and environmental education through interpretive signage, art and displays.

A concept for the provision of new facilities was developed based on the information gathered throughout the Study.

The concept provides the following facility components, configuration and landscaping features:

- **Paddler and public amenities** –provision of larger boat and equipment storage facilities, paddler amenities including change rooms, showers and toilets, new public amenities, kiosk with outdoor seating, shelter and drinking fountains and indoor multipurpose space (for meetings, education, competition co-ordination, event briefings).
- **Canoe ramps** – upgrades to the existing canoe ramp to meet accessibility standards to enable 'All Abilities' programs and access to the water by those with mobility impairments.
- Provision of a new canoe ramp opposite the Fitzsimons Lane car park.
- **Spectator viewing** – provision of a new spectator viewing area under the Fitzsimons Lane Bridge and viewing options near the main canoe launch ramp.
- **Main Yarra Trail** – reducing the conflict between users of the Main Yarra Trail by investigating options for re-alignment, surface treatments, separation of users and signage.
- **Car parking** – minor realignment and line marking of the existing two car parks.
- **Sprint course** – provision of a 200 metre permanently buoyed four lane sprint course on the Yarra River.
- **Canoe polo field** – provision of a single canoe polo field downstream of the white water with permanently set up posts and wire (and goals preferably).

Westerfolds Park lends itself to being a paddling hub for recreation, introductory and training activities for a number of paddling disciplines. At present, it cannot cater for all disciplines (i.e. marathon and long course sprint) or for all levels of competition due to physical constraints of the river. However, it remains a popular spot for paddling activities with many paddlers using the site in conjunction with a number of other clubs and sites across the state to satisfy their paddling needs. It will continue to be the home of paddling education run by Canoeing Victoria with improved facilities and access to the river.

Indicative Costings

A building concept plan and landscape features plan has been completed along with indicative cost estimates for the project. Total project costs are estimated at **\$5,061,184** and include:

- Regional Paddle Sports Centre: \$3,956,484
- Landscaping components: \$1,104,700

The timing and delivery of the project will be dependent on the leading stakeholders' ability to secure funding and undertake works. There is currently no funding available to deliver the project.

Actions and Recommendations

The following actions are recommended:

1. The project including the Regional Paddle Sports Centre, in river and landscaping components be delivered as one entire project.
2. The paddling community (local canoe clubs led by Canoeing Victoria and its technical committees) work together to map out a service framework and delivery model. This will demonstrate how investment in this project will increase participation, how the facility supports the network of existing clubs within the region and how club and association governance will be improved.
3. The management of facilities on Parks Victoria land requires further consideration by Parks Victoria to determine the best management structure for the building, paths, public amenities and river access points. Parks Victoria is currently working through management arrangements for active sporting facilities across Parks Victoria sites. Further financial modelling should be completed when a decision is made on the facility management model.
4. In river planning for an improved slalom course, water polo goals and a permanently buoyed 200 metre sprint course is required including further discussions with Melbourne Water.
5. Any future development should consider the environmental impact on the site, minimising the impact in line with the recommendations of the Flora and Fauna Survey and Impact Assessment.
6. A Cultural Heritage Management Plan (CHMP) to be undertaken at the site prior to the commencement of any works. Further detailed design of facilities and development to be completed in consultation with the Wurundjeri Council.
7. A kiosk/cafe be included in the development of the Regional Paddle Sports Centre and managed by the head lease holder.
8. The Westerfolds Paddle Sports Concept Plan be delivered including the following actions:
 - Westerfolds Paddle Sports community building and amenities
 - Shared user zone and a reconfigured section of the Main Yarra Trail widened to separate pedestrians and paddlers from cyclists
 - Concrete terracing with stepped access under Fitzsimons Bridge
 - Accessible river access at existing canoe launch and a new river access near Fitzsimons carpark
 - Sealed paths to both river access points
 - River viewing areas

- Car and trailer parking in Westerfolds carpark
- Improvements to Fitzsimons carpark
- Removal of river steps and rehabilitate river bank

Conclusion

The need for new and improved in river and on land facilities is well supported by both the paddling and the wider community of Westerfolds Park. Development of a Regional Paddle Sports Centre will improve access to the river, deliver new public amenities and improve safety. The site will be suitable for training, introductory and education paddling activities across a number of disciplines and will also be an important location for active and passive community activities.

Additional work could be undertaken in the areas of service mapping and how that might look if new facilities were provided compared to the services delivered today. Facility management options require further consideration by Parks Victoria, and once complete, will lead to the further refinement of the ongoing financial operations of the facility.

Continued discussions with Melbourne Water and the paddling community is required regarding the river facilities for slalom, water polo and sprint disciplines. The extent to which modifications to the river and banks is yet to be determined.

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1. Introduction

1.1. Background

The current canoe site at Westerfolds Park was originally selected as a key location for paddling introduction and development as it is one of the few accessible sections of river within Melbourne where flat water is provided alongside moving water. One of the key reasons the Outdoor Recreation Centre was initially built at Westerfolds Park was a result of Canoeing Victoria's need for an education facility with access to flat and moving water.

In 2008, a Parks Victoria investigation (including liaison with Melbourne Water) identified Fitzsimons Lane Bridge as the most suitable site for a basic whitewater canoe course on the Yarra River. Parks Victoria subsequently commissioned Sinclair Knight Merz (SKM) to undertake a report – 'Concept and Functional Design for a Basic White Water Canoe Course'. The report concluded that the site is feasible for a whitewater course.

Westerfolds Park was identified as the only moving water site on the Yarra River in Melbourne as being capable of delivering the proposed in and off-water infrastructure, in an area with limited conflict of use and water traffic, with good vehicle and river access that is also close to a main paddler population that services a larger proportion of the Melbourne market.

In 2015, Inside Edge Sport and Leisure Planning (IESLP) completed a consultancy to develop the Canoeing Victoria Strategic Facilities Plan 2015-2035 (Statewide). The Plan was developed for Canoeing Victoria with financial support from Sport and Recreation Victoria. Key recommendations in the Plan relating to the site at Westerfolds Park include:

- Implementing recommendations from the SKM report;
- Developing the site as a priority Canoe Education Centre;
- Relocating Canoeing Victoria's Administration facilities; and
- Establishing a Regional Paddle Sports Centre.

As a result, in 2015, IESLP also completed a Master Plan for a Regional Paddle Sports Centre that addressed each of the recommendations and outlined key features for the proposed facility. This study investigates in more detail the key recommendations of the master plan including the Main Yarra Trail, river access and shelter as well as the Regional Paddle Sports Centre which includes public amenities and club facilities.

1.2. Literature Review

A full literature review of relevant strategic planning and policy has been compiled and attached as Appendix 1. The review includes the following documents:

- Inside Edge – Canoeing Victoria Strategic Facilities Plan 2015 - 2035 for north east metro Melbourne 2015
- Inside Edge – Regional Paddle Sports Centre Master Plan 2015
- SKM Report – Concept and Functional Design for Basic White Water Canoe Course 2012
- Manningham City Council Recreation Strategy 2010 - 2025
- Leasing Policy for Crown Land Victoria (and Guidelines)
- Yarra River Action Plan
- Yarra Strategic Plan

- Yarra Valley Parklands Management Plan
- Canoeing Victoria Strategic Plan (2015 – 2018)
- Australian Canoeing Strategic Plan (2015)
- Plan Melbourne 2017 - 2050
- Active Victoria – A strategic framework for sport and recreation in Victoria 2017 - 2021
- National Sports and Active Recreation Policy Framework 2011
- Victorian Code of Conduct for Community Sport 2010
- Inquiry into Women and Girls in Sport 2014

Fifteen strategic documents were referenced including previous research, planning and State Government policy and guidelines that were deemed relevant to this project.

1.2.1. The Yarra Valley Parklands Management Plan 2008

The Yarra Valley Parklands Management Plan describes how the parklands have been divided into management zones. These management zones reinforce the identity of particular areas within the Parklands, and provide a framework to direct decision making and to determine how Parks Victoria and other public agencies will manage the land. The study area is covered by the Recreation Zone and the Conservation and Recreation Zone.

Recreation Zone

Purpose

Provide a wide range of recreation opportunities catering for a large number of visitors in a pleasant semi-natural or developed setting.

Description

Westerfolds Park is the primary visitor site in the parklands. The parklands in the Recreation Zone are accessible by main roads, public transport and trails.

The types of recreation activities that may be appropriate for this zone include picnicking and barbecues, group socialising, bird watching, occasional sport and community events, play, informal games, walking, jogging and cycling.

Roles

- Provide attractive park settings and appropriate amenities to enable visitors to enjoy the outdoors and engage in passive recreation activities.
- Provide opportunities and settings for social interaction and to improve mental and physical well-being in semi-natural or landscaped environment.
- Provide information to maximise an appreciation of the parklands and the opportunities it provides.

Actions

- Maintain visitor services, facilities and provision of information at Westerfolds Park consistent with its focus as the main Parks Victoria visitor node within the parklands.
- Consider proposals for commercial and community partnerships to enhance visitor experiences that are compatible with the recreation zone role and the relevant planning scheme.

Conservation and Recreation

Purpose

Protect, maintain and enhance areas with environmental values while providing suitable passive recreation opportunities.

Description

The Conservation and Recreation Zone includes land along many waterways and wetlands comprising of the riparian corridors along the Yarra River and tributaries west of the Mullum Mullum Creek confluence. The zone also encompasses some areas containing significant habitat values and remnant indigenous vegetation, and modified areas that have been or are planned to be sensitively revegetated to provide key vegetation links between areas of environmental significance.

The types of recreation activities that may be appropriate for this zone include walking, jogging, cycling, appreciating nature, paddling, walking dogs on-lead on main trails, mountain biking and small group picnics.

Roles

- Protect and manage important environmental values while providing opportunities for visitors to enjoy the natural setting, enhance understanding of the local natural environment, and experience views across the open landscape.
- Manage and enhance remnant vegetation communities and fauna habitats along the Yarra River and tributary corridors.
- Enhance connectivity between areas of remnant vegetation to improve habitat links, particularly strengthening east-west connections along the Yarra River.
- Facilitate existing and future pedestrian and cycle access without conflicting with environmental values and flood management.
- Provide recreational opportunities in natural vegetated settings without impacting on areas of high environmental significance.

Actions

- Create a qualitative focus for revegetation and vegetation management programs that progressively build on the initial revegetation across the parklands.
- Promote and support community partnerships for revegetation and vegetation management programs.
- Investigate utilising natural settings with low conservation value that sustainably allow for emerging nature-based recreation activities.
- Maintain the canoe launch ramp facility at Westerfolds Park.

The type of recreational activities currently occurring at Westerfolds Park is consistent with the type of activities deemed appropriate for the site. The developments proposed for Westerfolds Park will enhance the visitor experience, improve the safety of those participating, provide greater access to participation and will provide environmental education opportunities relevant to the site. A flora and fauna assessment of the site has been completed to ensure areas containing significant habitat values and remnant indigenous vegetation is protected from future upgrades and increased use of the site.

1.2.2. SKM Report - Concept and Functional Design for Basic White Water Canoe Course 2012

A concept and functional design for basic white water canoe course was completed in 2012, identifying Westerfolds Park as a feasible location for the development of a basic white water facility. The primary function was to provide a basic entry level white water course.

Westerfolds Park is the only moving water site identified by Parks Victoria on the Yarra River in Melbourne as being capable of delivering the proposed in and off-water infrastructure, in an area with limited conflict of use and water traffic, with good vehicle and river access that is also close to a main paddler population that services a larger proportion of the Melbourne market.

The site was originally selected as a key location for paddling introduction and development as it is one of the few accessible sections of river within Melbourne where flat water is provided next to moving water. One of the key reasons the Outdoor Recreation Centre was initially built at Westerfolds Park was a result of Canoeing Victoria's need for an education facility with access to flat and moving water.

This site is the most appropriate site for the provision of white and flat water introductory and training opportunities.

1.2.3. Strategic Facilities Plan 2015 - 2035

Canoeing Victoria completed a Strategic Facilities Plan 2015-2035 (Statewide) in 2015. The Plan was developed to support Canoeing Victoria deliver on its strategic priorities and support the Victorian paddling community by providing a clear focus on the future development of canoeing facilities in Victoria for the next 20 years.

The Plan identified the need to develop strategically planned Regional Paddle Sports Centres across the State, with Westerfolds Park being flagged as the first location for development.

A Regional Paddle Sports Centre is defined as a venue and service that delivers multi-discipline paddling activities, supports club growth, contributes to the paddler pathway and actively engages with the local community whilst supporting a range of regional stakeholders and activities.

Regional Paddle Sports Centres will work to a set criteria and a facility and service framework where clubs and Canoeing Victoria can manage expectations, plan programs and collectively seek funding and invest in facilities that will support all levels of paddling, while improving paddling administration and governance models across the club sector.

State-wide Facility Priorities Identified Included:

Competition

- Implement the recommendations for the development of in river infrastructure works at Westerfolds Park to provide a venue for slalom training, competition and paddler skill development;
- Develop a Regional Paddle Sports Centre in each region across Victoria to cater for a range of discipline competitions and events.

Education

- Develop Westerfolds Park as the priority Canoe Education Centre to coordinate and deliver paddling, outdoor recreation, emergency services and school education programs;
- Develop a Regional Paddle Sports Centre in each region across Victoria to better support introduction to paddling programs, as well as canoe and school education programs state-wide.

Administration

- Develop Westerfolds Park administration facilities (in conjunction with the Canoe Education Centre) to cater for Canoeing Victoria staff (administrators, program delivers and educators) and provide support facilities and access to storage, meeting and social facilities.

State-wide facility planning recognises the need to provide fit for purpose facilities for multi-disciplinary paddling activities. The need to provide for introductory and recreational paddling should form a key component of the facility hierarchy. It is these activities that will have the most significant impact on the growth and sustainability of paddling across the state and for the sport nationally.

Westerfolds Park is the ideal location for the development of a flagship Regional Paddle Sports Centre to provide paddling opportunities across a number of paddling disciplines combined with the co-location of Canoeing Victoria's paddling education program and administration.

1.2.4. Regional Paddle Sports Centre Master Plan 2015

A Masterplan for the site was completed in 2015 and identified the key features to be included in the facility and surrounds. The key features include:

- Integrated on and off-water education facilities and amenities that focus on paddler introduction, education and skill development;
- Multi-purpose community learning spaces for education in coaching, instructing, officiating, event management and outdoor education;
- Quality built accommodation for the secure storage of Canoeing Victoria and canoe club paddling equipment, mobile kits and areas for community groups and other outdoor education providers;
- Significantly improved in water and riverbank infrastructure including adjustable slalom gates, in river moving water features, canoe polo fields, buoyed sprint course, floodlighting, boat launching, river access, spectator viewing platforms and pathways;
- A central venue and location to assist in product commercialisation opportunities for education, paddling experiences and corporate activities (including community café / kiosk for public access) to underpin venue sustainability and viability.

Key features of the in water facilities include:

- Overhead slalom gates through the moving water section of the river and associated river works identified within previous design projects.
- 200 metre semi-permanent buoyed sprint course.
- Two semi-permanent canoe polo fields.

Key features of access roads and parking:

- Minor improvements to access roads and reconfiguration of parking areas to better support building access.
- Additional directional and promotional signage to identify Regional Paddle Sports Centre.

Key features of riverbank, landscaping and surrounds:

- Redeveloped riverbank 200 metres upstream from Fitzsimons Lane Bridge to 100 metres below the existing canoe ramp – each location to provide an additional canoe access ramp with infrastructure for slalom gates along the bank.
- Significant riverbank vegetation clearance.
- Improved spectator viewing areas to the river.
- Improved pathway access along the river bank, integrating with existing shared trail where possible (for coaching, training and officiating).

- Improved and extended boat launch areas and floating pontoon. Pontoon must be a suitable (low) height for people with disability.
- Improved access for longer boats e.g. sprint racing boats, sea kayaks.
- Pontoons or paths suitable for canoe polo refereeing and slalom gate judging.
- Accessible and sealed canoe access ramp.
- Additional secondary boat launch area upstream from Fitzsimmons Lane Bridge.
- Stepped amphitheatre seating and steps above existing canoe access ramp for improved access and spectator viewing.
- Ramped water access for a trailer of a small powered rescue boat.

Key features of building and support amenities:

- New shared building that replaces existing infrastructure and provides (estimated 850m²+ over two levels)
- Dedicated multi-purpose training room
- Competition management and meeting room
- Social area with kitchen area for shared club use
- Male / female change rooms with showers and toilets
- Accessible change room and toilet
- First aid room
- Separated storage areas for boats, paddling equipment and trailers
- Public toilets for external use
- Outdoor balcony and river viewing
- Kiosk (coffee shop) with outdoor seating area(s) to serve park users
- Club memorabilia display
- Undercover secure compound storage areas for equipment trailers
- External trailer storage compound (estimated 500m²).

1.2.5. Yarra River and Parklands Strategic Planning

Melbourne Water has undertaken a number of strategic planning exercises to secure the future of the river as Melbourne deals with challenges such as climate change and population growth. Whilst the Yarra Strategic Plan is currently underway, a key element to future use and management of the Yarra River is community use, access and amenity of the river and its parklands.

Parks Victoria is committed to working with all land managers and communities to ensure that visitor and recreation opportunities in the parklands are managed to protect significant environmental, landscape and cultural heritage values.

The social and health benefits to people who visit parkland is well supported through research (Deakin University and Parks Victoria 2002). The diversity of natural settings in regional open spaces such as the parklands enhances the well-being of park visitors and the surrounding communities. The main visitor site in the parklands is Westerfolds Park, which opened in 1977.

Parks Victoria provides four major visitor sites that cater for large visitor numbers. Westerfolds Park is the most developed of these and has the greatest range of visitor settings and facilities.

The diversity and rarity of environmental values in different parts of the Yarra Valley Parklands and the close proximity to Melbourne CBD means that this regional urban parkland has dual conservation and recreation roles.

This site is one of the most developed regional urban parks in the Yarra Valley Parklands attracting large

visitor numbers for a variety of activities. Conservation and recreation roles can be balanced to achieve dual outcomes.

1.2.6. Local and State Government Active Participation Planning

Manningham Council's Active For Life Recreation Strategy 2010 aims to increase participation in recreation for all via collaboration with Parks Victoria, Melbourne Water, Canoeing Victoria and other providers to improve access and promote canoeing, kayaking and swimming in the Yarra River.

The Victorian Government produced a Strategic Framework for Sport and Recreation in Victoria which is designed to deliver sports infrastructure and services. It aims to improve health and wellbeing, sense of belonging and community connections by encouraging more Victorians to play sport and engage in activity more often.

All levels of government aim to increase participation in active and passive recreation. The provision of facilities like this provide the community with opportunities to participate safely, whilst being supported, ensuring long term habits are formed meaning greater success in achieving the greater participation goal.

1.3. Project Aims and Objectives

The aim of the Feasibility Study was to undertake a detailed, coordinated site analysis and concept planning process to assess the viability of the development of a Regional Paddle Sports Centre on the Yarra River, at Westerfolds Park, Templestowe. Supported by a participation assessment, the Study aims to understand the ability of a new centre to increase canoeing participation and provide additional opportunities for introduction, recreational, competitive, social and educational paddling opportunities on both white water and flat water to the greater community.

Outcomes achieved through the planning objectives include:

- New State Education Centre inclusive of a multipurpose, canteen/kiosk, meeting and storage spaces, and male, female and unisex change and toilet amenities to encourage all levels of community access
- Viewing areas to promote spectators and provide opportunities for more community involvement,
- Improved river access from two canoe ramps to reduce barriers to participation,
- Enhancements to the Main Yarra Trail (shared path) to reduce conflict between paddlers carrying equipment, cyclists and pedestrians, and
- Reduced (and controlled) detrimental impacts on the riverbank and the surrounding natural environment.

The Study also incorporates findings and further explores the recommendations outlined in the Canoeing Victoria Westerfolds Park Master Plan (2015).

2. Current Situation

2.1. Paddling Disciplines

There is a vast variety in the types of paddling available in competitive and non-competitive formats. The following table provides a brief description of the paddling disciplines

WHITE WATER	
Freestyle	Canoe freestyle is a whitewater discipline and competitions take place on stationary river features. These can be breaking or partially breaking standing waves, holes and stoppers typically formed at the bottom of small drops or weirs where the water flows back on itself, or eddy lines on the boundary of slow moving water at the river edge and faster water.
Ocean Racing	Canoe Ocean Racing consists of long distance surf ski, sea kayak and sea touring races. A surf ski is the fastest boat over long distances on ocean swells, with the only flatwater boat able to go faster being an Olympic-standard canoe sprint boat. The challenges canoe ocean racing can face include large waves driven by the wind, hurricane generated ground swells and paddling in wind speeds of more than 20 knots.
Slalom	Canoe slalom is a timed event where competitors navigate a white water course by passing through a combination of upstream and downstream gates. Each course is different but can be a maximum of 300 metres in length and contain a maximum of 25 gates, with a minimum of six upstream gates.
White Water	The sport of paddling a kayak on a moving body of water, typically river rapids. The term usually applies to a whole trip or run, which has at least some stretches of whitewater included.
Wildwater	Wildwater canoeing is a timed event consisting of two forms of racing, classic and sprint. Classic wildwater is the original longer distance format. Kayaks or Canadian canoes are used to negotiate a stretch of river speedily.
Flat Water	
Canoe Polo	Canoe Polo is an exciting team event played on 35m x 23m pitches set up in swimming pools or on flat stretches of water. Teams of 5 paddlers endeavor to score goals in a net suspended 2m above the water, the ball being thrown by hand, or 'flicked' with the paddle.
Marathon	Marathon Racing involves paddling over long distances, on either the flatwater of lakes, and dams, or the flowing water of a river. Australia has

	many long rivers well suited for Marathon canoeing. Traditional Marathon Racing competitions, like the World Cup and World Championships, involve a fixed flatwater course with regular portages, where the paddler must carry the canoe or kayak. National Championships are raced over approximately 38 - 42km.
Sprint	Canoe Sprint Racing is one of the best-known competitive canoeing disciplines in Australia. This is probably due to its inclusion in the Olympic Games since 1936 and Australia's involvement in all Olympics from the 1956 Melbourne Olympic Games. Canoe Sprint Racing is all about speed on flat water over distances of 200 metres, 500 metres and 1000 metres
Non Competitive Paddling Disciplines	
Social/Recreational	Recreational canoeing is simply paddling that is not competition based. Anyone can go for a recreational paddle. Recreational paddling involves sea/surf kayaking, inland/flatwater touring, white water paddling/touring, sea touring, kayak fishing and social cruising with friends.
Other Organised Formats	
Adventure Racing	At its core an adventure race is a non-stop, mixed gender, event that combines two or more disciplines and involves teamwork and navigation using map and compass. It could include paddling.
Multisport	Multisport is an emerging discipline that involves the running, road cycling, mountain biking, swimming and paddling.
Playboating	A discipline of white water kayaking or canoeing where the paddler performs various technical moves in one place (a playsport).
Ultra-Marathon	These are long versions of marathon racing with distances up to 400kms.
Other Paddling Organisations	
Dragon Boating	Dragon boats are the basis of the team paddling sport of dragon boat racing an amateur water sport which has its roots in an ancient folk ritual of contending villagers held over the past 2000 years throughout southern China.
Outrigging	Outrigger canoeing is an exhilarating sport that promotes fitness, teamwork and a healthy outdoor lifestyle, attracting recreational and competitive paddlers alike. An outrigger canoe is propelled by paddles.
Stand Up Paddle Boarding	A form of surfing that originated in Hawaii. Stand Up Paddle surfboards are much longer, wider and more buoyant than 'normal' surfboards, enabling users to balance and with the paddle.

2.2. Paddle Sports Participation

2.2.1. Local participation

There are four canoe clubs with members using Westerfolds Park:

- Melbourne Canoe Club (131 members)
- Canoes Plus Racing Team (40 members)
- Eltham College Canoe Club (4 members)
- Whitehorse Canoe Club (87 members)

A total of 266 club members participate at Westerfolds Park (2016/2017 membership figures). Over a six year period, membership across the four clubs increased by 27.8% from 205 members to 262 members with no improvements in the provision of facilities.

There are no canoe clubs on the Yarra River east of Alphington/Kew, and of the 17 canoe clubs in the Melbourne metropolitan area, there are only 7 with clubhouse facilities (Essendon, Fairfield, Footscray, Ivanhoe/Northcote, Patterson Lakes, Mercantile and Geelong). There are no canoe clubhouses in Victoria located near whitewater.

Within the North East Metropolitan region, five canoe clubs currently operate including Canoes Plus Racing Team, Eltham College Canoe Club, Kirinari Kayak Club (30 members), Melbourne Canoe Club and Whitehorse Canoe Club. Although none of these clubs have a built clubhouse or dedicated/purpose built on-water training facilities, four already use the Yarra River at Westerfolds Park as their 'daily paddling venue.' Of the 17 metropolitan based clubs, seven are supported by canoe club houses or canoe storage facilities.

2.2.2. State participation

Canoeing Victoria currently has 1,744 members (2016/ 2017) plus an additional 470 Victorian based canoeing leaders registered with its national body, Australian Canoeing.

In 2014-15, 118 Canoeing Victoria members resided in Banyule, 60 within Manningham and 99 within Nillumbik – total 277. In 2016/ 2017, 112 Canoeing Victoria members resided in Banyule, 71 within Manningham and 26 within Nillumbik – totaling 209.

Members join through 33 affiliated clubs, 17 of which are based in the Melbourne Metropolitan area (including Geelong and Patterson Lakes). However, the majority of these clubs have no built clubhouse facilities. There are only two canoe clubhouses on the entire Yarra River – at Ivanhoe Northcote and Fairfield located on the Yarra River within one kilometer of each other. Both of these clubs have a clubhouse and equipment storage facilities and are located on flatwater.

Club membership has remained relatively stable over a 6 year period with membership numbers increasing by 2.4% over this period.

2.2.3. National participation

The 2010 Exercise, Recreation and Sport Survey (ERASS) estimated that 35,400 Victorians over 15 years of age participated in canoeing. Canoeing Victoria expect that, with the widespread introduction of cheap sit on top kayaks available through chain retailers such as Rays Outdoors, BCF, and Big W, the number of people participating in paddling in 2015 is significantly higher. It would be reasonable to estimate that more than 50,000 Victorians will be participating in paddling by 2030.

Since 1980 (10 Olympic cycles), Australia has consistently achieved medal status in canoe/kayak with 23 bronze, 10 silver and 6 gold medals over this period. At least two of these Olympians trained in the Templestowe/Ivanhoe area. Snow sports are the only other Olympic sport that can consistently boast this achievement.

2.3. Current Facilities

2.3.1. Education and Administration Facilities

Canoeing Victoria's Administration Office and State Education Centre is based at the administration venue and depot at the entrance to Westerfolds Park. This facility is approximately 250 metres from the canoe storage shed and launch ramp on the Yarra River.

The administration, education and storage facilities used by Canoeing Victoria and the Melbourne Canoe Club are located within the building shared by Parks Victoria and Outdoors Victoria. The precinct is made up of the following areas:

- Administration building housing Parks Victoria and Outdoors Victoria (Outdoors Victoria sublets the space to various bodies including Canoeing Victoria).
- Education Centre (separate building to the administration building) including an education room, kitchenette and amenities.
- Outdoor depot and storage area (fully enclosed depot used by Parks Victoria with internally secured boat and outdoor equipment storage). A number of small storage rooms are located within the secured outdoor depot with one being used to store Canoeing Victoria's old paperwork, memorabilia, equipment and miscellaneous items.

One of the key reasons the Outdoor Recreation Centre was initially built at Westerfolds Park was a result of Canoeing Victoria's need for an education facility with access to flat and moving water. The facility is poorly signed and confusing to access from the adjacent car park.

2.3.2. Off Water Facilities

The paddling community have access to a number of facilities in the area including:

- Two car parks: Westerfolds Park canoe car park (88 parks including 4 accessible) and Fitzsimons Reserve car park (approximately 20 cars parked informally) plus overflow areas.
- Canoe storage shed used by Canoeing Victoria to store equipment used for their Paddle Power program and storage of boats and equipment belonging to Melbourne Canoe Club members. The storage shed is divided into two sections. The section used by Canoeing Victoria also contains two separate change areas that are suitable for two people to change at the same time. There are no shower or toilet facilities within the storage shed.
- Public toilet facilities are provided next to the canoe storage shed. Separate male and female facilities are provided plus one unisex accessible toilet.
- The Main Yarra Trail provides a link between the canoe storage shed and public toilets to the white water facilities to the east. Paddlers can walk along the trail with boats from the shed or from either of the car parks.
- A small timber spectator viewing platform is located opposite the Fitzsimons Reserve car park.
- Lighting has been hung under the bridge providing limited light for training during the winter months.

2.3.3. On Water Facilities

Paddlers can access the water and participate in various paddling activities on the Yarra River via the following facilities:

- Canoe ramp (from canoe storage shed and public toilets) to the river. The crushed rock canoe ramp is approximately 3 metres wide and 96 metres long, leading to a launch platform on the river. Neither the ramp nor the platform is accessible for those with a mobility impairment.
- Slalom poles are provided in the section of river (near the Fitzsimons Lane Bridge).
- Canoe polo goal nets have been provided in the section of river west of the Fitzsimons Lane Bridge.

2.4. Current Use

The following section outlines the current use of the site by the various paddling clubs and schools, as well as use of the precinct for other recreational activities.

2.4.1. Canoeing Victoria

Canoeing Victoria is the State Sports Association representing club paddlers, coaches, officials and recreational paddlers within Victoria. Canoeing Victoria conducts administration, education and programming activities across two locations at Westerfolds Park. The administration and land based education activities are conducted in the Parks Victoria building located 250 metres from the water and the water based education and paddling programs are conducted on the Yarra River from the existing canoe sheds and canoe ramp.

Canoeing Victoria runs a number of development programs, school programs, education programs and events at the site. These include:

- Basic and foundation paddling skills,
- Come and try days,
- Flatwater guide and assessment,
- School paddling,
- Sprint marathon coaching,
- White water assessment,
- Coaching,
- Girls on the water program,
- Lifeguard training, and
- Paddle Power (school holiday programs).

2.4.2. Melbourne Canoe Club

The Melbourne Canoe Club's members range from 8 years to 80 years. The club provides the following paddling activities:

- Social paddling,
- Structured training/lessons,
- Competitive training (against clock),
- Formal racing,
- River runs,
- Training camps,
- Social camps and
- Social events.

Trainings sessions are conducted seven days a week from 4.00pm until 7.00pm (later during daylight savings), during daylight hours (multiple sessions) and on weekends 9.00am to 6.00pm.

The club currently has 50-60 paddlers signed up to regular weekly training/coaching sessions, with 20-30 of these paddling multiple times per week. In addition, another 40-50 paddlers per term participate casually and/or come and try sessions. School holiday programs have between 40-70 participants each term holidays.

The club has a Pathway Program (Gold Level) in conjunction with Australian Canoeing aimed at developing young athletes in the Sport of Canoe Slalom. There are regularly 12-15 participants in this

program known as the Racing and Training Squad (RATS).

The club has produced several National Team Athletes and Olympians and currently has four senior/ U23 athletes and five junior (U18) athletes on national teams.

The club has around 10 athletes on the Junior National Training Squad (NTS) comprising of the top 20-25 juniors in the country.

The Melbourne Canoe Club currently offers the following programs:

- Come and try days
- Paddle Power (beginners program)
- Rapid Recruits (beginner canoe slalom pathway program)
- RATS (Racing & Training Squad – advanced pathway program)
- School holiday programs
- After school activity program
- School canoeing experience and sport programs
- MITS (Melbourne Indigenous Transition School)
- Girls only training sessions
- Pool rolling sessions
- Yarra Series (local/domestic/social racing)
- National Slalom Development Camp (all levels development)
- All abilities paddling
- Team building
- Birthday/sporting parties and cubs/scout groups

The Club currently runs the following competitions and events:

- Yarra Series Races (five races conducted on the Yarra every year and open to all ages and abilities)
- Country Series (two races and training conducted at King and Big River)
- National Slalom Development Camp (Goulburn River)
- Australian Canoe Slalom Nationals, Vic Championships, National Canoe Slalom Juniors & Schools and Vic Schools – Victorian Championships are held every year and Nationals every three years and are run mainly by members of the Melbourne Canoe Club.
- Girls on the Water Day – Held this year (150 paddlers) for the first time to encourage female participation.

2.4.3. Canoes Plus Racing Team

The Canoes Plus Racing team was formed in 1969 and is based in Kew. The club operates in multiple locations including Westerfolds Park. The Club has 40 members made up of 25 senior and junior males, 13 senior and junior females and 2 other members. The club has had consistent membership numbers for the past 4 years.

The club attracts participants to the following activities:

- Club, State and National Polo – men and women;
- State slalom – men and women;
- National junior slalom women;
- National junior wildwater – men and women;
- National senior wildwater – women;
- Club training;

- Ipaddle (learn to paddle programs) – adults, children and all abilities;
- School holiday programs;
- Quick start programs; and
- Wildwater races.

2.4.4. Whitehorse Canoe Club

The Whitehorse Canoe Club was formed in 1969 and whilst they are not based at one location, the club coordinates adventure activities for its members including paddling, mountain bike riding, hiking and surfing at various locations.

The club has around 80 paid members made up of singles, families, couples and children. The club reached membership heights of around 120 in the 1990's. Most members are based in the Eastern suburbs of Melbourne. The Club recently received funding to encourage women to take up the sport of paddling. Their programs include:

- Education paddle days for beginners;
- Clean Up Australia Day event;
- River rescue training events;
- Eskimo rolling practice; and
- Environmental awareness programs to improve river health.

2.4.5. Schools

11 Schools have used the site over the last 7 years for Canoeing Victoria based school programs. The schools that have participated in programs at Westerfolds Park are located between 8 – 70kms of the site.

Other schools have used the site as part of Melbourne Canoe Club activities including:

MCC runs approximately 10 sessions per week in winter and 20 sessions per week in summer for between 40-60 participants per week.

Large School Programs:

Ivanhoe Grammar - Ridgeway Campus

- Weekly school kayak team sessions during school terms (20-30 students)
- 4-6 mixed small group weekly sessions (total 15-20 students)
- Racing and training squad program - 7 sessions per week (5-10 students)

Ivanhoe Grammar - Plenty Campus

- Once weekly school kayak team sessions during school terms x 10-20 students

Eltham College

- Year 5-6 sport program - Term 1 - Once weekly sessions x 15 students
- Year 8-9 sport program - Term 4 - Once weekly sessions x 15 students
- Twice weekly lunchtime sessions at school pool x 5-15 students

The Canoes Plus Racing Team have we have worked with Ivanhoe Girls Grammar regularly in the past with weekly sessions over the past 10 years and Eltham College occasionally (weekly about five years ago).

2.4.6. Other Users

Westerfolds Park was opened in 1977 and is managed by Parks Victoria. The diverse range of recreation opportunities provided throughout the parklands include activities such as:

- Picnicking by small and large groups,
- Walking
- Jogging
- Children's play (unstructured and in playgrounds)
- Recreational cycling
- Commuter cycling
- Bushwalking
- Nature photography
- Nature appreciation
- Mountain biking
- Canoeing and paddling activities
- Heritage appreciation
- Orienteering
- Bird watching
- Rollerblading
- Visiting Westerfolds Manor
- Grass skiing
- Community events
- Dog walking in specified areas.

2.5. Current Maintenance

The maintenance costs for the existing toilet block and canoe storage shed is in the order of approximately \$4,000 per annum.

At this time in the project, it can only be assumed that the larger the building or the greater number of more expensive components within a facility/s, the greater the long term cost of maintaining the facility/s will be for Parks Victoria and Canoeing Victoria.

2.6. Existing Infrastructure Assessment - Services

An assessment of the existing infrastructure was undertaken as part of the study.

An intention of the review was to identify any issues with the existing site services that may impact on future developments. The assessment of the infrastructure didn't include calculations to either verify the existing supply or estimate any proposed upgrade works and subsequent infrastructure needs. A detailed plan for the building will need to be completed before this information can be determined.

The assessment investigated the current supply and highlighted opportunity or limitations with the existing infrastructure.

The following information was provided by Parks Victoria:

- **Water** is connected via a 25mm poly service to the existing toilet block;
- **Telephone** is connected to the canoe storage shed;

- The toilet block is connected to the sewer. A wet well with a pump to a rising sewer main running up to the Park office exists;
- **Single phase power** is connected from the switch board behind the toilet block to the canoe shed;
- **Three phase power** is available at the existing toilet block beside the canoe shed and a GPO in the back of the toilet block;
- 40 amp power is available from the Parks Victoria Office (250m away)

The extent of future infrastructure upgrades could be determined when the scale of future development is confirmed. Once these demands have been identified, the service authorities will be able to confirm whether any upgrade works are required.

2.7. Environmental Impact and Assessment

Ecology Australia was commissioned to complete a Flora and Fauna survey and impact assessment for the site.

The objective of the assessment was to report on the potential impacts the proposed development will have on the flora and fauna of the site and the ways in which these impacts can be reduced through sensitive design.

The project was completed in two stages:

Stage 1 will guide the design of the Regional Paddle Sports Centre infrastructure and will inform the significant flora and fauna (including aquatic) impacts on the area.

Stage 2 will be an assessment of the impact of the draft design of the Regional Paddle Sports Centre infrastructure on flora and fauna (including aquatic).

A summary of the outcomes of the Flora and Fauna Survey and Impact Assessment report is as follows:

The key ecological issues relating to the proposed development of the Regional Paddle Sports Centre are as follows:

Flora

- Extensive occurrence of remnant and planted indigenous vegetation, all of which is subject to offsetting under the Guidelines for the removal, destruction or lopping of native vegetation (DELWP 2017).
- High likelihood of occurrence of *Dianella amoena* Matted Flax-lily (listed as Endangered under the Commonwealth Environmental Protection and Biodiversity Conservation Act 1999).
- Presence of two flora species listed under Victoria's Advisory List of Rare or Threatened Plants in Victoria – 2014 (DEPI 2014): *Eucalyptus fulgens* Green Scent-bark (listed as rare in Victoria), and *Kunzea leptospermoides* Yarra Burgan (Listed as poorly known in Victoria).
- The proposed development of the Regional Paddle Sports Centre would require the removal of 0.074 ha of native vegetation, and the permit application process would follow the Detailed Assessment Pathway. Should a permit be granted for this vegetation removal, the offset would comprise 0.046 general habitat units with a minimum strategic biodiversity value score 0.736. The vicinity of the offset would be within the Port Phillip and Westernport Catchment Management Authority (CMA) or Manningham City Council.

Fauna

- The study area provides habitat for a range of birds, including waterbirds and woodland species, and mammals including Common Brushtail Possum *Trichosurus vulpecula* and Common Ringtail Possum *Pseudocheirus peregrinus*, Eastern Grey Kangaroo *Macropus giganteus* and Common Wombat *Vombatus ursinus*.

- Moderate likelihood of regular occurrence of Powerful Owl *Ninox strenua* (listed as threatened under the FFG Act), although the quality of habitat within the study area is unlikely to support breeding of this species. Grey-headed Flying-fox *Pteropus poliocephalus* (listed as vulnerable under the EPBC Act) may visit the study area to forage when Eucalypts are in flower.

Aquatic fauna

- The study area provides habitat for a range of range of indigenous and non-indigenous native fish species and decapod crustaceans, together with likely habitat for Platypus, Water Rat and Eastern Snake-necked Turtle.
- High likelihood of occurrence for Macquarie Perch, Australian Grayling and Murray Cod (listed as threatened under the EPBC Act).

The recommendations of the Flora Fauna Impact and Assessment Report is provided in section 5.

2.8. Traffic and Car Parking Assessment

O'Brien Traffic was engaged to undertake a traffic and car parking assessment of the site.

The report sets out an assessment of the existing traffic and parking conditions on-site during times of peak activity and explores any opportunities and constraints associated with the operation of the site both during the present and following any proposed upgrade. The assessment includes consideration of the following:

- Existing traffic, parking and transport conditions surrounding the site;
- Existing site layout and access arrangements including consideration of both vehicular and pedestrian connectivity;
- Existing peak parking demands and general adequacy of parking provision;
- Potential car park layout improvements of the existing on-site facilities; and
- Car park expansion and alternative parking opportunities.

The report identified that there was two car parking areas used by paddlers and spectators of paddlers. There are:

- Westerfolds Park car park
- Fitzsimons Reserve car park

In summary, the report identified the following:

- Westerfolds Park car park has 88 parking bays including four accessible spaces. This car park has an utilisation rate of less than 20%.
- Fitzsimons Reserve car park has approximately 20 parking bays (unmarked) without delineated accessible parking bays. This car park has an utilisation rate of 60 – 100%.
- Overflow car parking is available near the Fitzsimons car park on the adjacent grassed areas providing parking for approximately 33 vehicles. The over flow car parking gets very minimal use.
- The average stay is between 30 minutes to 2 hours.
- The hosting of paddling and other events in the area can see a full utilisation of both car parks and overflow car parking.
- The kayak preparation area near the Fitzsimons Reserve car park is inadequate.
- The spectator viewing area under the Fitzsimons Lane Bridge causes conflict of use by various users.
- There are no trailer parking bays.
- Vehicular access to the Reserve from Fitzsimons Lane is difficult.

- The timber post and rail fencing along the trail under the bridge is in poor condition (this has since been replaced).

2.9. Legislative Considerations and Best Practice Initiatives

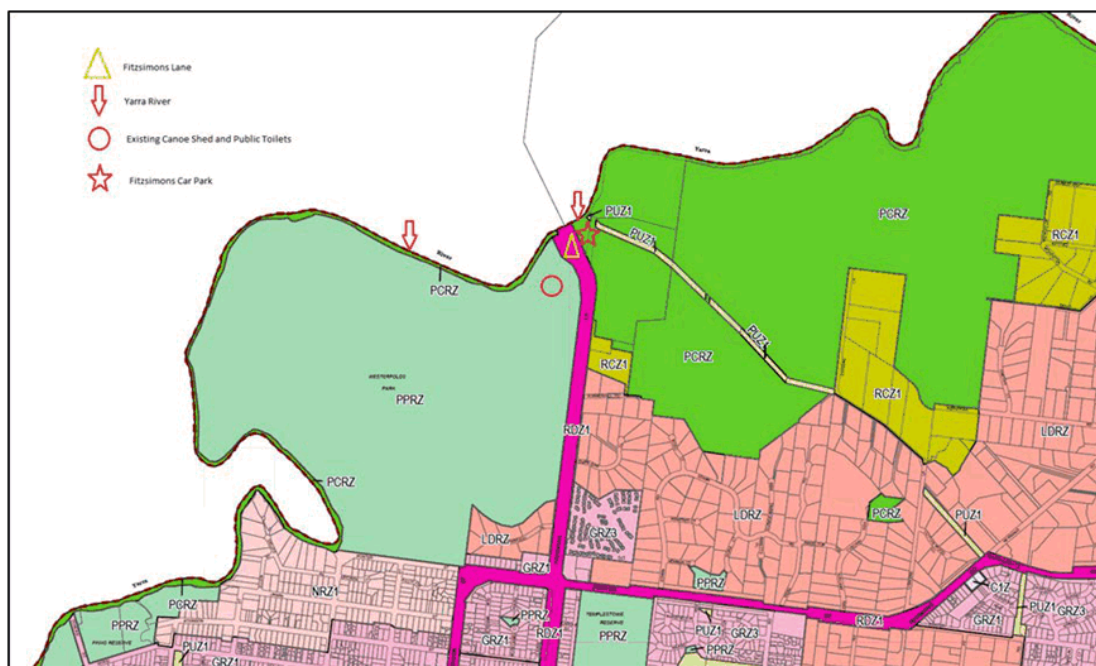
Consideration was given to legislative requirements and best practice in contemporary facility design influencing the site including:

- Statutory planning provisions (zoning and overlays);
- Disability Discrimination Act (DDA) compliance;
- Universal Design;
- Cultural heritage sensitivity;
- Environmentally sustainable design;
- Crime Prevention Through Environmental Design (CPTED); and
- Building Code of Australia.

2.9.1. Statutory Planning Provisions

Planning Zone

The study area is controlled by three planning zones. The following map outlines the three zones relevant to the site:



PPRZ – Public Park and Recreation Zone covers the site west of the Fitzsimons Lane Bridge where the existing canoe shed, public toilets and Main Yarra Trail is located. This zoning recognises areas for public recreation and open space. The following should be considered:

- A permit is not required for the construction of a building if the building or works are carried out by or on behalf of a public land manager or Parks Victoria.

Implication – if a building is not constructed on behalf of public land manager or Parks Victoria (i.e. owned by another entity), the project will require a planning permit.

- A permit is not required for the construction of pathways, trails, seating, lighting, drainage, planting and landscaping.
- Applicable overlays may trigger the need for a planning and building permits, for example, the removal of vegetation or if a building were proposed to be built within the flood zone.

PCRZ – Public Conservation and Resource Zone covers the site east of the Fitzsimons Lane Bridge where the Fitzsimons car park, Main Yarra Trail, spectator viewing platform and proposed canoe launch ramp is located. PCRZ also covers the site of the Yarra River west of the Fitzsimons Lane Bridge where the existing canoe launch ramp and platform exists.

This zoning recognizes the need to protect and conserve the natural environment for their historic, scientific, landscape, habitat and cultural values. The purpose of the zone is to provide facilities which assist in the public education and interpretation of the natural environment with minimal degradation of the natural environment or natural processes. The following should be considered:

- A permit is not required to construct a boat launching facility, car park, jetty, pier, pontoon or road.
- A permit is not required for the construction of a building if the building or works are carried out by or on behalf of a public land manager or Parks Victoria.
- Applicable overlays may trigger the need for a planning and building permits.

RDZ1 – Road Zone 1 covers the access to Fitzsimons Reserve which is provided via the access point on the northbound carriageway via a left turn movement only, connecting to the road under the Fitzsimons Lane Bridge.

Fitzsimons Lane is a primary arterial road and a Road Zone 1 under the control of VicRoads. It is a significant north-south route across the Yarra River. Council is the responsible authority for the section of the Main Yarra Trail under the Fitzsimons Lane Bridge.

Planning Overlays

The site is subject to the following overlays:

Environmental Significance Overlays

ESO2 – Sites of Biological Significance and

ESO3 – Buffer Conservation Areas Supporting Sites of Biological Significance

The sites covered by this overlay have been assessed as being the most intact and significant areas of indigenous vegetation within Manningham. Or have been assessed as being either buffer habitat or other land with environmental and/or landscape values that supports core conservation and buffer habitat areas. These areas are known as Buffer Conservation Areas.

- A permit is required to undertake the following activities relevant to this project,
- Construct a building, and
- Remove, destroy or lop vegetation (conditions apply).

Other Overlays:

LSIO overlay (Land Subject to Inundation). This overlay identifies land at risk from flooding and ensures that development adequately responds to that risk. The proposed development may be impacted by this overlay.

A permit is required to undertake the following activities relevant to this project:

- To construct a building or to construct or carry out works including bicycle pathways and trails, public toilets and a non-domestic disabled access ramp.
- Construct a building over 6m in height above natural ground level.

SLO2 overlay (Significant Landscape Overlay). This overlay is relevant to the Yarra (Birrarrung) River Environs. The Yarra River has metropolitan significance as an environmental, aesthetic, cultural, recreation and tourism asset. An objective of this overlay is to protect and enhance the natural landscape character of the Yarra River corridor.

A permit is required to undertake the following activities relevant to this project:

- Remove, destroy or lop vegetation (exemptions apply), and
- Construct a building over 6m in height above natural ground level.

BMO overlay (Bushfire Management Overlay). This overlay identifies areas where the bushfire hazard warrants bushfire protection measures to be implemented. It ensures that development is only permitted where the risk to life and property from bushfire can be reduced to an acceptable level.

A permit is required to undertake the following activities relevant to this project:

- Leisure and Recreation

Once final plans for development have been completed, the size/dimensions, location, footprints, construction methods and need/no need for vegetation disturbance will be assessed against the relevant land use zones and applicable overlays discussed above.

Whilst the provision of support infrastructure to service the paddling activity at the site is consistent with the zoning, the site is an environmentally significant area and any redevelopment of the existing facilities or development of new/additional facilities will need to be considerate of minimizing the impact and disturbance of the site. Redevelopment of the facilities within the exiting footprint of the already built on or disturbed site would be preferred than the development of additional buildings and infrastructure.

2.9.2. Disability Discrimination Act 1992 (DDA) Compliance

The Federal Disability Discrimination Act 1992 (DDA) provides protection for everyone in Australia against discrimination based on disability.

The DDA makes it against the law to discriminate against someone if they have a disability in the following areas of life:

- Access to premises used by the public,
- Activities of clubs and associations,
- Participation in sport, and
- The Act also means that the premises and facilities of clubs and associations should be accessible to people with a disability.

It is recommended that development of a new facility or facilities comply with DDA legislation. This includes the provision of the following in any redevelopment or development of new facilities:

- Internal lift if the building is more than one level,
- Accessible pathways from the river, car parks and other significant features of the site to the buildings,
- Accessible ramps and car park treatments,
- Accessible parking, and
- Accessible amenities for the general public and paddlers.

2.9.3. Universal Design

Universal Design is the process of designing products and environments to be used by everyone, to the greatest extent possible, without the need for adaptation or specialised design. Universal Design is a process, not an outcome.

The aim of Universal Design is to provide one solution that can accommodate all people including people with a disability, as well as the rest of the community.

The concept of Universal Design is to simplify life for everyone by making the built environment more usable to as many people as possible, at little to no additional costs. Equal access for all users is a fundamental requirement of current building design to meet the expectations of the community. Whilst building codes and design standards determine the minimum requirements, public facilities demand a higher concept for 'ease of access.' This extends from the car park, to footpaths, drop off points, entry ramps, main entries, kiosk counters, passageways and doorways, and change rooms.

Universal Design is a principle-based approach to achieve the goals of best practice design. The seven principles of Universal Design are as follows:

1. Equitable use (Be Fair) - the design does not disadvantage or stigmatise any group of users.
2. Flexibility in use (Be Included) - the design accommodates a wide range of individual presences and abilities.
3. Simple and intuitive use (Be Smart) - use of the design is easy to understand, regardless of the user's experience, knowledge, language skills, or current concentration level.
4. Perceptible Information (Be Independent) - the design communicates necessary information effectively to the user, regardless of ambient conditions or the user's sensory abilities.
5. Tolerance for error (Be Safe) - the design minimises hazards and the adverse consequences do accidental or unintended actions.
6. Low Physical effort (Be Active) - the design can be used efficiently and comfortably, and with a minimum of fatigue.
7. Size and Space for Approach and use (Be Comfortable) - appropriate size and space is provided for approach/reach/manipulation, and use, regardless of the user's body size, posture, or mobility.

It is recommended that the planning and design team integrates a Universal Design principle approach into any facility development or re-development and that Council independently audit all proposed designs prior to construction.

2.9.4. Cultural Heritage Sensitivity

Cultural heritage is the legacy of physical artifacts and intangible attributes of a group or society that are inherited from past generations, maintained in the present and bestowed for the benefit of future generations. Cultural heritage includes tangible culture (such as buildings, monuments, landscapes, books, works of art, and artifacts), intangible culture (such as folklore, traditions, language, and knowledge), and natural heritage (including culturally significant landscapes, and biodiversity).

The Aboriginal Heritage Act 2006 (the "Act") commenced operation on 28 May 2007 and provides for the protection and management of Victoria's Aboriginal heritage with processes linked to the Victorian planning system. The 2018 give effect to the Act. The Regulations set out the circumstances in which a Cultural Heritage Management Plan (CHMP) is required to be prepared, and the standards for the preparation of a CHMP.

The preparation of a CHMP is required when a listed high impact activity is proposed in an area of cultural heritage sensitivity, as defined by the Aboriginal Heritage Regulations 2018.

High impact activities are prescribed in the Aboriginal Heritage Regulations 2018. High impact activities include developments with the potential to cause significant changes in land use. Areas of cultural heritage sensitivity are landforms and land categories that are generally regarded as more likely to

contain Aboriginal cultural heritage.

An area of cultural heritage sensitivity (other than a registered place or cave) is no longer regarded as sensitive if all of it has been subject to past significant ground disturbance. Significant ground disturbance is defined as disturbance of the ground or waterway by machinery in the course of grading, excavating, digging, dredging or deep ripping (to a depth of 60cm or more).

The Yarra River has been identified as an area of cultural heritage sensitivity and is likely to trigger the need to prepare a CHMP if significant development was proposed outside of the footprint of the existing building and developed areas of the site.

When is a Cultural Heritage Management Plan (CHMP) a Mandatory Requirement?

A CHMP is required for an activity if –

- r7(a) all or part of the activity area for the activity is an area of cultural heritage sensitivity; and

Note - A waterway, or land within 200 metres of a waterway is an area of "cultural heritage sensitivity". If part of a waterway or part of the land within 200 metres of a waterway has been subject to "significant ground disturbance", that part is not an area of "cultural heritage sensitivity".

- r7(b) all or part of the activity is a high impact activity.

Note – a recreational boat facility; a car park; a road with a length exceeding 100 metres; and a walking track with a length exceeding 500 metres, to name a few, are "high impact activities" if their construction would result in "significant ground disturbance".

Significant ground disturbance – means disturbance of:

- a. the topsoil or surface rock layer of the ground; or
- b. a waterway

by machinery in the course of grading, excavating, digging, dredging, or deep ripping, but does not include ploughing other than deep ripping.

The answer would need to be yes for both r7(a) and r7(b) to "trigger" a mandatory CHMP. If it is determined that a CHMP is not required, it is advisable to undertake a check of the Aboriginal Cultural Heritage Register and Information System (ACHRIS) maintained by Aboriginal Victoria to determine if any "registered" Aboriginal cultural heritage is present. If yes, what is the likelihood of it being harmed? If so, a Cultural heritage Permit **would** need to be obtained.

2.9.5. Crime Prevention through Environmental Design (CPTED)

Crime prevention through environmental design (CPTED) is a multi-disciplinary approach to deterring criminal behavior through environmental design. CPTED strategies rely upon the ability to influence offender decisions that precede criminal acts.

CPTED principles of design affect elements of the built environment ranging from the small-scale (such as the strategic use of shrubbery and other vegetation) to the overarching, including building form of an entire urban neighbourhood and the amount of opportunity for "eyes on the street".

We all recognise when the space we are in sends us a message about safety, "this is a safe place" or danger, "this is an unsafe place". The theory behind CPTED is that the design of a physical environment can produce behavioral effects that will reduce both the incidence and fear of crime. These behavioral effects can be accomplished by reducing the susceptibility of the environment to support criminal behavior.

There are five basic strategies in CPTED:

- Natural access control
- Activity support
- Maintenance
- Natural surveillance and
- Territorial reinforcement.

Given that the area for proposed redevelopment is quite secluded and not visible from the road, consideration of crime prevention through design should be considered. Security of the physical building and of its users is of utmost importance.

3. Key Stakeholders Consultation and Engagement

Consultation and engagement with key stakeholders and the paddling community commenced in January 2017 with one on one meetings and Project Working Group meetings.

A summary of the consultation methods are outlined:

3.1. Key Stakeholder Discussions

Discussions were held with the following key stakeholders to identify the current issues, usage patterns, future facility needs and opportunities. The following provides a summary of the key issues identified through discussions with:

ORGANISATION	DATE FROM	KEY ISSUES
Ausnet Services	October 2011, March 2018	Power transmission lines and building siting.
Banyule Council	February 2017	Vision, review of studies completed, proposed components, funding opportunities, consultation.
Canoeing Victoria	January 2017	Background planning, current issues, current usage, State context, vision, opportunities, facility requirements, management options.
Canoeing Victoria Technical Committees	June 2018	On and off water facility requirements, future activity predictions.
Canoes Plus Racing Team	June 2017	Club history, current participation, issues and future opportunities.
Kirinari Kayak Club	June 2018	Club history, current participation, issues and future opportunities.
Manningham Access and Equity Committee	February 2018	Disability access, access for females
Manningham Council	January 2017	Project background, other potential users (sporting and/or community), eco-tourism opportunities, social planning, health and wellbeing opportunities, traffic and engineering issues, open space planning, environmental planning and statutory planning.
Melbourne Canoe Club	January 2017	Club history, current issues, future vision, facility requirements and opportunities.

ORGANISATION	DATE FROM	KEY ISSUES
Melbourne Water	March 2017	MW responsibilities, funding opportunities, facility development guidelines, concurrent planning, consultation.
Nillumbik Council	February 2017	Vision, review of studies completed, proposed components, funding opportunities, consultation.
Nillumbik Recreation Trails Advisory Committee	August 2017	Main Yarra Trail
Parks Victoria	February 2017	Vision, review of studies completed, proposed components, funding opportunities, site services, management options, consultation.
Sport and Recreation Victoria	February 2017	Vision, review of studies completed, proposed components, funding opportunities, consultation, funding guidelines, State policy.
VicRoads	July 2016, March 2018	Main Yarra Trail under Fitzsimons Lane Bridge
Whitehorse Canoe Club	July 2017	Club history, current participation, issues and future opportunities.
Yarra Riverkeeper Association	March 2017	Impacts on native grasslands, erosion, improve net gains.

3.2. Manningham Council

3.2.1. Internal Staff Focus Group Meeting

A meeting was held 16 March 2017 with internal departments of Council to discuss the project and seek feedback and identify any issues or opportunities pertinent to the project. The following provides a summary of the key issues identified through discussions with:

- Social Planning and Community Development
- Engineering and Technical Services
- Statutory Planning
- City Strategy
- Community Relations and Marketing

Facilities should be developed for multiuse and provide for the health and wellbeing of the wider community. Diversity, choice and accessibility should be considered when planning for facilities. Appropriate signage should be provided and consideration given to communicating with a diverse range of users.

Traffic and pedestrian movement will require further consideration especially under the Fitzsimons Lane Bridge. Appropriate crossings from car parks to river access points will be part of the strategy.

3.2.2. Individual Staff Meetings

Individual meetings were conducted with Council staff regarding the project. The following provides a summary of the key issues identified through discussions with:

- Arts Culture and Venues

Demand on community halls is currently high. There is a requirement for more meeting rooms with access to toilets and kitchen facilities.

- City Strategy

No known commercial operators seeking facilities.

- Parks and Recreation

No known sporting clubs without a home base or need for a community facility.

3.2.3. Manningham Access and Equity Committee

This committee supports Council in making decisions that consider the interests, values and needs of Manningham's diverse communities as they relate to human rights, access, equity and inclusion

3.3. Nillumbik Council

Nillumbik Council is a co-funding partner in the project and engaged their residents in the consultation for this project.

3.3.1. Nillumbik Recreation Trails Advisory Committee

Provides a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in the development and review of new and existing recreation trails in Nillumbik

3.4. Banyule Council

Banyule Council is a co-funding partner in the project and engaged their residents in the consultation for this project.

3.5. Canoeing Victoria

Canoeing Victoria identified the key issues facing the State Sports Association and canoe clubs at the site. These include:

- It is extremely hard to promote the sport to children and particularly parents when children are required to get changed in public toilets (or the carpark) and access the river by dangerous access.
- Without a club house there are limited means for club members to socialise or feel part of a community as most paddlers will train and leave immediately.
- Currently there is limited storage area for kayaks and equipment, which means if you don't have vehicular access you are unable to get equipment to training. With increased club equipment storage, paddlers would be able to ride, walk or access public transport to attend trainings.
- Parents that transport the underage paddlers, have limited options of where they can view the river to observe training, so either sit in their vehicle or stand on the bike track to watch. Neither being ideal to building a club environment.
- Accessible programs can't be offered at the site due to lack of accessible facilities and river access.

3.6. Melbourne Canoe Club (MCC)

MCC is wishing to expand into local schools by offering 'introduction to paddling and water safety sessions. This introduction would then be used to encourage club membership and entry into recreational and sport pathways.

The Club currently runs a range of programs that can cater to all abilities, ages and genders, but require better facilities to ensure paddlers are comfortable, safe and properly engaged in the sport to aid in membership retention.

The Club would like to expand its membership in the next five years and provide a community for the paddlers and families. They are also aiming to raise the image of canoe slalom in Melbourne and celebrate their sports achievements. By building its identity in the local community, the Club believes it will increase local participation and support.

3.7. Whitehorse Canoe Club (WHCC)

Currently, the Club does not have a home base and supports the development of a Regional Paddle Sports Facility with secure boat and equipment storage facilities.

The Club is currently striving to increase junior membership and to improve community environmental education around conservation and water quality issues.

"WHCC supports the development of a regional paddle sports facility, to expand paddling activities and waterway safety with the community. We feel strongly about encouraging more people to learn about and enjoy paddle sports that helps to build social capital, addresses health and wellbeing of residents and connects our community to our valuable natural assets. We believe such a facility would be excellent for a range of paddle and outdoor groups who could conduct meetings, have information seminars, and meet and greet events to promote outdoor and nature based clubs. It could also be used as an 'environmental education centre' where interpretive signage could be established to educate community of the importance of water conservation, ecology and sustainability. These matters are more important now than ever as the impacts of climate change come into effect"

3.8. Canoes Plus Racing Team

The Club offers training and coaching for competitive athletes. School programs and ipaddle programs feed new participants into the club and training programs retain those athletes who are aiming for state and national teams.

The Club does not operate exclusively from Westerfolds Park and is looking for a permanent base to house equipment, conduct meetings and has appropriate change facilities. The need for a club house is within the Club's 10 year plan. Additional equipment such as boats and personal flotation devices is also a priority.

3.9. Yarra Riverkeeper

The Yarra Riverkeeper Association speaks for the Yarra and is the credible and authoritative voice for the River. It is an independent community of citizen-advocates that works solely in the interest of the River. The spokesperson of the association is the Yarra Riverkeeper, and the Riverkeeper boat is permanently moored in the Yarra and patrols the River. As the population of Melbourne increases and demands for open spaces grow, the Yarra River is coming under increasing pressure.

"We advocate for the River: for green spaces, for water quality, for biodiversity, for the birds, animals,

insects and reptiles along the River, for good planning decisions, for the tributaries, for the parklands, for appropriate recreation; and for an understanding of our river and its role in the life of the city of Melbourne. We lobby governments and we educate the community. We tell the story of the River.”

3.10. Melbourne Water

Melbourne Water has responsibility for the water way including the river bed, banks and 20m from the banks. Melbourne Water supports the development of a regional facility as it will be located in an area of the Yarra River that has been used for various paddle sports for over many decades and there is strong existing use.

Waterways provide a setting to undertake on-water recreational activities such as canoeing, rowing and swimming and beside water activities such as walking, jogging, fishing and cycling.

Recreation is an important social value of waterways as it contributes to physical and mental wellbeing. As the Melbourne region continues to experience population growth and urban densification, waterways are an increasingly important place for people to undertake their favourite recreational activities.

Melbourne Water is interested in how non-users or non-spectators could still utilise this space to escape to nature. Melbourne Water is currently undertaking a study for improved river access along the Yarra River which could include river access facilities, wayfinding signage and viewing platforms.

The Yarra Recreational Paddling Launch Investigation reports the findings of a study commissioned by Melbourne Water to assess opportunities to enhance recreational boat launching access on the Yarra River, including the identification of potential new launch sites. The study involved a desktop review of potential sites and constraints, an extensive community consultation process, preliminary design investigations and a five year implementation plan.

3.11. Parks Victoria

Parks Victoria is the responsible land authority for the land west of Fitzsimons Lane known as Westerfolds Park. The existing canoe shed, public toilets, car park, main canoe launch and Main Yarra Trail is located on Parks Victoria land.

Parks Victoria aim and advocate to connect people to parks. Their preference is to utilise the already disturbed ground for development (existing developed footprint) and if this is not satisfactory to achieve the outcomes required, offset parkland used for development.

Canoeing and paddling activity takes place all year round at Westerfolds Park with the peak times Monday to Friday, 4.30 pm – 5.30 pm. The key requirement for new or upgraded facilities would be more boat storage, change rooms and public toilets. Most paddlers spend approximately 2 hours at the site. It is thought that approximately 80% of paddlers are junior and 20% senior with juniors' not requiring access to showers but require a space for changing.

3.12. Sport and Recreation Victoria

Sport and Recreation Victoria is a co-funding partner in the project and aims to link State Government strategic objectives with strategic planning projects. Sports and Recreation Victoria have been a part of the Project Control Group.

3.13. VicRoads

VicRoads has no objection to the proposed concept plan. To date, they have been kept informed and

once funding is approved, their involvement planning the reconfigured Main Yarra trail section under Fitzsimons Lane Bridge will be crucial.

3.14. SP Ausnet

AusNet Transmission Group has no objection to the proposed concept plan. Conditions would be implemented on the planning permit regarding construction methods and species selection of landscaping on easement.

A 'Permit to Work Adjacent to Exposed High Voltage Electrical Apparatus' would also be required prior to undertaking works on site.

4. Community Consultation and Engagement

Community consultation was carried out in two stages:

Stage 1 of public consultation took place from 2 March to the 5 April 2018 (4 weeks) and Stage 2 of public consultation took place from 24 May to the 20 June 2018 (4 weeks).

The aim of Stage 1 consultation was to obtain community feedback on the broad concepts for the proposed regional paddle sports facility and park improvements. Ideas for improvements were suggested with the aim of encouraging discussion about how the general area could be improved for multi-use by the paddling community and the general community.

No concept plans were provided for the proposed building upgrades or landscape and park features.

Stage 2 consultation provided further information including a concept plan for the proposed building upgrade. Stage 2 focused on obtaining feedback from schools about their interest in taking part in paddling education activities and community groups to gauge their interest in using the community building as part of their activities.

The feedback from Stage 2 consultation was used to inform the final building and landscape concept plans. Stage 2 of the Flora and Fauna assessment and a final quantity surveyors report was completed for the project.

4.1. Summary of Stage 1 Consultation

The following table provides a summary of the consultation methods and outcomes.

METHOD	RESPONSE	OUTCOMES
Manningham Consultation Portal	<ul style="list-style-type: none"> • 647 visits to the website • 2 people contributed to forums • 135 people filled out a survey • 6 people contributed to stories • 37 ideas were considered 	<ul style="list-style-type: none"> • People used the car parks and public toilets. • People paddle, walk, jog and ride bikes in the area. • People visit the site regularly (2-6 times a week) especially in the afternoons. • People travel by car and spent 1.5 to 2 hours each visit. • People want change rooms, showers, toilets, café and shelter. • People want seating, bins, drinking fountains and lighting. <p>People made the most comments regarding:</p> <ul style="list-style-type: none"> • Access to the water • Safety, lighting and signage

METHOD	RESPONSE	OUTCOMES
		<ul style="list-style-type: none"> • Main Yarra Trail • The need for other facilities
On-site Consultation Sessions	<ul style="list-style-type: none"> • 3 on site consultation sessions were run at Westerfolds Park. • 98 people attended over 3 sessions. 	<p>Highest priority for improvement at the site included:</p> <ul style="list-style-type: none"> • Public amenities and new building • River access and spectator viewing • Canoe launch (main and new north ramp)
Engagement, Advertising and Promotion	<ul style="list-style-type: none"> • Facebook was used to engage residents. Manningham, Banyule, Nillumbik, Canoeing Victoria, Melbourne Canoe Club and Melbourne Water posted about the project. • Onsite posters were erected on site and at other notice boards. • Community organisations received an email. • Direct emails were sent to canoe club members, site user groups, schools and sporting clubs. • Print media was utilised. • Resident mail outs were undertaken. • Banyule and Nillumbik Councils promoted the project on their websites 	
Targeted Promotion and Engagement	Groups were made aware of the opportunity to engage in the consultation:	<ul style="list-style-type: none"> • Committees • Wurundjeri Council • Residents • Sports clubs • Paddling community • Yarra River interest • Cycling interest

METHOD	RESPONSE	OUTCOMES
		<ul style="list-style-type: none"> • Environmental interest • Fishing interest • Disability interest • Walking interest • Active recreation groups • Park user groups • Event organisers • Roads and services

4.2. Summary of Stage 2 Consultation

The following table provides a summary of the consultation methods and outcomes.

METHOD	RESPONSE	OUTCOMES
Manningham Consultation Portal	<p>Information provided included:</p> <ul style="list-style-type: none"> • 490 visits to the website • 30 people filled out a survey • 1 person asked a question • 56 people downloaded the site concept plan • 16 people downloaded the building concept plan • 244 people viewed the 3D flythrough. 	<p>Generally positive support from paddlers and non-paddlers for development of the area as proposed.</p> <ul style="list-style-type: none"> • Feedback on the building concept plan • Interest in the public toilets amenities, café/kiosk and club amenities • Interest in multipurpose space for meetings, training and education • Interest in equipment and boat storage. <p>Feedback on the landscaping concept plan:</p> <ul style="list-style-type: none"> • General support for the proposed development to enhance usage of the site.

METHOD	RESPONSE	OUTCOMES
<p>On-site Consultation Sessions</p>	<ul style="list-style-type: none"> • 3 on site consultation sessions were run at Parks Victoria offices • 5 people attended over 3 sessions. 	<p>Feedback at the sessions included:</p> <ul style="list-style-type: none"> • Great location for beginner and introductory paddling activity • Great location for training and exhibition events for paddling • Need to represent a 200m flat water course and a water polo field on the site concept plans.
<p>Engagement, Advertising and Promotion</p>	<ul style="list-style-type: none"> • Facebook was used to engage residents. Manningham, Banyule, Nillumbik, Canoeing Victoria, Melbourne Canoe Club and Melbourne Water posted about the project. • Onsite posters were erected on site. • Community groups received an email seeking interest in using the proposed building. • Schools received an email survey to determine paddling program interest. • Print media was utilised. • Resident mail outs were undertaken. 	<p>Survey Results:</p> <ul style="list-style-type: none"> • Community Groups Survey – 200 surveys were sent to community groups plus an additional 14 who expressed interest through the community survey. 7 surveys were completed expressing interest in using the building to run events, education and training, fitness classes and activities and to host meetings. • School Survey – 91 surveys were sent to local schools. Five surveys were completed with two indicating that they participate in paddling programs. Barriers to conducting paddling programs include: cost, lack of staff resources, and location of facilities and unaware of opportunities. • Schools want access to water, toilets and change rooms, shelter, better path access around the site.

In summary, Stage 1 generated more interest in the project with people talking about how they use the site and what improvements could be made to encourage greater usage of the area (including the river). People wanted improvements to access to the river, toilet, change and shower facilities, shelter and viewing of the river, and greater safety around the site.

This feedback was reflected back in the development of the site concept plan and the building plans which were presented in Stage 2 of consultation. Stage 2 generated less conversation than Stage 1. However, the feedback received was generally very positive and supportive of the proposed plan for improvement.

A full consultation report is provided in Appendix 2.

4.3. Paddling Discipline Technical Committee Consultation

Canoeing Victoria has technical committees for each discipline and a meeting was held with representatives of the various paddling technical committees to discuss specific discipline facility and storage needs.

4.3.1. Sprint

- Uses flatwater and would like a permanently buoyed 200m sprint short course (5 buoys, 4 lanes). It currently costs approximately \$1,000 to set up course each time.
- Would run small regattas approximately once a month for 2 – 2.5 hours.
- Would use toilets, change rooms, showers, car parks and storage for 6 sprint boats.
- No desire to alter the river.
- Currently use other buoyed courses at Nagambie, Ballarat and Carrum.
- Cater for ages 12 – 70.
- Require a platform or good bank access. If this is not possible, coaches need to be in a motorised boat on the water.

4.3.2. Wildwater

- Wildwater, uses white water and is either Sprint (200m) or Classic (600m).
- Races start 1 minute apart for each competitor. Ideally, this would start upstream and travel 600m downstream through the rapids to the launching ramp.
- Slalom and Wildwater have similar requirements.
- Juniors (members of Melbourne Canoe Club) and informal casual users currently train for Wildwater at the site using the rapids.
- Westerfolds Park would be a good location for training. Racing occurs in other locations however, a couple of sprint races have been held at the site finishing at Westerfolds Park.

4.3.3. Freestyle

- Freestyle programs have been run at Westerfolds Park through Melbourne Canoe Club.
- Currently engaging a coach to run freestyle programs.
- Freestyle requires a smaller plastic boat that rolls easily and is performed in wild water.
- Would use toilets and change rooms.
- Would run accessible programs if a new ramp was built.
- Would run school programs and river trips.

4.3.4. Canoe Polo

- Currently use Nagambie and Richmond Pool
- Westerfolds Park would be an ideal training and introductory site
- Need lighting of the polo field
- Require boat and equipment storage within the building

- Would run an interclub competition (6 in summer)
- Would use the site 1 – 2 times per week
- Run exhibition events like “Girls on the Water” and “Riverfest”
- The need for goals to be permanently set up is preferable
- Won’t run State or National competitions at the site
- Putting a proposal to Parks Victoria to develop a 2 field facility for competition in another location on the Yarra River.

4.3.5. Canoe Marathon

- The site is not suitable for hosting races and events as they can’t use a site with rapids and rock pools due to carbon boats with rudders.
- Requires a site free of obstructions.
- Westerfolds Park is not an area of the river used for marathon canoeing, however, it could be used as an educational and introduction to Canoe Marathon for small groups.
- Would like to introduce a school program.
- The river at Westerfolds Park is not wide enough to host events. This part of the river is approximately 1 km in length. The lap length is too short for most events, which offer distances of 8 to 24 km depending upon paddler ability, and hence would involve up to 12 laps and 24 turns.
- The lap length and width would result in fairly turbulent racing conditions due to boat generated wash, which would be challenging for inexperienced paddlers.
- The river width is approaching the lower limit of what is practical for marathon racing turns.
- There does not appear to be any practical area for portage (an area to get out of the boat, run and then get back in again), although this is the case with a number of our current venues.
- The water depth at the launch area appears to be quite shallow.
- Would require areas for spectator viewing.

4.3.6. Slalom

- Westerfolds Park is used heavily for slalom training, 7 days a week (after school and weekend training).
- Schools who participate in a slalom program through Melbourne Canoe Club include Marcellin College, Ivanhoe Grammar and Templestowe College. However, these school programs have been diminishing due to lack of change facilities.
- Other sites used for Slalom in Victoria include Dights Falls and Goulburn River (near Eildon Dam). The Melbourne Canoe Club has a lease at the Goulburn River site to host events including Australian National Championships and training.
- Races are held across five locations once a month at Dights Falls, Finns Reserve, Griffiths Park, Warrandyte and Westerfolds Park. Westerfolds Park is the location used as a fall back if any of the other locations are unavailable. This is called the Yarra Series.
- Would like to implement in river changes to the slalom course at Westerfolds to increase the standard from beginner to intermediate to enable State Schools and Victorian Championships to be held there.
- Need to have further discussions with Melbourne Water regarding in river works.

5. Future Development Opportunities

A vision for the site was developed based on the outcomes of the consultation and review of previous literature and studies completed.

Vision

“A multi-discipline paddling hub attracting beginner to elite level paddlers for introductory activities, training, education and events.”

Westerfolds Park lends itself to being a Paddling Hub for recreation, introductory and training activities for a number of paddling disciplines. It cannot cater for all disciplines (i.e. marathon and long course sprint) or for all levels of competition due to physical constraints of the river. However, it is and has been a popular spot for paddling activities with many paddlers using the site in conjunction with a number of other clubs and sites across the state to satisfy their paddling needs. It will continue to be the home of paddling education run by Canoeing Victoria with improved facilities and access to the river.

A concept for the provision of new facilities was developed based on the information gathered throughout the Study. A site concept plan is attached as Appendix 3.

The concept provides the following facility components, configuration and landscaping features:

- **Paddler and public amenities** – includes the provision of larger boat and equipment storage facilities, paddler amenities including change rooms, showers and toilets, new public amenities, kiosk with outdoor seating, shelter and drinking fountains and indoor multi-purpose space (for meetings, education, competition co-ordination, event briefings).
- **Canoe ramps** – upgrade the existing canoe ramp to meet accessibility standards to enable ‘All Abilities’ programs and access to the water by those with mobility impairments and provide a new canoe ramp near the Fitzsimons Reserve car park.
- **Spectator viewing** - provide new spectator viewing under the Fitzsimons Lane Bridge and viewing options near the main canoe launch ramp.
- **Main Yarra Trail** – reduce the conflict of users on the Main Yarra Trail by investigating options for re-alignment, surface treatments, separation of users and signage.
- **Car parking** – minor realignment and line marking of the existing two car parks.
- **Sprint course** – provide a 200m permanently buoyed four lane sprint course on the Yarra River.
- **Canoe polo field** – provide a single canoe polo field downstream of the white water with permanently set up posts and wire (and goals preferably).

In river facilities will include a beginner to intermediate standard slalom course suitable for slalom and wild water programs, training and local events. One polo field for introductory and training purposes and a 200m sprint course suitable for introductory and training purposes.

An accessible ramp and river launch will provide opportunities to deliver accessible paddling programs for people of all ages and abilities.

A new ramp upstream of the rapids will provide a safe opportunity for paddlers to enter the water from the popular Fitzsimons Reserve car park.

New club amenities will attract more paddlers, especially females, young paddler and schools enabling safer participation in the sport.

New public amenities, shelter, tables, chairs, drinking fountains and signage will increase participation in

not only recreational paddling (paddling outside of club organised activities) but will increase participation in other activities such as cycling, walking, jogging, swimming, fishing and events in this area of the park. The site will be a starting or finishing point for many formal and informal activities.

New boat storage and multi-purpose space within the building will provide Canoeing Victoria and tenant canoe clubs the opportunity for a home base, improving their ability to offer paddling and education services to the community.

The multi-purpose space within the building will provide opportunities for community groups and Canoeing Victoria to run education classes, hold meetings, host events and engage in community life. The location is ideal for indigenous and environmental education through interpretive signage, art and displays. A building concept plan is attached in Appendix 4.

Environmental Impact of Future Development

Any future development should be considerate of the environmental impacts on the site and should minimize this impact. The following recommendations were made from the Flora and Fauna Impact and Assessment Report:

Recommendations

- A targeted survey for *Dianella amoena* Matted Flax-lily (listed as Endangered under the Federal Environment Protection and Biodiversity Conservation Act 1999) is recommended to be undertaken within and adjoining proposed development footprints once they have been established. This species is considered to have a high likelihood of occurrence within the study area given recent, nearby records. The recommended survey period for this species is late-Spring – early-Summer. It is recommended that the targeted survey also includes *Austrostipa rudis* subsp. *australis* Veined Spear-grass (listed as rare in Victoria). There are no policy requirements for this species to be surveyed for, though including this species in the survey would not increase survey budget.
- Under the Victorian Flora and Fauna Guarantee Act 1988 a 'protected flora' permit will be required for the removal of any of the ten plant species listed as 'protected flora' in Appendix 1.
- Confirm permit requirements under Schedules 1–3 of the Environmental Significance Overlay (Appendix 3).
- Prior to submitting an application for a permit to remove native vegetation, prepare an offset statement as per application requirement 9 in Table 7.
- It is recommended that a wildlife carer be present when vegetation is removed to salvage any dependent birds or possums found in nests or dreys.
- To avoid a collision of flying wildlife with overhead wires it is recommended that thick wires be used (>6mm) and bird reflectors installed every 3m – 5m to increase detectability of wires by birds and microbats.
- Impacts to the Yarra River and to Macquarie Perch and Grayling can be avoided/mitigated via:
 - Minimising the size of the canoe launch ramp construction footprint;
 - Undertaking construction during a period of low flows without scheduled environmental watering events (i.e. liaison with Melbourne Water with regard to e-water plans);
 - Undertake construction between January and March to meet the flow requirements above and avoid the breeding seasons of Macquarie Perch (Oct–Dec) and Australian Grayling (April–May)(i.e. avoid potential to smother eggs with sediment);
 - Adhere to best practice guidelines in terms of erosion and sediment control and fish passage (See IECA 2008, Witheridge 2012, and http://www.catchmentsandcreeks.com.au/M-fact_sheets-ESC.html);
 - Obtain Melbourne Water approval for any future modifications to the existing canoe course

(e.g. rock placement) under Fitzsimons Bridge, to ensure that the headloss and velocities do not pose a barrier to fish passage. The current course may warrant rectification in this regard. Ongoing monitoring should be undertaken to ensure users are not increasing drop-off heights in riffles/rapids.

5.1. Draft Concept Analysis

The concept plan has been assessed in regards to the benefits and disbenefits and is outlined below:

5.1.1. Benefits

The purpose of a Regional Paddle Sports Facility is to integrate all levels of paddling including introductory, social, recreational, educational and competitive to create a multi-discipline environment and experience for paddlers. The upgraded facilities are expected to **support club growth** ensuring club and facility sustainability.

Canoeing Victoria can prioritise program and club development resources to assist in service delivery, better manage paddler development and venue requirements, and **increase the reach of the sport and access to water for more Victorians**.

The Regional Paddle Sports Centre will also benefit bike riders, walkers/joggers, bushwalkers and other park users with safer and more functional **public amenities** (inclusion of accessible facilities with change space). The centre will include a kiosk with outdoor seating, shelter and drink fountains for park users to stop, rest, socialise or meet. It is anticipated that the facility will become an **iconic meeting point** within the park for those engaging in outdoor health and fitness activities. The multipurpose activity and meeting rooms will be available to community groups and clubs for use during park opening hours.

Re-alignment and treatment of the Main Yarra Trail between the building and the Fitzsimons Lane car park will **improve the safety** of all users in the area by reducing the likely conflict between riders, walkers/joggers and paddlers carrying boats and canoes along the trail.

Provision of dedicated paddler change rooms and amenities will **improve the safety of young children** changing in the public toilets.

The provision of upgraded and new facilities will provide an opportunity for **environmental education** through the provision of interpretive signage in areas of environmental significance. This could be applied to the internal and external environment.

Improved landscaping features to the river and the buildings will **improve access** to the site and will provide better viewing, seating and relaxing opportunities to the area.

In addition to facilities providing functions that meet the paddling community objectives, the proposed facilities will provide opportunity to meet broader Government objectives. These include:

Support tourism: Paddling facilities at recreational and competition/event levels provide opportunities for domestic, interstate and international tourism through trail use, state and national events and through commercial tours.

Economic development: Attracting and hosting regular local, state and potentially national events and championships will support local economic growth and support the delivery of regional benefits.

Partnerships support: Canoeing Victoria's education programs provide increased capacity to support the Outdoor Recreation and Emergency Services sectors through improved access to education, training and development opportunities.

5.1.2. Disbenefits

The existing building footprint is 172m² with the proposed new building footprint being 430m². The proposed building footprint is 2.5 times (or 60% larger) than the size of the existing building footprint. This will result in a **loss of open space** within the site.

Loss of vegetation will occur to accommodate a larger building footprint and surrounding landscaping.

The proposed development of the project would require the removal of 0.074 ha of native vegetation for the development of the entire project.

The building is proposed to be a **double storey construction**. Whilst this will not be visible from the road above (Fitzsimons Land), it may be visible from the river and adjoining landowners on the opposite side of the Yarra River.

5.2. Facility Component Schedule

A facility Component Schedule has been developed for the concept option with extensive consultation with the interested tenant canoe clubs and Canoeing Victoria.

Applicable to all options is the incorporation of Universal Design principles in the planning of facilities, ensuring infrastructure is designed for equitable access for everyone.

The facility component schedule are included in Appendix 5

5.3. Indicative Capital Cost

Quantity Surveyors Tuner and Townsend have completed an independent construction cost analysis in July 2018.

The indicative capital costs have been identified as follows:

Activity	Building	Landscape
Construction Costs	\$3,190,484	\$917,700
5% Contingency	\$328,000	\$95,000
Professional Fees	\$438,000	\$92,000
Sub Total	\$3,956,484	\$1,104,700
Project Total	\$5,061,184	

Appendix 6 provides a detailed quantity surveyors report.

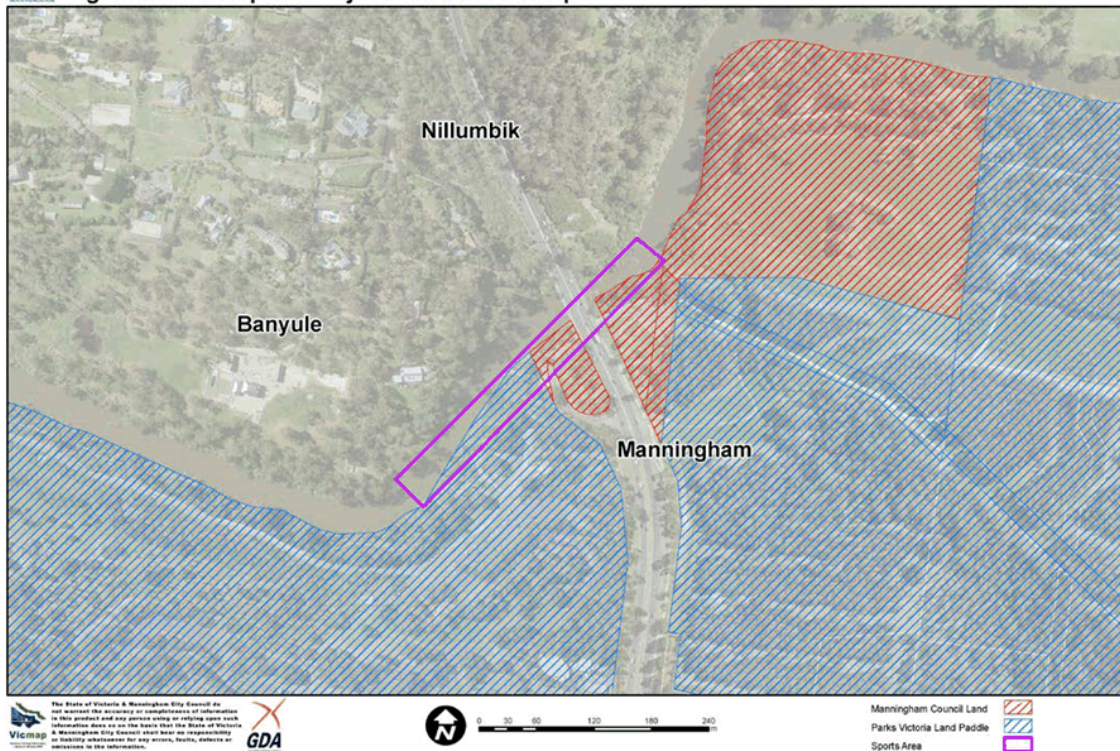
6. Management and Operations Modelling

6.1. Future Occupancy and Management Arrangements

There are four land owners/managers across the site and all are governed by different processes in regards to the management and operations of the sites under their control.

- Parks Victoria is the land manager west of Fitzsimons Lane, and is responsible for managing water activity as Waterway Manager under the Marine Safety Act.
- Manningham Council is the land manager east of Fitzsimons Lane.
- VicRoads owns the land under the Fitzsimons Lane Bridge.
- Melbourne Water is responsible for the Yarra River bed and banks and the health of the water.

 Regional Paddle Sports Project - Land Ownership



The following section outlines the current occupancy arrangements and potential options moving forward.
Current Situation in Westerfolds Park

6.1.1. Current Situation in Westerfolds Park

Canoeing Victoria has a Crown Land lease with Parks Victoria over the canoe storage shed on site. The lease is currently in over holding. The lessee (tenant) is responsible for Providing Public Liability Insurance and the lessor (Parks Victoria) is responsible for external maintenance. Canoeing Victoria pays an annual lease fee of \$3695.88. Canoeing Victoria sublets an area of the storage shed to

Melbourne Canoe Club for the storage of club boats.

The public amenities, shared paths, canoe launch ramps and car park is managed directly by Parks Victoria and used by the general public as well as Canoeing Victoria and canoe clubs. There is currently no lease or licence arrangements over these areas.

6.1.2. Current Situation on Manningham Council Land – Fitzsimons Reserve

The general public and paddlers use the Fitzsimons car park, Main Yarra Trail, viewing shelter and informal trails in this area. These areas are managed and maintained by Council with no lease or licences issued to any other body.

6.1.3. Current Situation on Land under Fitzsimons Lane Bridge

This land is owned by VicRoads however, Manningham under the Road Management Act, manages the road under the bridge.

6.1.4. Current Situation on the River Banks

Melbourne Water is the caretaker for river health and is responsible for the management of the river and river banks. Canoeing Victoria and canoe clubs work with Melbourne Water to ensure active use of the river and its banks for paddling activities is sustainable and accessible for generations to come.

6.1.5. Parks Victoria Governance Framework

Parks Victoria needs to give further consideration to a governance framework for the assessment, development and management of sport and recreation assets on Parks Victoria land due to increasing demand on public land for sporting facilities.

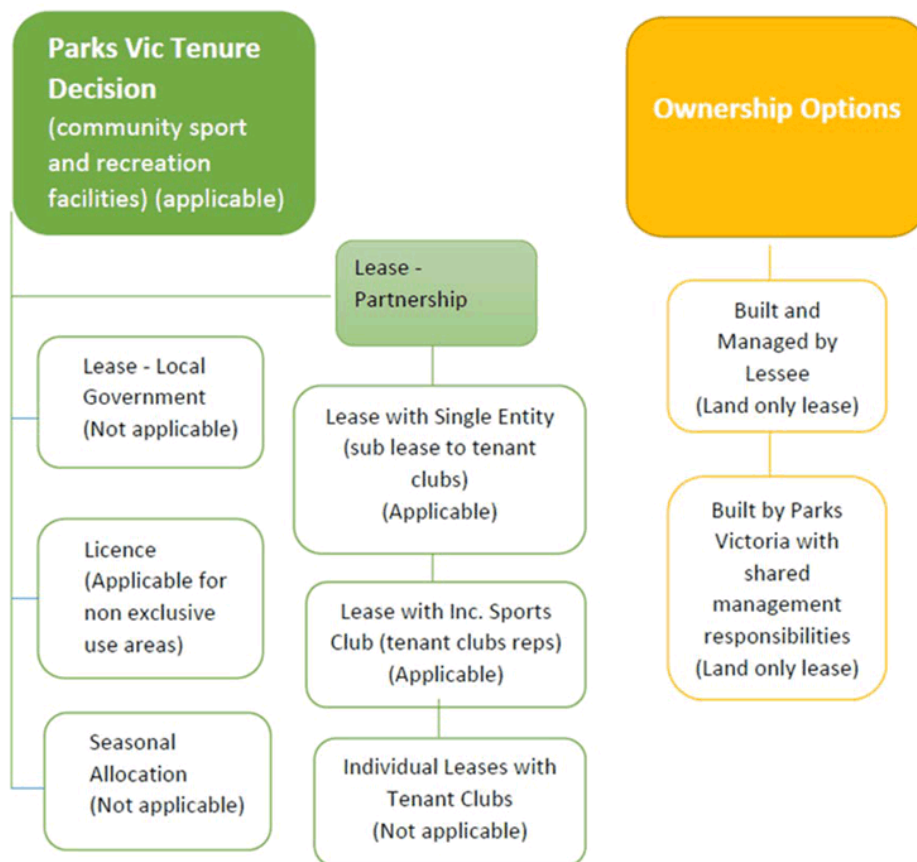
The appropriate individual park management model should be considered and agreed prior to proceeding with implementation and development.

Guidance is provided by Department of Environment, Land, Water and Planning (DWLWP) on management options that include:

- Partnership lease – Parks Victoria provides, manages and maintain the facilities in partnership with others including district level sporting clubs/associations, State and Local Government. Three further options under this are:
 - Single entity lease
 - Sports club model lease
 - Individual lease with tenant clubs
- Local Government lease
- Licence
- Seasonal licence

6.1.6. Land Tenure and Occupancy Options

The following options have been considered and will require further investigation in regards to the building, river access paths and river launch ramp.



6.1.7. Parks Victoria Tenure Decision

This management model generally applies to community sport and recreation facilities on Crown Land where Parks Victoria is the responsible authority. There are 4 ways in which Parks Victoria can facilitate secure tenure for the provision of community sport and recreation on Parks Victoria land. These include:

1. Partnership Lease – Parks Victoria provides, manages and maintains the facilities in partnership with others including district level sporting clubs/associations, local government and State Government. This is most often a 21 year lease with all partners contributing to the capital improvement of the facilities with shared maintenance responsibilities.

Applicable option for the Management of the Regional Paddle Sports Centre.

2. Local Government Lease – Parks Victoria provides, manages and maintains the facilities in partnership with Local Government. The facilities would generally provide for community level sport and public access when sport is not being played. This is most often a 21 year lease with financial contributions towards capital improvements and ongoing maintenance being shared between Parks Victoria, State Government and Local Government.

Not applicable lease option for the Regional Paddle Sports Centre. Manningham, Banyule and Nillumbik Councils have not expressed interest in taking on the lease for the building.

3. **Club Licence** – Parks Victoria provides a licence to local community level sports clubs for use of specific areas at specific times. This does not provide exclusive use of the site. The licence can be issued for up to 3 years with Parks Victoria being responsible for capital and ongoing maintenance costs.

Applicable to shared use areas such as river access trails and river launch pads. Head lessee would most likely hold surrounding licences.

4. **Seasonal Allocation** – Parks Victoria grants local community level sports clubs with a seasonal allocation for the use of the site on specific days and at specific times. Other clubs may also be using the site at the same time. The allocation is for one year (or season) and Parks Victoria are responsible for capital and ongoing maintenance.

Not applicable as the main use of the facility does not involve shared usage of the area over winter or summer seasons. Paddling is an all year round activity.

It is likely that a **Partnership Lease** would be the most appropriate option of the 4 listed above.

The negotiation of a new lease for the Regional Paddle Sports Centre is considered appropriate for the type of facility being proposed. The building will need to be managed, maintained and its contents kept safe and the facility will only be available for use during club activity times or for pre-booked community use. A formal arrangement will need to be negotiated for the occupancy of this building.

The public amenities (separately accessed building to the Regional Paddle Sports Centre), Westerfolds car park, Main Yarra Trail and public amenities (shade, seating, bike racks and drink fountains) would not likely form part of the lease and could continue to be managed directly by Parks Victoria.

The paths to the river and river launch could be the responsibility of the building (and building envelope) lessee under a licence agreement as these areas must remain accessible to the general public.

There are a further three options relevant to the partnership lease that have been outlined below:

Option 1 – Single Entity Lease

A lease is negotiated with a single entity (Canoeing Victoria) in accordance with the permitted use. The lessee has the option to sublet areas of the facility to tenant clubs or groups for the storage of club and private boats and equipment. Club members and guests would have shared access to all other areas of the facility including amenities, multipurpose spaces, gymnasium and kitchenette.

The kiosk could be allocated to tenant clubs and the head lessee on a rotating roster to operate during club activities and events.

Alternatively, the kiosk could be leased separately to the main building lease to a commercial operator.

Option 2 – Sports Club Model Lease

Under this model, the tenant clubs form an independent incorporated committee of management made up of equal representation of the tenant clubs, State Sports Association and any other identified facility user or representative. As in option 1, the 'Sports Club' could sublet areas of the facility to tenant clubs for the storage of club and private boats and equipment. Club members and guests would have shared access to all other areas of the facility including amenities, multipurpose spaces, gymnasium and kitchenette.

The kiosk could be allocated to tenant clubs and the 'Sports Club' on a rotating roster to operate during club activities and events.

Alternatively, the kiosk could be leased separately to the main building lease to a commercial operator.

Option 3 – Individual Leases with Tenant Clubs

Under this model, a lease could be negotiated for specific areas of the facility with each tenant club. Management of the common areas of the building would be difficult to manage under this model.

6.1.8. Options Analysis

The following table outlines the advantages and disadvantages of each option.

Option	Advantages	Disadvantages	Comments
Partnership Lease	<ul style="list-style-type: none"> Share capital funding responsibilities Shared maintenance responsibilities Shared liability Sharing of information regarding usage 	<ul style="list-style-type: none"> Limited flexibility for change of use of the area Potential for poor performance of partners reflecting badly 	<ul style="list-style-type: none"> 21 year lease will provide security of tenure for investors Unlikely a small association will be able to construct and manage a facility without partnership support Land owner and land user can work together to share information and responsibility
Local Government lease	<ul style="list-style-type: none"> Greater expertise in building and maintaining these types of facilities Potential for greater capital and ongoing funding 	<ul style="list-style-type: none"> Lack of interest not being on Council owned land 	<ul style="list-style-type: none"> Banyule, Nillumbik and Manningham Councils have not expressed interest in this option given the site for the building is not in Council ownership
Club Licence	<ul style="list-style-type: none"> Allows for flexibility of use Greater "ownership" of areas by clubs 	<ul style="list-style-type: none"> Less cohesive management of the building requiring greater input by PV Less opportunity for sharing of responsibilities 	<ul style="list-style-type: none"> The facility requires strong leadership and management to coordinate a number of clubs and community users. Leasing specific areas to clubs could result in less efficient use of the space and a lack of motivation to encourage general community use
Seasonal Allocation	<ul style="list-style-type: none"> Diversity of use Allows for flexibility of use 	<ul style="list-style-type: none"> Less cohesive management requiring greater input by Parks Victoria Less opportunity for sharing of responsibilities 	<ul style="list-style-type: none"> The site is used all year round by one type of sport discipline. Seasonal allocations work better for summer/winter tenants not requiring the site during their off season

6.1.9. Building Usage Option

Within the "Partnership Lease" option, various opportunities exist to manage facility usage. These include:

Subletting Storage Areas within the Building

The head lease holder has the option to sublet areas of the building to tenant clubs for storage of equipment and boats. This fee should take into consideration shared use of the toilets/change/shower and multipurpose areas. This fee is likely to be based on the size of the area being sublet. Tenant clubs can then pass on the cost of lease fees to members in a way that best suits their club. The head lease holder would be responsible for all outgoing and maintenance costs.

Building Membership

An alternative to subletting storage areas of the building, is to offer a building membership where individual users (irrespective of their club membership) can pay a monthly direct debit membership to the building.

The head lease holder would be the administrator of the building membership and all funds would be used to manage and maintain the facility. This model ensures equitable access to the facility for paddlers not just within the clubs based at the facility, but for any paddler across the state or country.

An additional fee would be charged for private boat storage within the centre.

Facility Hire

Multipurpose areas of the facility could be hired to community groups or tenant clubs for meetings, presentations, education and fitness classes. A schedule of rates would need to be determined for hire when facility components are finalised (i.e. how the multipurpose space will be configured).

Café, Kiosk or Food and Beverage Vendor Pads

It may be determined that that a commercial café or kiosk is considered appropriate to the site and the area allocated for a kiosk is tendered to a commercial operator. It is unlikely that the head lease holder is going to be in a position to manage a commercial operator as this is not their core business. If this option were to be considered, it is recommended that Parks Victoria tender and manage this lease with proceeds of the arrangement going back into the management and maintenance of the area.

An alternative option is for Parks Victoria to tender an area within the car park (close to the building) to mobile food and beverage vendors. This will provide variety in offerings and will free up kiosk space within the building for other community activities. An allowance would need to be made for water and power supply as well as a suitable hard location that is easily accessible to vendor vans. It is recommended that Parks Victoria tender and manage this lease with proceeds of the arrangement going back into the management and maintenance of the area.

Finally, the head lease holder could be responsible for managing the kiosk. This would require staffing the facility with food handling expertise. Any proceeds of sales would go back into the management and maintenance of the building, however, this is not the core business of the head lease holder.

6.1.10. Facility Ownership Options

Parks Victoria is the agency responsible for the land in which the proposed Regional Paddle Sports Centre will be built. Parks Victoria has indicated that there are two options for the development of community and sporting facilities to be located on Parks Victoria land. These include:

6.1.11. Built and Managed by the Lessee

Under this arrangement, the head lease holder would receive funding (enter into a funding agreement with the funding partner) and would be responsible for project managing the build. The head lease holder would enter into a land only lease with Parks Victoria and would be responsible for the ongoing management and maintenance of the building (no shared partnership lease arrangement)

6.1.12. Built by Parks Victoria and Managed in Partnership

Alternatively, Parks Victoria receives funding and project manages the build. Parks Victoria enters into a partnership lease arrangement and shares the ongoing maintenance responsibilities with the head lease holder.

Comment: It is unlikely the head lease holder will have the proven experience (often required by funding bodies) and expertise to project manage the construction of the building and may require assistance for long term building maintenance from the land owner.

6.1.13. Recommendations

There are too many variables and options to make recommendations regarding the future construction and management of the proposed Regional Paddle Sports Centre. The following issues require further consideration prior to a recommendation being made:

- Parks Victoria needs to determine the most appropriate ownership option,
- Parks Victoria needs to determine the most appropriate facility management option including the various options under the Partnership Lease, and
- Parks Victoria needs to determine if the site is appropriate for commercial activity such as a commercial café or commercial vendor sites.

Once a decision has been made on the above and a head lease holder is identified, further consideration by the lease holder regarding management and operational arrangements can occur.

6.2. Current and Future Usage Projections

Westerfolds Park is predominately used by Melbourne Canoe Club for program delivery and training and Canoeing Victoria for program delivery and education. Recreation paddlers use the site for training purposes and Westerfolds is a key location for school programs run by Melbourne Canoe Club and Canoeing Victoria.

Canoeing Victoria has long term experience in developing targeted strategies for engaging widely varied groups. The Regional Paddle Sports Centre facility will enhance our success in this area by providing safe access, change facilities and increased storage of equipment.

The following strategies will actively target potential paddling participants.

Targeted groups and strategies

Disabled Paddling

- Canoeing Victoria will work with organisations such as Disabled Sports Victoria, Blind Sports Victoria and Scope.
- Programs will be adapted, pathways offered into competition and varied styles of paddling.
- The RPSC facilities will make the introduction and long term experience welcoming and accommodating of the needs of disabled paddlers.

- Canoeing Victoria has welcomed paddlers with disabilities to our Adaptive programs with success.
- The RPSC will centralise activity and with the provision of regular programs will increase opportunities to engage with the programs.

Young People Aged 8-12

Canoeing Victoria's junior Participation Program Paddle Power is aimed at this age group. It is a fun adaptable program that introduces youth to the fun of padding, run as a series of lessons it leads on to an introduction to the varied styles of paddling.

- The RPSC will reduce the cost of providing the program by enabling equipment to be easily accessed and not have to tow trailers to sites.
- Paddle Power is restricted at the moment as many of our qualified coaches are young 16-24 and do not have the vehicles or experience to tow the trailers.
- Enhanced access to the water and sheltered off water rooms will allow the program to have an inclement weather capability.
- Canoeing Victoria uses Facebook successfully to promote Paddle Power.

Women's Participation

Canoeing Victoria is experienced in targeting specific ages, experience has shown we need to run programs to suit their lifestyle. Summer evenings has been identified as a favoured time for busy women and mothers.

- Social connection has been identified as important for women and the provision of somewhere to gather and socialise after a paddle would be provided by the Paddle Sports Centre.
- Melbourne Canoe Club which currently paddles at the site provides programs for females run by females, participation is not limited to their members.

One of the many issues to female participation is transporting boats, a paddle centre allows boats to be stored near the water.

Melbourne Canoe Club Current activities:

MCC has between 40-60 participants attending weekly sessions, and runs approximately 10 sessions per week in winter and 20 sessions per week in summer.

- Holiday programs operate January, April, and September and usually have 50+ participants.
- MCC has around 130 members and currently has space to store around 15 member boats at the training site (this was an increase from around 90 members prior to 2012 up to a peak of 180 members in 2015 and has levelled back out at around 130 members since then due to the very limited facilities and lack of river access and storage space available).
- The site is used regularly by all levels from beginner to Olympic athletes.
- Winter weekly schedule (8 week blocks in term 2 and 3)
 - Monday 4:30pm Girls session
 - Monday 4:30pm Beginner Paddle Power session
 - Monday 4:30pm Advanced C1 session RATS (racing and training squad)
 - Monday 5:30pm Advanced C1 session RATS (racing and training squad)
 - Tuesday 5:00pm RATS fitness flatwater sprints session
 - Wednesday 4:30pm Beginner/intermediate session
 - Thursday 4:00pm Ivanhoe Grammar – Plenty Campus

- Thursday 5:00pm RATS Fitness on gates
- Friday 4:00pm Ivanhoe Grammar – Ridgeway Campus
- Friday 5:00pm RATS Session – 2 to 3 groups
- Friday 4:30pm Wildwater training session
- Saturday 2:00pm Beginner session
- Saturday 4:00pm RATS sprints session
- Sunday 9:00am Club/RATS full runs
- Sunday 10:00am Beginner/intermediate
- Sunday 11:00am Beginner/intermediate

Projected Melbourne Canoe Club Activities and Requirements

- MCC membership would increase to 250-350 members with improved facilities, river access and storage space,
- 100-150 to attend regular weekly sessions,
- 30+ regular sessions per week,
- Inclusion of other disciplines in our regular sessions (Wildwater, Freestyle, Polo and Sprint), and
- 3-5 new school programs.

Increased capacity to run community come n try days.

- This would happen through:
 - Improved facilities, especially change rooms/showers and river access and viewing areas
 - Better facilities will reduce barriers to participation – especially female membership
 - Improved access and viewing of the river will increase visibility and ease of participation – especially all-abilities access
- Creates the opportunity to run more programs for local schools requiring a minimum level of facility.
 - Ability to store 100 boats.
 - Allows more participants in regular sessions, and those who cannot transport kayaks to the river.
 - Allows MCC to run regular multi discipline sessions for Wildwater, Polo, Freestyle and Sprint which currently can't store any boats for these sessions.
 - Ability to also store trailers with gear and kayaks on them is also highly desirable.
- Competitions
 - Site currently used for local Slalom competitions 3-4 times per year with around 70 competitors.
 - Would expect this to increase with better facilities to include tate Schools competition.
 - Expect local event participation to also increase to around 150 competitors due to increased participation from the facility.
 - Could also include State Championships with in river improvements to the rapid.

EVENT	DESCRIPTION	CURRENT USE		PROJECTED USE	
		PADDLE RS	VISITOR S	PADDLE RS	VISITOR S
Yarra Series Races	Currently there are 5 Yarra Series races held on the Yarra River between Warrandyte and Dights Falls. Three of the five races would be held at Westerfolds. 72 paddlers competed in the first race of the 2018 season.	72	50	120	80
Victorian School Championships	Currently the Victorian School Slalom and Downriver Championships are held annually at Warrandyte due to the lack of facilities at Westerfolds. This event would be moved to Westerfolds if there was an upgrade.	102	150	150	300
Girls on the Water	In March 2017, a free 'come and try' event was held at Westerfolds for females. Limited advertising due to time restrictions but received outstanding interest and attendance. This could be a regular annual event and could be expanded for boys and sporting groups. This was conducted only over a 4 hour period. Girls on the Water involved all slalom clubs and Canoeing Victoria	159	200	300	700
Water Festival	Currently there are no water festivals held on the Yarra River. This could be a community event encompassing 'come and try' paddling, races, markets, food stalls, music and art. Recreational paddler numbers have increased substantially across Australia	70	2000	1000	5000

EVENT	DESCRIPTION	CURRENT USE		PROJECTED USE	
		PADDLE RS	VISITOR S	PADDLE RS	VISITOR S
	and this event can provide entertainment, forums and safety checks. Currently there are 312,664 people in Australia actively engaged in kayak/canoe activities. (www.ausport.gov.au 11 March 2018). These events are extremely popular in America and Europe with major sponsors, media and communities. i.e. www.mountaingames.com, Feather River Fest, Natural Games, Rubber Duck Race.				
All Ability Clinics	With safe, direct access to water, all ability clinics will be suitable for Westerfolds. These clinics can focus on people with disabilities and children requiring occupational therapy.	n/a	n/a	60 weekly	
Water Safety Education	The Victorian Coroner and Life Saving Victoria have released reports addressing the increase in drowning and the need for education. There is an opportunity to educate the community about water safety. Programs such as Open Water Learning and Swim and Survive could be run at this facility and introduced to local schools.			200 weekly	
School Kayaking Programs	Ivanhoe Grammar has run a successful Introduction to kayaking program for over 30 years. The 8 week program is targeted at year 7 children. A weekly training session introduces paddlers	50 weekly		200 weekly	

EVENT	DESCRIPTION	CURRENT USE		PROJECTED USE	
		PADDLE RS	VISITOR S	PADDLE RS	VISITOR S
	to the water on 'sit on tops', progressing to plastic boats before graduating to slalom boats. This program is currently offered to other local schools i.e. Eltham College, Templestowe College, and Ivanhoe Girls Grammar. The aim is to include water safety, canoe polo, downriver (wildwater) and sprint.				
Yarra Series Races	Currently there are 5 Yarra Series races held on the Yarra River between Warrandyte and Dights Falls. Three of the five races would be held at Westerfolds. 72 paddlers competed in the first race of the 2018 season.	72	50	120	80
Victorian School Championships	Currently the Victorian School Slalom and Downriver Championships are held annually at Warrandyte due to the lack of facilities at Westerfolds. This event would be moved to Westerfolds if there was an upgrade.	102	150	150	300

6.3. Financial Modelling

A draft annual operating financial plan was developed, however, with the future management and occupancy arrangements requiring further consideration, the draft plan can only be considered as an example.

Income can be derived from the following sources:

- Boat storage
- Facility hire
- Kiosk/food vendor fees
- Member levy

Expenditure is likely to be in the areas of:

- Cleaning
- Administration
- Maintenance
- Utilities
- Insurance
- Security
- Waste
- Lease fees

A draft annual operating financial plan has been attached in Appendix 7. As further information comes to hand regarding the occupancy and management arrangements, the financial plan can be updated to contain more accurate inflit is recommended that further discussions are held with the paddling community regarding the proposal to charge a membership to the building. Whilst this is a valid way to fund the operations of the facility, willingness and capacity to pay by the paddling community should be further explored.

6.4. Funding Advocacy Plan

The indicative cost analysis indicates the overall development is expected to cost in the order of \$5 million. This level of capital expenditure will therefore see the need for a number of funding support grants from various funding partners.

The following table provides an outline of the project activity and the lead agency responsible for sourcing funds with key partners:

Project Component	Cost Estimate
Regional Paddle Sports Centre	\$3,956,484
Site preparation	\$5,000
Site preparation	\$5,000
Main Yarra Trail	\$62,700
Main Yarra Trail	\$62,700
Accessible path to river access	\$76,400
River entry path to Fitzsimons car park river access	\$22,400
Main Yarra Trail widening under Bridge	\$114,800
Staircases	\$32,900
River viewing platforms	\$60,000
Shared zone pavement	\$36,800
River access launch	\$120,000
River access launch	\$60,000
Westerfolds car park	\$10,000
Fitzsimons car park	\$139,000
Landscaping	\$70,000
Landscaping	\$30,000

Project Component	Cost Estimate
Fees and contingency (5%)	\$96,547
Fees and contingency (5%)	\$90,453
Total Landscaping	\$1,104,700
Total Building	\$3,956,484
Total	\$5,061,184

The delivery of this project is reliant upon public funding in the form of government grants. Funding opportunities are most likely to come through a variety of funding streams from the Victorian State Government through Sport and Recreation Victoria. Ideally, the project should be delivered as one entire project supported by State Government funding.


There is currently no funding available to deliver the project. Opportunities for funding can be found through the following sources:

- Easy Grants Newsletter
- Sport and Recreation Victoria – grants and funding

6.5. Identification and Assessment of Risks

The following risks have been identified as constraints in enabling the project to move forward:

No.	Risk	Mitigation
1	Insufficient capital funding to undertake the works	Work with funding partners to secure funding when available.
2	May not achieve a fully accessible ramp due to environmental restraints.	Work closely with Melbourne Water through design process
3	Lack of agreement of management model by Parks Victoria and user groups	Ongoing communication between Parks Victoria and user groups
4	The Yarra River Protection Project may restrict future development at the site	Clear communication with the Yarra River Protection project stakeholders during funding advocacy stage.
5	Resident opposition at planning permit stage	Development of effective communication plan to keep all stakeholders informed
6	Media may report negatively or misrepresent project	Spokesperson to be nominated from project group to deliver a clear and consistent message
7	Canoeing Victoria and clubs not delivering programs or increasing participation at the site resulting in a club based and not a regional facility	Canoeing Victoria working together with canoe clubs to develop a medium term business plan including program development and marketing strategies
8	Lack of expertise in the management of facility (including inability to generate income to cover operational costs and inability of tenant clubs to work together)	Ensure management body is well supported to effectively manage and operate the facility
9	Perceived negative impact on environment	Clear communication of Environmental Impact Assessment which include offset and protection measures



No.	Risk	Mitigation
10	Insufficient demand by the community for a multi-purpose building	Stakeholders to be proactive
11	Implications of a Cultural Heritage Management Plan on the development	Modify delivery of the facilities to comply with any potential CHMP
12	Traffic access from Fitzsimons Lane gets worse and impacts people using the Centre	Ensure cycling and pedestrian network from Banyule and Nillumbik / Advocate VicRoads for improved egress (obtain evidence with traffic counts)

7. Actions, Recommendations & Conclusion

7.1. Actions and Recommendations:

1. The Regional Paddle Sports Centre project, including, in river and landscaping components should be delivered as one entire project.
2. The paddling community (local canoe clubs led by Canoeing Victoria and its technical committees) work together to map out a service framework and delivery model. This will demonstrate how investment in this project will increase participation in the sport, supports the network of existing clubs within the region and how club and association governance will be improved.
3. The management of facilities on Parks Victoria land requires further consideration by Parks Victoria in order to determine the best management structure for the building, paths, public amenities and river access points. Parks Victoria is currently working through this issue around management arrangements for active sporting facilities on Parks Victoria land.
4. Further financial modelling should be completed when a decision is made about the facility management model.
5. In river planning for an improved slalom course, water polo goals and a permanently buoyed 200 metre sprint course is required including further discussions with Melbourne Water.
6. The site will be suitable for training, introductory and education paddling activities across a number of disciplines. The site will also be an important location for active and passive community activities.
7. Any future development considers the environmental impact on the site, minimizing the impact in line with the recommendations of the Flora and Fauna Survey and Impact Assessment.
8. A Cultural Heritage Management Plan (CHMP) be undertaken at the site prior to any works being undertaken. Further detailed design of facilities and development be done in consultation with the Wurundjeri Council.
9. A kiosk be included in the development of the Regional Paddle Sports Centre and managed by the head lease holder.
10. The concept plan be delivered including all of the detailed actions outlined.

7.2. Conclusion

The need for new and improved in river and on land facilities including a Regional Paddle Sports Centre is well supported by the paddling community at Westerfolds Park. The need for improved access to the river, new public amenities and improved safety at the site is well supported by the wider community and paddling community.

Additional work could be undertaken in the areas of service mapping and how that might look if new facilities were provided compared to the services delivered today. Facility management options require further consideration by Parks Victoria will lead to the further refinement of the ongoing financial operations of the facility.

Continued discussions with Melbourne Water and the paddling community is required in regards to in river facilities for slalom, water polo and sprint disciplines. The extent to which modifications to the river and banks is yet to be determined.


Appendix 1

Literature Review

The following table provides an outline of the previous research, planning and literature relevant to the project with a summary of how the document relates to Regional Paddle Sports Feasibility Study. The strategies referenced are:

- Inside Edge – Canoeing Victoria Strategic Facilities Plan 2015-2035 for north east metro Melbourne 2015
- Inside Edge – Regional Paddle Sports Centre Master Plan 2015
- SKM Report – Concept and Functional Design for Basic White Water Canoe Course 2012
- Manningham Council Active For Life Recreation Strategy 2010 - 2025
- Leasing Policy for Crown Land Victoria (and Guidelines)
- Yarra River Action Plan
- Yarra Strategic Plan
- Yarra Valley Parklands Management Plan
- Canoeing Victoria Strategic Plan (2015 – 2018)
- Australian Canoeing Strategic Plan (2015)
- Plan Melbourne
- Active Victoria – A strategic framework for sport and recreation in Victoria 2017 - 2021
- National Sports and Active Recreation Policy Framework
- Victorian Code of Conduct for Community Sport
- Inquiry into Women and Girls in Sport

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
<p>Concept and Functional Design for Basic White Water Canoe Course 2012 – Sinclair Knight Mertz</p>	<p>The project objectives are to:</p> <p>Determine whether constructing a basic white water canoe/kayak course on the Yarra River at Templestowe was feasible, and then prepare:</p> <ul style="list-style-type: none"> • Concept designs by consulting with the relevant stakeholders and in particular the Working Group consisting of Canoeing Victoria, the Melbourne Canoe Club and the Victorian Slalom Technical Committee. • A functional course design and preliminary budget cost estimates to support funding applications. <p>The proposed location has been deemed to be a feasible site for a course, for the following reasons:</p> <ul style="list-style-type: none"> • The site has good vehicle and pedestrian access, including formalised track paths and areas for car parking; • There is already an existing canoe/kayak training facility (building, canoe store and boat ramp) nearby; • There is already existing desirable course features and the reach of river has the required flow and fall to enhance these; • The stretch of river at the proposed location has a rock bed that lends itself to the construction of a course. Banks will, however, require erosion and scour protection; and • Fish passage is a key environmental requirement, but with well-informed design this can be maintained and improved. <p>The primary function is to provide a basic entry level white water course for canoeists and kayakers. The course should enhance existing river features, maintain baseline environmental conditions, and be an accessible feature within the community.</p> <p>Functional Requirements Include</p> <p>Access</p>	<p>It was determined that the Fitzsimons Lane location was a feasible location for the development of a basic white water facility for a number of reasons.</p> <p>The proposal is to provide a path along the</p>

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
	<p>Access should extend from the start of the course to just beyond the Fitzsimons Lane Bridge – in effect the full length of the course – on the southern bank</p> <p>The access path should be approximately 2m to 3m wide, but minimum standard path widths will be confirmed during detailed design. Access paths should use hard surface techniques such as concrete to ease maintenance.</p> <p>Three existing access points on the southern bank should be formalised. Access to the northern bank (e.g. for erecting the poles) will be through the existing track used to access the flow gauge.</p> <p>Viewing Areas</p> <p>The course should provide formal areas for spectators. A series of large steps would be the preferred appearance for seating areas. This could either be provided by timber decking or through a series of steps cut into the bank. An example is provided in Figure 3-1.</p>	<p>southern bank.</p> <p>A separated access path from the shared cycle/pedestrian path is being considered at the top of the bank.</p> <p>It is proposed to formalise three access points on the southern bank from the start of the course to the bridge and to upgrade the existing canoe launch ramp and platform to make it accessible to all.</p> <p>It is proposed to upgrade the existing spectator platform near the start of the course and provide tiered seating under the bridge for access and viewing purposes. An additional path is proposed to separate access to the existing boat launch ramp/platform which will include stairs that could be used for viewing purposes. A proposal to trim vegetation in areas where spectator viewing will be encouraged and included in the final masterplan for the site.</p>
<p>Canoeing Victoria Strategic Facilities Plan 2015-2035 for north east metro Melbourne 2015 – Inside Edge Sports and Leisure Planning</p>	<p>The Canoeing Victoria Strategic Facilities Plan has been developed to support Canoeing Victoria deliver on its strategic priorities and support the Victorian paddling community by providing a clear focus on the future development of canoeing facilities in Victoria for the next 20 years.</p> <p>Definition - Regional Paddle Sports Centre: Refers to venues and services</p>	<p>This strategy identifies Westerfolds Park as the priority canoe education centre in Melbourne. It also recommends that Canoeing Victoria administration facilities be developed in conjunction with the canoe education centre including support facilities and access to storage, meeting rooms and social facilities.</p> <p>Westerfolds Park meets the definition of a Regional Paddle Sports Centre as it delivers</p>

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	<p>that deliver multi-discipline paddling activities, support club growth, contribute to the paddler pathway and actively engage with their local community and support a range of regional stakeholders and activities.</p> <p>Regional Paddle Sports Centres will work to a set criteria and a facility and service framework where Clubs and Canoeing Victoria can manage expectations, plan programs and collectively seek funding and invest in facilities that will support all levels of paddling, while improving paddling administration and governance models across the club sector.</p> <p>Research and consultation conducted throughout this study identified a number of gaps in the current paddling facility network across Victoria:</p> <ul style="list-style-type: none"> • Lack of a fully functional and multi-discipline flagship facility capable of providing a destination for paddling from introduction (foundation) through to performance (mastery). • Equity and improved access to facilities and waterways is required and should be promoted in conjunction with multi-discipline and multi-sport / activity to demonstrated shared outcomes. <p>Paddling facility provision is driven by geographic and environmental factors which are ultimately influenced by the ability to access water.</p> <p>Fit for purpose facilities are required for formal programs and competitions and to support events as well as by the recreational and informal paddling sector, who are more motivated by the experience and challenge or simply the ability to easily access equipment, a body of water, trails, camps or toilets.</p> <p>However, the recreation sector that consists of informal and social paddling, group and club paddles, commercial tours, scouts and guides, school and community camps and an estimated 30,000+ individuals all require access to water and basic support amenities that promote participation.</p> <p>To achieve this, a refocus in programming will be required and a range of facilities that promote social connectedness, that cater for all abilities and a</p>	<p>multi discipline paddling activities including introduction, recreation, competition, high performance, education and administration.</p> <p>Westerfolds Park Regional Paddle Sports Centre will be the first to be delivered. The facility and service framework will be tried and tested on this facility.</p> <p>Westerfolds Park has been identified as a facility that could be a flagship facility provided significant venue improvements were made.</p> <p>Improvements to facilities and the water are required to ensure the facilities are accessible to a wide demographic.</p> <p>Westerfolds Park is one of the few locations where there is wildwater facilities and flat water in the same area.</p> <p>The proposed facility will be designed to cater for the needs of various paddlers and uses including:</p> <ul style="list-style-type: none"> • Recreation • Competition • Education • Administration <p>The proposed facility will be designed to ensure that paddlers can access facilities</p>

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	<p>range of activities are likely to be of greater demand in the future.</p> <p>A summary of the top critical and high priority facilities and amenities (in order) identified by Canoeing Victoria current members included:</p> <p>Recreation Opportunities: Water access, waterway health, car parking, security, change facilities, accessible toilets, access to boats, hot showers, access to paddles and equipment, boat storage, close proximity to home and waterway signage and information.</p> <p>Introduction to Paddling Opportunities: Provision and quality of riverbank, pontoons and off-water amenities remain the key barriers to extended use of natural environments, while access requirements, cost and conflict of activities remain a challenge at Lakes and in public, private and school swimming pools.</p> <p>Education Opportunities: Westerfolds Park has facilities dedicated to canoeing that includes a canoe shed and canoe ramp on the Yarra River, and nearby office accommodation.</p> <p>Westerfolds Park currently serves the role of the Victorian Canoe Education Centre, hosting more than 80% of all 2014 canoeing education programs and guide / instructor courses (mainly flatwater due to venue limitations).</p> <p>No other venue in key strategic locations across Victoria currently has the capacity to support the delivery of Canoeing Victoria education programs, which significantly limits ability to deliver a wide range of programs. The</p>	<p>outside of formal club activity times. This includes members and non-members of the tenant clubs.</p> <p>Key features of the project will include the provision of accessible paths and boat launching ramps/platforms, accessible amenities and parking, viewer and spectator amenities to provide a more connected and social environment, safer access and egress to the water for all paddlers with a focus on beginners, and change/shower and toilet facilities suitable for all members of the community.</p> <p>All issues will be considered in the building concept designs.</p> <p>All issues will be considered in the building concept designs.</p> <p>Consideration will be given to the relocation of the Canoeing Victoria education facilities into the building concept designs.</p>

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	<p>establishment of education bases within existing clubhouses and competition venues would assist to increase the sports' education offering.</p> <p>Administration Opportunities: Canoeing Victoria is currently based at Westerfolds Park (in Templestowe) and occupies offices within the Outdoor Recreation Centre. The venue is shared with a range of outdoor recreation providers, Outdoors Victoria and the regional Parks Victoria office. While access to office space is provided, spatial allocations are constrained and are limiting the growth of Canoeing Victoria as staff numbers increase over time. Currently Canoeing Victoria has 10 office staff and 40-50 regular discipline volunteers that support the sports' governance structure. Office accommodation is only currently available for paid staff, with limited opportunity to provide discipline personnel and volunteers with space to support Canoeing Victoria administration, event and/or program development functions. The Outdoor Recreation Centre also provides shared access to meeting / training rooms and workshop space is available, but not within close proximity to water, making it logistically difficult to manage education programs that provide both theory and practical elements.</p> <p>Introductory activities should form a key component of the facility hierarchy. It is these activities that will have the most significant impact on the growth and sustainability of paddling across the state and for the sport nationally.</p> <p>State wide Facility Priorities</p> <p>Competition</p> <ul style="list-style-type: none"> • Implement the recommendations for the development of in river infrastructure works at Westerfolds Park to provide a venue for Slalom training, competition and paddler skill development • Develop a Regional Paddle Sports Centre in each region across Victoria (prioritising venues in Ballarat, Geelong and Essendon-Footscray) to cater for a range of discipline competitions and events <p>Education</p> <ul style="list-style-type: none"> • Develop Westerfolds Park as the priority Canoe Education Centre from 	<p>Consideration will be given to the relocation of the Canoeing Victoria administration facilities into the building concept designs.</p> <p>Facilities to support the delivery of introductory activities will be considered in the building concept designs.</p> <p>To be considered by the tenant clubs with river access to be incorporated into the feasibility study.</p> <p>Westerfolds Park has been identified as a key location for the development of a Regional Paddle Sports Centre including facilities for education and administration.</p> <p>As above</p>

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	<p>which to coordinate and deliver paddling, outdoor recreation, emergency services and school education programs</p> <ul style="list-style-type: none"> • Develop a Regional Paddle Sports Centre in each region across Victoria to better support the broader introduction of introduction to paddling programs, as well as canoe and school education programs state-wide <p>Administration</p> <ul style="list-style-type: none"> • Develop Westerfolds Park administration facilities (in conjunction with the Canoe Education Centre) to cater for Canoeing Victoria staff (administrators, program delivers and educators) and provide support facilities and access to storage, meeting and social facilities. 	<p>As above</p> <p>As above</p>
<p>Inside Edge – Regional Paddle Sports Centre Master Plan 2015</p>	<p>The key features of the proposed Westerfolds Park Regional Paddle Sports Centre include:</p> <p>Integrated on and off-water education facilities and amenities that focus on paddler introduction, education and skill development.</p> <p>Multi-purpose community learning spaces for education in coaching, instructing, officiating, event management and outdoor education.</p> <p>Quality built accommodation for the secure storage of Canoeing Victoria and canoe club paddling equipment, mobile kits and areas for community groups and other outdoor education providers.</p> <p>Significantly improved in water and riverbank infrastructure including</p>	<p>Off water facilities included in the components schedule for concept development. Access to water facilities incorporated into landscape plan. On water facilities to be determined by the paddling community.</p> <p>Included in components schedule including competition room, meeting room, multipurpose social room and outdoor canoe preparation areas.</p> <p>Large canoe and boat storage area incorporated into the components schedule for concept development.</p> <p>Boat launching, river access, spectator viewing platforms, paths and trail integration will be considered in the landscape plan. In water facilities to be determined by the paddling community.</p> <p>The provision of commercial facilities has</p>

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	<p>adjustable slalom gates, in river moving water features, canoe polo fields, buoyed sprint course, floodlighting, boat launching, river access, spectator viewing platforms and pathways.</p> <p>A central location to assist in product commercialisation opportunities for education, paddling experiences and corporate activities (including community café / kiosk for public access) to underpin venue sustainability and viability.</p> <p>Westerfolds Park is the only moving water site identified by Parks Victoria on the Yarra River in Melbourne as being capable of delivering the proposed in and off-water infrastructure, in an area with limited conflict of use and water traffic, with good vehicle and river access that is also close to a main paddler population that services a larger proportion of the Melbourne market.</p> <p>The site was originally selected as a key location for paddling introduction and development programs as it is one of the few accessible sections of river within Melbourne where flat water is provided next to moving water. One of the key reasons the Outdoor Recreation Centre was initially built at Westerfolds Park was a result of Canoeing Victoria's need for an education facility with access to flat and moving water.</p> <p>The proposed Regional Paddle Sports Centre will provide four key functions to the paddling community:</p> <p>Education - Foundation level activities such as Paddle Power, introduction to paddling, basic skill development, lifeguarding, guide and instructor training, coaching, event management, club development and administration, officials and first aid training, school and community group based programs, active recreation camps, outdoor education programs and Canoeing Victoria activities for groups.</p> <p>Participation development – the venue will provide the central coordination centre for Paddle Power (as well as other introductory paddling programs for all</p>	<p>been excluded from the facility components schedule. It was determined that this was not considered core business of the head tenant and did not align with Parks Victoria's key direction for the provision of community facilities on public land.</p> <p>Westerfolds Park meets the criteria for a Regional Paddle Sports Facility.</p> <p>The existing Outdoor Recreation Centre education facility is not located near the water. It is preferred that the on water and off water facilities are provided within close proximity to each other.</p> <p>The facility components schedule includes flexible spaces for the delivery of education classes and activities including a meeting room and multipurpose social room. Outdoor areas include a concrete apron and canoe preparation areas.</p>

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	<p>ages), storage space for program equipment and provide a development centre for Paddle Power coach training, come and try activities (all ages), basic skills development and introduction to moving water (older teenagers and adults). Accessible ramp to water where trolleys can be used to transport boats to water, in addition to ensuring access of all ability participants. A temporary slalom course has been erected at Westerfolds Park but it fails to meet the training and participation development needs of this discipline. A redeveloped course will provide in river works to improve moving water features for grassroots junior paddlers through to pre-elite levels paddlers, all within the one location. The introduction of canoe polo activities, competitions and events will be possible with the introduction of in water infrastructure and the provision of goals and field markings. Vehicle access and expanded storage areas for Canoe Polo equipment, in addition to social amenities, will see increased participation and development in this team and social based discipline. The establishment of a dedicated Canoe Polo field, with access to equipment storage and social facilities to support team and club participation is the absolute priority to reinvigorate the sport in the region. Floodlighting will also be a significant benefit to the competitive disciplines.</p> <p>Training and skill development - Through the provision of both flat and moving water, recreational and beginner paddlers have the opportunity to test and improve their skills at the one location, in addition to challenging themselves to new activities. Westerfolds Park is one of the few locations in Melbourne where paddlers can access multiple experiences. Westerfolds Park would provide one of few opportunities in Melbourne to provide training activities for slalom and wild water athletes, and flat water (through introduction of 200m sprint course) for canoe polo and sprint athletes. Through the provision of floodlighting to extend usable hours and with limited river traffic and conflict, Westerfolds Park is an ideal location to train athletes. Westerfolds Park has been identified through the Canoeing Victoria Strategic Facilities Plan as the only moving water venue in Melbourne that can accommodate training activities from novices to pre-elite competition paddlers. The venue also has the potential to adopt the principles of Australian Canoeing's NEDP (National Elite Development Program) which aim to recognise and support training</p>	<p>The slalom course is now suitable for beginner to intermediate training and introduction. Any further upgrades or redevelopments to the in river slalom facilities require further negotiation with Melbourne Water.</p> <p>The off water facilities and access to the water facilities will be developed to support training and skill development needs of paddlers seeking multiple experiences.</p>

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	<p>centres that provide outstanding coaching, equipment, facilities, and training opportunities suitable for pre-elite athletes pursuing a high performance pathway in the canoe sprint and para-canoe disciplines. The reintroduction of sprint discipline training for locally based paddlers supports multi-discipline objectives of the proposed development through the provision of a 200m buoyed sprint course and increased visibility from the river bank and shared trails. Increased levels of paddler observation are imperative to providing adequate training amenities.</p> <p>Shared services - The Westerfolds Park Regional Paddle Sports Centre will provide an administration hub for Canoeing Victoria to expand on the existing services currently delivered via its existing accommodation within the Outdoor Recreation Centre.</p> <p>The redevelopment will provide shared boat, equipment storage and clubroom capacity to accommodate a number of paddling clubs that don't have access to off-water infrastructure on riverbank or waterfront land. Shared storage of equipment, social space and meeting room accommodation will be provided to Canoeing Victoria clubs within the redeveloped centre.</p> <p>The facility will provide a shared space for training and professional development activities specific to the outdoor education industry, accrediting lifeguards, guides, instructors (recreation) and coaches, event managers and event officials (for competition), and providing access to the public, schools and community groups to learn more about paddling (including come and try days, introduction to paddling and skill development activities) and outdoor recreation activities.</p> <p>Overview of the proposed infrastructure</p> <p>In water infrastructure</p> <ul style="list-style-type: none"> • Overhead slalom gates through the moving water section of the river and associated river works identified within previous design projects • 200 metre semi-permanent buoyed sprint course • Two semi-permanent canoe polo fields 	<p>The facility components schedule includes flexible spaces for the delivery of education classes and activities including a meeting room and multipurpose social room. Outdoor areas include a concrete apron and canoe preparation areas. Administration for Canoeing Victoria has been proposed as a shared facility for administration and competition room.</p>

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	<p>Access roads and parking</p> <ul style="list-style-type: none"> • Minor improvements to access roads and reconfiguration of parking areas to better support building access • Additional directional and promotional signage to identify Regional Paddle Sports Centre <p>Riverbank, landscaping and surrounds</p> <ul style="list-style-type: none"> • Redeveloped riverbank from 200m upstream from Fitzsimmons Lane Bridge to 100m below the existing canoe ramp – each location to provide an additional canoe access ramp with infrastructure for slalom gates along the bank • Significant riverbank vegetation clearance • Improved spectator viewing areas to the river • Improved pathway access along the river bank, integrating with existing shared trail where possible (for coaching, training and officiating) • Improved and extended boat launch areas and floating pontoon Pontoon must be suitable (low) height for people with disability • Improved access for longer boats e.g. sprint racing boats, sea kayaks 	<p>Recommendations from the traffic management study will be incorporated into the final masterplan for the site.</p> <p>Wayfinding signage and recommendations from the traffic management study will be incorporated into the final masterplan for the site.</p> <p>Additional access ramps to be provided along the bank. Final details to be included in the masterplan for the site.</p> <p>Vegetation riverbank clearance will be kept to a minimum and permits will be sought for any clearance. Recommendations from the Flora and Fauna Assessment will be considered.</p> <p>Improved spectator viewing areas will be provided and outlined in the final masterplan of the site.</p> <p>Improved pathways to the canoe launch ramps will be provided to improve accessibility.</p> <p>Improved boat launch areas will be finalised with Melbourne Water and the tenant clubs to ensure improved access to the water.</p> <p>To be incorporated into the final landscape and masterplan.</p>

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	<ul style="list-style-type: none"> Pontoons or paths suitable for canoe polo refereeing and slalom gate judging Accessible and sealed canoe access ramp Additional secondary boat launch area upstream from Fitzsimons Lane Bridge Stepped amphitheatre seating and steps above existing canoe access ramp for improved access and spectator viewing Ramped water access for trailerable small powered rescue boat. 	<p>As above</p> <p>As above</p> <p>As above</p> <p>As above</p> <p>As above</p>
	<p>Building and support amenities</p> <ul style="list-style-type: none"> New shared building that replaces existing infrastructure and provides (estimated 850m²+ over 2-levels): dedicated multi-purpose training room competition management and meeting room social area with kitchen area for shared club use male / female change rooms with showers and toilets accessible change room and toilet first aid room separated storage areas for boats, paddling equipment and trailers public toilets for external use outdoor balcony and river viewing kiosk (coffee shop) with outdoor seating area(s) to serve park users club memorabilia display Undercover secure compound storage areas for equipment trailers 	<p>Investigating the capacity of the site to host a building of that size. Incorporated into the facility components schedule</p> <p>As above</p> <p>As above</p> <p>As above</p> <p>As above</p> <p>As above</p> <p>As above</p> <p>As above</p> <p>As above</p> <p>As above</p> <p>As above</p> <p>Not included</p> <p>Kiosk included but not commercial café</p> <p>To be included in social room area</p> <p>Will be considered on the site but may need to remain in current location</p>

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	<ul style="list-style-type: none"> External trailer storage compound (estimated 500m²) 	Not included
<p>Yarra Valley Parklands Management Plan 2008</p>	<p>The Yarra Valley Parklands comprise a series of regionally significant parks and reserves that extend along the Yarra River for approximately 16 km from Ivanhoe to Warrandyte.</p> <p>The Yarra Valley Parklands have been progressively established since the 1970s. The main visitor site, Westerfolds, was opened in 1977. The parklands include land managed by Parks Victoria, local government, VicRoads, Melbourne Water and private land owners.</p> <p>Some key sites managed by Parks Victoria within the Parklands include Westerfolds Park, Banksia Park, Yarra Flats and Birrarung Park.</p> <p>The Main Yarra Trail traverses the parklands for 18 kilometres from Burke Road in Ivanhoe to the confluence of the Mullum Mullum Creek with the Yarra River in Templestowe. The Main Yarra Trail is an important component of the Metropolitan Trail Network and connects the parklands to surrounding areas of open space, schools, universities and the city.</p> <p>The parklands offer an opportunity for surrounding communities and visitors to connect to the Yarra River.</p> <p>Parks Victoria is committed to working with all land managers and communities to ensure that visitor and recreation opportunities in the parklands are managed to protect significant environmental, landscape and cultural heritage values.</p> <p>The social and health benefits to people who visit parkland is well supported through research (Deakin University and Parks Victoria 2002). The diversity of natural settings in regional open spaces such as the parklands enhances the well-being of park visitors and the surrounding communities. The main visitor site in the parklands is Westerfolds, which opened in 1977.</p> <p>Parks Victoria provides four major visitor sites that cater for large visitor numbers. Westerfolds is the most developed of these and has the greatest range of visitor settings and facilities.</p>	<p>Westerfolds Park is within the Yarra Valley Parklands.</p> <p>In this case, the project site includes land managed by Parks Victoria, Manningham Council, Melbourne Water and VicRoads.</p> <p>The Main Yarra Trail traverses through the study site.</p> <p>This is an area for people to access the Yarra River.</p> <p>Protection of significant environmental, landscape and cultural heritage values will be at the forefront of the planning process.</p> <p>Westerfolds Park is the main visitor site in the Yarra Valley Parklands providing opportunities for improved social and health</p>

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	<p>The diversity and rarity of environmental values in different parts of the Yarra Valley Parklands and the close proximity to Melbourne CBD means that this regional urban parkland has dual conservation and recreation roles.</p> <p>The parklands provide appropriate recreational access to the Yarra River, open spaces and bushland areas for individuals and groups. There are different sorts of recreation experiences in varied settings along the river corridor. The diversity of settings and activities enables visitors the opportunity to enjoy both.</p> <p>The parklands have been divided into seven management zones. These management zones reinforce the identity of particular areas within the Parklands, and provide a framework to direct decision making and to determine how Parks Victoria and other public agencies will manage the land as well as providing direction for the future management of private land under consideration for possible incorporation into the parklands.</p> <ul style="list-style-type: none"> • Recreation • Sport and Community Events • Landscape • Conservation and Recreation • Conservation • Special Use Zone A (Utilities) • Special Use Zone B (Multiple Use) <p>The zones are based on the significance of environmental and heritage values, the range of recreational values and opportunities, landscape values, and future opportunities that have yet to be identified. Special Use Zones have been applied in cases where the current or future use of land does not fit within the purpose of the general parklands management zones.</p> <p>Recreation</p> <p>Purpose</p> <p>Provide a wide range of recreation opportunities catering for a large number of visitors in a pleasant semi-natural or developed setting.</p>	<p>benefits to its visitors and surrounding communities.</p> <p>This site is already being used for recreational purposes and provides an opportunity to improve visitor experience ultimately improving social and health benefits to visitors.</p> <p>This needs to be balanced in the planning process when upgrading recreational facilities.</p> <p>The study area is covered by the Recreation and Conservation and Recreation Management zones.</p> <p>The site is consistent with this purpose.</p>

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	<p>Description</p> <p>Westerfolds Park is the primary visitor site in the parklands. The parklands in the Recreation Zone are accessible by main roads, public transport and trails.</p> <p>The types of recreation activities that may be appropriate for this zone include picnicking and BBQs, group socialising, bird watching, occasional events, playing, informal games, walking, jogging and cycling.</p> <p>Roles</p> <p>Provide attractive park settings and appropriate amenities to enable visitors to enjoy the outdoors and engage in passive recreation activities.</p> <p>Provide opportunities and settings for social interaction and to improve mental and physical well-being in semi-natural or landscaped environment.</p> <p>Provide information to maximise an appreciation of the parklands and the opportunities it provides.</p> <p>Actions</p> <p>Maintain visitor services, facilities and provision of information at Westerfolds Park consistent with its focus as the main Parks Victoria visitor node within the parklands.</p> <p>Consider proposals for commercial and community partnerships to enhance visitor experiences that are compatible with the recreation zone role and the relevant planning scheme.</p> <p>Conservation and Recreation</p> <p>Purpose</p> <p>Protect, maintain and enhance areas with environmental values while providing suitable passive recreation opportunities.</p> <p>Description</p> <p>The Conservation and Recreation Zone includes land along many waterways and wetlands comprising of the riparian corridors along the Yarra River and</p>	<p>The activity of paddling is consistent with the type of activities deemed appropriate at the site.</p> <p>The proposal is consistent with the role.</p> <p>The proposal to upgrade paddling, public facilities, and river access and recreation facilities is consistent with the actions expected at Westerfolds Park.</p> <p>The opportunity to develop a commercial partnership to develop a café at the site has not been considered a high priority at this stage.</p> <p>The proposal is consistent with the purpose.</p>

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	<p>tributaries west of the Mullum Mullum Creek confluence. The zone also encompasses some areas containing significant habitat values and remnant indigenous vegetation, and modified areas that have been or are planned to be sensitively revegetated to provide key vegetation links between areas of environmental significance.</p> <p>The types of recreation activities that may be appropriate for this zone include walking, jogging, cycling, appreciating nature, canoeing, walking dogs on-lead on main trails, mountain biking and small group picnics.</p> <p>Roles</p> <p>Protect and manage important environmental values while providing opportunities for visitors to enjoy the natural setting, enhance their understanding of the local natural environment, and experience views across the open landscape.</p> <p>Manage and enhance remnant vegetation communities and fauna habitats along the Yarra River and tributary corridors.</p> <p>Enhance connectivity between areas of remnant vegetation to improve habitat links, particularly strengthening east-west connections along the Yarra River.</p> <p>Facilitate existing and future pedestrian and cycle access without conflicting with environmental values and flood management. Provide recreational opportunities in vegetated natural settings without impacting on areas of high environmental significance.</p> <p>Actions</p> <p>Create a qualitative focus for revegetation and vegetation management programs that progressively build on the initial revegetation across the parklands.</p> <p>Promote and support community partnerships for revegetation and vegetation management programs.</p> <p>Investigate utilising natural settings with low conservation value that</p>	<p>A flora and fauna assessment of the site has been completed to ensure areas containing significant habitat values and remnant indigenous vegetation are protected.</p> <p>Paddling activities are consistent with the type of recreation activity expected at the site.</p> <p>The proposal is consistent with the roles.</p> <p>A flora and fauna assessment of the site has been completed to ensure areas containing significant habitat values and remnant indigenous vegetation are protected. Areas of low conservation value are proposed for facility developments (under the bridge and already cleared sites).</p> <p>Included in the proposal.</p>

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	<p>sustainably allow for emerging nature-based recreation activities.</p> <p>Maintain the canoe launch ramp facility at Westerfolds Park.</p>	
<p>Manningham City Council Recreation Strategy 2010 - 2025</p>	<p>Council has identified four key objectives for future recreation provision within the city.</p> <ul style="list-style-type: none"> • To increase participation in recreation for all; • To ensure the community has a diverse range of recreational choices; • To provide great places for people to recreate in; and • To inspire people to recreate. <p>Canoeing and kayaking Responsibility of our waterways is shared among a range of agencies. Melbourne water is responsible for the water bed and bank from an environmental and drainage perspective. Parks Victoria oversees the recreation activities in the waterways.</p> <p>Council is involved in access into the water from Council land and Crown land where Council is the committee of management. A risk management framework should be undertaken to assess the risks associated with this activity and prioritise actions to be undertaken to address these risks.</p> <p>There are a series of canoe launching ramps within the City of Manningham located along the Yarra River at Westerfolds Park, Pound Bend, Wittons Reserve and at Lower Homestead Road. According to Canoeing Victoria, the City of Manningham hosts the best parts of the Yarra with the variety of flat water and level 1 and level 2 rapids providing the perfect arena for paddlers. This is enhanced by the lack of power boating traffic on this area of the river. Parks Victoria is proposing the development of a new slalom course in the vicinity of Westerfolds Park and Fitzsimons Reserve.</p> <p>Scouts Scouts cater for children aged six to 26 years and provide fun and exciting programs that promote active learning. Activities include camping, abseiling, caving, horse riding, fishing, rock climbing, diving, canoeing and community</p>	<p>Actions</p> <p>Collaborate with Parks Victoria, Melbourne Water, Canoeing Victoria, and other providers to improve access and promote canoeing, kayaking and swimming in the Yarra River.</p>

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
	<p>service. They teach positive values and leadership skills to youth. There are eight Scout Halls located on council land.</p> <p>Bush Walking Koonung Bushwalking Club (KBC) is based in Manningham and enjoy outdoor activities including walks, multi-day hikes and other activities such as cycling, canoeing and a range of social events. The age group varies from people in their 40's to their 70's.</p> <p>Natural Environment There is an abundance of recreation opportunities provided for within the natural environment including walking, cycling, picnicking and canoeing. Sustainable allocation, design and maintenance of recreation facilities will enhance and protect the natural environment that provides a base for these activities to occur.</p> <p>Water Recreation Four of the six most highly ranked unstructured activities - trampoline, water fight, water spray, climbing net, swimming and canoeing - involve water. (As identified through the school workshops, children aged 7-14).</p> <p>Needs Consultation The children's workshops identified that technology-based rated highly, however unstructured activities such as trampolining, water fights/spray, canoeing, swimming and climbing nets are also popular.</p>	
Canoeing Victoria Strategic Plan 2015-2018	<p>Our purpose is to promote and develop competitive and recreational paddling in Victoria.</p> <p>Paddling appeals to a broad range of Victorians.</p> <p>One of the great advantages of paddling is its diversity. Participation can be highly competitive or recreational; structured and organised or unstructured and non-organised; individual or team-based; quiet and relaxing or fast-paced and adrenalin pumping. Paddling is a physical activity where people of most ages, abilities, physical sizes and fitness levels are able to participate at their own pace and in their own time.</p>	<p>The Regional Paddle Sports Facility will provide facilities for both competitive and recreational padding. Amenities provided should be accessible outside of formal club activities to allow for people to participate in their own time.</p>

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
	<p>Our strategic priorities to achieve our vision embrace participation, places, people and pathways. These priorities align directly with those of our national body, Australian Canoeing.</p> <ul style="list-style-type: none"> We will increase and support participation in paddling and engagement with Canoeing Victoria services. <p>Canoeing Victoria will increase participation in segments currently under-represented in our membership with a focus on youth, women and athletes with a disability.</p> <p>Canoeing Victoria will establish <i>safe, welcoming and inclusive environments</i> for participation and skill development.</p> <p>Canoeing Victoria will advocate to establish access to fit-for purpose facilities and places to paddle.</p> <ul style="list-style-type: none"> We will increase and improve access to safe, fit for purpose facilities and places to paddle. Canoeing Victoria will establish Regional Paddle Sports Centres to increase the number of places offering diverse participation pathway opportunities. <p>Develop Regional Paddle Sports Centres across Victoria prioritising the Yarra River at Fitzsimons Lane to cater for a range of competitive and recreational disciplines and events.</p> <p>All feasibility and design studies for Regional Paddle Sports Centre on Yarra River at Fitzsimons Lane completed and funding for construction confirmed.</p> <p>Canoeing Victoria will increase the number of places across Victoria where paddling leaders from canoe clubs, and the outdoor, education and tourism sectors can access accredited training and professional development activities - Upgrade the Canoe Education Centre on the Yarra River at Fitzsimons Lane (as part of the Regional Paddle Sports Centre) as a priority.</p> <ul style="list-style-type: none"> We will increase and support the capacity and capability of people in 	<p>Facilities provided will reflect the need to specifically cater to these market segments.</p> <p>Consideration for participant safety features throughout the project with river access, separation of cyclists from paddlers, lighting and safe amenities.</p> <p>The facilities will be designed to specifically cater for the needs of the users.</p> <p>The project is consistent with this goal.</p> <p>The project is consistent with this goal</p>

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
	<p>our board, discipline, club and administration workforce.</p> <ul style="list-style-type: none"> We will increase and support pathway opportunities to develop, diversify and achieve. 	<p>The project is consistent with this goal</p> <p>The project is consistent with this goal</p>
<p>Australian Canoeing Strategic Plan (from 2015 – 2017)</p>	<p>Purpose – Connecting with all Australians through Paddle Sports, Recreation and Performance.</p> <p>Strategic Pillar 2 – Places</p> <p>To ensure more accessible and affordable local facilities for clubs - Leverage multi-use facility options including rowing, sea scouts, SES, councils, integrated facilities.</p>	<p>Consistent with the Canoeing Victoria Strategic Plan.</p> <p>Multi-use of the facility is being explored and partner tenants will be encouraged.</p>
<p>Active Victoria – A Strategic Framework for Sport and Recreation in Victoria 2017 - 2021</p>	<p><i>‘Active Victoria – A Strategic Framework for Sport and Recreation in Victoria 2017-2021’ is the Victorian Government’s strategic framework for sport and recreation designed to deliver both sports infrastructure and services. It aims to improve health and wellbeing, sense of belonging and community connections by encouraging more Victorians to play sport and engage in activity more often.</i></p> <p><i>Our vision for sport and active recreation:</i></p> <p><i>A strong and connected sport and active recreation system that helps make Victorians healthier, creates economic growth and jobs, builds community cohesion and contributes to our liveability.</i></p> <p><i>Sport and active recreation in Victoria will be:</i></p> <p><i>Robust, flexible, sustainable and affordable</i></p> <p><i>A sustainable and efficient system that responds to changing demands and provides flexible and affordable choices.</i></p> <p><i>Broad-based and connected</i></p> <p><i>A system that addresses the different demands, contributors and structure of sport and active recreation and maximises connections across the system.</i></p>	<p>All aspects of the proposed project will contribute to a more active community, and provide improved accessibility for a range of people.</p> <p>The integrated nature of the development will provide a nurturing environment that will encourage participation opportunities at levels of skill, age and development.</p>

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
	<p><i>Collaborative</i></p> <p><i>Well-planned and connected investment that maximises participation and health, economic, community and liveability benefits.</i></p> <p><i>More active</i></p> <p><i>An increased proportion of Victorians regularly participate in sport or active recreation.</i></p> <p><i>More diverse and inclusive</i></p> <p><i>Inclusive sport and active recreation that provides all Victorians with opportunities to be involved.</i></p>	
<p>Victorian Code of Conduct for Community Sport</p>	<p>Principles</p> <p>The Fair Play Code outlines a set of guiding principles on expected standards of behaviour for every person involved in sport and recreation in Victoria. This includes every player, participant, coach, support person, official, administrator, club member, spectator, parent, volunteer or member of the public involved with sport and recreation in Victoria. All should demonstrate the principles of integrity, respect, responsibility, fairness and safety in relation to sport, recreation, training and club sanctioned activities by:</p> <p>Integrity</p> <p>being honest, fair, respectful, trustworthy, reliable, open and transparent in dealings with others avoiding any real or perceived conflicts of interest striving to earn and sustain a high level of community trust and goodwill not engaging in or advocating the possession and use of banned performance enhancing substances or methods, or illicit drugs not participating in, or encouraging action that may jeopardise the integrity of sport and recreation including match-fixing, illegal sports betting and other corruption.</p> <p>Respect</p> <p>treating everyone involved in sport and recreation in a considerate, objective</p>	<p>Providing a more coordinated approach to the provision of paddle sports, will encourage and higher level of governance amongst the various clubs and organisations involved in delivery of programs and services and support a stronger commitment and adherence to the Fair Play Code.</p> <p>New and improved facilities with a superior overall management framework will contribute to safer and fairer access to paddle sports participation and assist all organisations and clubs to follow the Fair Play Code. Safer and better managed facilities.</p>

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
	<p>and courteous manner with proper regard for their rights, dignity and worth refraining from any form of discrimination, harassment, bullying, abuse, child abuse, intimidation, victimisation or vilification of others, including on the basis of age, race, sex, disability, sexuality, gender identity or religion recognising and valuing the contribution of all to sport and recreation, including volunteer coaches, officials and administrators who give up their valuable time to make sport and recreation happen.</p> <p>Responsibility</p> <p>considering and accepting the consequences of one's actions and decisions being a positive role model by displaying self-control, respect, care and diligence towards all involved with sport and recreation complying with specified child safe standards of conduct expected of adults when dealing and interacting with persons under 18 years of age understanding the possible consequences of breaching the <i>Fair Play Code</i> and immediately reporting any potential breaches to appropriate authorities.</p> <p>Fairness</p> <p>Understanding and playing by the rules and spirit of sport and recreation being informed, consistent, impartial, just and reasonable in dealings with others being a 'good sport' by encouraging and praising fair play over winning at all costs providing a 'fair go' to people of all abilities to be involved in sport and recreation and reach their full potential.</p> <p>Safety</p> <p>Providing a safe, welcoming and inclusive environment that places the health, welfare and well-being of participants above all else taking all reasonable steps to ensure equipment, facilities and programs meet health and safety standards and are appropriate to the age and ability of participants being aware of and supporting policies and practices in relation to injury management, return to play, adverse weather and child safe standards showing concern and caution towards others who may be sick or injured and immediately reporting any safety issues to appropriate authorities.</p>	

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
Fair Play Code	<p>The Fair Play Code outlines a set of guiding principles on expected standards of behaviour for every person involved in sport and recreation in Victoria.</p> <p>This includes every player, participant, coach, support person, official, administrator, club member, spectator, parent, volunteer or member of the public involved with sport and recreation in Victoria. All should demonstrate the principles of integrity, respect, responsibility, fairness and safety in relation to sport, recreation, training and club sanctioned activities by:</p> <p>Integrity</p> <ul style="list-style-type: none"> • Being honest, fair, respectful, trustworthy, reliable, open and transparent in dealings with others • Avoiding any real or perceived conflicts of interest • Striving to earn and sustain a high level of community trust and goodwill • Not engaging in or advocating the possession and use of banned performance enhancing substances or methods, or illicit drugs • Not participating in, or encouraging action that may jeopardise the integrity of sport and recreation including match-fixing, illegal sports betting and other corruption. <p>Respect</p> <ul style="list-style-type: none"> • Treating everyone involved in sport and recreation in a considerate, objective and courteous manner with proper regard for their rights, dignity and worth • Refraining from any form of discrimination, harassment, bullying, abuse, child abuse, intimidation, victimisation or vilification of others, including on the basis of age, race, sex, disability, sexuality, gender identity or religion • Recognising and valuing the contribution of all to sport and recreation, including volunteer coaches, officials and administrators who give up their valuable time to make sports and recreation happen 	<p>New, improved and upgraded facilities will improve access to facilities and activities for people of all abilities.</p> <p>New, improved and upgraded facilities with superior management and coordination framework will provide an environment that is physically and socially safer and assist clubs and organisations to provide more fair and equitable programs and services.</p>

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
	<p>Responsibility</p> <ul style="list-style-type: none"> • Considering and accepting the consequences of one’s actions and decisions • Being a positive role model by displaying self-control, respect, care and diligence towards all involved with sport and recreation • Complying with specified child safe standards of conduct expected of adults when dealing and interacting with persons under 18 years of age • Understanding the possible consequences of breaching the <i>fair play code</i> and immediately reporting any potential breaches to appropriate authorities. <p>Fairness</p> <ul style="list-style-type: none"> • Understanding and playing by the rules and spirit of sport and recreation • Being informed, consistent, impartial, just and reasonable in dealings with others • Being a ‘good sport’ by encouraging and praising fair play over winning at all costs • Providing a ‘fair go’ to people of all abilities to be involved in sport and recreation and reach their full potential. <p>Safety</p> <ul style="list-style-type: none"> • Providing a safe, welcoming and inclusive environment that places the health, welfare and well-being of participants above all else • Taking all reasonable steps to ensure equipment, facilities and programs meet health and safety standards and are appropriate to the age and ability of participants • Being aware of and supporting policies and practices in relation to injury management, return to play, adverse weather and child safe standards • Showing concern and caution towards others who may be sick or injured and immediately reporting any safety issues to appropriate authorities. 	

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
<p>Inquiry into Women and Girls in Sport</p>	<p>The Inquiry into Women and Girls in Sport and Active Recreation was established in late 2014 to advise the Victorian Minister for Sport on practical actions that the sport and active recreation sector could adopt to enhance participation by women and girls and to increase their engagement in leadership and governance roles.</p> <p>Commitment to Outcomes</p> <ul style="list-style-type: none"> • Drive Commitment through an Ambassador Program • Engage and Empower by Connecting Ambassadors to Women and Girls • Mandate Gender Balance and Good Governance Principles <p>Innovative Ways to Effect Change</p> <ul style="list-style-type: none"> • Reform Recruitment Practices and Processes for Leadership Positions • Enhance Participation Choice and Improve How Opportunities are Marketed <p>Change the Environment</p> <ul style="list-style-type: none"> • Deliver Female Friendly Built Environments and Equitable Facility Usage Policies • Build an Enabling Environment through Education and Training <p>Showcase Achievement</p> <ul style="list-style-type: none"> • Showcase the Pathways and Opportunities through Role Models • Increase the Profile of Women in the Sports Media 	<p>The project will support the themes and actions introduced through the Enquiry with the opportunity to incorporate female friendly built environments into any new facilities and where older facilities are being upgraded.</p> <p>An improved management and operational framework that will be established around the delivery of the project, will allow for the introduction and application of equitable facility use policies.</p> <p>The emphasis of the project and as an “incubator” for paddle sports participation will include education and training that encourages a supportive enabling environment for females.</p>
<p>DELWP Leasing Policy for Crown Land in Victoria 2010</p>	<p>The objective of the Leasing Policy for Crown land in Victoria is to provide a consistent framework for the leasing of Crown land by formalising ‘Crown Land Leasing Principles’ at a State-wide level.</p> <p>These principles will guide land managers, existing tenants and prospective tenants, help inform decision making around leasing and improve community awareness of government policy for the leasing of Crown land. The policy applies to the <i>Crown Land (Reserves) Act 1978</i>, the <i>Forests Act 1958</i> and the <i>Land Act 1958</i>.</p> <p>Leasing enables the community to use and enjoy Crown land, particularly</p>	<p>Canoeing Victoria has a current lease for the canoe storage shed on site. The lease does not cover the public toilets, the Main Yarra Trail, canoe launch ramps or spectator viewing platforms. This is a community lease.</p> <p>Use of the land for recreational purposes is consistent with the Leasing Policy.</p> <p>The proposal would need to demonstrate:</p>

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
	<p>through the provision of recreational, cultural and sporting facilities as well as for commercial uses such as restaurants, caravan parks and marinas. It is also available to government for major projects on Crown land such as hospitals or other important public infrastructure.</p> <p>This policy is comprised of three principles:</p> <ul style="list-style-type: none"> • To provide benefits to the public through leasing • To ensure consistency and transparency in leasing • To manage leased Crown land in an ecologically sustainable manner 	<ul style="list-style-type: none"> • Distribution of benefits to the community • Promotion of public health and wellbeing • Improvement of sporting, recreational and cultural facilities • Protection of public land values • Attracting investment • Creation of employment • Promotion of tourism • Economic return to the State or land manager • Support for the implementation of government policies or programs • Introduction of new skills or improved technology, and • Provision of new services. <p>Generally, a competitive selection process will apply to the leasing of Crown land, although in special circumstances direct negotiations will be permitted. Lease allocation processes must be fair, open and impartial. Leases must contain terms and conditions which align with the permitted purpose and conform to government policy and statutory requirements.</p> <p>The lease proposal will have to address ecological sustainable management principles including:</p>

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
		<ul style="list-style-type: none"> • Responding to the challenge of climate change • Maintaining and restoring our natural assets • Using resources more efficiently and • Reducing everyday environmental impacts.
<p>DELWP Crown Land Leasing Guidelines 2012</p>	<p>The Crown land leasing guidelines accompany the Leasing Policy for Crown land in Victoria, and provide information about statutory requirements associated with leases under the legislation mentioned above, along with other relevant legislation.</p>	
<p>Plan Melbourne</p>	<p><i>Plan Melbourne, the State Government’s plan to manage Melbourne’s growth, forecasts Metropolitan Melbourne’s population will grow by 3.4m people by 2051. This strategy identifies the importance of open space and to remain a city of diverse, healthy and inclusive communities the need for residents to access quality open spaces in general and sports facilities specifically.</i></p> <p><i>Plan Melbourne 2017-2050</i> is the Victorian Government’s long-term planning strategy, guiding the way the city will grow and change to 2050. The strategy outlines measures to support jobs close to homes, services and transport and identifies the areas that will accommodate Melbourne’s future growth.</p> <p>In partnership with the Department of Environment, Land, Water and Planning (DELWP), local councils and the community, the Victorian Planning Authority has a key implementation role for <i>Plan Melbourne 2017-2050</i>. The strategy provides the overarching direction for our work.</p> <p>We work with government departments and agencies, local councils, landowners and development partners to plan for the future urban structure of places identified in <i>Plan Melbourne 2017-2050</i>, including urban renewal areas; the National Employment and Innovation Clusters; greenfield growth areas; and regional towns and cities.</p> <p>We focus on facilitating appropriate development and coordinating government</p>	<p>Community Infrastructure Planning</p> <p>Community infrastructure – the buildings and spaces that provide services, activities and opportunities – can be provided by government, not-for-profit organisations and the private sector.</p> <p>Planning for community infrastructure is an integral part of the land use planning process for areas experiencing growth. It ensures high-quality outcomes for growing communities and helps ensure that community facilities and services can meet the needs of existing and future communities. Community infrastructure planning often informs the development contributions made to support new housing.</p> <p>In established areas, community infrastructure planning must:</p> <ul style="list-style-type: none"> • Consider the extent and quality of

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
	<p>investment. Our role includes coordinating efforts across government departments and agencies to implement the strategy's directions.</p> <p><i>Plan Melbourne 2017-2050</i> focuses closely on challenges relating to climate change and housing affordability and reflects current government transport commitments and priorities. <i>Plan Melbourne 2017-2050</i> was released in March 2017.</p>	<p>legacy infrastructure and its capacity to help meet the needs existing and future residents.</p> <ul style="list-style-type: none"> Consider the unique social characteristics of the area and its vision. <p>Water Planning</p> <p>Planning for water is a continuously evolving and collaborative process that actively engages with a diversity of stakeholders across multiple water facets within a range of greenfield, urban and regional settings.</p> <p>Planning seeks to recognise the individual importance of each facet of the water cycle, while aiming to enable management of water for better coordinated outcomes to improve our new and redeveloped precincts.</p> <p>Water is an important contributor towards sustainable and resilient precincts, while adding diversity and value through urban transformation to provide high quality public realms for people.</p> <p>Enhanced outcomes can be achieved by:</p> <ul style="list-style-type: none"> Ensuring places to manage water serve multiple functions including recreation, transport and biodiversity outcomes Re-imagining and enhancing waterways and creek corridors as green spines with active and passive

REPORT	SUMMARY	RELEVANCE TO THIS PROJECT
		<p>recreation spaces, varied landscape characters, flora and fauna habitats and cultural heritage significance</p> <ul style="list-style-type: none"> • Facilitating better flood mitigation strategies • Ensuring the importance of waterways to the wider area recreational attractiveness • Seizing opportunities to collaborate • Considering standards for the design and management of buildings and landscaping.

Appendix 2

Community Consultation and Engagement

Community consultation and engagement was carried out in two stages; Stage 1 took place from 2 March to the 5 April 2018 and Stage 2 took place from 23 May to the 22 June 2018.

The aim of Stage 1 consultation was to obtain community feedback on the broad concepts for the proposed regional paddle sports facility and park improvements. Ideas for improvements were suggested with the aim of encouraging discussion about how the general area could be improved for multi-use by the paddling community and the general community.

No concept plans were provided for the proposed building upgrades or landscape and park features.

Stage 1 Consultation Methods

Feedback and discussion was generate in the following ways:

Online Consultation Portal

The “Your Say Manningham” online consultation portal contained a number of features including:

- Site user survey that could be completed online by users and non-users of the park. The aim of the survey was to get an idea of user habits and to encourage feedback around how the site could be improved to support greater access and use of the park.
- An interactive map showed the suggested improvements located on a map where the respondent could click on an area identified for improvement and make comments or suggestions around how the area could be improved.
- An ideas page allowed respondents to tell us what they would like to see at Westerfolds Park and how the park could be improved.
- A stories page encouraged respondents to tell us about how they or their families use Westerfolds Park.
- A fly over offering a 3D view of the area.

The website provided key information about the project, the consultation sessions and key milestones.

Onsite Consultation Sessions

Three on site consultation sessions were offered at Westerfolds Park. The purpose of the sessions was to engage with existing site users such as paddlers, cyclists and other Main Yarra Trail and park users of the site. Non users of the site such as residents, broader park users and the wider paddling community were encouraged to attend the sessions.

A marquee was set up at the site and at least two staff members of the Project Working Group were in attendance at each session. The purpose of these sessions was to engage in conversation with interested community members about the ideas they might have regarding park improvements as well as how they currently use the site.

On-site sessions were held on:

- Wednesday 14th March from 5.00pm – 7.00pm
- Tuesday 20th March from 9.30am – 11.00am

- Sunday 25th March from 10.00am – 2.00pm

A map of the site was provided with the suggested improvements and people were asked to rate their top three priorities for improvement at the site via a “dot democracy” exercise.

Others told their stories of how they use the site and some gave opinions on their ideas for improvements.

Engagement, Advertising and Promotion

Consultation and opportunities for engagement was advertised in the following ways:

- Onsite posters – 4 posters were erected on site at Westerfolds Park. Posters were erected at other park noticeboards including Finns Reserve, Manna Gum Playspace on the Mullum Mullum Trail and Ruffey Lake Park.
- Electronic media including Manningham, Nillumbik, Banyule Councils, Melbourne Water, Canoeing Victoria and Melbourne Canoe Club Facebook pages;
- E-newsletter sent by email to community organisations (see 1.1.4),
- Manningham, Banyule and Nillumbik Councils and Canoeing Victoria websites;
- Direct emails to members of canoe clubs, user groups of Westerfolds Park, schools and sporting clubs (BCC - 153 sporting clubs);
- Print media – Leader newspaper, flyers at 4 Manningham Council libraries. Diamond Valley Leader 15 March 2018, Leader Newspaper Banyule City Council section, Manningham Leader ¼ page advertisement on 15 March 2018, E-East 15 March 2018 (e-newsletter).
- Resident mail out (BCC sent to 67 nearby residents); and
- Presentations - Manningham Council Access and Equity committee

Targeted Promotion of Engagement Opportunities

The following groups were made aware of the opportunity to engage in the consultation process:

- Committees – Manningham Access and Equity Committee, Manningham Open Space and Streetscape Advisory Committee, Nillumbik Recreation Trails Advisory Committee
- Wurundjeri Council
- Residents - 67 Banyule residents across the Yarra River
- Sports clubs and community recreation organisations – Banyule, Nillumbik and Manningham
- Paddling community - Canoeing Clubs, Australian Canoeing, schools
- Yarra River interest – Yarra Riverkeeper
- Cycling interest – Bicycle User groups for Manningham, Banyule and Nillumbik, Bicycle Network
- Environmental interest groups – Friends of Yarra Valley Parklands, Friends of Eltham Lower Park, Native Fish Australia
- Fishing interest groups – Victorian Recreation Fishing
- Disability interest – Onemda, Australian Paralympic Committee
- Walking (trails) interest – Victoria Walks
- Active recreation groups – Bushwalking Victoria, Orienteering Victoria
- Westerfolds park user groups – Bindaree Outdoor Education Services, DOGS of Vic, Leap into Nature, Westerfolds parkrun
- Event organisations – Rapid Ascent, Elite Energy, Mildren events, Peak Adventure, Triathlon Victoria
- Politicians – Vicki Ward, Jenny Macklin, Matthew Guy, Kevin Andrews
- Roads and services – VicRoads, SP Ausnet, MFB/CFA, Water Police Squad

Stage 1 Consultation Outcomes

Online Consultation Portal

The "Your Say" Manningham site received a total of 647 visits. Of these 131 visitors were engaged (gave feedback), 273 visitors were informed (viewed photos, downloaded documents) and 527 visitors were aware of the project (visited at least one page). The busiest days were early in consultation on Tuesday 6 March (9,220 page views) and Friday 16 March (370 page views). The majority of traffic (184) came through 3 Facebook posts, which included one boosted post).

Snapshot of engaged on line activity:

- 2 people contributed to forums (interactive map)
- 135 filled out the survey
- 6 people contributed to stories
- 37 ideas were contributed

Engaged community members provided responses to surveys, wrote stories and suggested ideas on how to improve the site or how they use the site. The following provides a summary of the information received through the online consultation portal.

135 surveys were completed. The top 4 responses to each question is outlined below:

What facilities do you use?

1. The Westerfolds car park (101)
2. Public toilets (98)
3. Drinking fountain (85)
4. Fitzsimons Reserve car park (84)

Why do you visit Westerfolds Park?

1. Paddling activities (76)
2. Walking or jogging (68)
3. Bike riding (64)
4. To sit and enjoy the river (38)

How often do you visit?

1. 2 - 3 times per week (27)
2. 4 - 6 times a week (23)
3. Monthly (22)
4. Weekly (19)

What time of the day do you visit?

1. Afternoon (87)

2. Morning (74)

3. Evening (46)

How much time do you spend at the site?

1. 1.5 – 2.0 hours (56)

2. 1.0 – 1.5 hours (46)

3. More than 2 hours (20)

4. Less than 1 hour (4)

How do you get there?

1. Car (113)

2. Bike (32)

3. Walk (14)

4. Car with boat trailer (13)

What building improvements would you like to see at the park?

1. Paddle sports change rooms, showers and toilets (76)

2. Café/kiosk (69)

3. External shelter from the weather (67)

4. Community accessible change rooms (66)

What additional facilities or features would you like?

1. Seating (67)

2. Rubbish bins (62)

3. Drinking fountain (61) Night lighting (61)

4. Signage (43)

How would you rate the existing facilities?

Canoe Storage Shed

1. Good to Very Good 12%

2. Neutral 57%

3. Poor to Very Poor 30%

Public Toilets

1. Good to Very Good 19%

2. Neutral 32%

3. Poor to Very Poor 48%

Westerfolds Car Park

- 1. Good to Very Good 66%
- 2. Neutral 27%
- 3. Poor to Very Poor 6%

Fitzsimons Reserve Car Park

- 1. Good to Very Good 46%
- 2. Neutral 36%
- 3. Poor to Very Poor 17%

Main Yarra Trail

- 1. Good to Very Good 77%
- 2. Neutral 16%
- 3. Poor to Very Poor 6%

Main Canoe Ramp

- 1. Good to Very Good 10%
- 2. Neutral 40%
- 3. Poor to Very Poor 50%

River Access Steps

- 1. Good to Very Good 5%
- 2. Neutral 31%
- 3. Poor to Very Poor 63%

Drinking Fountain

- 1. Good to Very Good 28%
- 2. Neutral 34%
- 3. Poor to Very Poor 37%

Spectator Shelter

- 1. Good to Very Good 13%
- 2. Neutral 44%
- 3. Poor to Very Poor 43%

204 people contributed to the conversation via comments on the survey, stories or ideas. Comments were categorised into 12 areas. The following table provides a summary of these comments:

CATEGORY	NUMBER OF RESPONSES	SUMMARY OF COMMENTS
Accessibility	52	The comments were around providing the opportunity for people to get on the water who currently can't or have trouble such as

CATEGORY	NUMBER OF RESPONSES	SUMMARY OF COMMENTS
		<p>young children, the elderly and those with mobility impairments.</p> <p>Safe stair and ramp access was a high priority especially in the different seasons and water levels and for those carrying long boats.</p> <p>Bigger ramp/pontoon access and in more locations including upstream and under the bridge. Consider the length of boats being carried on shoulders. Undertake design in consultation with paddlers.</p>
Safety, Lighting and Signage	40	<p>Safety –comments about safety getting into and out of the water i.e. slippery steps and ramps. Safety of vehicles in the car park and equipment left on the banks, ramps or paths ie trolleys or wheelchairs. Safety on the trail regarding conflict between cyclists and pedestrians, speed of cyclists, motor bike and quad bike activity, tree roots on the paths.</p> <p>Lighting – comments pertaining to greater need in winter (early mornings and late evenings) and on the slalom and flat water sections of the course. Lighting to improve safety of participants including lighting along the paths. One comment regarding NO lighting to minimise impact on wildlife.</p> <p>Signage – maps/signage where the rapids, roads, facilities are, KM signage, behavioural safety signage between cyclists and pedestrians. Dogs on leash.</p>
Main Yarra Trail	23	<p>Widening of the path especially under the bridge.</p> <p>Improved signage on the path to reduce rider/pedestrian conflict.</p> <p>Separated cycling and walking paths.</p>
Other Facilities	21	<p>Mountain bike trails, covered walking track, external trailer storage, seating, picnic areas, BBQ facilities, weather shelters, bins, drinking fountains, paths on water's edge and elevated board walks, wheelchair storage, space for setting up and removal of boats, pulley rope system out of the water, café/kiosk, gym equipment on the trail.</p>
Maintenance	14	<p>Grass and weeds, car park edges and playgrounds, trail surfaces, rubbish removal, boardwalks, timber walkways, drainage, avoid erosion.</p>
Viewing	12	<p>Develop under the bridge for seating and viewing.</p> <p>Viewing should be clear of the path.</p> <p>Better visibility to the rapids with platforms and clearing of scrubby bush.</p>

CATEGORY	NUMBER OF RESPONSES	SUMMARY OF COMMENTS
Environmental and Cultural	10	Effects on wildlife and ensure separate access points to known wildlife areas. Mitigate erosion and the return of native vegetation. Develop Aboriginal and Cultural Heritage Centre for sport and community including indigenous education through signage. Don't develop, leave it as it is.
Amenities	9	New amenities for public and for club use.
Traffic and Parking	7	Getting in and out of Westerfolds Park is difficult and dangerous. Traffic lights. Link the two car parks under the bridge. Closer car parking to the access points of the river. More car parking at Fitzsimons Reserve.
Club House	6	Clubhouse facility with members club rooms. Secure storage of boats and equipment (club and public) Hire of kayaks and canoes. Don't want more development.
Coaching and Paddling	6	Site is good for slalom and coaching. Want 2 canoe polo fields with viewing platforms, floating walkways to access sides of field, change rooms and parking. Improve slalom gates and wire system. Improve consistency of water. Want white water course including rapids and surf waves.
Fishing	4	Dedicated fishing spots. Fishing jetty. Fishing lines and hooks don't mix well with paddlers and swimmers.

Onsite Consultation

Three onsite consultation sessions were offered to interested community and paddling community members to talk about the project with Project Working Group members. The following sessions were held:

SESSION DETAILS	GENERAL COMMUNITY	PADDLERS	CYCLISTS	TOTAL
Wednesday 14 March 5pm - 7pm	8	13	4	25
Tuesday 20 March 9.30am- 11am	4	3	11	18
Sunday 25 March 10am – 2pm	26	10	19	55
TOTAL	38	26	34	98

Each session was successful with many interested people asking questions, telling their stories on how they use the area and participating in giving feedback. Many people (especially paddlers) had already completed the online survey prior to the information session.

People could participate in the consultation by rating their top 3 priorities for change (out of 12 options for improvement) using the “dot democracy” method. People could also place sticky notes with ideas for change on the plan provided. Sticky note comments were incorporated into the online portal comments section.

The results of the dot democracy exercise are as follows:

HIGHEST PRIORITY	2 ND HIGHEST PRIORITY	3 RD HIGHEST PRIORITY
1. New building with amenities (12)	1. New building and amenities (6)	1. New canoe launch ramp north (9)
2. Main Yarra Trail under the bridge improvements (4)	1. Access and spectator viewing under the bridge (6)	2. Access and spectator viewing under the bridge (5)
3. Access and spectator viewing under the bridge (3)	2. Sealed paths (4)	2. Main canoe launch ramp (5)
3. Main canoe launch ramp (3)	2. Main canoe launch ramp (4)	3. New building with amenities (3)
4. Environment and conservation (3)	3. Elevated river viewing (3)	

HIGHEST PRIORITY	2 ND HIGHEST PRIORITY	3 RD HIGHEST PRIORITY
Total dots (votes cast)		
New building and amenities (21)	River access and spectator area under the bridge (14)	Main canoe launch (12) Canoe launch north (12)

Those who attended the onsite consultation sessions included:

- Paddlers – slalom, flat water, stand up, recreation paddlers who were either parents of paddlers, coaches, children, adults;
- Main Yarra Trail users – cyclists, walkers, joggers;
- Swimmer;
- Fishermen;
- Mountain bike riders.

Engagement, Advertising and Promotion Outcomes

Facebook Analytics

A Facebook post containing information on how people could get involved in the consultation process was provided to the key stakeholder group to post on their organisations social media pages. The outcomes of this type of engagement are as follows:

ORGANISATION	DATE POSTED	ACTIVITY
Manningham City Council	5 March	0 reach – 25 likes, comments, shares
	9 March	0 reach – 14 likes, comments, shares
	22 March	822 reach – 4 likes, comments, shares
Banyule City Council	9 March	2,514 reach – 28 likes, comments, shares
	22 March	1,318 reach – 5 likes, comments, shares
Nillumbik Shire Council	22 March	1,168 reach – 14 likes, comments, shares
Canoeing Victoria	22 March	Shared Manningham's post
Melbourne Canoe Club	7 March	Shared Manningham's post
Melbourne Water	26 March	5 likes, comments, shares

Targeted Promotion of Engagement Opportunities Outcomes

VR Fish (Victorian Recreational Fishing) provided a submission regarding fishing at Westerfolds Park and opportunities for facility improvements at the site.

“Feedback has identified Westerfolds Park (and adjacent side of river, which includes Griffiths Park) as attractive fishing spots where native fish (Murray cod and Macquarie Perch) can be caught, in addition to carp. It was also highlighted that fishers have trouble with access in the area given steep banks and vegetation. This, together with competition for access to the river, makes fishing from areas that have been cleared (such as boat launches) attractive”

“Fishers are predominantly motivated to fish based on experience-based rather than catch-based motivations. “To be outdoors”, “to relax” and “to be with friends and family” were the most cited motivations for pursuing recreational fishing”

VR Fish proposes the following:

- Potential to include VR Fish as a partner on the project steering committee (or equivalent) to ensure stakeholder needs are fully integrated, any future planning is inclusive and responsive to all user needs (important given ongoing potential for conflict) and the best outcomes are delivered for all users under the plan;
- Expanding the scope of the plan to include improving access for the recreational fishing community;
- New and improved facilities be designed to ensure access for all-abilities including:
 - accessible fishing area,
 - path along river away from/adjacent to bike path,
 - easy-to navigate path from carpark,
- Promote participation by females and families:
 - signage of fish and habitat within the river and
 - appropriate toilet/ changing facilities,
- Suitable lighting and safety infrastructure; and
- Rubbish disposal facilities which promote proper disposal of fishing line, bait and tackle (e.g. “Seal the Loop” bins).

Initial contact has been made with the Victorian Fisheries Authority who have indicated that they manage recreational fishing and major capital grants programs.

Stage 1 Consultation Next Steps

The outcomes of the Stage 1 consultation process will be used to inform the development of further concept work which will be used as the basis for Stage 2 consultation. The following works will be completed and provided to the Project Working Group prior to the commencement of Stage 2:

- Stage 2 Consultation Plan
- Updated Building Concept Plans (based on Stage 1 consultation feedback)
- Updated Westerfolds Paddle Sports Concept Plan (based on Stage 1 consultation feedback)

The feedback from Stage 2 consultation will be used to inform the final building and landscape concept plans. Stage 2 of the Flora and Fauna assessment will be completed and a final quantity surveyors report will be completed for the project.

The feasibility study will be updated and finalised using the above information.

Stage 2 community consultation was completed 24 May - 20 June 2018.

Stage 1 consultation obtained community feedback on the broad concepts for the proposed regional paddle sports facility and park improvements. Stage 2 consultation provided further information including a concept plan for the proposed building upgrade. Stage 2 focused on obtaining feedback from schools about their interest in taking part in paddling education activities and community groups to gauge their interest in using the community building as part of their activities.

Stage 2 Consultation Methods

Feedback and discussion was generated in the following ways:

Online Consultation Portal

The “Your Say Manningham” online consultation portal contained a number of features including:

- Online survey by users and non-users of the park asking which elements of the proposed concept plan they would be interested in using and how they would be used. People had to “sign in”, in order to take part in this survey.
- “Ask A Question” where anybody could ask a question about the project.

The following provided key information about the project on the same website:

- Westerfolds Paddle Sports Concept Plan;
- Regional Paddle Sports Centre proposed building concept;
- A fly over offering a 3D view of the area and showing how the proposed building could be sited;
- FAQs and project lifecycle; and
- Information regarding consultation sessions.

Onsite Consultation Sessions

Three on site consultation sessions were offered at the Parks Victoria offices at Westerfolds Park. The sessions were open to all to attend but the focus was encouraging community groups (paddling and non-paddling) to discuss how they could potentially use the building and other facilities. Two staff members of the Project Working Group were in attendance at each session.

School and Community Group Surveys

91 schools from across Nillumbik, Banyule and Manningham and 214 community groups were sent separate surveys. Schools were asked questions about their current involvement or potential level of interest in paddle sports. Community groups were asked questions about their interest and how they may potentially use the community building.

Engagement, Advertising and Promotion

Consultation and opportunities for engagement was advertised in the following ways:

- Onsite posters – 6 posters were erected on site at Westerfolds Park;
- Facebook: Manningham posted 3 times and Nillumbik, Banyule, Melbourne Water, Canoeing Victoria and Melbourne Canoe Club re-posted;
- Corporate websites: Manningham, Banyule, Nillumbik Councils and Canoeing Victoria hosted information regarding the project;
- E-newsletter sent to 50 community organisations, canoe clubs, Westerfolds Park user groups and sporting clubs;
- Print media – Leader newspaper (Manningham Leader ¼ page advertisement 28 May and media release 28 May), E-East 30 May (e-newsletter);

- Resident mail out (Banyule sent to 67 nearby residents)

Targeted Promotion of Engagement Opportunities

A wide range of committees, interest groups, sport and recreation and clubs were contacted and made aware of the opportunity to engage in the consultation process:

- Committees – Manningham Access and Equity Committee, Manningham Open Space and Streetscape Advisory Committee, Nillumbik Recreation Trails Advisory Committee;
- Wurundjeri Council;
- Residents - 67 Banyule residents across the Yarra River;
- Sports clubs and community recreation organisations – Banyule, Nillumbik and Manningham;
- Paddling community - Canoeing Clubs, Australian Canoeing;
- Cycling interest – Manningham, Banyule and Nillumbik Bicycle User groups, Bicycle Network, Warrandyte Mountain Bike Club, Cycling Victoria;
- Environmental interest groups – Yarra Riverkeeper, Friends of Yarra Valley Parklands, Friends of Eltham Lower Park, Native Fish Australia, Riverland Conservation Society of Heidelberg, Friends of Banyule, Friends of the Wildlife Reserves;
- Westerfolds Park user groups – Bindaree Outdoor Education Services, DOGS of Vic, Leap into Nature, Westerfolds parkrun;
- Event organisations – Rapid Ascent, Elite Energy, Mildren events, Peak Adventure, Triathlon Victoria, Upstream Challenge, Adventure Junkie, Big V trail Series;
- Westerfolds Park event groups - Hoka One Trail, CA Tritons, Victorian Road Runners, Victorian Business Runners, Victorian Cross Country League;
- Fishing interest groups – Victorian Recreation Fishing, Metropolitan Anglers, Northern Suburbs Fly Fishing Club;
- Disability interest – Onemda, Australian Paralympic Committee, Special Olympics, Sailability, Access for All Abilities;
- Walking (trails) interest – Victoria Walks, Diamond Valley Bushwalking Club;
- Active recreation groups – Bushwalking Victoria, Orienteering Victoria, Outdoors Victoria;
- Politicians – Vicki Ward, Jenny Macklin, Matthew Guy, Kevin Andrews; and
- Roads and services – VicRoads, SP Ausnet, Water Police Squad.

Stage 2 Consultation Outcomes

Online Consultation Portal

The "Your Say" Manningham site received a total of 490 visits. Of these, 32 visitors were engaged (gave feedback), 110 visitors were informed (viewed photos, downloaded documents) and 391 visitors were aware of the project (visited at least one page). People were required to register on the site in order to complete the survey. The majority of traffic came through Facebook.

Snapshot of engaged on line activity:

- 30 filled out the community survey. 14 of these people were members of a community organisation and were sent a further survey asking specific questions regarding how they would use the building
- 1 person asked a question
- 56 people downloaded Westerfolds Paddles Sports Concept Plan
- 16 people downloaded Regional Paddle Sports Centre Proposed Building Concept
- 244 people viewed the flythrough video
- The Manningham Facebook post reached 3,131 people. Banyule reached 2,110 people and Nillumbik reached 1,159 with their posts (one post each).

The following provides a summary of the information received through the online consultation portal.

Community Surveys

30 people contributed to the on-line survey. Generally, the responses to the building concept and masterplan were very positive with support from paddlers and non-paddlers for the development in this area and as a great addition to the area.

Feedback regarding the **proposed building**: There was more interest in the public toilets and amenities, kiosk/café and the canoe club toilets and amenities than the other building elements (multi-purpose space and storage). 18 people were interested in a café/kiosk and there was an even mix of interest whether to have a sit down café or a kiosk to grab a quick purchase on the run. Eleven people were interested in a multi-purpose space with an even mix of responses to use it for education sessions (including emergency training), event briefings and club meetings. Eight people were interested in storage with boat storage usage selected a little more than equipment storage. Other features people mentioned that were not included in the building concept plan included:

- trailer storage
- display area showcasing Melbourne canoeing history and Westerfolds indigenous history
- (mountain) bike service area
- dog off leash area
- Balcony area for barbecues

Regarding feedback on the proposed concept for **Westerfolds Park**: People were satisfied that there was no appreciable negative impact on the environment and that the conflict between paddlers and other trail users was being addressed. Other comments and ideas included:

- Locate toilets closer to the white water course under Fitzsimons Bridge
- Floodlight both slalom and flat water sections of water
- Require a flatter area along the river's edge for officials
- Driving out of Westerfolds Park is an issue. Link Westerfolds car park to Fitzsimons car park for easier access
- Ensure there is no access for motorised boats
- Barrier work needed to reduce noise and improve amenity under Fitzsimons Bridge
- Car and trailer access to the building needs to be separated from the public for safety and security reasons

- Install outdoor fitness equipment
- Facilities should be available to a broader range of users than paddling clubs as it is a prime location to teach inland water/ swift water education/awareness and rescue programs and courses
- Any opportunity to provide canoeing programs for people with disabilities would be a great outcome
- Warrandyte Mountain Bike Club could be involved maintain informal trails
- Improving the rapids in the river would provide a world class white water facility. Currently no white water in Melbourne suitable for intermediate or advanced paddlers
- The area would be used more for picnics if the Yarra River was visible from Westerfolds Park. Currently vegetation obscures any view

Community Group Survey

This survey was sent to 200 Manningham community groups plus another 14 groups who completed the community survey. A total of seven surveys were completed and the main reason of interest to potentially use the Westerfolds community facility was to run events, education and training sessions, fitness classes and activities and to host club meetings. The components of interest were the meeting rooms and kitchenette. It is anticipated further interest in use of a community building will be generated in the detailed design phase of the project.

School Survey Results

This survey was sent to 91 schools in the region to ascertain existing and future school use of the site and participation in paddling programs. A total of five surveys were completed and of these, two schools currently participate in paddling programs.

The main reasons schools did not participate in paddling programs were high costs, lack of staff resources, unawareness of paddling opportunities and the location of facilities.

Schools with paddling programs select canoe launches that are close to school; in these cases these sites were Warrandyte Bridge and Westerfolds Park. Of interest was one school using Park's Victoria's Longridge Park in Warrandyte as an overnight camp spot on a canoe trip. These students take public transport buses to Warrandyte. There are also public transport buses along Fitzsimons Lane that stop at Westerfolds Park that could be incorporated into overnight canoe trips.

If Westerfolds Park was to be redeveloped the main features that would encourage schools to use this site in the future are; good access to water, improved toilet and change amenities, shelter and improved access and paths around the site.

Onsite Consultation

Three onsite consultation sessions were offered to interested community members and community organisations to talk about how they would use the building and other facilities. Information sessions were held:

- Tuesday 5 June: 10.30am – 12.00 noon (community groups)
- Tuesday 5 June: 5.00pm – 6.30pm (community)
- Thursday 14 June: 4.30pm – 6.00pm (community groups)

Five people attended these sessions and all attendees were involved in various paddling capacities including flat water, canoe polo, Canoeing Victoria and canoe club members. Discussions included:

- The site provides opportunities for multi-sport activity and is a great location for beginner paddlers, camps and clinics;
- There is currently no canoe polo activity at the site due to lack of goals. Westerfolds Park is suitable for canoe polo coaching, training, teaching schools and exhibition events only. Not large enough for competition though;
- More facilities required for flat water training including a 200m straight with buoys at each end and spectator viewing below the rapids;
- Many canoe polo participants carry their own boats but would use storage facilities if provided. Would also require storage for life jackets, paddles, helmets, spray decks, safety gear and 35 canoe polo boats (junior training boats);

Next Steps

The feedback from Stage 2 consultation will be used to inform the final building and landscape concept plans. Stage 2 of the Flora and Fauna assessment will be completed and a final quantity surveyors report will be completed for the project.

The feasibility study will be updated and finalised using the above information and presented to all funding stakeholders for approval.

Appendix 3



108 | Westerfolds Paddle Sports Plan

Appendix 4

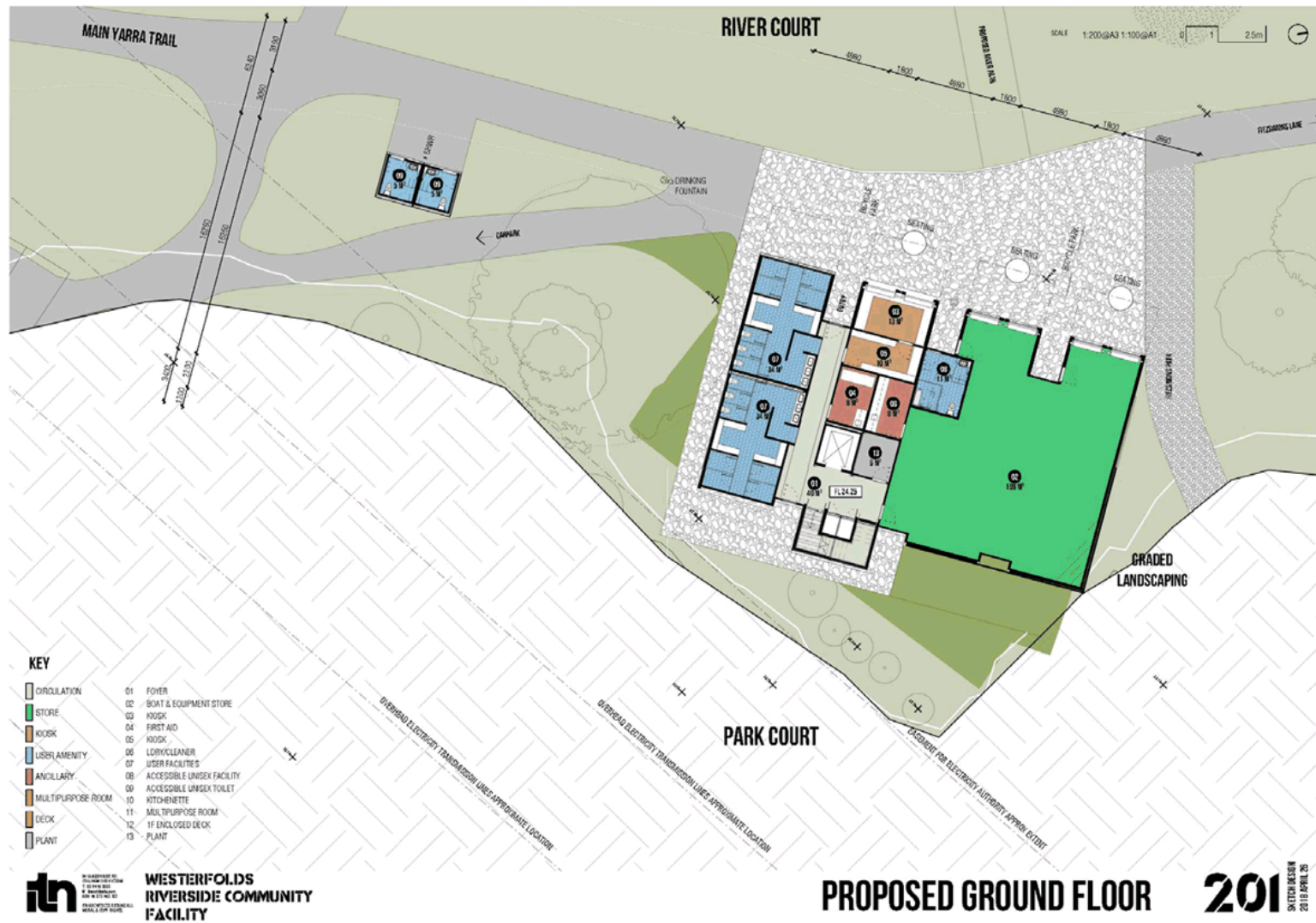


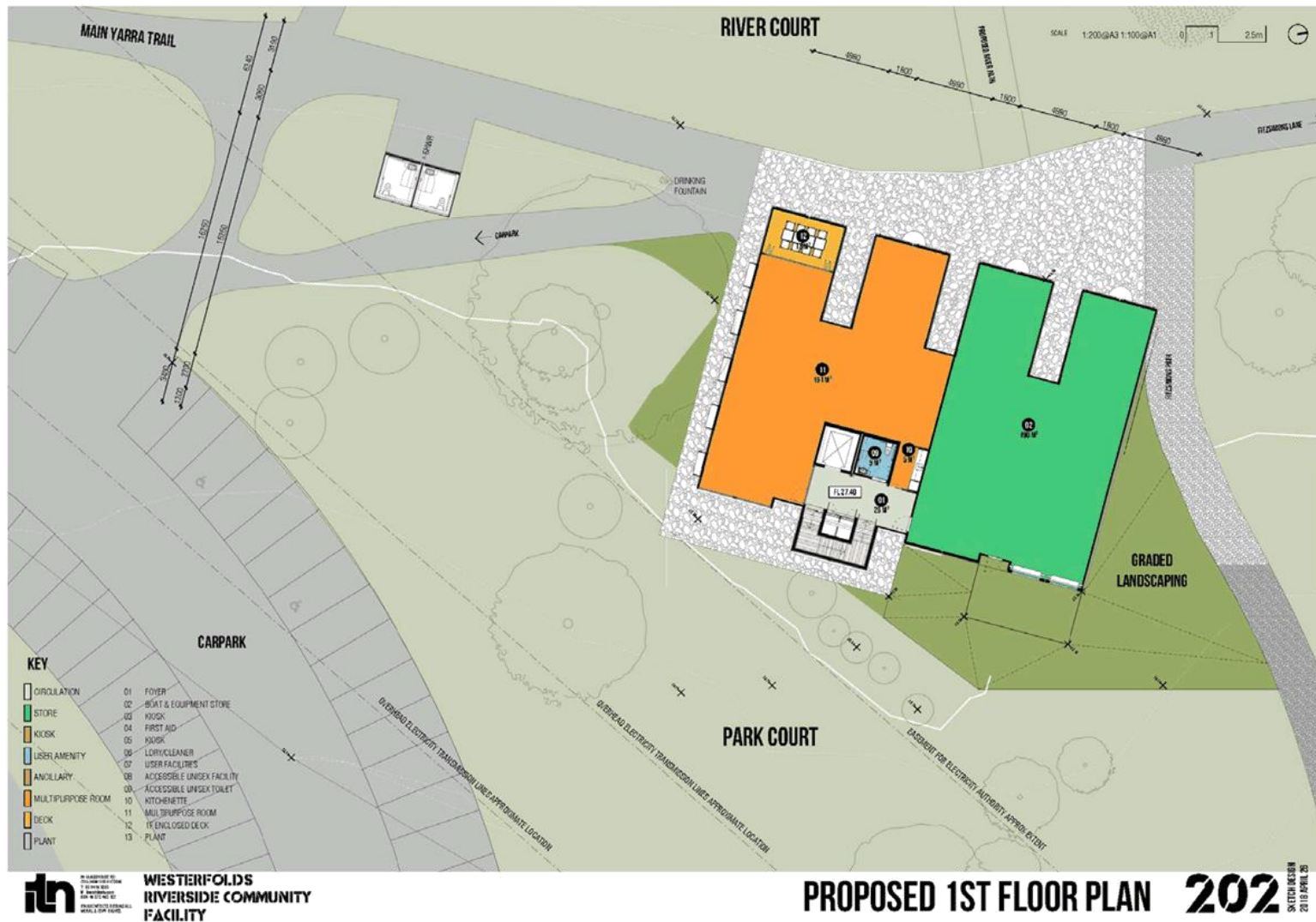
109 | Westerfolds Paddle Sports Plan

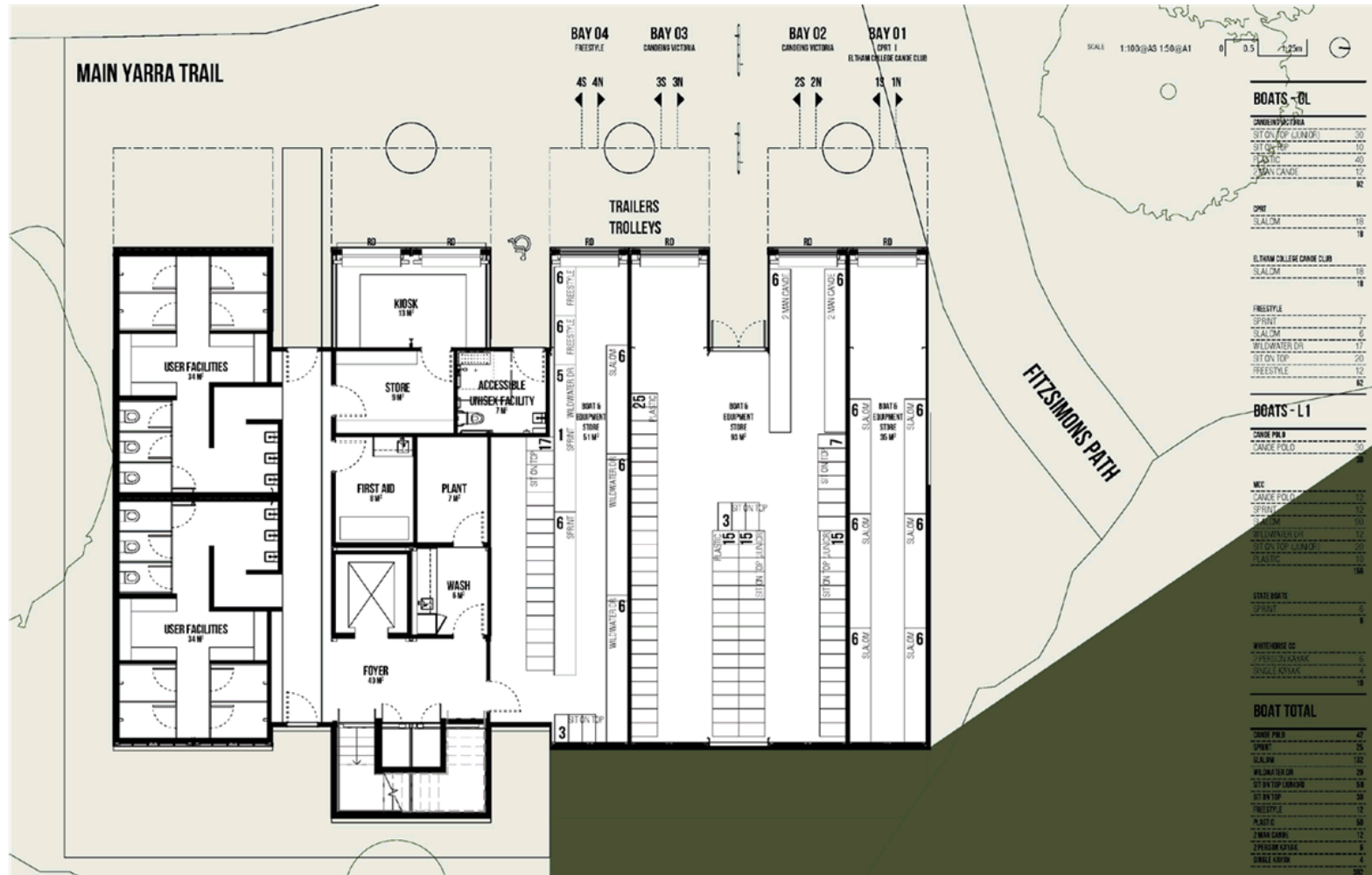


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RIVERSIDE COMMUNITY
FACILITY

MASSING 400 SKETCH/ISSUE 2018 APRIL '18

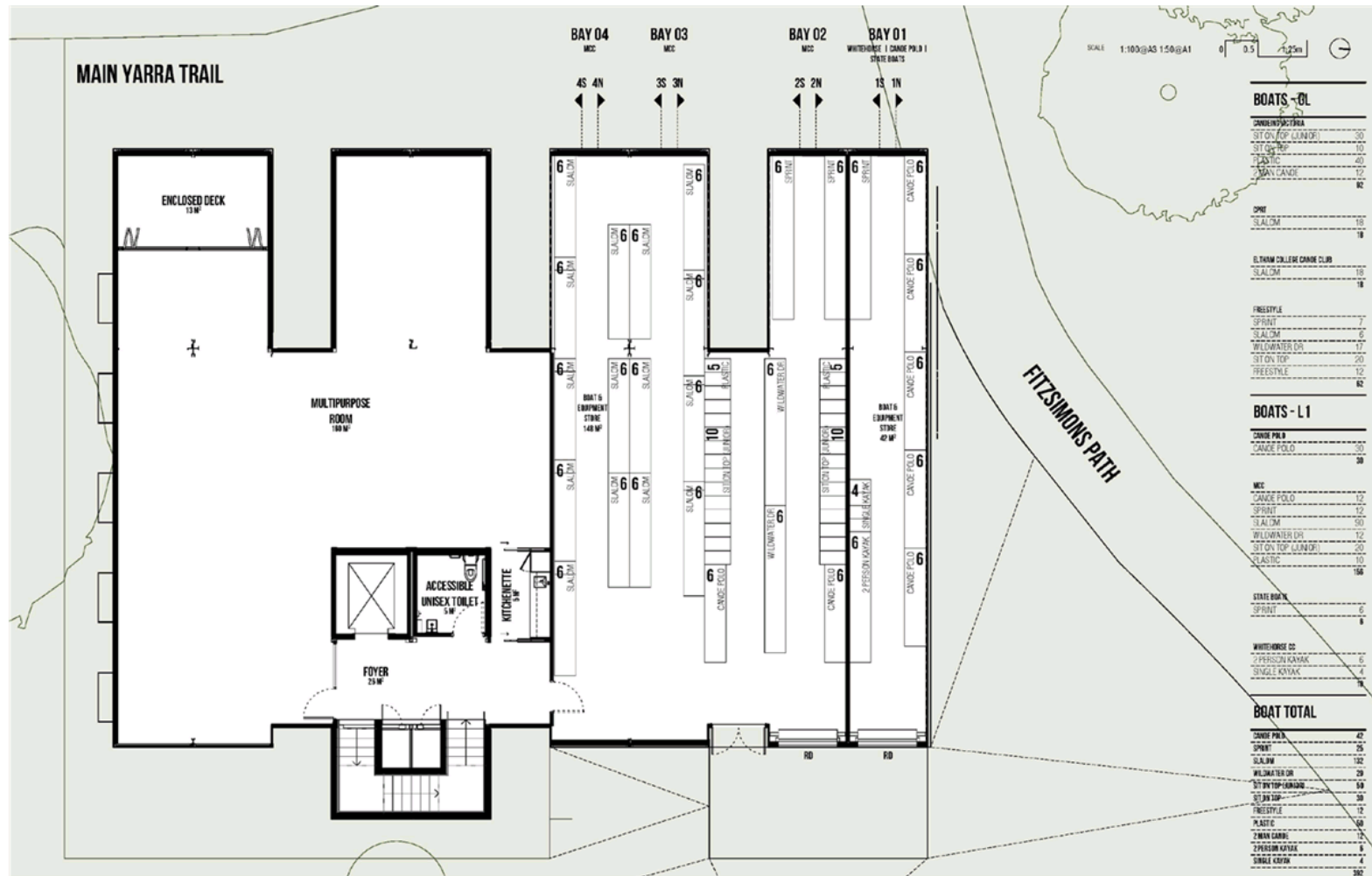






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BOAT & EQUIPMENT STORAGE - GL SKI.I

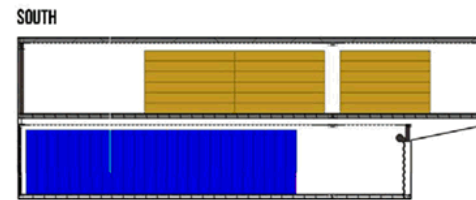
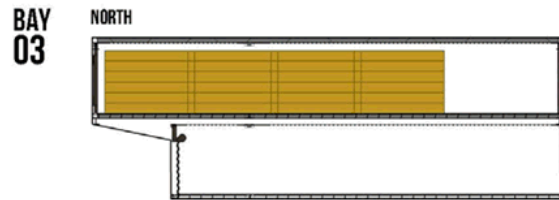
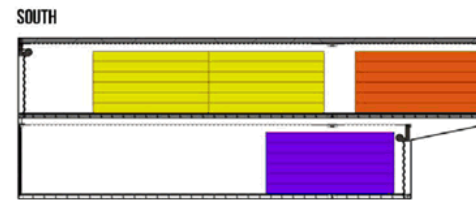
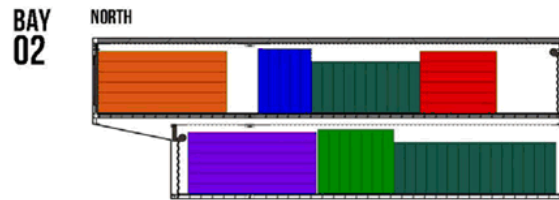
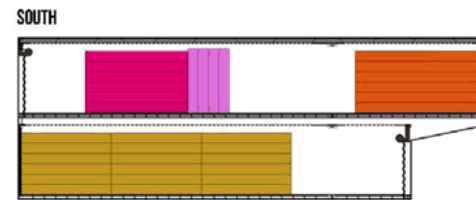
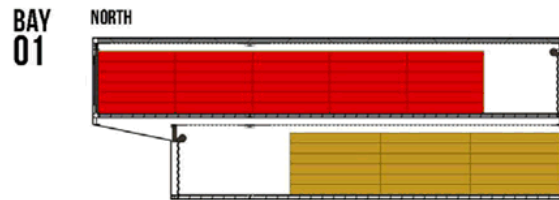


BOATS - 01	
CANOE/KAYAK	
SIT ON TOP KAYAK	30
SIT ON TOP	10
PLASTIC	20
2 MAN CANOE	12
	82
SPRINT	
SLALOM	18
ELTHAM COLLEGE CANOE CLUB	
SLALOM	18
	18
FREESTYLE	
SPRINT	7
SLALOM	7
WILDMATEL OR	11
SIT ON TOP	20
FREESTYLE	12
	62
BOATS - L1	
CANOE POLO	10
CANOE POLO	10
	20
MCC	
CANOE POLO	12
SPRINT	12
SLALOM	30
WILDMATEL OR	12
SIT ON TOP KAYAK	20
PLASTIC	10
	106
STATE HIGH	
SPRINT	6
	6
WHITEHORSE CC	
2 PERSON KAYAK	6
SINGLE KAYAK	4
	10
BOAT TOTAL	
CANOE POLO	40
SPRINT	24
SLALOM	132
WILDMATEL OR	29
SIT ON TOP KAYAK	59
SIT ON TOP	38
FREESTYLE	12
PLASTIC	48
2 MAN CANOE	12
2 PERSON KAYAK	10
SINGLE KAYAK	4
	387

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BOAT & EQUIPMENT STORAGE - L1 SKI.2

SKETCH DESIGN
28 JULY 18



SCALE 1:100@A3 1:50@A1 0 0.5 1.25m

BOAT TOTAL

CAVAL PLOD	42
SPLAT	23
SALOM	132
WILSON H 01	29
ST ON TOP	50
ST ON TOP	30
TRUSS	72
PLASTIC	50
2 MAN CANOE	12
2 PERSON CANOE	3
SMALL KAYAK	4
	392

Appendix 5

REGIONAL PADDLE SPORTS CENTRE COMPONENT SCHEDULE

ACTIVITY AREA	FACILITY COMPONENTS	TARGET MARKETS	FACILITY OBJECTIVES	FUNCTIONAL RELATIONSHIPS	OTHER FEATURES TO CONSIDER	AREA SCHEDULES	PROPOSED AREA
Equipment, Boat Storage	<ul style="list-style-type: none"> Large, boat storage area within the building envelop for club and member boats and equipment 	<ul style="list-style-type: none"> Canoeing Victoria Melbourne Canoe Club members Canoes Plus Racing Team Whitehorse Canoe Club Canoe Polo 	<ul style="list-style-type: none"> Provide a secure storage area for boats and equipment including PFD's and paddles 	<ul style="list-style-type: none"> Needs to be within the main building envelop Orientation to river access Adjacent to boat cleaning facilities and hard circulation space in front of building 	<ul style="list-style-type: none"> Non slip floor surface Easy to clean Basic finishes Club will fit out boat storage infrastructure Design should be wide and not too deep (rectangle rather than square) so boats are easy to get in and out Good ventilation required Design should consider security due to high value of boats and equipment stored Roller door entry Large laundry tub plumbed for rinsing of clothing and equipment 	<ul style="list-style-type: none"> Basic finish boat and equipment storage 	358
Multi Purpose Facilities	<ul style="list-style-type: none"> MP room Toilets (if on 2 levels) Storage 	<ul style="list-style-type: none"> Senior and Junior club members Parents/carers of paddlers School groups including students teachers Visiting paddlers from other clubs Canoeing Victoria, officials, educators and course participants 	<ul style="list-style-type: none"> Provide multi-purpose facility to facilitate sports participation (on land training, exercise classes) Provide opportunities for club activities, education and meetings. Provide shelter from inclement weather and sun protection for participants, officials, carers and spectators. Storage for education equipment, seating, tables, and exercise equipment. 	<ul style="list-style-type: none"> Maximise viewing potential over river and paddle activities Adjoining kiosk/canteen for internal and external service (if on one level) Access to amenities (potential to adjoin with public amenities if on one level, if not, would need to consider 1st floor amenities) Adjacent to outside viewing or circulation areas (decking or hard surfaces) Capacity to accommodate up to 100 people. No requirement for seated catering. 	<ul style="list-style-type: none"> Universal access Heating Cooling not as high a priority as heating. Electronic card access 	<ul style="list-style-type: none"> MP Room Unisex accessible toilets (2 accessible cubicles each if on 2 levels) Storage 	123
Kiosk	<ul style="list-style-type: none"> Kiosk with fridges, freezers, oven, portable cooking equipment and food preparation space. Stock storage 	<ul style="list-style-type: none"> All of the above during official training, competition and function times. 	<ul style="list-style-type: none"> Provide income stream for tenant clubs through sales Provide basic catering needs for meetings, education classes, competitions and events. 	<ul style="list-style-type: none"> Adjoining MP room for internal and external service. On ground floor 	<ul style="list-style-type: none"> Cooling Security of external servery 	<ul style="list-style-type: none"> Kiosk with external servery. Storage 	23

ACTIVITY AREA	FACILITY COMPONENTS	TARGET MARKETS	FACILITY OBJECTIVES	FUNCTIONAL RELATIONSHIPS	OTHER FEATURES TO CONSIDER	AREA SCHEDULES	PROPOSED AREA
User Change Rooms/Amenities	<ul style="list-style-type: none"> Male and female change, shower and toilet facilities including accessible facilities. 	<ul style="list-style-type: none"> Club members School groups Competition and event participants Program participants 	<ul style="list-style-type: none"> Provide change and shower facilities for active participants. 	<ul style="list-style-type: none"> Close to boat storage area to avoid water being dripped through the building School change facilities to be accessed separately to the other wet and dry amenities School change rooms to have access to the wet area toilets 	<ul style="list-style-type: none"> Universal access Good ventilation Heating Lockers in dry change areas 	<ul style="list-style-type: none"> Male change area Male wet area Female change area Female wet area Accessible/family amenity (wet and dry) Male school dry change area Female school dry change area 	79
Public Amenities	<ul style="list-style-type: none"> Amenities for spectators, carers of participants, recreational participants and trail users. 	<ul style="list-style-type: none"> All users and visitors 	<ul style="list-style-type: none"> External and Internal access to public amenities Change areas for recreational paddlers 	<ul style="list-style-type: none"> Adjoining MP rooms if on the ground floor Accessible from the outside of the building by recreational paddlers and trail users. 	<ul style="list-style-type: none"> Universal access Can be used independently from the main building when club not present. 	<ul style="list-style-type: none"> Accessible wet and dry unisex amenity 	10
Cleaners Room	<ul style="list-style-type: none"> Provide a small storage room for cleaning products and consumables including a sink 	<ul style="list-style-type: none"> Functional component 				<ul style="list-style-type: none"> Cleaners room 	8
First Aid Room	<ul style="list-style-type: none"> First Aid Room 	<ul style="list-style-type: none"> All participants and visitors 	<ul style="list-style-type: none"> To provide specialist room for injury care Secure room 	<ul style="list-style-type: none"> Internal/external building access Universal design Emergency access Proximity to amenities 	<ul style="list-style-type: none"> Security 	<ul style="list-style-type: none"> First Aid room 	8
Strength and Conditioning Room	<ul style="list-style-type: none"> Provide a separate room to be used as a gymnasium 	<ul style="list-style-type: none"> Club members 	<ul style="list-style-type: none"> Size suitable to accommodate rowing machines, free weights, weight machines and stretching area. 	<ul style="list-style-type: none"> Preferably on the ground floor due to the weight of the equipment used. 	<ul style="list-style-type: none"> Concrete floor with a rubber surface for shock absorption Air-conditioned 	<ul style="list-style-type: none"> Flexible space 	59
Lifts, internal ramps and circulation space	<ul style="list-style-type: none"> Lifts, ramps and circulation space to enable universally accessible movement between levels and to all facilities 	<ul style="list-style-type: none"> All users 	<ul style="list-style-type: none"> To provide access to all users between levels and to all areas 	<ul style="list-style-type: none"> Lifts and internal ramps will be located in prominent areas of the building accessible to all users 		<ul style="list-style-type: none"> Area not estimated at this stage without detailed design. This will need to be further refined. 	72
Subtotal Indoor Facilities							668 (excl circ)
							740 (inc circ)

ACTIVITY AREA	FACILITY COMPONENTS	TARGET MARKETS	FACILITY OBJECTIVES	FUNCTIONAL RELATIONSHIPS	OTHER FEATURES TO CONSIDER	AREA SCHEDULES	PROPOSED AREA
Outdoor Facilities							
Decking	<ul style="list-style-type: none"> Viewing deck off MP rooms (depends on building design) 	<ul style="list-style-type: none"> All users 	<ul style="list-style-type: none"> Provide outdoor covered viewing and social area 	<ul style="list-style-type: none"> Extend roof-line of building over decking to provide shelter. 	<ul style="list-style-type: none"> Access to internal areas 	<ul style="list-style-type: none"> Concept design required 	Excluded
Hard Circulation	<ul style="list-style-type: none"> Provision of hard circulation space between the river and the building 	<ul style="list-style-type: none"> All users 	<ul style="list-style-type: none"> Provide water access for boat cleaning Provide ample space for circulation of paddlers and trail users 	<ul style="list-style-type: none"> Directly in front of boat storage and accessible amenities Orientation to the river and launching sites 	<ul style="list-style-type: none"> Permanent boat cleaning facilities not required, these are portable. Access to water required Drinking fountain Universal design 	<ul style="list-style-type: none"> Concept design required 	Included
Trailer Storage	<ul style="list-style-type: none"> Provision of separate chain mesh fencing trailer storage cage 	<ul style="list-style-type: none"> Canoeing Victoria Melbourne Canoe Club 	<ul style="list-style-type: none"> Provide 6 bays for trailer storage (approximate trailer size is 8' x 5') 	<ul style="list-style-type: none"> Does not need to be adjoined to the main building Needs to be accessible from roadways or car parks 	<ul style="list-style-type: none"> Can be constructed of powder coated chain mesh Each bay needs to be accessible individually Approximate height 3m 	<ul style="list-style-type: none"> Concept design required 	Excluded
Rubbish Bin Cage	<ul style="list-style-type: none"> Provide a lockable rubbish bin cage at the site 	<ul style="list-style-type: none"> Facility leasee 	<ul style="list-style-type: none"> To provide a rubbish collection service 	<ul style="list-style-type: none"> Should be located separate to the building Located on a roadway accessible to a garbage truck 	<ul style="list-style-type: none"> Chain mesh fencing cage 	<ul style="list-style-type: none"> Concept design required 	Excluded
Subtotal Outdoor Areas							

Appendix 6

**Manningham City Council
Regional Paddle Sports Centre**



Indicative Cost Plan

QS REF: me29341
Date: 31/07/2018

Function	Area m2	Rate \$/m2	Building Works		Landscape Works	
			Cost \$		Cost \$	
Ground Floor						
Foyer / corridor [insitu]	27	\$ 1,850	\$	49,950		
Stairwell [2 x upright 20' module, basic fitout, glazing for solar]	13	\$ 1,850	\$	24,050		
Boat & Equipment store [4 x 40' modules + 2 x insitu]	170	\$ 1,200	\$	204,000		
- Extra for roller shutters	Allow		\$	15,000		
Kiosk / store / first aid / cleaner [2 x 20' modules]	39	\$ 2,500	\$	97,500		
Allowance for kiosk equipment	Allow		\$	30,000		
User facilities [2 x 40' modules, basic fitout]	66	\$ 1,550	\$	105,400		
Accessible Unisex facility [insitu]	11	\$ 3,600	\$	39,600		
Accessible Unisex toilet [2 x upright 20' modules, basic fitout]	10	\$ 3,600	\$	36,000		
GF Plant / 1F Unisex toilet [upright 20' module, basic fitout]	11	\$ 2,400	\$	26,400		
Lift [upright 20' module, strengthened] - 1 No	11	\$ 2,200	\$	24,200		
Circulation (grossing) [insitu]	10	\$ 1,850	\$	18,500		
First Floor						
Foyer incl. raised roof with highlight windows to ends [insitu]	26	\$ 2,450	\$	63,700		
Boat & Equipment store [4 x 40' modules + insitu]	190	\$ 1,150	\$	218,500		
- Extra for roller shutters	Allow		\$	15,000		
- Extra for round windows and sunshades	Allow		\$	144,000		
Acc Toilet	5	\$ 3,600	\$	18,000		
Multipurpose room / enclosed deck [2 x 40' module + insitu]	166	\$ 1,800	\$	298,800		
- Extra for operable wall	Allow		\$	25,000		
- Extra for 'pop out' type windows	Allow		\$	22,000		
- Extra for kitchenette	Allow		\$	15,000		
Extra for sod roof	387	\$ 420	\$	162,540		
Additional craneage	Allow		\$	30,000		
Siteworks to prep for modules incl footings	Allow		\$	123,000		
- Extra for retaining walls to rear of GF boat storage	Allow		\$	77,000		
Additional secondary steelwork, openings, doors, etc	Allow		\$	325,000		
Storage racking for canoe / kayaks	Allow		\$	EXCLUDED		
Signage	Allow		\$	30,000		
Staircase	Allow		\$	40,000		
Lift	Allow		\$	100,000		
ESD initiatives	3%		\$	70,744		
Total Building Works				\$ 2,428,864		\$ -
External Works & Services						
Demolish existing buildings	Allow		\$	120,000		
Site Preparation incl removal of trees	Allow		\$	42,000		\$ 10,000
Earthworks	Allow		\$	138,000		
2.5m wide shared path pavement	627	\$ 200	\$			\$ 125,400
2.5m wide paths to river entry points	382	\$ 200	\$			\$ 76,400
1.5m wide paths to river entry points	112	\$ 200	\$			\$ 22,400
Widen shared path duplication under and on either side of bridge	374	\$ 200	\$			\$ 74,800
- Extra for retaining walls	Allow		\$	50,000		
Staircases	47	\$ 700	\$	32,900		
River viewing platforms	30	\$ 2,000	\$	60,000		
Special shared zone pavement	184	\$ 200	\$	36,800		
Special shared zone pavement / High quality pavement around building	302	\$ 330	\$	99,660		
- extra for gabion retaining walls to Park Court	Allow		\$	30,000		
River entrance / small boat launch areas [2 no]	60	\$ 3,000	\$			\$ 180,000
Carparking Works						
Westerfolds carpark - extension to carparks for canoe trailers	Allow		\$			\$ 10,000
Fitzsimons Reserve carpark - alterations	Allow		\$			\$ 139,000
Allowance for soft landscaping	Allow		\$			\$ 100,000
- Graded landscaping	381	\$ 180	\$	68,580		
- Mound ramp	239	\$ 240	\$	57,360		
Allowance for external services	Allow		\$	206,000		
Total External Works & Services				\$ 761,600		\$ 917,700
Construction Cost				\$ 3,190,464		\$ 917,700
Design Contingency		5%	\$	160,000		\$ 46,000
Construction Contingency		5%	\$	168,000		\$ 49,000
Sub Total				\$ 328,000		\$ 96,000
Professional Fee Allowance						
Authority Fees & Charges	Allow	8%	\$	262,000		\$ 82,000
- Substation contribution for upgrade	Allow		\$	32,000		\$ 10,000
Loose Furniture and Equipment	Allow		\$	60,000		
	Allow		\$	64,000		
Sub Total				\$ 438,000		\$ 92,000
TOTAL (Excl. GST)				\$ 3,956,484		\$ 1,104,700
				Combined TOTAL		\$ 5,061,184

Exclusions:	
GST	Cost Escalation beyond October 2017
Upgrade or provision of authority services infrastructure external to the site	Office Equipment costs
Land, legal, marketing and finance costs	Public Art
Relocation / Decanting Costs	Asbestos & other hazardous materials removal
Staging Costs	Council internal costs
Adverse soil conditions incl. excavation in rock, contaminated soil, soft spot	Stormwater on site retention / detention system
Audio Visual requirements	Active IT and telephone equipment
Blinds, Curtains or Drapes	Planning professional fees and permit fees
Piling or Bored Pier foundations	Gym or other leased equipment
Canoe or kayak storage racking	

Appendix 7

Regional Paddle Sports Centre - Westerfolds Park Operating Cost Estimates	
Income	
Boat Storage	\$8,787
Room Hire	\$24,800
Kiosk Fee	\$20,000
Member Levy	\$75,600
	\$129,187
Expenditure	
Cleaning contract	\$5,800
Programmed Maintenance	\$36,000
Electricity	\$4,500
Water - By Measure	\$2,300
Water - By Service Charge	\$1,000
Telecommunications	\$1,800
Facility Administration	\$48,672
Lease Fee	\$3,600
Security	\$4,000
Waste Removal	\$2,000
Insurance	\$2,400
Marketing/Promotion	\$0
Equipment	\$5,000
Equipment Lease	\$0
	\$117,072
Net Cost	
Income	\$129,187
Expenditure	\$117,072
Net Cost	\$12,115





Contact Details

Council's Landscape and Leisure Team 9840 9789

www.manningham.vic.gov.au

10.3 Council Response to Changes to Status Resolution Support Services (SRSS) for Asylum Seekers

File Number: IN18/414
Responsible Director: Director City Planning and Community
Attachments: 1 Background Statement Document - Status Resolution Support Services (SRSS) [↓](#) 
2 Joint Statement - Status Resolution Support Services [↓](#) 

EXECUTIVE SUMMARY

Recent changes by the Commonwealth Government reduce the number of asylum seekers eligible to access Status Resolution Support Services. The changes will result in significant hardship for those who are unable to secure employment.

On 2 August 2018, Manningham received a request from the SRSS Mayoral Taskforce to sign a Joint Statement calling for the SRSS changes to be reversed, additional funding to support asylum seekers in securing employment and enhanced coordination with local governments.

1. RECOMMENDATION

That Council:

- A. sign on to the Joint Statement prepared by the SRSS Mayoral Taskforce.**
- B. request to be kept informed of developments by the SRSS Mayoral Taskforce.**

2. BACKGROUND

In March 2018, 7,891 asylum seekers were living in Victoria, of whom 5,863 eligible to receive Status Resolution Support Services (SRSS) and 123 were living in Manningham. (*Source: Department of Home Affairs*)

SRSS includes:

- Financial support (89% of the New Start Allowance or ~ \$33/day)
- Case management support
- Access to torture and trauma counselling

The Commonwealth Government has announced changes whereby asylum seekers who do not meet vulnerability criteria will no longer be eligible to receive SRSS and will need to find employment. The vulnerability criteria include:

- Physical health barriers that are ongoing; permanent disability; or cognitive impairment
- Mental health barriers, with a current diagnosis and treatment plan in place

- Single parents with pre-school aged children (children under six); pregnant women with complications; a primary carer for someone with a significant vulnerability; people aged 70 and over
- A major crisis for the client (family violence, house fire, flood, etc.)

The changes took effect for single asylum seekers on 14 August 2018. The changes will be rolled out to other asylum seeker cohorts in the coming months. The Brotherhood of St Lawrence estimates that approximately 60% of asylum seekers will no longer be eligible to receive SRSS under the changes.

A SRSS Mayoral Taskforce has been established to advocate to the Commonwealth Government. Five Councils (Brimbank, Darebin, Greater Dandenong, Moreland and Yarra) formed the Executive, with Moonee Valley, Port Phillip, Whittlesea and Wyndham indicating their intention to become members of the Taskforce.

3. DISCUSSION / ISSUE

SRSS Joint Statement

Manningham Council has been requested by the SSRS Mayoral Taskforce to sign a Joint Statement advocating to the Commonwealth Government for the reinstatement of SRSS, the allocation of additional resources to support asylum seekers in finding employment, and for enhanced coordination between local governments and the Commonwealth Government in relation to asylum seeker support.

The Background Statement Document and the Joint Statement are Attachments 1 and 2 respectively.

It is recommended that Council sign on to the Joint Statement for the following reasons:

- In June 2015, Manningham Council declared the City of Manningham a *Migrant and Refugee Welcome Zone* and its commitment in spirit to welcoming migrants and refugees, upholding their human rights, demonstrating compassion, and enhancing cultural and religious diversity of our community.
- The Joint Statement is not party political.
- The Joint Statement recognises that the burden of supporting those unable to find employment will fall on local governments, local service providers and community groups.
- The Joint Statement is constructive in content and tone, proposing enhanced cooperation and accountability between the Commonwealth Government and local governments with regard to asylum seekers.

Membership of the SRSS Mayoral Taskforce

Manningham City Council has been invited to join the SRSS Mayoral Taskforce, or to request to be kept informed of by the SRSS Mayoral Taskforce.

As a minimum, it is recommended that Manningham City Council request to be kept informed by the SRSS Mayoral Taskforce.

4. COUNCIL PLAN / STRATEGY

This issues broadly aligns with Council Plan Goal 1.2 (A connected and inclusive community) and with Council's intention to become part of the Welcoming Cities initiative.

5. IMPACTS AND IMPLICATIONS

The number asylum seekers living in Victoria has slowly reduced over the past four years as visa determinations have been made by the Commonwealth Government. However, the number of asylum seekers living in Manningham during this period has increased due to the asylum seekers choosing to relocate from other municipalities.

The barriers faced by asylum seekers may result in a significant cohort being unable to secure employment, resulting in:

- Homelessness
- Health impacts of not being able to afford medications
- Declining mental health
- Increased need for material aid and emergency relief
- Increased pressure on hospital emergency departments
- Increased presentations at homelessness services

6. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

BACKGROUND STATEMENT DOCUMENT**Changes to the Status Resolution Support Services (SRSS) for People Seeking Asylum*****Preamble***

Local Government is an essential tier of government working in partnership with the State and Commonwealth Governments to improve the overall quality of life and achieve the best outcomes for people in local communities. Local government's strength is in activities and services that are place based and responsive to the community.

Local Governments support a wide range of services that help both people seeking asylum and refugees, through direct service provision and through collaborative partnerships with community groups.

From the recognition of various local government areas as Refugee Welcome Zones, the establishment of Interfaith Networks, free access to maternal and child health services, local government seeks to create a community that is welcoming and inclusive.

This Statement represents the agreed views of local government bodies across Victoria that carry the greatest burden of real, every-day support for asylum seekers.

Joint Statement

We the undersigned representatives of local governments in Victoria note that providing adequate resources for support for people seeking asylum based in the community is a duty of the Australian nation and primarily a responsibility of the Commonwealth Government of Australia.

We want the Australian Government to support local government with adequate resources to meet the needs of people seeking asylum who live in the community.

Over 4,000 children nationally could be affected by the changes and we call upon the Australia Government to adhere to its national and international obligations in accordance with the Charter of Human Rights.

We strongly believe more effective collaboration and coordination is essential between Commonwealth, State and Local Governments and we seek the following commitments from the Australian Government:

Reversal of the job readiness changes for SRSS eligibility

Changes to the Federal Government's SRSS program will cut income and case management support of many people seeking asylum and dramatically increase the demand for material aid resources at the local municipality level. This action will leave many people destitute and requests for places to live, money for clothes, food and medicine, will only escalate.

People seeking asylum are already seeking emergency assistance in increasing numbers from agencies and other charities throughout Australia. Many of these organisations receive no money from the government. There is a genuine risk that people seeking asylum will increasingly fail to integrate as healthy and productive community members and the changes to the SRSS program will erode the social cohesion that Australia has invested so much in achieving.

Commitment One: We want the Australian Government to reverse the recent assessment changes to the Status Resolution Support Services (SRSS) program and provide adequate income and case management support for people seeking asylum while they seek sustainable employment.

Additional funding to enable accurate assessment and support for job readiness

Accurate job readiness assessment for sustainable employment is difficult to assess and providers of SRSS case management are not trained employment consultants. There is a strong concern in the sector that the majority of people seeking asylum affected by the SRSS changes will be even more disadvantaged than other job seekers in the marketplace.

Federal government funded jobactive providers only provide extremely limited Stream A level job seeking support for people seeking asylum who register voluntarily with their service. People seeking asylum face significant challenges in finding employment, accentuated by the uncertainty of their status in Australia, language and cultural barriers, and a lack of work place understanding. People seeking asylum come from unbelievably traumatic situations, often suffering from physical and mental abuse, homelessness and periods of starvation. The effects of these deprivations are often ongoing and a far higher level of support will be required to prepare for job readiness. Current funding levels for Stream A employment outcomes do not incentivise jobactive providers to provide any job assessment or employment consultant support for people seeking asylum.

Commitment Two: We strongly call on the Australian Government to provide funding to enable accurate initial job readiness assessment by trained employment consultants who understand the unique and significant barriers that people seeking asylum face.

Commitment Three: We want the Australian Government to provide additional funding to enable asylum seekers to be registered as Stream B and C job seekers within the jobactive network of agencies to facilitate ongoing job readiness assessment and skilled employment consultant support.

Local level coordination

Local Government takes account of the needs of all groups in the community when allocating its limited resources. Informed local area planning is essential for Local Government to provide adequate and timely support for asylum seekers and support groups in the community, while ensuring that support is well targeted and equitably distributed.

Community organisations are often among the first responders in providing support to vulnerable community members and provide a service that is distinct to that of funded service providers. Operating in isolation and with limited funds, these organisations do not currently have the resources available to enable a coordinated response which at times results in the unnecessary duplication of effort and a less efficient use of already scant resources.

Commitment Four: We strongly call on the Australian Government to provide greater resourcing to reinforce the capacity of community service and voluntary organisations to assist people seeking asylum to live safely in local communities and receive emergency relief and material aid support until such time as they receive a substantive visa or are deported.

Emergency relief and material aid resources

The Australian Government must recognise that local government and the community work together as key partners when addressing the complex needs of people seeking asylum in Australia. A wide range of community service and voluntary organisations offer essential assistance to people seeking asylum and many rely on philanthropic, voluntary or charitable contributions to enable them to deliver these services. Voluntary agencies do not have the capacity to service this growing need and stretched volunteer agencies cannot be expected to provide the level of service required for the growing demand that changes to the SRSS policy will bring.

Commitment Five: We strongly call on the Australian Government to provide greater resourcing to reinforce the capacity of community service and voluntary organisations to assist people seeking asylum to live safely in local communities and receive emergency relief and material aid support until such time as they receive a substantive visa or are deported.

Accountability

Additional resourcing will bring with it an obligation to ensure that Local Government allocates resources appropriately and resource areas of identified need.

We commit to ensure efficiency and effectiveness.

We commit to evaluate the application of resources in people seeking asylum support programs by measuring service delivery against agreed objectives and targets. The evaluation process will include annual program reports and Inter-Governmental consultations to review program effectiveness and refine objectives and activities.

Joint Statement against changes to the Status Resolution Support Services (SRSS) for People Seeking Asylum

We the undersigned representatives of local governments in Victoria issue the following statement:

We want the Australian Government to provide adequate resources to meet the needs of people seeking asylum who live in the community.

Over 4,000 children nationally could be affected by the changes and we call upon the Australia Government to adhere to its national and international obligations in accordance with the Charter of Human Rights.

We strongly believe more effective collaboration and coordination is essential between Commonwealth, State and Local Governments and we seek the following commitments from the Australian Government:

Commitment One: We want the Australian Government to reverse the recent assessment changes to the Status Resolution Support Services (SRSS) program and provide adequate income and case management support for people seeking asylum while they seek sustainable employment.

Commitment Two: We strongly call on the Australian Government to provide funding to enable accurate initial job readiness assessment by trained employment consultants who understand the unique and significant barriers that people seeking asylum face.

Commitment Three: We want the Australian Government to provide additional funding to enable asylum seekers to be registered as Stream B and C job seekers within the jobactive network of agencies to facilitate ongoing job readiness assessment and skilled employment consultant support.

Commitment Four: The Australian Government needs to improve local area coordination in cooperation with LGA's. We call on the Australian Government to work with local municipalities in exploring the feasibility of local coordination points to better respond to local area need.

Commitment Five: We strongly call on the Australian Government to provide greater resourcing to reinforce the capacity of community service and voluntary organisations to assist people seeking asylum to live safely in local communities and receive emergency relief and material aid support until such time as they receive a substantive visa or are deported.

Accountability

Additional resourcing will bring with it an obligation to ensure that Local Government allocates resources appropriately and resource areas of identified need.

We commit to ensure efficiency and effectiveness.

We commit to evaluate the application of resources in people seeking asylum support programs by measuring service delivery against agreed objectives and targets. The evaluation process will include annual program reports and Inter-Governmental consultations to review program effectiveness and refine objectives and activities.

11 ASSETS & ENGINEERING



There are no Assets & Engineering reports.

12 SHARED SERVICES

There are no Shared Services reports.

13 CHIEF EXECUTIVE OFFICER

13.1 Annual Report 2017/18 - in principle approval

File Number: IN18/417
Responsible Director: Acting Chief Executive Officer
Attachments: 1 Draft Annual Report 2017/18  

EXECUTIVE SUMMARY

All Victorian councils have a statutory obligation to prepare an annual report that is in accordance with section 131 of the *Local Government Act 1989* (the Act).

The annual report must be lodged with the Minister for Local Government (the Minister) by 30 September each year.

Council is being requested to give 'in principle' approval of the draft Annual Report 2017/18.

Council is also required to publicly consider the annual report within one month after it has been sent to the Minister by the 30 September deadline. A further report to this effect will be presented to the 23 October 2018 Ordinary Meeting of Council.

In principle approval of the performance statement and financial statements (i.e. the audited section of the annual report) was granted at the Special Meeting of Council on 11 September 2018. These statements have been included in the Annual Report 2017/18.

1. RECOMMENDATION

That Council:

- A. give 'in principle' approval to the tabled version of the Annual Report 2017/18 and for the report to be sent to the Minister for Local Government by 28 September 2018.**
- B. present the Annual Report 2017/18 to the 23 October 2018 Council Meeting, in line with the Local Government Act 1989, which requires councils to publicly consider the annual report within one month of submitting it to the Minister for Local Government.**
- C. place a public notice in the *Manningham Leader* and *The Age* advising the community that the Annual Report 2017/18 is available for public inspection and that it will be considered at the 23 October 2018 Ordinary Meeting of Council.**

2. BACKGROUND

- 2.1 The Annual Report is a key reporting tool used to monitor Council's performance. It must include a report of Council's operations, audited financial statements and an audited performance statement.

- 2.3 Council is now in a position to review and give 'in principle' approval of the Annual Report 2017/18 prior to its publication.
- 2.4 The Annual Report provides the community with a comprehensive overview of Council's performance during the 2017/18 financial year, covering a range of information, including:
 - 2.4.1 A review of Council's performance against the Council Plan 2017-2021 and the strategic indicators contained within it
 - 2.4.2 A statement of progress in relation to the major initiatives and initiatives identified in the Annual Budget 2017/18 and Strategic Resource Plan 2016-2020
 - 2.4.3 The indicators, measures and results of the prescribed service performance indicators and measures as part of the Local Government Performance Reporting Framework
 - 2.4.4 The results in the prescribed form of Council's assessment against the governance and management checklist
 - 2.4.5 An overview of the legislative, economic and other factors that have had an impact on Council's performance
 - 2.4.6 Performance statement and financial statement
 - 2.4.7 Major policy initiatives, operations and works undertaken
 - 2.4.8 Information on the nature and range of activities and services delivered
 - 2.4.9 Highlights, achievements and challenges for Council
 - 2.4.10 Names of the Councillors that served during 2017/18, their details and expenses will be included in accordance with our statutory obligation.
 - 2.4.11 The administrative structure of Council, including the name of the Chief Executive Officer and Executive Management Team and their areas of responsibility, the organisational chart and Council's contact details.

3. DISCUSSION / ISSUE

- 3.1 It is proposed that Council provides 'in principle' approval of the Annual Report 2017/18 for the year ended 30 June 2018.
- 3.2 Following the Council's 'in principle' approval of the Annual Report 2017/18, a copy, including the audited 2017/18 Performance Statement and Financial Statements, will be forwarded to the Minister by 28 September 2018.

4. COUNCIL PLAN / STRATEGY

- 4.1 The Annual Report contains a summary of Council's performance against the strategic themes in the Council Plan 2017-2021.

- 4.2 As 2017/18 marks the first year of the Council Plan 2017-2021, the Annual Report documents the performance of Council against the strategic indicators included in the Council Plan in the first year of this four year period.

5. IMPACTS AND IMPLICATIONS

- 5.1 Council has a legal obligation to submit its Annual Report 2017/18 to the Minister by 28 September 2018. Failure to submit by the due date will result in this being published in the Annual Report of the Department of Environment, Land, Water and Planning.
- 5.2 Council is required to comply with section 131 of the Local Government Act 1989 and, in addition, to the Local Government (Planning and Reporting) Regulations 2014, which prescribe further information to be included in the Annual Report.
- 5.3 In accordance with statutory requirements, the Annual Report 2017/18 is to be presented to the Ordinary Meeting of Council on 23 October 2018, in line with the Local Government Act 1989, which requires Council to publicly consider the annual report within one month of submitting it to the Minister.

6. IMPLEMENTATION

6.1 Communications

- 6.1.1 Following in principle approval of the Annual Report, as required by the Local Government Act 1989, public notice will be given advising that the Annual Report 2017/18 is available for public inspection on Council's website, at the Manningham Civic Centre and at Manningham libraries.
- 6.1.2 Public notice advertisements will be placed in The Age on Saturday 29 September and Manningham Leader on Monday 1 October.
- 6.1.3 The report includes the interpreter services symbol and phone number on the back page to direct non-English readers to contact Council's language services for information about the document or Council services in general.
- 6.1.4 Following the Ordinary Meeting of Council on 23 October 2018:
- An online version of the Annual Report 2017/18 will be produced and placed on Council's website
 - Hard copies will be printed and made available at the Manningham Civic Centre and Manningham libraries
 - Copies will be distributed to the Executive Management Team (EMT) and Councillors as well as Eastern Region Metropolitan councils and other interested persons (upon request).

6.2 Timelines

- 6.2.1 Following 'in principle' approval of the Annual Report, as required by the Local Government Act 1989, Manningham Council's Annual Report 2017/18 will be lodged with the Minister for Local Government (the Minister) by 28 September 2018.

7. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

2017/18 ANNUAL REPORT

Draft – September 2018



WELCOME

Welcome to Manningham Council's Annual Report 2017/18.

Each year, we report on our performance in providing services, managing resources and meeting our community's needs.

In this year's report, you can read about Manningham Council's achievements and challenges from 1 July 2017 to 30 June 2018, and our aspirations for the future.

We provide more than 100 services and manage \$2 billion of land and infrastructure assets in the 114km² for which we are responsible.

Our Annual Report details Manningham's performance against the strategic themes outlined in our Council Plan 2017-2021, the initiatives of our Annual Budget 2017/18 and Strategic Resource Plan 2017-2021. This is the 4th year we are reporting on a number of service, financial and sustainability performance indicators under the Local Government Performance Reporting Framework (LGPRF).

Under the *Local Government Act 1989*, Manningham, like all Victorian local governments, must present an Annual Report to the Minister for Local Government by 30 September each year. We take our accountability to our community seriously. This Annual Report is the main tool we use to report on our performance transparently and accurately.

Our vision

A liveable and harmonious city

Our mission

A financially sustainable council that listens, consults, and acts with integrity, value and transparency

Our strategic direction

Our strategic direction flows from our mission, vision, values, and 5 strategic themes:

- Healthy community
- Liveable places and spaces
- Resilient environment
- Vibrant and prosperous economy
- Well-governed council.

Under each theme, specific goals guide us in our work to serve our community. These themes and goals are described on page 28.

This year we also introduced new internal values to our organisation that guide how we interact with our customers and deliver services.

MANNINGHAM ANNUAL REPORT 2017/18

OUR VALUES



Working Together

- > Creating a safe and inclusive environment
- > Actively sharing information, resources and knowledge
- > Collaboratively developing ideas and solutions



Excellence

- > Striving to 'be your best'
- > Responding flexibly to challenges and opportunities
- > Proactively seeking better ways



Accountable

- > Taking personal responsibility for your behaviour
- > Taking ownership and delivering on commitments
- > Making meaningful contributions



Respectful

- > Honest and positive when communicating with others
- > Treating others in a consistent and equitable manner
- > Being considerate of others' needs, priorities, and perspectives



Empowered

- > Trusting in others
- > Supporting others to succeed and 'grow'
- > Being courageous and prepared to take chances

We are MANNINGHAM



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Thank you

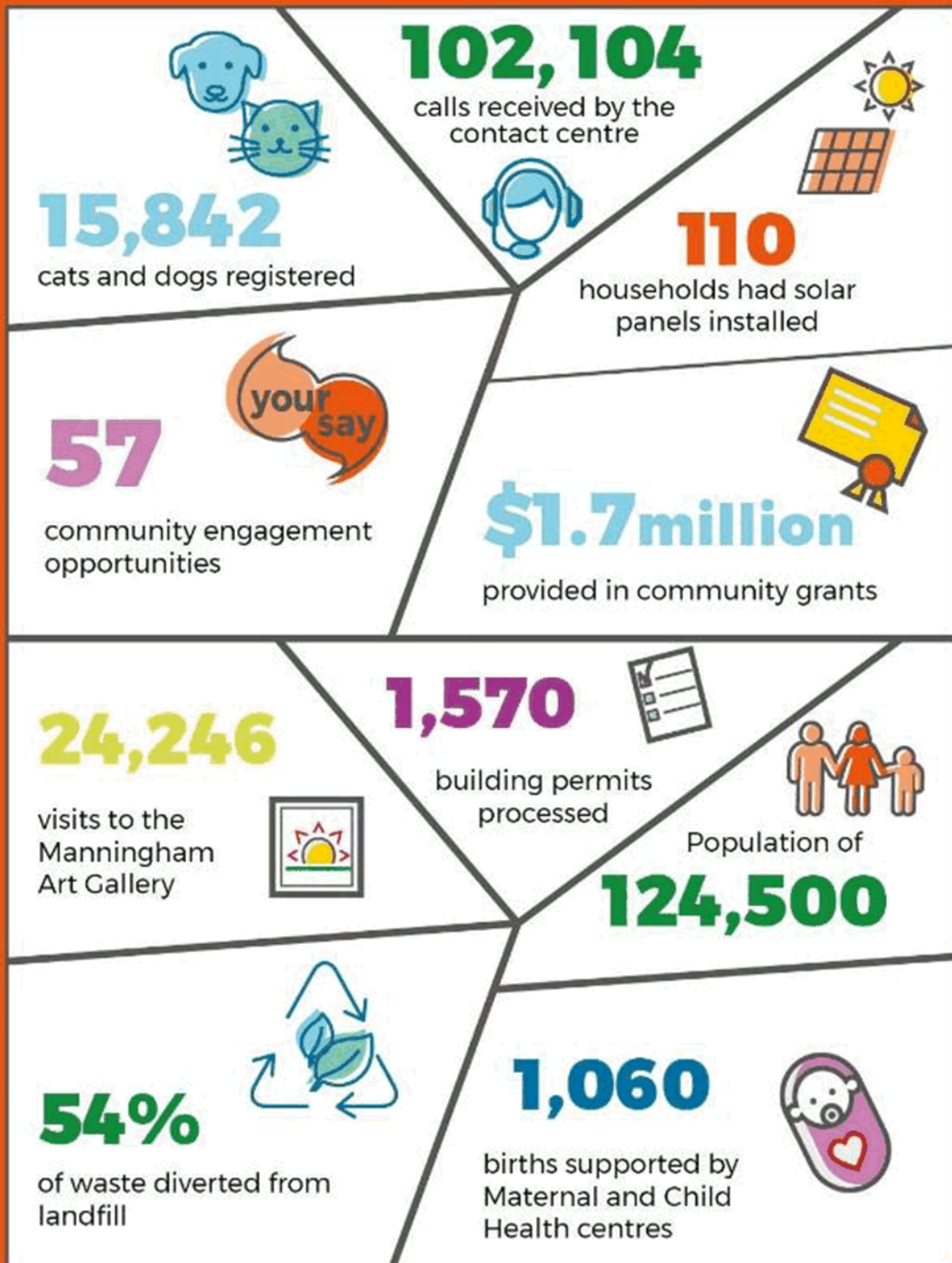
Contact us

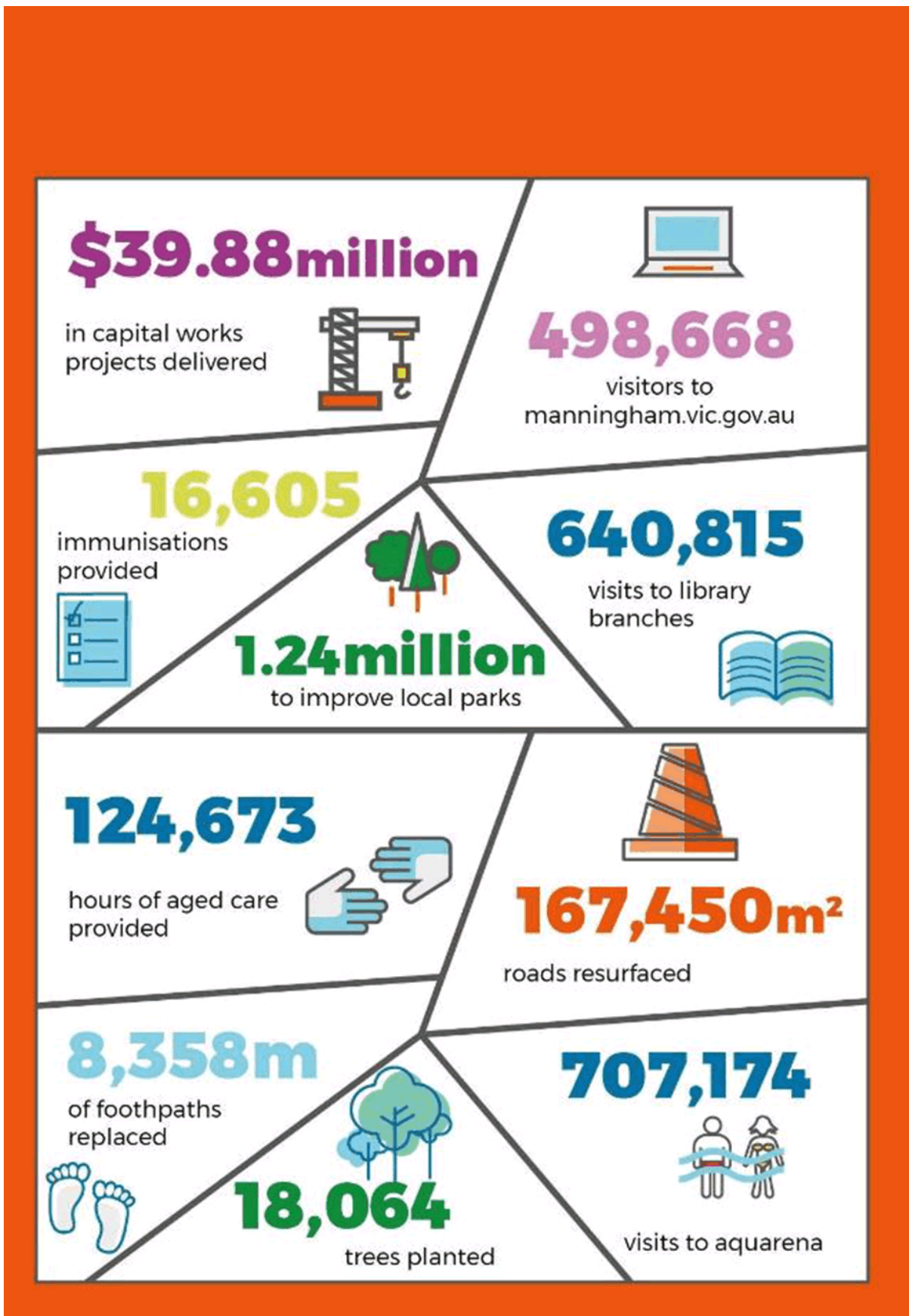
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1 MANNINGHAM ANNUAL REPORT 2017/18

Manningham SNAPSHOT





Message from our Mayor

It is my pleasure to present Manningham's Annual Report 2017/18 on behalf of my fellow Councillors.

I was thrilled to begin my role as the Mayor of Manningham in November 2017. It is a great privilege and I thank my fellow Councillors for entrusting me with this honour.

I am passionate about Manningham's values of being accountable, empowered, respectful, working together and striving for excellence. As Mayor, I aim to be a strong advocate of embracing these values in our community.

This past year we have proudly delivered a variety of community services and major infrastructure projects.

One of the highlights for 2017/18 was the opening of the \$21.8 million Mullum Mullum Stadium in Donvale, which is fully accessible and includes 5 multi-sports courts.

Other highlights included:

- completing upgrades at 13 parks, including Bimbadeen Reserve, Matisse Reserve and Timber Reserve
- recording our lowest ever result for household waste sent to landfill of 20,500 tonnes
- launching a successful series of parenting seminars featuring world-renowned experts and with more than 950 people attending
- introducing a new online planning register, which has recorded more than 600 applications since its launch in January 2018.

Our Annual Report demonstrates the range of initiatives and projects we have delivered over the past year.

Manningham is a fantastic place to live, work and visit and I look forward to the year ahead and continuing to deliver important services and projects for our community.



Cr Andrew Conlon

Mayor

Message from our CEO

This Annual Report provides a comprehensive summary of our key achievements and initiatives throughout the year.

It has been a big year for us — our new Council Plan 2017–2021 came into effect, marking the beginning of a new 4-year cycle. The new plan brings our focus back to basics to ensure we are focused on providing a strong foundation of core services.

Manningham's strategic themes from now until 2021 are:

- Healthy community
- Liveable places and spaces
- Resilient environment
- Vibrant and prosperous economy
- Well-governed council.

Our activities under these new strategic themes included implementing our Citizen Connect strategic plan, with the opening of our Contact Centre in August 2017. Guided by the Council Plan, we are using technology to drive change and place our customers firmly at the centre of everything we do.

Focusing on our customers and being a service-oriented organisation was a key driver behind opening our new Customer Contact Centre in August 2017.

Our financial results were also strong and demonstrated our continued commitment to maintaining long-term financial sustainability.

As part of this, we delivered a \$39.88 million Capital Works Program. This included a wide variety of projects, with park and playspace upgrades, road improvements, and the completion of our impressive new 5-court indoor sporting facility, Mullum Mullum Stadium.

Finally, while this will be the last Annual Report I have the pleasure of presenting as the CEO of Manningham, I look forward to seeing the progression of the Council Plan 2017–2021 and key initiatives over the next few years.



Warwick Winn

CEO

Financial performance overview

Manningham’s financial results for 2017/18 were better than our forecast, demonstrating our commitment to maintaining long-term financial sustainability.

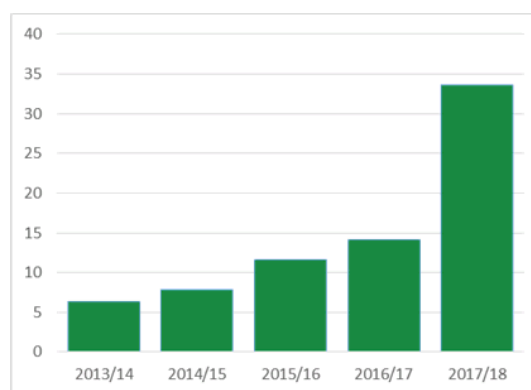
A summary of our performance is outlined below. More detailed information can be found in the Financial Report section of this report, see page 114.

Operating position

We achieved a surplus of \$30.13 million in 2017/18. This surplus compares favourably to the adopted budget surplus of \$17.49 million. The main reason for the increase relates to an additional \$10.33 million of subdivisional assets transferred to Council during 2017/18.

The adjusted underlying surplus – which removes non-recurrent capital grants, non-monetary asset contributions and other contributions to fund capital expenditure – is \$33.07 million. Sustaining a surplus is a critical financial strategy that provides capacity to renew the \$2.18 billion of community assets under Council control.

Figure 1 Adjusted underlying surplus (\$millions)

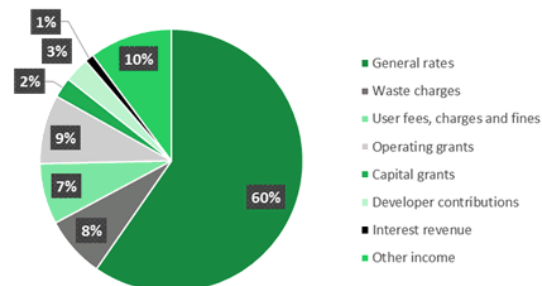


Income

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

Our total income for 2017/18 was \$143.90 million, compared to a budget of \$131.71 million. The increased revenue is mainly due to higher cash and non-cash contributions from developers, statutory and user fees and unbudgeted operating grants.

Figure 2 Income 2017/18



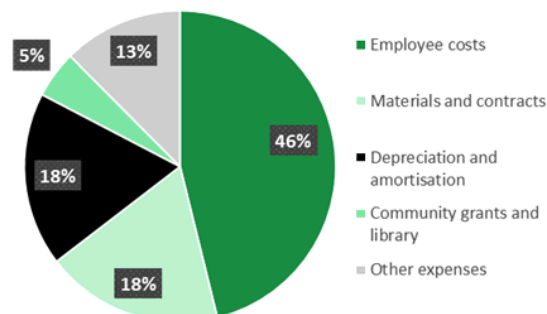
Income	2013/14	2014/15	2015/16	2016/17	2017/18
General rates	71,256	75,142	81,370	82,819	85,839
Waste charges	12,070	12,149	12,040	10,201	10,830
User fees, charges and fines	11,465	11,937	12,553	14,369	14,940
Operating grants	9,435	12,136	10,023	12,366	12,229
Capital grants	2,304	2,441	7,189	3,999	3,578
Developer contributions	4,553	3,712	5,924	22,387	14,766
Interest revenue	1,619	1,787	1,874	1,629	1,576

Income	2013/14	2014/15	2015/16	2016/17	2017/18
Other income	1,392	903	1,207	1,885	138
Total	114,094	120,207	132,180	149,655	143,896

Expenditure

Our total expenditure for 2017/18 was \$113.77 million, compared to a budget of \$114.22 million. In 2017/18 the main expense was employee costs, which accounted for \$52.51 million. Services are provided to our community through a combination of contractors and employees.

Figure 3 Operating expenditure 2017/18



Income	2013/14	2014/15	2015/16	2016/17	2017/18
Employee costs	43,730	45,948	47,890	51,099	52,505
Materials and contracts	19,632	19,951	21,595	22,115	20,961
Depreciation and amortisation	19,507	19,754	20,221	19,347	20,566
Community grants and library	5,228	5,137	5,203	5,471	5,577
Other expenses	12,800	15,255	12,605	13,049	14,161
Total	100,897	106,045	107,514	111,081	113,770

Net worth

Our financial strength, indicated by net assets (what we own less what we owe) increased by \$179.47 million during 2017/18 to \$2.22 billion.

Assets

Total assets increased by \$181.25 million or 8.7%, primarily due to the revaluation of land, buildings and other infrastructure assets.

The major components of our assets include:

- infrastructure, property, plant and equipment valued at \$2.18 billion
- cash and investments of \$68.4 million
- debtors of \$10.21 million.

These components make up 99.5% of our total assets.

Figure 4 Total assets (\$billions)

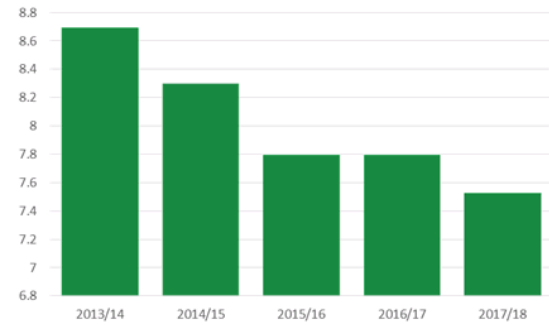


Liabilities

Our liabilities include debt (loan), amounts owed to suppliers and amounts owed to employees for leave entitlements. Total liabilities at 30 June 2018 were \$47.18 million, an increase of \$1.79 million over the previous year.

At the end of 2017/18, our debt ratio – measured by comparing interest bearing loans and borrowings to rate and charges – was a low 7.5%. This reflects Council's low level of borrowings.

Figure 5 Debt to rates and charges (%)



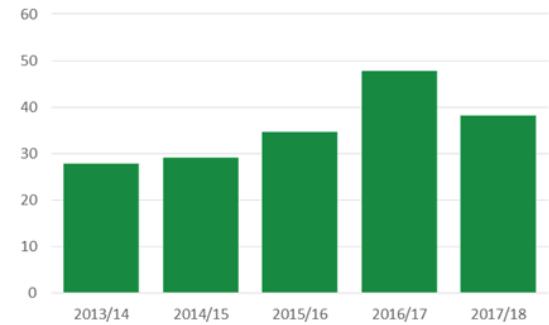
Capital investment

Council aims to maintain its infrastructure assets at expected levels, while continuing to deliver services needed by our community. During 2017/18, we invested \$39.88 million in an extensive Capital Works Program to renew and upgrade community assets throughout the municipality. This was funded primarily through rates, with additional funds provided through grants and contributions.

The major categories of capital works included:

- roads, footpaths and cycle ways \$8.86 million
- community building refurbishment and upgrades \$15.64 million
- recreation, parks and open space \$4.64 million.

Figure 6 Capital Works Program (\$millions)

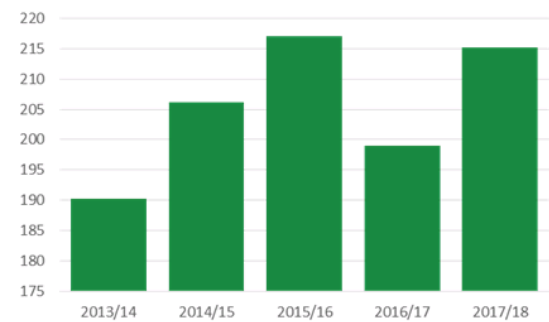


Liquidity

Cash and term deposits at 30 June 2018 were \$68.4 million, an increase of \$4.27 million from the previous year.

The working capital ratio which assesses our ability to meet current commitments is calculated by measuring our current assets as a percentage of current liabilities. Our result of 215.2% indicates that for every dollar of short-term liabilities, we have \$2.15 worth of assets. This is a strong result.

Figure 7 Working capital ratio (%)



Financial summary

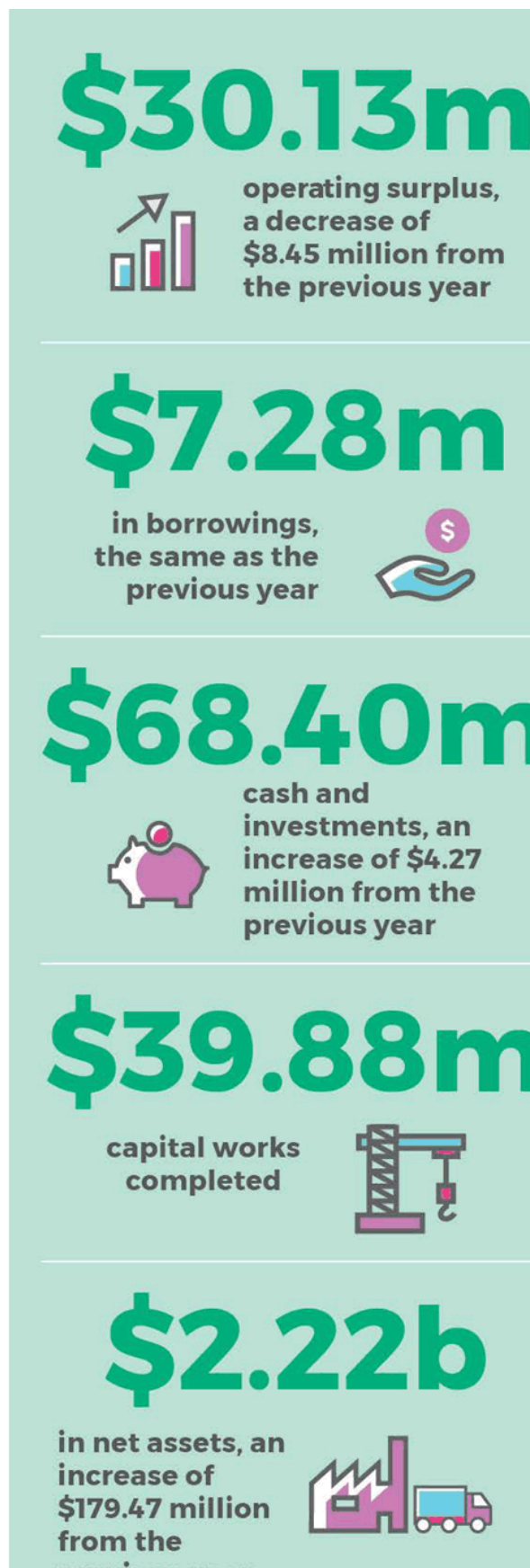
Our financial results for 2017/18 were better than our forecasts, demonstrating our commitment to long-term financial sustainability. The 2017/18 Financial Statements show that the organisation remains in a sound financial position (see page 119).

This was the second year of the State Government’s ‘Fair Go Rates’ legislation that ensures the average increase in Council rates cannot exceed the figure set by the State Government (2% for 2017/18).

Manningham achieved the State Government rate cap for 2017/18 and continued to follow the strategies we set last year to ensure our long-term financial sustainability in a rate capping environment. Our total income from rates is forecast to decrease by about \$100 million over the first 10 years of the new rate cap.

Fast facts

- \$30.13 million operating surplus, a decrease of \$8.45 million on the previous year
- \$7.28 million in borrowings, the same as the previous year
- \$68.40 million cash and investments, an increase of \$4.27 million on the previous year
- \$39.88 million capital works completed
- \$2.22 billion in net assets, an increase of \$179.47 million on the previous year.



Services provided during 2017/18

For every \$100 we spent this year, we spent this much in each area.



Our major projects

Manningham provides safe, accessible and appropriate infrastructure that meets the changing lifestyles of our community. See our Financial Statements section for a breakdown of our spending on capital works this year in our Statement of Capital Works.

We achieved tangible outcomes from our Capital Works Program, delivering \$39.88 million of capital projects to our customers. Below is a summary of key projects we completed in 2017/18.

- Completed construction of the new **Mullum Mullum Stadium** in Donvale, a 5-court facility for basketball, netball, badminton, volleyball and table tennis. It includes office space, a café, function centre, and a 450kW rooftop solar panels – \$21.8 million including \$11.3 million in 2017/18.
- With regional partners and Melbourne Water, completed the **Bolin Bolin Integrated Water Management Facility**, an award-winning regional-scale project that will harvest and treat stormwater so we can use it to irrigate Bulleen Park, Boroondara's golf course and the Carey Baptist Grammar School's grounds – \$778,000.
- Completed a significant refurbishment of the existing cricket and football club **pavilion at Donvale Reserve**, improving amenities, social space, kitchen facilities – \$1.3 million.
- Completed a major refurbishment of the existing **Sheahans Road Stadium**, including upgrading the existing 3/4-size basketball court to full size. We also added a new café and entrance foyer, upgraded amenities, and improved access to the building from the carpark – \$1.89 million.
- Upgraded 13 parks across Manningham with landscaping, playspaces and other park furniture, including **Bimbadeen Reserve, Timber Reserve, Matisse Reserve** and more – \$698,000.
- Installed a **new roundabout** at the intersection of Serpells Road and Little Valley Road in Templestowe to guide traffic and improve road safety – \$252,000.
- Upgraded the front entrance signage and retaining wall at **Currawong Bush Park** and replaced the shade sails at the **Currawong Education Centre** to provide protection from weather and sun for visiting school and holiday program groups – \$132,000.
- Resurfaced and line marked pavements in **Finlayson Street in Doncaster** – \$234,000.

OUR COUNCIL, OUR MANNINGHAM

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Manningham profile

Manningham is in Melbourne's eastern suburbs. It stretches from Bulleen, about 12km from Melbourne's Central Business District (CBD), to Wonga Park, about 32km from the CBD.

Covering 114km², Manningham has large areas of open space, including more than 300 parks and reserves, and a mix of shopping and dining precincts. With vibrant residential neighbourhoods and lots of housing options, Manningham also includes attractions such as local galleries, nurseries and community centres.

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

We also have a diverse and multicultural community that brings a wealth of languages, music, food and cultural traditions to our region.

Our people

We are a diverse community of about 124,500 people. Our population spans a wide range of ages, household types, incomes and cultural backgrounds, as shown by the demographic information below as per 2017.

- In 2017, 75.4% of households were purchasing or fully owned their home, 17.6% were renting privately and 0.6% lived in affordable housing.
- 75.5% of dwellings in Manningham were separate houses, 19.3% were units and townhouses and 4.7% were apartments.
- 44.2% of households in Manningham had no children.
- The median age was 43 years.
- Children up to 14 years old were 16.1% of the population and people over 65 years 21.3%.
- 39.8% were born overseas, mostly in China.
- 42.5% of our community spoke a language other than English at home, with Mandarin (10.7%) and Cantonese (8.1%) being the most common.
- By 2036 we expect our population to reach 149,274¹.

Our history

The history of Manningham dates back millennia to the Wurundjeri people whose way of life is closely linked to the natural environment.

In the late 1830s, the first European settlers began growing wheat, vegetables and grapes, before eventually planting orchards throughout the area.

The discovery of gold in Warrandyte was a real turning point and by 1851, fortune hunters were trying their luck panning the streams and digging the rich soil around Harris Gully.

Local government in the area dates back to the election of the Templestowe District Roads Board in 1856. On 28 February 1967, the Shire of Doncaster and Templestowe was proclaimed a City. 2017 marked the 50th anniversary of the proclamation.

The City of Manningham was formed in 1994 as a result of local government amalgamations.

¹ Source: Australian Bureau of Statistics (ABS), 2011 and 2016 Census of Housing and Population profile.id.com.au

Our suburbs

The suburbs in Manningham are:

- Bulleen
- Doncaster
- Doncaster East
- Donvale
- part of Nunawading
- Park Orchards
- part of Ringwood North
- Templestowe
- Templestowe Lower
- Warrandyte
- Warrandyte South
- Wonga Park.

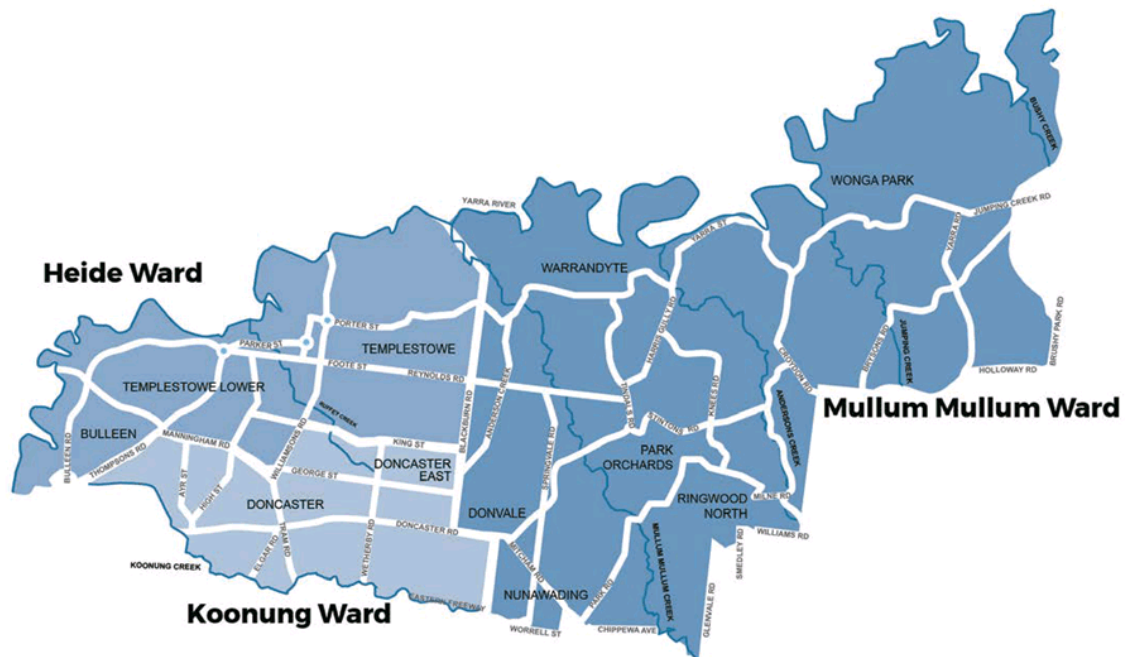
Council wards

Manningham is divided into 3 wards. The areas our wards cover are shown in Figure 8 and described below. Each ward is home to about 30,000 voters. The current ward boundaries were drawn after an independent review in 2007 of Manningham’s electoral representation structure.

The next independent review will be in 2020, unless there are any changes to the *Local Government Act 1989* before that.

Heide Ward	Bulleen, Templestowe and Lower Templestowe
Koonung Ward	Doncaster, the part of Doncaster East south of Doncaster Road, and part of Nunawading
Mullum Mullum Ward	Warrandyte, Wonga Park, Warrandyte South, Park Orchards and significant parts of Donvale, the rest of Doncaster East and part of Ringwood North

Figure 8 Municipality map of wards and suburbs



Councillors

Every 4 years, 3 Councillors are elected by Manningham’s residents to represent each of our 3 wards.

Together, our Councillors guide the development of strategies and policies, as well as make key decisions to help shape how Manningham will develop in the future.

Manningham’s current Councillors were elected on 22 October 2016. The election was conducted by postal vote in accordance with a resolution of Council. The Victorian Electoral Commission (VEC) conducted the election.

Our current Council was formally sworn in on 8 November 2016 and included 5 returning Councillors and 4 new Councillors.

In November 2017, Cr Andrew Conlon was elected Mayor and Cr Michelle Kleinert was elected Deputy Mayor, after serving as Mayor for the previous year.

Heide



Cr Geoff Gough
Elected: 22 October 2016 (returning, first elected 15 March 1997)
p 0412 345 081
e geoffreygough@manningham.vic.gov.au



Cr Michelle Kleinert (Deputy Mayor)
Elected: 22 October 2016 (returning, first elected 27 October 2012)
p 0400 902 822
e michelle.kleinert@manningham.vic.gov.au



Cr Paula Piccinini
Elected: 22 October 2016
p 0411 483 176
e paula.piccinini@manningham.vic.gov.au

Koonung



Cr Anna Chen
Elected: 22 October 2016
p 0429 470 051
e anna.chen@manningham.vic.gov.au



Cr Dot Haynes
Elected: 22 October 2016 (returning, first elected 27 October 2012)
p 0425 718 937
e dothaynes@manningham.vic.gov.au



Cr Mike Zafiroopoulos AM
Elected: 22 October 2016
p 0412 260 709
e mike.zafiroopoulos@manningham.vic.gov.au

Mullum Mullum



Cr Andrew Conlon (Mayor)
Elected as Mayor: November 2017
Elected to Council: 22 October 2016
p 0425 732 238
e andrew.conlon@manningham.vic.gov.au



Cr Sophy Galbally
Elected: 22 October 2016 (returning, first elected 27 October 2012)
p 0409 417 369
e sophy.galbally@manningham.vic.gov.au



Cr Paul McLeish
Elected: 22 October 2016 (returning, first elected 27 October 2012)
p 0435 806 684
e paul.mcleish@manningham.vic.gov.au

Our organisation

Manningham Council is led by our CEO who operates under the guidance of our elected Council. Our Executive Management Team (EMT) supports our CEO, and is made up of 4 directors and an executive manager.

Our CEO is directly accountable to the Mayor and Councillors who are elected by our community. The EMT oversees and manages our operations, with the support of Service Unit Managers and their staff.



Council's Executive Management Team. L-R: Director City Planning Angelo Kourambas, Executive Manager People and Governance Jill Colson, CEO Warwick Winn, (Acting) Director Community Programs Lee Robson, Director Shared Services Philip Lee, Director Assets and Engineering Leigh Harrison

Warwick Winn
Chief Executive Officer
 April 2016–present

Areas of responsibility

- Day-to-day policy and strategic management
- Management of operations, such as financial, assets, human resources, communications, governance, in line with the current Council Plan
- Strategic Advisory Committees

Qualifications

Advanced Diploma of Management (PLS Performance Group), Masters of Environmental and Local Government Law (Macquarie University), Post Graduate Diploma of Town and Country Planning (Leeds Metropolitan University), Advanced Diploma of Environment and Development (Open University, England) and a Bachelor of Arts majoring in Organisational Psychology (University of Canterbury, New Zealand)

Leigh Harrison
Director Assets and Engineering
March 2010–present

Areas of responsibility

- Asset management
- Building maintenance
- Capital Works Program
- Emergency management
- Engineering operations
- Engineering and technical services
- Parks and recreation
- Strategic projects
- Property services
- Waste management

Qualifications

Bachelor of Engineering (Civil) (RMIT),
 Postgraduate Diploma Municipal Engineering
 (Deakin University), Certificate Municipal Engineer,
 Certified Practising Engineer (EA)

Philip Lee
Director Shared Services
December 2013–present

Areas of responsibility

- Citizen Connect
- Customer service
- Financial services
- Procurement and contracts
- Information technology
- Information management
- Geographical information system
- Transformation (business and technology)

Qualifications

Master of Business Administration (University of
 Melbourne), Graduate Diploma Finance and
 Investment (part) (SIA), Bachelor Engineering
 (Mechanical) (Monash University)

Lee Robson
(Acting) Director Community Programs
April 2018–present

Areas of responsibility

- Aged and disability support
- Early years and maternal child health
- Business, culture and venues
- Library services
- Social and community services

Qualifications

Bachelor of Education (Creative Arts University of
 Melbourne), Graduate Diploma Studio Stitch (Box
 Hill Institute), Advanced Leadership (Women in
 Leadership Australia)

Chris Potter
Director Community Programs
July 2013–February 2018

Malcolm Foard
(Acting) Director Community Programs
February 2018–April 2018

Teresa Dominik
Director Planning and Environment
April 2012–February 2018

Angelo Kourambas
Director City Planning
February 2018--present

Areas of responsibility

- Building services
- Doncaster Hill place management
- Environmental planning, stewardship and programs
- Health and local laws
- Landscape architecture
- Open space and recreation planning
- Strategic land use planning and heritage
- Statutory planning
- Urban design

Qualifications

Bachelor of Arts (Urban Studies) (Victoria
 University), Graduate Diploma Urban Planning
 (Victoria University)

Jill Colson
Executive Manager People and Governance
31 May 2016–present

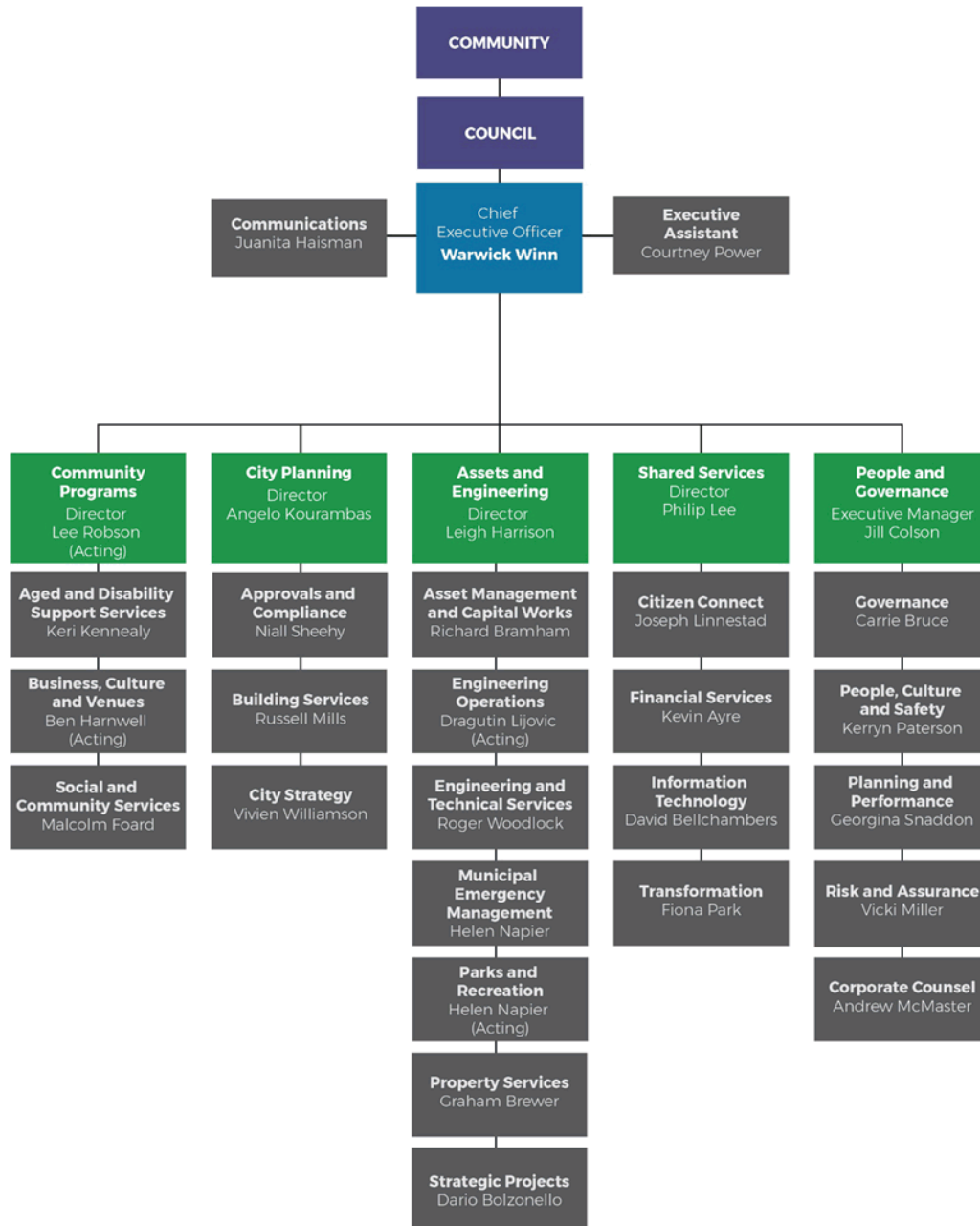
Areas of responsibility

- Governance
- People, culture and safety
- Planning and performance
- Risk and assurance
- Corporate counsel

Qualifications

Bachelor of Arts (Honours) (University of Melbourne), Graduate Diploma Human Resources and Industrial, Relations (RMIT), Master of Training and Development (University of Melbourne)

Figure 9 Organisation chart



Major changes

During 2017/18, Manningham made some changes to our organisational structure.

The Planning and Environment directorate was renamed 'City Planning' to better reflect its focus and functions for service delivery.

Within the new City Planning directorate, we created a new unit called Approvals and Compliance. This combined the health and local laws and statutory planning functions.

Our employees

One of the ways we shape positive outcomes for our community is by being inclusive and passionate about what we do. This includes managing our workforce. Our people programs focus on attracting, retaining, and developing a diverse range of skilled people.

Major achievements with our employees

Launching our new organisational values: working together, excellence, accountable, respectful, empowered. Our values unite and inspire us to guide our behaviours and decisions as we continue to build our high-performance culture.

Implementing our new Enterprise Agreement, providing fair, flexible and sustainable employment conditions for all employees.

Increasing staff engagement measured via an Employee Pulse survey, which also provided rich insights to improve our employees' experiences at work.

Successfully rolling out a new management system for our temporary workforce. It is a centralised engagement model that uses an online portal and provides better visibility of how we manage temporary staffing. We have streamlined our process and generated significant cost savings through this new system.

Improving how we use our data to better understand our workforce and gain insights into workforce trends across our organisation.

Refreshing our image in the market as an employer of choice with our targeted recruitment campaign *Be Part of Something Great*. We were also part of the 'council careers' initiative via LinkedIn, which promoted us as an employer.

Our people

As at 30 June 2018, Manningham employed 672 people in a full-time, part-time or casual capacity, equating to 495.3 full-time equivalent (FTE) employees. Our people are engaged across a diverse range of positions – including engineering, customer service, administration, finance, community and aged care, planning, waste management, parks and recreation, local laws, arts and culture, and management.

Staff profile

The tables below show the total number of full-time equivalent (FTE) Manningham employees as at 30 June 2018. The tables break down our workforce by directorate, employment type, employment classification and gender.

EMPLOYMENT TYPE/GENDER	Chief Executive	Assets and Engineering	Community Programs	City Planning	Shared Services	Total
Full Time/Female*	22.5	20.0	42.0	24.0	26.0	134.5
Full Time/Male*	5.0	120.5	12.0	38.0	31.5	207.0
Part Time/Female*	5.7	6.2	84.0	20.6	10.7	127.2
Part Time/Male*	0.0	1.4	13.8	3.0	1.5	19.7
Casual/Female	0.0	0.0	3.3	2.2	0.0	5.5
Casual/Male	0.4	0.0	0.3	0.7	0.0	1.5
TOTAL	33.6	148.1	155.3	88.6	69.7	495.3

* Includes permanent and temporary employees.

EMPLOYMENT CLASSIFICATION	Female FTE	Male FTE	Total FTE
Band 1	6.6	3.4	10.0
Band 2	21.2	10.2	31.5
Band 3	35.9	52.5	88.4
Band 4	28.8	30.1	58.9
Band 5	56.0	30.9	86.8
Band 6	58.1	34.4	92.5
Band 7	31.0	19.5	50.5
Band 8	8.2	23.2	31.4
Nurses	11.3	0.0	11.3
Senior officers*	10.0	24.0	34.0
TOTAL	267.1	228.2	495.3

* Include the CEO, any officer of Council who has management responsibilities and reports directly to the CEO or any other member of Council staff whose total annual remuneration exceeds \$145,000.

In 2017/18, the majority of our employees were aged over 35 years (85%) – slightly higher than in 2016/17.

As at 30 June 2018, 55% of our employees were aged between 46 and 65 years and 14% less than 35 years.

Most of our employees are positioned at the officer level (93.2%), with senior management representing 6.8% of the total workforce.

Our turnover of permanent staff during 2017/18 was 10%, an expected reduction from the higher than usual turnover rate for 2016/17.

The following tables show staff turnover, employee level and age breakdown of our employees, in individuals, not FTE.

Staff turnover	2013/14	2014/15	2015/16	2016/17	2017/18
Staff Turnover	10%	9%	12%	14%	10%

Employee level	2013/14	2014/15	2015/16	2016/17	2017/18
Officer Level	96%	96%	96%	95%	95%
Senior Officers*	4%	4%	4%	5%	5%

* Senior officers include the CEO, any officer of Council who has management responsibilities and reports directly to the CEO or any other member of Council staff whose total annual remuneration exceeds \$145,000.

Employee age	2013/14	2014/15	2015/16	2016/17	2017/18
≤25 years	21	18	18	19	16
26–35 years	117	123	111	107	87
36–45 years	149	148	139	133	140
46–55 years	210	214	212	221	206
56–65 years	166	170	159	157	160
65 years and over	64	64	65	65	63
TOTAL	727	737	704	702	672

Conditions of employment

Employees at Manningham are employed under the conditions of the Manningham City Council Enterprise Agreement 7, 2017 (the Agreement), which came into effect on 18 May 2018.

The benefits we offer to our employees include:

- an Employee Assistance Program that provides confidential and independent personal or professional support and counselling
- a Study Assistance program supporting staff to study at colleges or universities, providing up to \$2,515.60 per person per financial year towards costs, and up to 4 hours a week of extra leave
- flexible working arrangements, such as purchasing additional leave and working from home
- learning and development programs in technology, regulatory and governance frameworks, and project management. In 2017/18, our staff attended 1,668 sessions of 30 programs
- developing our leaders' skills by participating in the annual Local Government Managers Association (LGMA) Challenge and bi-monthly Manningham Leadership Team meetings
- health and well-being programs like therapeutic massages, discounted Aquarena membership, participation in the Local Government Employees (LGE) Health Plan, immunisation offerings, leadership and executive health checks, as well as a number of office health and general wellness promotions.

Equal opportunity employment

Manningham is an equal opportunity employer (EOE) and strives to provide a workplace environment free from discrimination and harassment.

Our policies and practices, such as our Discrimination, harassment and bullying policy, are specifically designed to meet the diverse needs of our employees and customers. We believe everyone has the right to work in an environment of mutual respect and have the opportunity to progress to the fullest extent of their capabilities.

The measurements for the effectiveness of the policy and the results for the year are shown in Table 3. A focus for this year was leveraging our e-learning platform to support and diversify our equal opportunity training programs.

Table 3 Discrimination, Harassment and Bullying Policy success measurements

Indicator	Result
Target percentage of new employees receiving equal opportunity training within 6 months of commencement 100%	82.5%
Target number of contact officers available across the organisation: 1:100	Result: 1:122

Reward and recognition

The contribution of our staff is vital to our success as an organisation. To recognise our people for excellence, we have a Reward and Recognition Award Program.

Excellence Awards

In 2017/18, 203 Excellence Awards were presented to staff throughout the organisation at 8 directorate-based events. These awards recognised our people who demonstrated excellence across one or more of these categories:

- **customers:** our focus
- **people:** engaged, empowered and accountable
- **technology:** robust and easy to use
- **leadership:** inspiring and courageous, driving performance through teamwork and communication
- **continuous improvement:** empowering change by identifying and implementing process improvements
- **policies and processes:** progressive, streamlined and consistent
- **place:** responsible custodianship of Manningham for the public good.

Service Awards

One of the ways we recognise the contributions of long-standing employees is by presenting them with awards at milestones of 10, 15, 20, 25, 30, 35, 40, 45 and 50 years of service. This year, 66 employees were recognised with these awards.

Celebrating our achievements

In 2017/18, our achievements were recognised with a range of industry awards and commendations.

Manningham's Online View, Payments and Lodgements project won the overall award for 'Best Customer Experience Achievement of the Year' at Municipal Association of Victoria's (MAV) Technology Awards.

Our Citizen Connect and Contact Centre team received a 'Highly Commended' award in the 'Customer Experience Achievement of the Year' category at MAV's Technology Awards.

Our Records Management transformation Project Phase 1 was recognised for excellence and innovation in the 2018 Sir Rupert Hamer Records Management Awards by the Public Records Office of Victoria with a commendation in the 'Records Management Transformation' category.

We were awarded gold in the 2018 Australasian Reporting Awards (ARA) for our Annual Report 2016/17. Our seventh ARA gold award, the 2018 award recognises overall excellence in annual reporting and endorses our annual report as a model for similar organisations to follow.

Cr Geoff Gough was recognised at the MAV Awards for his 20 years of service. Cr Gough also received a Mayor Emeritus award at the MAV Councillor Service Awards.

Our Risk and Safety Coordinator Vicki Miller won the MAV Insurance Risk Management Award.

Our Citizen Connect contact centre project was the first runner-up for Project of the Year at the 2018 Project Management Institute National Awards.

REPORTING ON OUR PERFORMANCE

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Planning and reporting framework

The Victorian Government introduced the Local Government Performance Reporting Framework (LGPRF) in 2014 to enable all Victorian councils to measure and report on their performance in a consistent way.

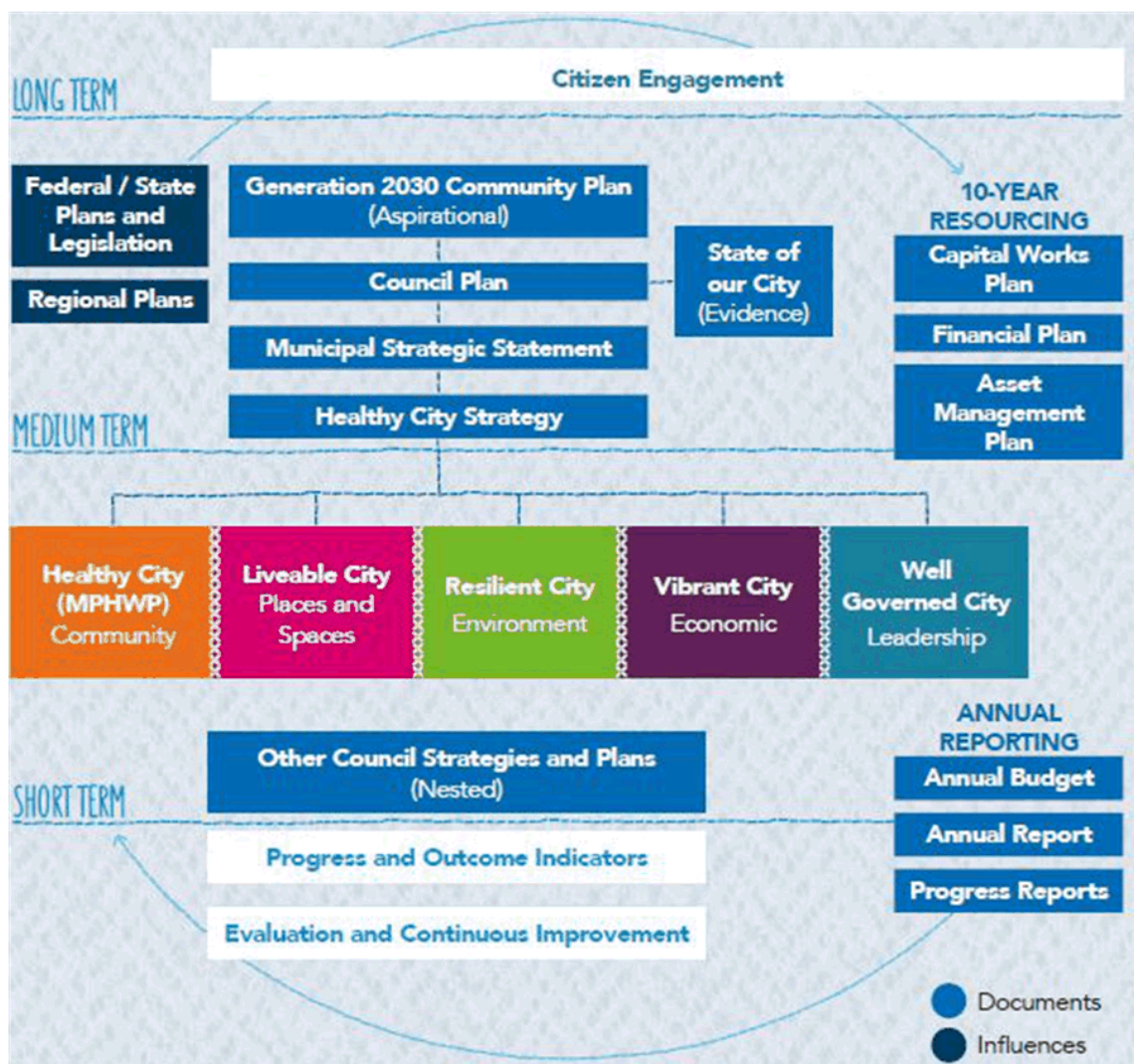
To report on our performance, we prepare:

- a Council Plan within the first 6 months after each general election or 30 June, whichever is later
- a Strategic Resource Plan for a period of at least 4 years
- a budget for each financial year
- an Annual Report for each financial year.

Figure 10 shows the key planning and reporting documents that make up the local government planning and accountability framework, and the relationships between these documents. It also shows where we must provide opportunities for community and stakeholder input.

The timing of each part of the planning framework shown in Figure 10 is critical to achieving our planned outcomes.

Figure 10 Planning and accountability framework



Our Council Plan 2017–2021

This year, we introduced a new Council Plan that will guide our activities until 2021.

Our Council Plan 2017–2021 outlines 5 strategic themes this 4-year term. Each theme has corresponding goals. Each goal has action areas and specific actions for us to achieve.

Figure 11 Our 5 strategic themes



Our 2017/18 performance

In this Annual Report, we measure our performance for 2017/18 against:

- the strategic themes and their goals set out in our new Council Plan 2017–2021
- our 2017/18 Annual Budget, including initiatives and capital works, and services to the whole or sections of our community
- our Strategic Resource Plan 2017–2021 that summarises and guides how we allocate resources against each strategic theme and their goals
- the service performance, financial and sustainability capacity indicators and measures that were introduced as part of the Local Government Performance Reporting Framework (LGPRF) in 2014.

This Annual Report includes our key achievements and challenges, and some fast facts for each theme. We hope this information gives a deeper understanding of our performance in the 2017/18 financial year.

THEMES FROM OUR COUNCIL PLAN 2017-2021

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Developing our new Council Plan

This year marks the first year of our Council Plan 2017-2021.

To develop our plan, we spoke to more than 2,500 community members who contributed and provided their input on what is important in Manningham.

This information was used to inform our 4-year Council Plan 2017-2021, with a strong focus on getting back to basics and delivering quality services to our customers. During 2017/18, Manningham has been working with our new plan's framework.

In this section, we report on our key achievements and challenges within each theme, and provide some fast facts on our activities during 2017/18.

Figure 12 Council Plan 2017-2021 themes and goals

THEMES:	GOALS:
HEALTHY COMMUNITY	1.1 A healthy, resilient and safe community
	1.2 A connected and inclusive community
LIVEABLE PLACES AND SPACES	2.1 Inviting places and spaces
	2.2 Enhanced parks, open space and streetscapes
	2.3 Well connected, safe and accessible travel
	2.4 Well utilised and maintained community infrastructure
RESILIENT ENVIRONMENT	3.1 Protect and enhance our environment and biodiversity
	3.2 Reduce our environmental impact and adapt to climate change
VIBRANT AND PROSPEROUS ECONOMY	4.1 Grow our local business, tourism and economy
WELL GOVERNED COUNCIL	5.1 A financially sustainable Council that manages resources effectively and efficiently
	5.2 A Council that values citizens in all that we do

Healthy community

Our population and diversity is predicted to increase in the near future, which will bring with it a slight transformation in the mix of people within the community.

This will result in a greater need for services, facilities and safe spaces for children and older adults, as well as transport options and housing.

Through a strong partnership approach, we will focus on ensuring that people stay healthy and well, can access the services they need, are connected to their local neighbourhoods, feel safe, and live in a harmonious and inclusive community.

GOAL:

1.1 A HEALTHY, RESILIENT AND SAFE COMMUNITY

ACTION AREAS:

A community where everyone aspires to optimal health and wellbeing

A community that feels safe inside and outside the home

A strong sense of place with liveable neighbourhoods

A resilient community prepared for and responsive to emergencies

Opportunities for lifelong learning, volunteering and feeling part of the community

A strong and innovative service system that meets community needs

A community that is active in the prevention of family violence

GOAL:

1.2. A CONNECTED AND INCLUSIVE COMMUNITY

ACTION AREAS:

- Inclusive of our community in age, ability and diversity
- Support people to connect and engage in community life
- Housing choices that meet the needs of our community
- A community that has local inclusive employment opportunities
- A community that values respectful relationships and gender equity
- Respect, support and celebrate Aboriginal people, culture and heritage

Snapshot



What you asked for

- Community connections
- Building neighbourhood connections
- Support to feel safe and live in a harmonious and inclusive community
- Better health and well-being
- Services for young people and older people that are easy to access
- Housing choices that meet the needs of our community
- A creative community that appreciates and engages in the arts, culture and heritage

Achievements: what we delivered

Celebrated 100 years of Maternal and Child Health Services in Victoria. The Manningham Maternal and Child Health service is free for all families living in Manningham with children from birth to school age.

Participated in Zone In, the Eastern Affordable Housing Alliance's (EAHA) advocacy campaign to allow our most disadvantaged community members access to safe, secure and affordable housing.

37th local government to sign the Age-Friendly Declaration.

Delivered a range of initiatives to support safety in our community and delivered a program of activities during Community Safety Month in October. These included:

- a Community Safety Family Fun Day
- Seniors' Crime Prevention Workshop
- Safer Scooter, Wiser Wheelchair workshops
- Safe as Houses community forum
- Neighbourhood Watch Safe Plate Day.

Supported YMCA Manningham's Youth Advisory Council in holding its inaugural Youth Summit in March 2018, with approximately 250 young people attending.

Established the Manningham Youth Alliance, in partnership with Manningham YMCA, Doncare, Access Health and Community, and Onemda. The alliance was formed with the support of \$40,000 funding from VicHealth.

Provided \$1.72 million in community grants to 94 projects across diverse disciplines, including community services, health, multicultural, disability and recreation as well as arts and culture. Along with contributions from community groups and organisations, the total value of these projects was \$10.93 million. The 94 projects we funded included:

- 13 Community Partnership Grants for a total of \$1,385,387
- 15 Community Development Grants for a total of \$125,000
- 13 Arts and Culture Grants for a total of \$105,000
- 53 Small Grants for a total of \$106,012.

The 2017 Mayoral Ball raised \$100,000 to establish a youth mental health outreach program. In partnership with Headspace Hawthorn, we started delivering services to support the mental health needs of our young people in April 2018.

Collaborated with a range of organisations to address nutrition and food security for the region with programs such as:

- Smarter Living Program, a seminar series delivered in partnership with Whitehorse City Council
- Eat and Greet @ Ajani, a program to support low-income, unemployed or disadvantaged families, which provided more than 3,000 meals to over 300 customers.

Officially recognised our Vietnam Veterans and those who sacrificed their lives by commemorating the 50th anniversary of the Battle of Coral-Balmoral.

Supported 8 primary schools to develop and implement active travel plans to encourage students to walk, ride or scooter to and from school throughout the year. A total of 12 schools took part in Walk to School month activities during October.

Held 8 citizenship ceremonies at which a total of 299 people received their Australian citizenship.

Increased participation in Manningham Art Studios programs by 18.5% from 2016/17, with a total of 2,002 people taking part in programs this year.

The Assisted Transport services provided 4532 client bus trips within Manningham, to 73 individual clients travelling 25,928 kilometres.

Ran a campaign to strengthen community confidence to report family violence and link to support services with programs like Manningham Says No to Violence, 16 days of activism against gender violence, White Ribbon Day events, and a family violence forum delivered by Doncare.

Developed a pledge for sporting clubs in Manningham to be safe, respectful and inclusive.

Held community events to encourage participation in community life, such as: a Midsumma Youth Festival celebrating our LGBTQIA+ community, open air cinema event at Heide Art Museum, and 3 think tank workshops exploring topics like community connectedness

Funded 12 organisations through our community partnership grants in several categories: youth, health, social support, legal, and arts and culture. The total of community partnership grants was \$1.39 million.

Welcoming Cities Officer attended the Welcoming Cities symposium in March 2018 to investigate us becoming part of the global initiative to foster a sense of belonging and participation in Manningham.

Began planning a program supporting and building the capacity of women with disabilities in the workforce.

Amendment C123 approved by Minister for Planning, committing us to keeping 8% of high-growth areas as useable public open space, and 5% in other areas.

Advocated to peak state and federal bodies for better housing diversity options, ensuring that low-income housing options are part of all new developments in Manningham.

Partnered with gateway local employment network (LEN) to present a series of career events for Victorian Certificate of Applied Learning (VCAL) students and trade and vocational professionals.

Worked with student workplace learning to host work experience students with a disability in our offices. For example, we had a student with a visual impairment in our IT team.

Following the adoption of the Healthy City Strategy 2017-2021 and its accompanying Action Plan, we continued to work with key partners and our Healthy City Advisory Committee to deliver the Parenting Program seminar series and other initiatives.

Challenges

Population growth and impacts of increased housing density are creating more demand for services, facilities and safe spaces for children and older adults. These issues are also impacting the availability of transport options and housing, as well as increasing demand for primary and preschool facilities.

Implementing State Government legislative changes relating to immunisation, infringement and emergency management.

Supporting our community through reform, including Commonwealth Home Support Programme transition and National Disability Insurance Scheme (NDIS), Early Years and Maternal Child Health services.

Fast facts

1,029 Maternal and Child Health home visits for first-time users of the service	10,148 people attended the Doncaster Playhouse for a variety of Council-run and community theatre group productions and programs
1,035 birth notifications received	640,815 visits to Manningham Libraries
1,060 infants enrolled in the Maternal and Child Health service	6,444 new library members
14,466 hours worked by Maternal and Child Health nurses	1,171,557 library loans
14,000 people participated in Council-run, community and civic events	299 Manningham residents became Australian citizens
124,673 hours of aged care service provided	60 food businesses were awarded a 5-star food safety award
50,052 meals delivered	222 health premises inspections completed
10,597 people visited the Manningham Art Gallery	1,308 food premises inspections completed
2,002 people participated in Manningham Art Studio programs	16,065 immunisations provided
	636 septic tank inspections completed

Our performance – Council Plan

The following shows our performance against the goals of our Council Plan 2017-2021, in the healthy community theme, in 2017/18. As this is the first year we are reporting against these measures, many of these are the baseline against which future actions will be measured.

Goal: Healthy, resilient and safe community

2017-2021 ACTIONS	MEASURE	RESULT	OUTCOMES
Healthy community			
In partnership, support family and young people to build connections and resilience	Maintain or increase opportunities Source: YMCA / Council data	In progress	Delivered results in 3 areas: Skills 4 the Future youth development program, parenting seminar series with expert speakers, and with Manningham Youth Alliance and headspace, provided our young people with access to mental health services.
Strengthen youth participation to advise Council on the needs of young people	Maintain or increase opportunities Source: YMCA / Council data	In progress	Local YMCA youth leaders were involved in the inaugural Youth Summit. Our community survey identified opportunities to strengthen youth participation in our decision-making.
Deliver local initiatives to support healthy lifestyles through life-long learning, volunteering, recreation and safe choices	Maintain or increase total of adults reporting good health status Source: Victorian Population Health Survey	41.6% of adults reporting good health status	Facilitated life-long learning in partnership with Neighbourhood Houses and Living and Learning centres. Provided opportunities for volunteering. Involved in working with the community to provide recreation opportunities with initiatives like Active April.
Review of the Active for Life Recreation Strategy	Review completed	In progress	We are preparing the review in consultation with community and key partners.
Partner with key stakeholders to strengthen perceptions of safety in Manningham	Maintain or increase perception of safety at night in Manningham Source: VicHealth	55.3% of people feel safe here at night	Ran a series of activities and events based on our Safe Choices plan, including a Family Day in the Park, crime prevention workshop, safety scooter workshop, Community Safety Family Fun Day, and a Community Safety Forum.

2017-2021 ACTIONS	MEASURE	RESULT	OUTCOMES
Strengthen community confidence to report family violence and link to support services	Maintain or increase confidence in reporting Source: Community Panel	77% would be confident to report family violence	Initiatives in this area included: Manningham Says No to Violence, 16 days of activism against gender violence, White Ribbon Day events, and a family violence forum delivered by Doncare. We developed a pledge for sporting clubs in Manningham to be safe, respectful and inclusive.
Liveable places and spaces			
Deliver placemaking approaches and activities to encourage participation in community life and liveable neighbourhoods	Maintain or increase local club memberships or activity. Source: Manningham Community Panel	55.7% of people belong to a local club or organisation	Community events included: a Midsumma Youth Festival celebrating our LGBTQIA+ community, open air cinema event at Heide Art Museum, and 3 think tank workshops exploring topics like community connectedness.
Promote Crime Prevention through Environmental Design	Guidelines implemented in Council facilities Source: Council data	In progress	Environmental design was considered on major council projects, such as Mullum Mullum Stadium. Environmental design training and capacity building is planned for our employees for next year.
Resilient environment			
Ensure effective preparation, response and recovery for emergency events through the delivery of an Emergency Management Prevention and Preparedness Program	Maintain or increase number of households with emergency plan Source: Fire Services	39.5% of households have an emergency plan	Working to build awareness and engagement in the community, we conducted: a real estate partnership program for new residents, a Warrandyte community forum attended by 150 residents, and a Day in the Park to raise awareness of safety in the bush with neighbouring councils Maroondah and Yarra Ranges. Partnered with the Warrandyte community association to provide an immersive bushfire experience to prepare people to respond to bushfires.

2017-2021 ACTIONS	MEASURE	RESULT	OUTCOMES
Vibrant and prosperous economy			
Facilitate a coordinated foodbank to increase access to healthy food	Maintain or increase opportunities to secure healthy food Source: Council data	In progress	<p>We have a community-led strategic advisory committee that considers how we can provide access to healthy food for people experiencing hardship.</p> <p>Collaborated with a range of organisations to address nutrition and food security for the region with programs such as:</p> <ul style="list-style-type: none"> Smarter Living Program, a seminar series delivered in partnership with Whitehorse City Council Eat and Greet @ Ajani, a program to support low-income, unemployed or disadvantaged families, that provided more than 3,000 meals to over 300 customers.
Well-governed council			
Support local services to deliver a healthy, safe and resilient community	Maintain or increase service partners engaged in community partnerships Source: Council data	12 service partners engaged	Funded 12 organisations through our community partnership grants in several categories: youth, health, social support, legal, and arts and culture. The total of community partnership grants was \$1.39 million.

Goal: A connected and inclusive community

2017-2021 ACTIONS	MEASURE	RESULT	OUTCOMES
Healthy community			
Deliver an arts and cultural program that creates opportunities for community participation and development	Maintain or increase residents' participation Source: Council data	24,246 visits 16 new programs Attendance at Art Studios programs increased 18.5%	<p>Delivered programs including school holiday programs, art studio classes, and organised visits to art exhibitions.</p> <p>Delivered 10 exhibitions in the Manningham Art Gallery.</p>
Deliver initiatives for the rights, equality and opportunity of all residents	Maintain or increase initiatives implemented Source: Council data	5 initiatives delivered	Initiatives we supported or ran included the Midsumma Youth Festival to celebrate our LGBTIQ+ community, and new migrant services such as safety, using emergency services, and education and employment pathways.

2017-2021 ACTIONS	MEASURE	RESULT	OUTCOMES
Investigate us becoming part of the 'Welcoming Cities' initiative to foster a sense of belonging and participation for all members of our community	Maintain or increase implementation of initiatives Source: Council data	In progress	Our Welcoming Cities Officer attended the Welcoming Cities symposium in March 2018. Welcoming Cities is part of a growing network of more than 135 municipalities around the world. We have plans in place for the future and are working with our access and equity advisory committee to progress this goal.
Build our commitment to gender equity practices across the community	Maintain or increase total organisations committed Source: Council data	In progress	We implemented these initiatives: Together for Equality and Respect, the Gender Equity Think Tank along with community partners, and a working group to lead implementation of priority actions. Planning is underway for a program supporting and building the capacity of women with disabilities in the workforce.

Liveable places and spaces

Housing diversity options for all residents through advocacy and local planning policies	Maintain or increase housing diversity Source: Council data	In progress	The Planning Minister approved Amendment C123 to local planning schemes. This amendment increased the amount of open space that must be provided with a building or land is subdivided. In high-growth areas, new subdivisions have to contribute 8% to purchasing or improving public open space. Subdivisions in other areas must contribute 5%. We advocated to peak federal and state bodies for better housing choice for all age groups and income ranges to meet the diverse needs of the community.
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Resilient environment

Promote the benefits of our quality recreation, relaxation and active spaces to our diverse community to improve wellbeing	Maintain or increase involvement in community initiatives Source: Council data	In progress	Commenced Parks Alive, a new project engaging the local community in their neighbourhood parks, to ensure the parks are well utilised and taken care of. The final section of the Mullum Mullum Trail is almost completed, with an opening event scheduled for September 2018.
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2017-2021 ACTIONS	MEASURE	RESULT	OUTCOMES
Vibrant and prosperous economy			
Deliver initiatives to advocate and promote local employment	Maintain or increase proportion of people with a disability engaged in education and/or work Source: Council data	In progress Delivered 1 initiative Began planning for a 2 nd initiative	Partnered with gateway local employment network (LEN) to present a series of career events for Victorian Certificate of Applied Learning (VCAL) students and trade and vocational professionals. Worked with student workplace learning to host work experience students with a disability in our offices. For example, we had a student with a visual impairment in our IT team. Began planning a program supporting and building the capacity of women with disabilities in the workforce.
Well-governed council			
Deliver initiatives to strengthen inclusion, and connection of diverse communities.	Maintain or increase initiatives implemented Source: Council data	In progress	Delivered a range of initiatives to promote inclusion and connection through our Healthy City Strategy.

Our performance – major initiatives and initiatives

The following statement reviews our progress on the major initiatives and initiatives identified in our Annual Budget 2017/18 and Strategic Resource Plan 2017-2021.

	On target	Some progress	Not on target
Major initiative			
Healthy City Strategy 2017-2021			Following the adoption of the Healthy City Strategy 2017-2021 and its accompanying Action Plan, we continued to work with key partners and our Healthy City Advisory Committee to deliver the Parenting Program series and other initiatives.
Promote gender equity with the delivery of female friendly upgrades			Promoted gender equity by making female-friendly facility upgrades to Doncaster Reserve Pavilion, Zerbes Reserve Pavilion, Ted Ajani Pavilion and Schramms Reserve Pavilion. All upgrades delivered on time and budget. Upgrades included new or improved change rooms, new programs at sportsgrounds, and multi-sport courts.

Major initiative	Progress	Comment
Adopting and implementing the 2017-2021 Access, Equity and Diversity Strategy		We continued working with key partners and the Access, Equity and Diversity Committee on priorities like protecting and promoting human rights, enhancing our workplace culture and leadership, social and economic inclusion, valuing diversity, and being a welcoming community. We invited community feedback on the draft Strategy and Action Plan.
Initiative	Progress	Comment
Building a dementia and age-friendly Manningham		Continued to build a dementia and age-friendly Manningham, through the successful Modern Ageing Forum in May 2018 with 30 stall holders, 350 attendees and very positive feedback, and community information session on memory trouble.
Communicate with Manningham's diverse CALD community		Revised our communication channels to better accommodate our culturally and linguistically diverse (CALD) community. With these revisions, we made improvements to our existing communication channels such as: <ul style="list-style-type: none"> ▪ creating guidelines around interpreting, translating and making multilingual information available online according to guidance from the Victorian Multicultural Commission ▪ promoting our translation services more strongly to intended users ▪ introducing standard practices for translating key messages or correspondence including letters of notification where residents are directly affected ▪ continuing to use our on-demand interpreting service ▪ expanding CALD advertising to include more community radio ▪ language translation of communications material, including audio and video options for major campaigns.

Services funded in our Annual Budget

We funded the below services in the Annual Budget 2017/18 to support our healthy community goals.

Activity	Description	Budget \$'000	Actual \$'000	Variance \$'000
Cultural services	Manages the strategic development, facilitation and delivery of a range of arts and cultural development programs within our community.	569	582	(13)
Community events and programs	Manages, develops and delivers Council's cultural and corporate events, as well as managing the facilitation and support of external festivals and events produced by our community.	140	87	53
Library services	Provides public library services for visitors and residents. The service is managed by the Whitehorse Manningham Regional Library Corporation with branches at Bulleen, Doncaster, The Pines and Warrandyte.	4,064	4,115	(51)
Community services	Provides strategic planning, policy development and direct service provision for a diverse range of child, family and community services. Key services include Maternal and Child Health, Immunisation, Manningham Early Years, Preschool Field Officer Program and coordination of grants to community groups.	5,551	5,874	(323)
Aged and Disability Support services	This service was funded in partnership with the Federal and State Governments, providing a range of services and activities designed to support Manningham residents to stay active, independent and living at home for as long as possible.	2,584	2,173	411
Approvals and Compliance, food safety and animal management	Protects our community's health and well-being by coordinating food safety support programs, animal management, litter, public health, parking as well as administration and enforcement of municipal local laws.	1,050	1,466	(416)
Traffic control and school crossings	Supervises and monitors car parking facilities, school crossings and traffic control at community events to promote the safe use of Council and community assets.	(37)	(709)	672
Art gallery and programs	Manages and delivers exhibitions and public education programs at the Manningham Art Gallery, courses at the Manningham Art Studios and performing arts at the Doncaster Playhouse Theatre as well as managing the Municipal Art Collection.	298	243	55

Service performance indicators

The following statement provides the results of the LGPRF-prescribed service performance indicators and measures for the healthy community theme.

Service / indicator [measure]	2014/15	2015/16	2016/17	2017/18	Material variations and comments
Animal Management					
Timelines <i>Time taken to action animal management requests</i> [Number of days between receipt and first response action for all animal management requests / number of animal management requests]	0	1	1	1	Although there were 326 more requests about animals during 2017/18 compared to last year, we dealt with all of them within agreed service times.
Service standard <i>Animals reclaimed</i> [Number of animals reclaimed / number of animals collected] x 100	67%	62%	67%	68%	There were 60 fewer animals that needed collection, and a slightly larger percentage were reclaimed compared to last year. We are particularly pleased with this result, as there was an almost 10% increase in registered animals.
Service cost <i>Cost of animal management service</i> [Direct cost of animal management service / number of registered animals]	\$33.12	\$44.15	\$40.23	\$30.82	Services include pound and animal collection, as well as administration costs to protect animals and the community. There were 15,842 cats and dogs registered this year, which is 1,277 more than last year. We still managed to reduce costs by improving the efficiency of our processes.
Health and safety <i>Animal management prosecutions</i> [Number of successful animal management prosecutions]	24	15	17	6	We pursue prosecutions to ensure responsible pet ownership and community safety. The total number of prosecutions decreased.
Food Safety					
Timelines <i>Time taken to action food complaints</i> [Number of days between receipt and first response for all food complaints / number of food complaints]	-	1.1 days	1.2 days	1.4 days	An increase in food premises and food complaints has resulted in only a slight increase in response times, with a continued average result of just over 1 day. All priority cases including food poisoning are seen to as quickly as possible.

Service / indicator [measure]	2014/15	2015/16	2016/17	2017/18	Material variations and comments
Service standard <i>Food safety assessments</i> [Number of registered class 1 and class 2 food premises that receive annual food safety assessments in accordance with the <i>Food Act 1984</i> / number of these premises that require an annual food safety assessment in accordance with the <i>Food Act 1984</i>] x 100	98%	100%	100%	100%	Although there was close to a 13% increase in premises requiring a food safety assessment, we continued our exemplary record of inspecting all of them. Community safety remains a priority in ensuring that food quality is of the highest standard in our community.
Service cost <i>Cost of food safety service</i> [Direct cost of our food safety service / number of food premises registered or notified as per the <i>Food Act 1984</i>]	\$575.74	\$635.52	\$573.08	\$582.79	This result is relatively consistent with the previous years' cost, particularly given the increase in food premises.
Health and safety <i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x 100	92%	98%	100%	99%	We are vigilant in ensuring food premises in Manningham are followed up after a major or critical non-conformance is found, as shown with the high follow-up rate for the 2017 calendar year.
Maternal and Child Health (MCH)					
Satisfaction <i>Having a first-time MCH home visit</i> [Number of first-time MCH home visits / number of birth notifications received] x 100	102%	100%	99%	99%	We continue to have very high participation in first home visits. While every effort is taken to engage new families, being a voluntary service, a small percentage of families ask not to have a home visit or do not enrol in our service at all. <i>Note: from 2017, data has been collected by the State Government, therefore there may be some variation in results.</i>

Service / indicator [measure]	2014/15	2015/16	2016/17	2017/18	Material variations and comments
Service standard <i>Infants enrolled in the MCH service</i> [Number of infants enrolled in the MCH service (from birth notifications received) / number of birth notifications received] x 100	100%	101%	102%	102%	Infant enrolments continue to be high, with a greater than 100% result due to birth notices carried over from the previous financial year. <i>Note: from 2017, data has been collected by the State Government, therefore there may be some variation in results.</i>
Service cost <i>Cost of the MCH service</i> [Cost of the MCH service / hours worked by MCH nurses]	-	\$69.69	\$79.64	\$82.23	We saw a marginal increase to the cost of service compared to last year.
Participation <i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once in the year / number of children enrolled in the MCH service] x 100	99%	75%	76%	79%	Results continue to show a high standard of participation. This measure captures participation of children in the key age and stage appointments only. While we encourage 100% participation, the service is voluntary.
Participation <i>Participation in the MCH service by Aboriginal service</i> [Number of Aboriginal children who attend the MCH service at least once in the year / number of Aboriginal children enrolled in the MCH service] x 100	92%	65%	95%	85%	Although the result shows a percentage decline from last year, more Aboriginal children participated in the service this year. While we encourage attendance, the service is voluntary. <i>Note: from 2017, data has been collected by the State Government, therefore there may be some variation in results.</i>
Libraries					
Utilisation <i>Library collection usage</i> [Number of library collection item loans / number of library collection items]	7.60	7.64	7.61	7.61	Our library collection continues to be well patronised. With our ongoing efforts to meet our community's needs, over 1.71 million loans of print, audio visual and digital material were made from our 4 branches and home library services. This indicator excludes eBooks.

Service / indicator [measure]	2014/15	2015/16	2016/17	2017/18	Material variations and comments
Resource standard <i>Standard of library collection</i> [Number of library collection items purchased in the last 5 years / number of library collection items] x 100	77%	81%	81%	81%	Our library collection continues to be maintained to a high standard with over 80% of collection items purchased in the last 5 years.
Service cost <i>Cost of library service</i> [Direct cost of the library service / Number of visits]	\$5.12	\$5.08	\$5.29	\$5.22	The cost of providing our library service decreased slightly this year, even though visits to our libraries have increased.
Participation <i>Active library members</i> [Number of active library members / municipal population] x 100	16%	16%	16%	15%	There has been a slight reduction in the percentage of active members compared to last year. However, this is not an accurate reflection of library usage as members who use other services, including internet, wifi or participate in library programs, are not included. Manningham's increased population also affected the percentage figure.

Our year ahead

Major Initiatives

Plan for the future health and wellbeing of the municipality through the delivery of 8 parent seminars by June 2019.

Promote a connected and inclusive community by implementing the Inclusive Manningham Strategy 2017-2021.

Continue to promote gender equity by delivering female-friendly facility upgrades in a minimum of 6 local pavilions, including Bulleen Park (Pavilion 2), Mullum Mullum Reserve and Anderson Reserve, by 30 June 2019.

Other Initiatives

Continue to provide a safe, healthy and accessible city by ensuring our local laws are current at the mid-term review of the Community Local Law on 30 June 2019.

Strengthen opportunities for older people in building a Dementia and Age Friendly City by holding at least 2 face-to-face sessions with key stakeholder groups, as well as consulting with our broader community.

Healthy community case study: Parenting seminar series

In March 2018, we launched a new seminar series to support Manningham parents and guardians. The current series will continue until November 2018.

Delivered in partnership with the Manningham Youth Alliance, the seminar series features expert presenters and a range of topics. The seminars provide parents with skills and knowledge to create positive change as they raise our future generations.

The first 2 seminars of the series were sold out, with 950 people attending in total, and were:

- *Raising Happy and Resilient Children* with one of Australia's most renowned adolescent and child psychologists, Dr Michael Carr-Gregg
- *Raising Boys* with best-selling Australian author Steve Biddulph.

"Adolescence is one of the most risky growth and developmental periods for our children and parents need to have the skills, knowledge and strategies to provide this generation with the love, stability and routine they need," Dr Carr-Gregg said.

The seminar series features 10 seminars in total. Continuing the program will be a key focus in 2018/19.

Upcoming seminars for 2018/19 are:

- *Raising Girls* with Steve Biddulph
- *Fine-Tuning Behaviour Management in Young Children* with Dr Rick Jarman
- *Sexuality and Respectful Relationships* (in partnership with YMCA Manningham Youth Services) with Dr Maria Pallotta-Chiarolli
- *Careers Expo – Skills 4 the Future* (in partnership with Manningham Youth Alliance)
- *The Importance of Childhood Play*
- *Resilient Young People*
- *School Readiness*.

More information is available at manningham.vic.gov.au/parenting-seminar-series



Liveable places and spaces

Our community stretches from large, leafy blocks in the outer suburbs, to new high-density communities. We focus on creating inviting places and spaces, enhanced parks, open space and streetscapes, safe, well-connected and accessible travel, and community infrastructure.

GOAL:

2.1. INVITING PLACES AND SPACES

ACTION AREAS:

- Accessible and connected mixed-use places to recreate, gather and celebrate
- Well designed and managed public spaces and streetscapes that are integrated into future development
- Managing impact of growth and density on amenity
- Sustainable development balancing our unique balance of city and country
- Developer investment contributes to the amenity of the municipality

GOAL:

2.2. ENHANCED PARKS, OPEN SPACE AND STREETSCAPES

ACTION AREAS:

- Accessible and well connected areas that inspire activity, recreation and relaxation
- Optimise sustainability of parks and reserves expansion and enhancement
- Protect and enhance our parks and reserves
- Well maintained parks and reserves with facilities designed for all

GOAL:

2.3. WELL CONNECTED, SAFE AND ACCESSIBLE TRAVEL

ACTION AREAS:

- Well connected, safe and accessible public transport and active options
- Well planned and maintained roads, pathways and transport infrastructure
- Improved sustainable transport options to reduce congestion
- Easier travel to and within Manningham and the wider metropolitan area
- Pursue a 20 minute neighbourhood (in line with Plan Melbourne where every home will be within 20 minutes of travel of local services and facilities). Priorities include Bus Rapid Transit (BRT) service, Eastern Freeway – preserving Doncaster Rail corridor, Doncaster Bus improvement, increased SmartBus provision and improved bus service coverage and frequency.

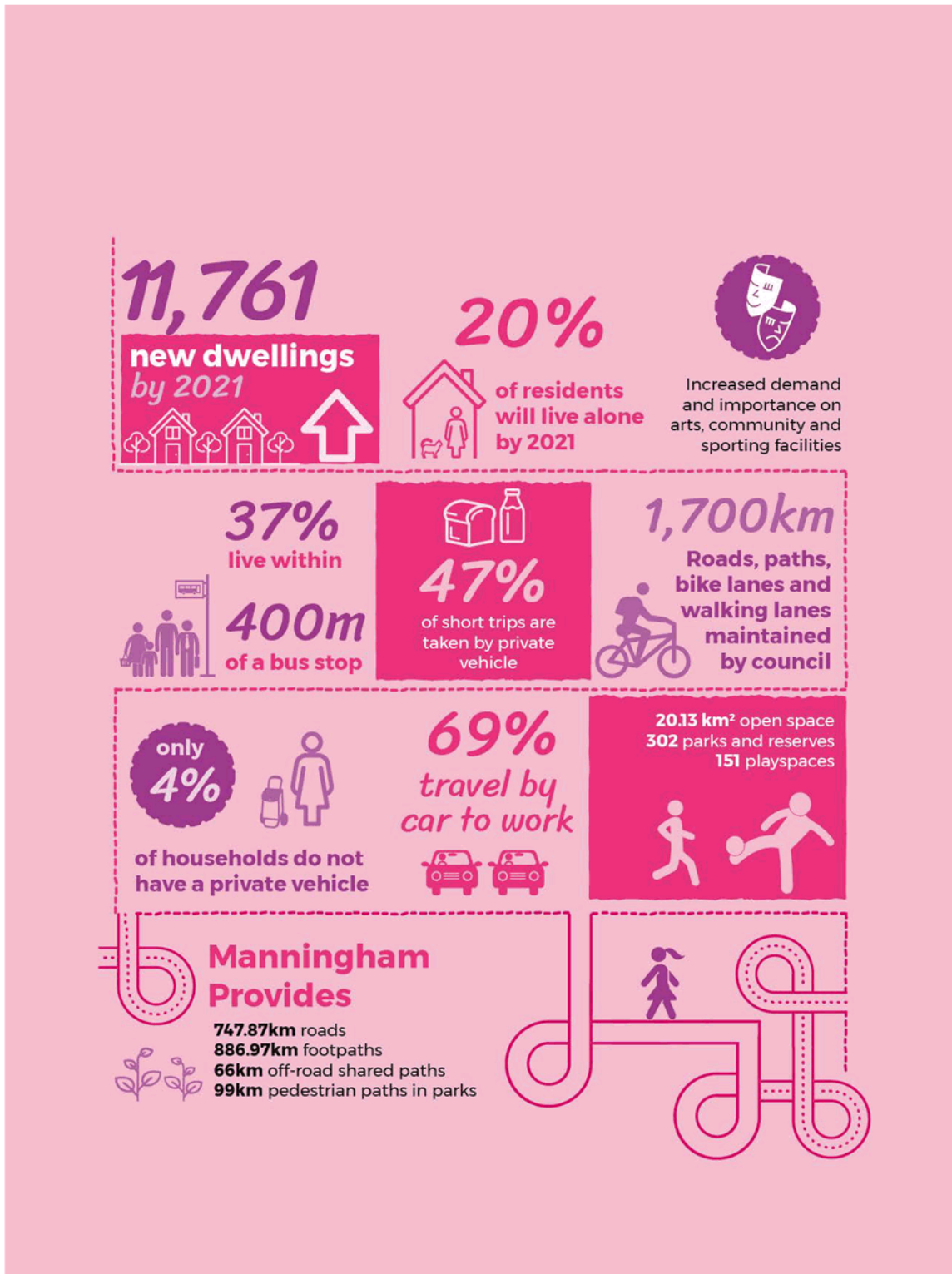
GOAL:

2.4. WELL UTILISED AND MAINTAINED COMMUNITY INFRASTRUCTURE

ACTION AREAS:

- Infrastructure that is responsive to changing community, education and sporting needs
- Quality community infrastructure that is well maintained
- Council Infrastructure that is meeting environmental and accessibility standards
- Ensure capital works investment in community facilities to respond to community need
- Infrastructure is well utilised and caters to the changing needs of the municipality

Snapshot



What you asked for

- Protect our parks and open spaces
- Safe and reliable roads and public transport
- Manage the impact of growth and density on amenity
- Well-maintained community infrastructure to support walking, fitness and recreation
- Sustainable development balancing our unique balance of city and country
- Support for alternative modes of transport including walking and cycling
- Community facilities that are responsive to changing community, education and sporting needs

Achievements: what we delivered

Completed Mullum Mullum Stadium, a new 5-court indoor sports facility. Our new \$21.8 million stadium caters for a variety of sports including basketball, netball, volleyball, futsal (indoor soccer), table tennis and more. It was officially opened on Saturday 30 June 2018.

Implemented our Roads Improvement Program, including upgrades to various link roads. A feature of the program was the Stage 1 upgrade of King Street in Templestowe between Blackburn Road and Wyena Way.

Upgraded 13 parks with new features as part of our Parks Improvement Program. Highlights of the program included:

- Bimbadeen Reserve in Templestowe
- Morello Reserve
- Sheahans Reserve
- Morecambe Reserve
- Timber Reserve
- Heath Reserve
- Matisse Reserve
- Lawford Reserve, Stage 2.

Worked with Transport for Victoria to advocate for the construction of several DART infrastructure projects. Projects include bus lanes and bus priority improvements for the Doncaster Road–Eastern Freeway interchange, Blackburn Road–George Street intersection, and Thompsons Road–Eastern Freeway on ramp. Works on these projects will start in July 2018 and finish by September 2018.

Six amendments to the Manningham Planning Scheme were approved by the Minister for Planning:

- Amendment C112: removed the restrictive covenants from 775-779 Doncaster Road, Doncaster
- Amendment C113: amended the Heritage Overlay schedule for 66-68 Hall Road, Warrandyte South and made updates to 7 heritage places in Manningham
- Amendment GC42: introduced a new Environmentally Sustainable Development (ESD) Policy into the Manningham Planning Scheme
- Amendment C119: made a number of corrections to the Manningham Planning Scheme
- Amendment C121: rezoned land at 8 Montgomery Street, Doncaster East
- Amendment C123: introduced new Public Open Space Contribution Rates.

Achieved a 25% increase in visits to the Aquarena Aquatic and Leisure Centre since 2016/17, with 707,174 people visiting the centre.

Four amendments to the Manningham Planning Scheme progressed:

- Amendment C104: included exhibiting a revised proposal to introduce new planning controls to the Westfield Doncaster sites at 619 Doncaster Road and 20-34 Westfield Drive in Doncaster
- Amendment C109: proposed changes to the Land Subject to Inundation Overlay and Special Building Overlay to identify areas subject to flooding
- Amendment C117: proposed changes to Manningham’s Rural Areas to allow non-residential uses in the Rural Conservation Zone and updated planning controls for outbuildings
- Amendment C122: included various planning updates and miscellaneous changes to the scheme’s public exhibition period.

Challenges

The impact of new development on local infrastructure and asset management across Manningham.

Responding to changes in the Victorian State Planning Provisions and implementing these locally.

Planning for the North East Link (NEL) has impacted the review of Manningham’s Integrated Transport Plan, as the NEL will significantly alter Manningham’s transport network and that of the broader region.

Changing standards and guidelines in the delivery of public assets.

Lack of public transport options, Manningham is the only municipality in Melbourne that does not have access to trains.

Responding to illegal building work breaches and non-compliances.

Fast Facts

<p>1,171 planning application decisions made</p> <p>8,358m of footpaths replaced</p> <p>167,450m² of road pavement area resurfaced</p> <p>13 parks upgraded</p> <p>6 amendments to the Manningham Planning Scheme were approved by the Minister for Planning</p> <p>4 amendments to the Manningham Planning Scheme progressed</p> <p>Secured \$4.8 million for strategic land use, open space, and recreation planning for the future.</p>	<p>707,174 visits to Aquarena Aquatic and Leisure Centre</p> <p>Maintained 597km of sealed local roads</p> <p>\$39.88 million of capital works projects delivered</p> <p>\$1.02 million spent on improving linear parks</p> <p>\$1.24 million spent on improving local parks and their amenities</p> <p>Increased the proportion of planning applications that were decided on time by almost 40%.</p>
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Our performance – Council Plan

The following shows our performance against the goals of our Council Plan 2017–2021, in the liveable places and spaces theme, in 2017/18. As this is the first year we are reporting against these measures, many of these are the baseline against which future actions will be measured.

Goal: Inviting places and spaces

2017-2021 ACTIONS	MEASURES	RESULT	OUTCOMES
Healthy community			
Place-based initiatives that create inviting places and spaces that support people to engage in community life	Maintain or increase place-based initiatives to community satisfaction Source: Council data	In progress	Created initiatives to encourage new and existing residents of Doncaster Hill and Bulleen to connect and get involved, such as the Midsumma Youth Festival.
Liveable places and spaces			
Ensure urban design and maintenance retains a high level of amenity for Council owned and managed spaces	Urban design and maintenance complete Community survey shows satisfaction Source: Council data	Scored 8.1/10 on park satisfaction	Our community survey result was on par with the regional parks survey. We completed our streetscape improvement program, including: Tunstall Square streetscape upgrade stage 4, Templestowe War Memorial landscape improvements, shopping centre landscape upgrades, Civic Centre garden upgrade. We also started an upgrade program on a number of roads and landscaped areas.
Managing impact of growth on amenity	Two-thirds of growth is happening in those activity centres and main roads that have been identified as appropriate for that growth Source: Council data	In progress	Close monitoring of planning applications to achieve this goal. Worked with partners to review traffic management at the Ajani Precinct and installed new signage.
Resilient environment			
Ensure local planning and development is responsive to community need and aligned with local planning laws	Maintain or increase number of VCAT decisions upheld Source: PPARS / State Government	65% of VCAT decisions upheld	18 of our original 51 decisions were set aside or overturned by VCAT. In 14 of them, we negotiated satisfactory outcomes, and only 8% of matters were overturned without our consent. We have plans in place to ensure this number returns to being on track next year. Completed environmental assessments of planning applications, including the Tullamore estate, to protect natural assets.

2017-2021 ACTIONS	MEASURES	RESULT	OUTCOMES
Vibrant and prosperous economy			
Deliver initiatives to optimise the return on Council owned land and building holdings	Revenue secured Source: Council data	In progress	Started a strategic review to optimise returns on council-owned land and buildings.
Well-governed council			
Ensure planning decisions are timely and appropriate	Maintain or increase planning decisions made within time Source: PPARS / State Government	Increased on time application decisions by almost 40%	As a result of improvements we made in processing planning applications, we increased the proportion of planning applications that were decided on time by almost 40%.
Work together with the region for better outcomes for Manningham	Maintain or increase number of regional partnership initiatives Source: Council data	Increased regional partnership activities	<p>We work towards the best outcomes for Manningham, partnering with federal and state governments, community groups, health, business and not-for-profit organisations.</p> <p>This year, key partnership projects were:</p> <ul style="list-style-type: none"> ▪ Skills 4 the Future (YMCA) ▪ Bolin Bolin Integrated Water Management (City of Boroondara, Carey Baptist Grammar School, Melbourne Water, State Government) ▪ advocating for affordable housing (neighbouring councils) ▪ reducing the costs of shared infrastructure including roads (neighbouring councils) ▪ working to grow the visitor economy with the Greater Melbourne Destination and Visitor Management Plan for Melbourne East (neighbouring councils).

Goal: Enhanced parks, open space and streetscapes

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Healthy community			
Optimise community enjoyment and participation in our parks, open space and streetscapes through sound design, programs and connectivity	Maintain or improve community satisfaction/ utilisation Source: Council data	Scored 8.1/10 on satisfaction	Regional park survey completed with an above average rating for the region.

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Improve seating particularly for older people along our linear parks	More seating in linear parks	In progress Some installations	Installed new street furniture, including benches in selected areas.
Liveable places and spaces			
Improvement and maintenance programs implemented to ensure parks, open space and streetscapes are clean and well maintained	Maintain or improve Community Satisfaction Rating (median) Source: Regional Park Assessment	Scored 8.4/10 for satisfaction	Received the 2 nd highest resident satisfaction score out of 18 councils in the region.
Resilient environment			
Deliver management and maintenance programs to improve balance between bushfire prevention and protection of biodiversity	Maintain or improve assessment of weed reduction and roadside vegetation completed Source: Council data	In progress	Our maintenance schedules as well as fire management and action plans are up-to-date.
Vibrant and prosperous economy			
Development of open space that contributes to the value of the area	Maintain or increase projects completed Source: Council data	In progress	\$1.02 million (93%) of linear park capital budget was used to improve parks. \$1.24 million (89%) of the program of work to local parks and their amenities was completed.
Well-governed council			
Council ensures sustainable funding and good practice to upgrade and manage parks, reserves and streetscapes	Maintain or increase funding for open space Source: Council data	In progress	We secured \$4.8 million for strategic land use, open space, and recreation planning for the future.

Goal: Well-connected, safe and accessible travel

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Healthy community			
Develop and deliver transport that is safe, reliable, accessible and affordable for the community for public and active transport options	Maintain or improve perception of safety / transport usage Source: Council data	57% of residents use public and active transport	Strategic projects included: investigating Doncaster Hill mode shift options, managing bus shelter contracts, conducting the Yarra River shared path bridge feasibility study, working with local schools to encourage active transport options.
Liveable places and spaces			
Deliver parking needs assessment and implement transport infrastructure to address changing demands	Maintain or improve assessment implementation	Deferred	Deferred until the North East Link (NEL) is completed, as we expect it to significantly impact our parking needs.

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Continue to improve the road network through the delivery of a targeted pavement resealing and rehabilitation program. The 'intervention level' is the condition the road needs to get to before we renew it.	Maintain or reduce total sealed roads below intervention level Maintain or improve community satisfaction with roads Source: Council data and Community Satisfaction Survey	0.7% of our roads needed work	Maintained sealed roads below intervention level.
Resilient environment			
Support alternative modes of transport and ensure that pedestrians and bicycle routes are well integrated with connections to public transport and activity centres	Maintain or increase total people using sustainable transport options Source: Council data / ABS	40% of residents use sustainable transport options	Work progressed on our bicycle strategy, principal pedestrian network, link road strategy, and the Doncaster Hill mode shift plan.
Vibrant and prosperous economy			
Advocate for improved transport investment into the local network	Maintain or increase funding secured for transport initiatives Source: Council data	In progress	Recent bus network review recommendations are being used to guide advocacy for improved bus services.
Well-governed council			
Work with regional and state partners to deliver a strategic transport plan for private and public transport in the region	Maintain or improve plan implementation Source: Council data	In progress	Held meetings with State Government to develop ideas for revising our bus network. As part of the Eastern Transport Coalition, we developed transport priorities to advocate to the Minister for Public Transport. Worked with Banyule, Yarra Ranges, Whitehorse and Boroondara, and the Metropolitan Transport Forum on bus advocacy in preparation for the 2018 state election.

Goal: Well utilised and maintained community infrastructure

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Healthy community			
Determine and implement fair and sustainable service levels for sporting and community use in Council owned and managed community infrastructure	Maintain or increase community utilisation of facilities Source: Council data	In progress	Began benchmarking and consultation to inform an evidence-based proposal for how we can ensure community facilities are used equitably by our community.

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Liveable places and spaces			
Ensure building and building maintenance of Council's building assets are delivered to a high standard that promotes safe and optimum use	Maintain or increase total Council buildings in good condition	96% of requests completed within time	Maintained our buildings in good condition.
Investigate the possibility of universal design in construction projects	Maintain or improve design standards explored in major projects Source: Council data	In progress	Developed a knowledge bank of building details and preferred materials to ensure we provide best practice in construction.
Resilient environment			
Support the environmentally sustainable design (ESD) and use of buildings, facilities and infrastructure	Maintain or increase total facilities ESD compliance Maintain or increase plans and initiatives to ensure efficient and effective use Source: Council data	In progress	Installed 450kW of solar panels at the new Mullum Mullum Stadium. Completed a \$120,000 upgrade to the MC2 building management system, which will save \$35,000 each year. Delivered a \$2.5 million upgrade of street lighting to install over 6,000 LED lights, which will save about \$370,000 on energy and maintenance per year.
Vibrant and prosperous economy			
Work closely with local and regional partners to secure financial support for existing and future infrastructure projects	Maintain or increase secured opportunities Source: Council data	In progress	Consultation with Transport for Victoria (TFV) so construction can begin on several DART infrastructure projects, such as: bus lanes, bus priority improvements for Doncaster Road, Eastern Freeway Interchange, and the Eastern Freeway on ramps at Blackburn Road-George Street and Thompson Road. Working closely with NEL Authority on proposed Doncaster busway and with TfV and Infrastructure Victoria on the bus rapid transit.
Well-governed council			
Deliver the annual Capital Works Program to maintain, upgrade and develop Council's assets to address existing and future needs	Completion of Capital Works Program Source: Council data	96% of Capital Works Program budget spent	Our Capital Works Program was completed to an acceptable level.

Our performance – major initiatives and initiatives

On target	Some progress	Not on target
Major initiative	Progress	Comment
Review of the Manningham Planning Scheme		The State Government extended the completion date for planning scheme reviews for all councils from 30 June to 31 December 2018.
Parks Improvement Program		Implemented Parks Improvement Program works as scheduled: <ul style="list-style-type: none"> ▪ Petty's Reserve ▪ Ruffey Lake Park Management Plan ▪ Lawford Reserve Management Plan (Stage 2) ▪ Completion of the Main Yarra River Trail to Warrandyte (addressed in stages). Program on schedule.
New Integrated Transport Strategy for private and public transport		The development of the Integrated Transport Strategy has been delayed due to the North East Link proposal and the anticipated impact on the transport network. A Transport Action Plan is being prepared in the meantime.
Road improvement program		Improved connectivity with the program including: <ul style="list-style-type: none"> ▪ upgrading link roads ▪ Stage 1 of Jumping Creek Road ▪ construction of King Street Stage 1 completed ▪ community consultation on Jumping Creek Road (Stage 1) continues. Staged works completed as programmed.
Completion of Mullum Mullum Stadium		Completed Manningham's premier new 5-court sporting facility, Mullum Mullum Stadium in Donvale, which was opened on Saturday 30 June with an official opening and family fun day.
Initiative	Progress	Comment
Increase service levels to park maintenance and roadside amenity and improved litter collection service		Increased service levels delivered following a review and the awarding of a new contract.
Continue to implement the safe pedestrian crossing points priority list		Projects completed as programmed. Design ready for a number of priority projects. Awaiting VicRoads approval.

Services funded in our Annual Budget

We funded the below services in the Annual Budget 2017/18 to support our liveable places and spaces goals.

Activity	Description	Budget \$'000	Actual \$'000	Variance \$'000
Building services	Statutory building services, including processing of building permits and inspections to ensure we meet our statutory obligations and enhance Manningham as a well-planned and liveable city.	568	456	112
Street lighting	Street lighting on our road network to enhance the safety and security of our community.	674	777	(103)
Street cleaning and litter pick up	Keeps the streets and surrounding areas neat and tidy, contributing to Manningham's amenity and safety. Includes mechanical kerb and street cleaning, roadside litter pick up and cleaning of footpaths at activity centres.	1,512	1,515	(3)
Graffiti removal	Facilitates the prompt removal of graffiti from Manningham properties and private properties where the graffiti is in a prominent position along main roads, affecting public amenity.	91	73	18
Parks and recreation	Manages, administers and maintains sports and recreation facilities, sportsgrounds, landscape, trees, bushland, open space and parks, and capital works.	12,478	11,851	627
Roads, streets and bridges	Day-to-day maintenance of roads, bridges and footpaths, including repairing potholes, patching, resheeting and minor works on sealed and unsealed roads. A depreciation expense of \$8.1 million is included for the \$191 million value of roads, streets and bridges that fall under this category.	11,922	11,359	563
Footpaths, vehicle crossings and kerb and channel maintenance	Maintains our extensive footpath, vehicle crossing, cycleway, and kerb and channel (gutter) assets. A depreciation expense of \$1.1 million is included for the \$56 million value of assets assigned to this activity.	1,826	1,968	(142)
Line marking	Maintains line marking on roads, including traffic management treatments at school crossings, local roads and carparks.	233	230	3
Signs and street furniture	Maintains and repairs traffic signals, and road signs and furniture, including guardrails.	368	360	8
Strategic transport	Advocacy and policy development for public transport and active travel options.	250	312	(62)
Geographic information systems (GIS)	Provides data for our GIS, global positioning systems (GPS), 3D modelling, intranet, internet, census demographics, mapping and general data collection.	387	406	(19)
Strategic land use planning and development	Provides strategic planning, urban design, landscape, heritage and development planning services to ensure we manage growth that is responsive to demographic, community, economic and social trends (as per the 2017/18 adopted budget)	2,841	2,703	138

Activity	Description	Budget \$'000	Actual \$'000	Variance \$'000
Strategic projects	Delivers major building projects and other complex projects in our Capital Works Program and provides strategic advice to Council in relation to sustainable transport, water conservation, water quality improvements and other sustainability matters.	237	62	175
Statutory planning	This service is responsible for the administration and enforcement of the Manningham Planning Scheme and various Acts and regulations pertaining to the statutory planning functions of Council. (per the 2017/18 Annual Budget)	2,088	1,266	822
Infrastructure planning	Provides engineering expertise in relation to the preparation of strategies and policies for road transport and safety, drainage, pathways, and traffic design. Plays a key role in delivering the Capital Works Program and preliminary designs for future capital projects.	3,340	2,886	454
Council buildings	Building maintenance services for our building assets. Services include cyclic, major, and emergency maintenance; minor capital works projects; cleaning and security; and mechanical services. Managing essential safety measures and compliance requirements. A depreciation expense of \$2.81 million is included for the \$216 million value of building assets in this category.	5,258	6,245	(987)
Developer contributions	Responsible for collecting developer contributions as required under our planning framework, with funds for our Capital Works Program.	(4,123)	(4,432)	309

Service performance indicators

The following statement provides the results of the LGPRF-prescribed service performance indicators and measures for the liveable places and spaces theme.

Service / indicator	2014/15	2015/16	2016/17	2017/18	Material variations and comments
Aquatic Facilities					
Service standard <i>Health inspections of aquatic facilities</i> [Number of authorised officer inspections of Manningham aquatic facilities / number of Manningham aquatic facilities]	3	5	4	4	We proactively monitor all our facilities to ensure they are maintained to the highest safety standard. Aquatic facilities are externally managed and contractors operate according to their own occupational health and safety policies, as well as regulations endorsed by Council and the Royal Life Saving Society Australia Guidelines for Safe Pool Operation (GSPO).

<i>Service / indicator</i>	2014/15	2015/16	2016/17	2017/18	Material variations and comments
<i>Reportable safety incidents at aquatic facilities</i> [Number of WorkSafe reportable aquatic facility safety incidents]	2	0	4	0	The decrease in safety incidents is due to incorrect over-reporting in previous years, as well as improvements to facilities, access and signage following the redevelopment completed in 2016.
Service cost <i>Cost of indoor aquatic facilities per visit</i> [Direct cost of indoor aquatic facilities less income received / number of visits to indoor aquatic facilities]	\$1.38	\$3.59	\$0.18	\$0.00	Following a significant redevelopment in 2016, this is the second full year of operation and the facility is operating at cost neutral.
Utilisation <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / municipal population]	4%	3%	5%	6%	Following the significant 2-year redevelopment up to 2016, it is pleasing to see use of the facility continuing to trend favourably, with almost a 25% increase in patronage since 2016/17
Statutory planning					
Timelines <i>Time taken to decide planning applications</i> [The median number of days between receipt of a planning application and a decision on the application]	45 days	166 days	153 days	77 days	As a result of our improvements in processing applications to reduce timeframes, the median gross processing days has halved – from 153 days in 2016/17 to 77 in 2017/18.
Service standard <i>Planning applications decided within time</i> [(Number of regular planning application decisions made within 60 days) + (number of VicSmart planning application decisions made within 10 days) / number of planning application decisions made] x 100	69%	40%	52%	71%	As a result of improvements we made to processing applications, we reduced the time it took to process planning applications by almost 40%.
Service cost <i>Cost of statutory planning service</i> [Direct cost of the statutory planning service / number of planning applications received]	\$2,196.12	\$1,964.67	\$2,699.22	\$2,237.63	Manningham has worked hard this year to ensure that our planning process is efficient, resulting in a 17% decrease in costs per application.

Service / indicator	2014/15	2015/16	2016/17	2017/18	Material variations and comments
<p>Decision making <i>Council planning decisions upheld at Victorian Civil and Administrative Tribunal (VCAT)</i> [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / number of VCAT decisions in relation to planning applications] x 100</p>	44%	73%	71%	65%	18 of our original decisions were overturned by VCAT. In 14 of these, we negotiated satisfactory outcomes with the applicant and consented to the decision. Only 4, or 8%, were overturned without our consent.
Roads					
<p>Satisfaction of use <i>Sealed local road requests</i> [Number of sealed local road requests / kilometres of sealed local roads] x 100</p>	97%	99%	73%	63%	We strive to provide well-maintained roads for the community, dealing with requests to achieve high-quality and cost-efficient outcomes. The number of requests continued to decline, indicating greater satisfaction with our roads.
<p>Condition <i>Sealed local roads below the intervention level</i> [Number of kilometres of sealed local roads below the renewal intervention level set by Manningham / kilometres of sealed local roads] x 100</p>	98%	99%	99%	99%	We maintain Manningham's roads according to our Asset Management Plan. The high standard remains consistent with previous results. <i>Note: the 'intervention level' is the condition the road needs to get to before we renew it.</i>
<p>Service cost <i>Cost of sealed local road reconstruction per m²</i> [Direct cost of sealed local road reconstruction / m² of sealed local roads reconstructed]</p>	\$147.84	\$126.74	\$163.70	\$130.79	This year's decrease is largely due to works being larger-scale, leading to greater efficiencies.
<p>Service cost <i>Cost of sealed local road resealing per m²</i> [Direct cost of sealed local road resealing / m² of sealed local roads resealed]</p>	\$20.55	\$25.09	\$25.54	\$23.07	The cost reduction is due to the increased scale of works, leading to greater efficiencies. To produce a quality result, we use a combination of asphalt and spray seal for road resealing, which have different costs. The method used depends on the road.

Service / indicator	2014/15	2015/16	2016/17	2017/18	Material variations and comments
Satisfaction <i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how we have performed on the condition of sealed local roads]	68	64	66	64	We were rated slightly lower than last year, but still 4 points ahead of the Melbourne metro average and 11 ahead of the State-wide average. An independent research company conducts the annual Community Satisfaction Survey on behalf of the State Government.

Our year ahead

Major initiatives

Begin a planning scheme amendment process by 30 June 2019 to implement the priority actions from the 2018 Planning Scheme Review.

Implement the Parks Improvement Program works as scheduled for Petty's Reserve, Ruffey Lake Park Management Plan, Lawford Reserve Management Plan (Stage 2), Main Yarra River Trail to Warrandyte.

Develop and deliver a new integrated transport solutions by 30 June 2019 for private and public transport. We will prepare a Bus Transport Action Plan by 31 December 2018 and start a draft Integrated Transport Strategy by 30 June 2019.

Improve connectivity by delivering the Road Improvement Program, including King Street by 31 December 2019 and Jumping Creek Road by 30 June 2021.

Assist in addressing growing demand for indoor sports across Manningham, through the operation of Mullum Mullum Stadium 5-court facility, meeting demand at 80% capacity by 30 June 2019.

Other initiatives

Build on the Parks Alive program, partnering with local volunteers to improve the amenity and upkeep of our local parks.

Deliver footpath and drainage improvements by constructing 2.2km of 1.5m-wide footpath and completing adopted drainage improvement program for 2018/19.

Liveable places and spaces case study: New stadium a game changer for Melbourne's east

In June 2018, we officially opened the new Mullum Mullum Stadium in Donvale, now one of the largest multi-use indoor sports facilities in Melbourne's east.

The highly anticipated \$21.8 million stadium features:

- 5 multi-use indoor sports courts
- seating for up to 500 spectators
- a café
- facilities for community meetings and functions.

The impressive indoor courts meet national competition standards for a range of sports, including basketball, netball and table tennis. They also cater for volleyball, futsal and other recreation activities.

Providing access for all abilities, all ages and cultural groups, as well as boosting the opportunities for female participation in sport, the stadium is expected to cater for 100,000 users each year.

With cutting edge solar technology and sustainable water use forming part of its design, the 6,000m² stadium gets a big tick for sustainability.

A 450kW system featuring 1,330 solar panels will help power the stadium, with any excess power generated capable of being fed back into the mains electricity grid.

Constructed over a 2-year period, Mullum Mullum Stadium has been a key feature of our Capital Works Program and will provide a boost for local sporting clubs.

The project has been delivered with a \$878,000 contribution in State Government funding, through Sport and Recreation Victoria, Melbourne Water and the Taxi Services Commission.

Find out more manningham.vic.gov.au/mullum-mullum-stadium

Resilient environment

Manningham is home to widespread green spaces that support many endangered species and provide our community with exceptional natural environment experiences.

We will work with our community and partners to protect and enhance our valued environment and biodiversity, as well as reduce our environmental impact and adapt to climate change.

GOAL:

3.1. PROTECT AND ENHANCE OUR ENVIRONMENT AND BIODIVERSITY

ACTION AREAS:

Foster community partnerships in protecting natural spaces, parks, rivers and creeks

Sustainable development encompassing living, business and community facilities

Support the protection of the green wedge and natural spaces

Improve local economy in the green wedge

Sustainable management, monitoring and enhancement for the natural environment

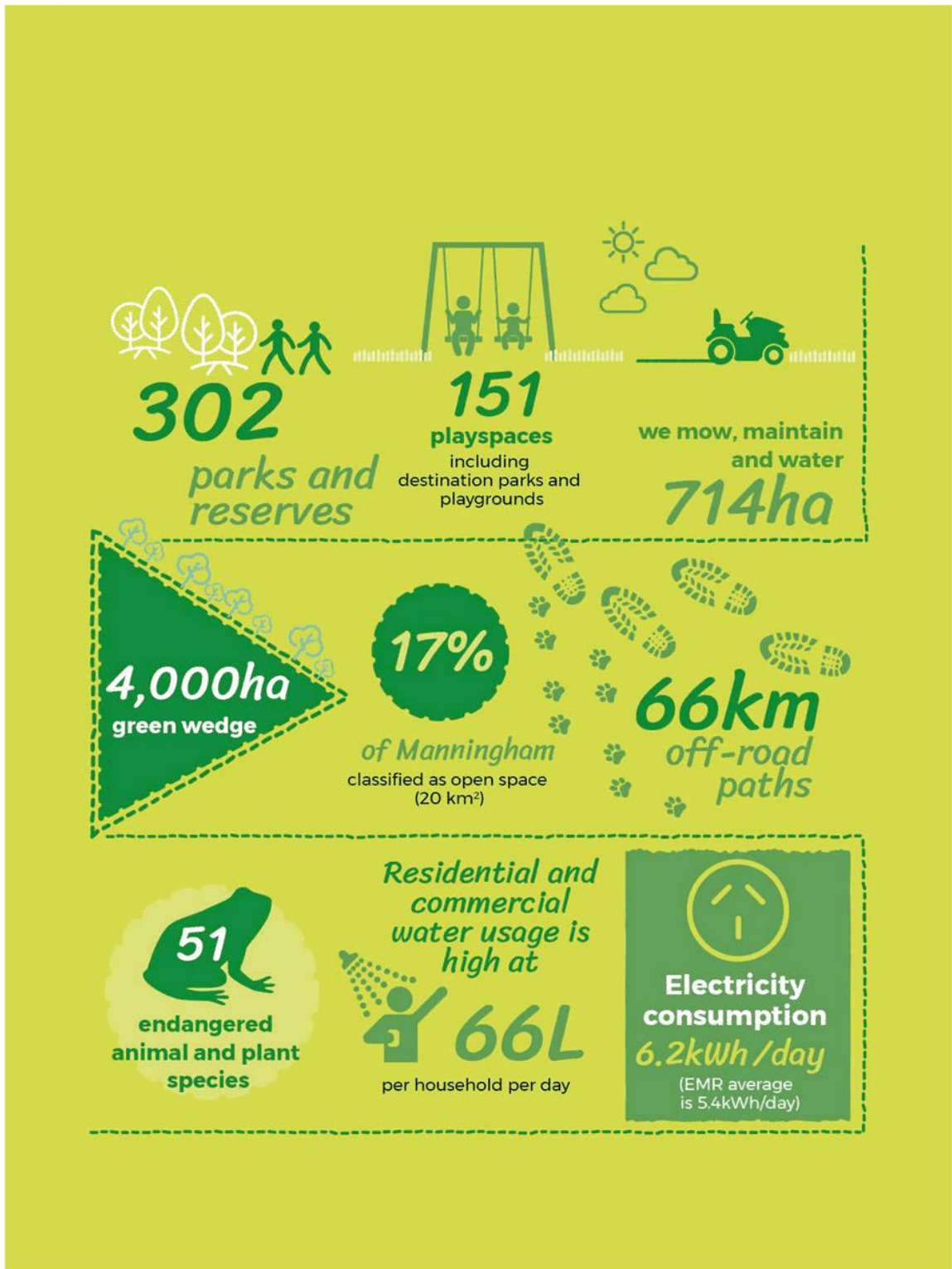
GOAL:

**3.2. REDUCE OUR ENVIRONMENTAL IMPACT
AND ADAPT TO CLIMATE CHANGE**

ACTION AREAS:

- Build community awareness and support of environmental issues
- Optimise the management of our energy, waste and water
- Manage natural spaces to remove threats and revegetate
- Support sustainable green business
- Demonstrate leadership in sustainable and innovative environmental practices

Snapshot



What you asked for

- Protect and enhance the biodiversity values across land in Manningham
- Sustainable activities and programs for the community
- Protect and improve the local economy in the green wedge
- Leadership in sustainable and innovative practices
- Improve environmental outcomes for local business
- Prepare for emergencies

Achievements: what we delivered

Achieved the lowest ever amount of waste being sent to landfill in Manningham. We recycled just over 54% of waste collected.

Launched the Manningham Compost Revolution program in March, which encourages residents to start composting. More than 650 households installed compost solutions between March and June 2018.

Improved energy and carbon efficiency in Manningham-owned and managed buildings by installing:

- 6,000 energy-efficient LED street lights across Manningham
- 450kW of solar panels at Mullum Mullum Stadium In Donvale
- an energy efficiency upgrade of the building management system for MC2.

Supported 110 households to have solar panels installed through the Positive Charge program. Through this program, Manningham residents have collectively invested in about 460kW of solar power, saving about \$110,000 on annual energy bills and reducing greenhouse gas emissions by about 13,000 tonnes.

Supported over 50 properties with Local Environment Assistance Fund (LEAF) grants for environmental land management works.

Challenges

Responding to new restrictions on recycling exports. Previously, recycling companies paid councils for recyclable material and this money was used to offset the cost of council's waste collection service. Under new arrangements, Council is now required to pay a fee to the recycling company.

Balancing bushfire management provisions and the native vegetation clearing regulations in the planning process and responding to unpermitted vegetation removal.

Increasing population and housing density is putting more pressure on biodiversity in Manningham.

Fast facts

18,064 trees planted 24,221.16 tonnes of recyclables and green organics collected from kerbside bins 44,756.64 tonnes of garbage, recyclables and green organics collected from kerbside bins 54% of waste diverted from landfill 43,585 kerbside bins collected 36,000 people participated in environmental programs	110 households had solar panels installed through the Positive Charge program Residents invested in 460kW of solar power, saving \$110,000 for the year and reducing greenhouse gas emissions by 13,000 tonnes Over \$400,000 saved in Council energy bills annually due to energy efficiency improvements
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Our performance – Council Plan

The following shows our performance against the goals of our Council Plan 2017-2021, in the resilient environment theme, in 2017/18. As this is the first year we are reporting against these measures, many of these are the baseline against which future actions will be measured.

Goal: Protect and enhance our environment and biodiversity

2017-2021 ACTIONS	MEASURES	RESULT	OUTCOMES
Healthy community			
Support the community to deliver programs and activities to protect and enhance biodiversity values across land in Manningham	Maintain or increase total volunteer hours Source: Council data	In progress	Established a trial pest deer control and monitoring program supported by Local Environment Assistance Fund grants. Continued Parks Alive initiative getting the community involved in managing their local parks.
Liveable places and spaces			
Deliver initiatives to ensure sustainable land use and protection of landscape and natural heritage assets	Maintain or increase total projects completed Source: Council data	40 assessments completed	Provided advice to the NEL Authority on environmental issues. Completed environmental assessments of planning applications, including the Tullamore estate, to protect natural assets.
Resilient environment			
Initiatives to advocate and protect Manningham’s natural spaces, rivers, creeks and green wedge	Plan implementation Source: Council data	In progress	Woody weed removal on 46 private properties and on roadsides in our Green Wedge covering more than 100 hectares, which contributes to lowering bushfire risks. Supported over 50 properties with Local Environment Assistance Fund grants for environmental land management works.

Vibrant and prosperous economy			
Advocate for an improved long-term future and viability in the green wedge through economic and tourism opportunities	Maintain or increase local GDP Source: ABS / REMPLAN	In progress	Supported a review of our planning scheme including support for sustainable use of our green wedge. Conducted advocacy work with state and federal bodies.
Well-governed council			
Lead and educate the community in environmental services and programs	Maintain or increase community initiatives Source: Council data	In progress	Programs included: nature walks, environmental seminars, Waterwatch program, Spring Outdoors, Smarter Living sustainability seminars, the Doncaster Hill garden, and Currawong Bush Park school education events.

Goal: Reduce our environmental impact and adapt to climate change

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Healthy community			
Deliver a sustainability program to educate, empower and engage the community in reducing its environmental impact and adapting to climate change	Maintain or improve annual participation in environmental sustainability programs Source: Council data)	In progress	Delivered and supported the Positive Charge and Solar Savers programs that has so far resulted in over 154 household solar power installations helping to reduce 'cost of living' pressures and adapt to climate change. In 2017/18 there were 44 installations.
Liveable places and spaces			
Activities and programs that support sustainable use of energy, water and waste	Initiatives implemented Source: Council data	In progress	Following the new bin roll-out in alignment with Australian Standards, we achieved our highest-ever rate of garbage being diverted from landfill.
Improved litter collection and disposal programs along roadsides	Maintain or increase energy savings Reduce Council greenhouse gas emissions by 20% by year 2020 Source: Council data	In progress	Our litter collection program continues on schedule. We added additional resources to assist in roadside litter pick-up and community volunteers assisted.
Resilient environment			
Ensure plans are responsive to protect and prepare our environment for emergency, bushfire disaster	Plans completed on time Source: Council data	In progress	All plans are in place and reviewed regularly to ensure they are current.

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Vibrant and prosperous economy			
Support local business to improve environmental and sustainable outcomes through inclusion in regional programs	Maintain or increase businesses in programs supported by Northern Alliance for Greenhouse Action Source: Council Data	Deferred	A trial of organic waste disposal has been deferred so that we can identify trader support.
Well-governed council			
Demonstrate leadership in sustainable and innovative environmental practices e.g. solar panels	Maintain or improve environmental initiatives for Council buildings and assets Source: Council data	In progress	Installed 450kW solar power system at the newly built Mullum Mullum Sports Stadiums – this is possibly the largest single solar power system on a Council building in Victoria.
Sustainable waste collection	Maintain or improve LGPRF waste indicators Source: Council data	54% of collected waste diverted from landfill	Kerbside collection waste diverted from landfill Following a bin rollout in alignment with Australian Standards, we have achieved our highest ever garbage diversion rate and the lowest ever percentage of material sent to landfill.

Our performance – major initiatives and initiatives

On target	Some progress	Not on target
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Major initiative	Progress	Comment
Education and awareness program on environmental sustainability, biodiversity protection and smarter living		Included over 100 nature walks, environment seminars, Spring Outdoors, Smarter Living, Doncaster Hill Community Garden and Currawong Bush Park School Education events. Included supporting the Positive Charge and Solar Savers programs to foster smarter and more sustainable living.
Drainage upgrade program		Significant progress on drainage infrastructure to protect habitable floor levels and improve community safety. Not all funds were used due to delays in project planning and contractor availability. Drainage upgrade program will be progressed and completed on schedule in 2018/19.
Manage and maintain the Bolin Bolin Billabong Integrated Water Management Facility		Facility to supply harvested stormwater for sportsground irrigation. Construction completed 30 September 2017. Reached practical completion on 24 April 2018.

Initiative	Progress	Comment
Continue to improve our waste resource recovery rate. Reduction in residual waste to landfill compared to previous year		Following a bin rollout in accordance with Australian Standards, we have achieved our highest-ever garbage diversion rate, resulting in the lowest-ever percentage of material sent to landfill.
Reduce our greenhouse gas emissions by 20% by 2020		<p>Increased energy savings delivered by 30 June 2018. Work included:</p> <ul style="list-style-type: none"> installation of a 450kW solar array at Mullum Mullum Stadium \$120,000 upgrade to the building management system for MC2, which is in progress and will result in an estimated annual energy and maintenance savings of \$35,000.

Services funded in Annual Budget

We funded the below services in the Annual Budget 2017/18 to support our resilient environment goals.

Activity	Description	Budget \$'000	Actual \$'000	Variance \$'000
Natural and built environment	Protects and enhances biodiversity and environment and leads an integrated response to climate and energy issues and sustainable development policy and practice.	1,234	946	288
Open space and recreation planning	Designs and manages high-quality public open space for our community, helps support a high-quality urban and natural environment, and provides diverse, accessible and sustainable recreation facilities and activities for all ages and abilities.	626	637	(11)
Septic tank compliance	Assesses applications, analyses sand, and identifies locations for property owners, to protect the environment and enhance community health.	185	187	(2)
Waste services	Provides kerbside rubbish collections of garbage, hard waste and green waste from all households and some commercial properties. It also provides a waste call centre, education services and the strategic planning of waste services.	(603)	(937)	334
Underground drains	Performs the inspection, maintenance and cleaning of underground drains to ensure correct operation. A depreciation expense of \$2.98 million is recognised on the \$245 million worth of drainage assets assigned to this activity.	3,893	4,006	(113)

Service performance indicators

The following statement provides the results of the LGPRF prescribed service performance indicators and measures for the resilient environment theme.

Service / indicator [measure]	2014/15	2015/16	2016/17	2017/18	Material variations and comments
Waste collection					
Satisfaction <i>Kerbside bin collection requests</i> [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x 1000	74.4 requests	61.6 requests	111.3 requests	82.9 requests	We updated the bins in 2016/17 to align with Australian Standards. The improved result indicates that the service is more settled than immediately following the bin rollout.
Service standard <i>Kerbside collection bins missed</i> [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x 10,000	6.4 bins missed	7.6 bins missed	8.1 bins missed	4.2 bins missed	We are in the 2 nd year of a new contract, which has resulted in significant improvements to kerbside collection, with only 4.2 bins missed per 10,000.
Service cost <i>Cost of kerbside garbage bin collection service</i> [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins]	\$103.80	\$110.80	\$103.60	\$104.47	This figure is consistent with last year and reflects the annual direct cost of the kerbside garbage bin collection (not including hard waste).
Service cost <i>Cost of kerbside recyclables collection service</i> [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins]	\$23.36	\$21.81	\$10.57	\$12.11	Costs include all operating expenses directly related to the delivery of the service, from pick up to waste transportation and disposal. The slight increase is due to an increase in the recyclables rate.
Waste diversion <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x 100	54%	53%	54%	54%	Following a bin rollout in alignment with Australian Standards, we have achieved our highest ever garbage diversion rate and the lowest ever percentage of material sent to landfill.

Our year ahead

Major initiatives

Successful delivery of community program relating to the environment, stewardship/education and sustainability by 30 June 2019.

Drainage upgrade program to be progressed and completed on schedule, including: completing the design of Melbourne Hill Road by 30 June 2019.

Other initiatives

Manage and maintain the Bolin Bolin Billabong Integrated Water Management Facility to supply harvested stormwater for sports ground irrigation.

Resilient environment case study: Reducing Manningham's household waste

This year we achieved the lowest amount of garbage sent to landfill ever recorded in Manningham.

In 2017/18 we sent 20,500 tonnes of garbage to landfill from household waste collection, and through recycling we diverted a total of 54% from landfill.

This result is the lowest recorded since data collection began in 2001/02. With our population growth over this time, it's a great result for Manningham.

Our community has long been passionate about the environment, and further inspired by the ABC's *War on Waste* series, we know our community are looking for ways to reduce their waste and in March 2018 we launched the Manningham Compost Revolution. Between March and June 2018, more than 650 households joined the revolution, which promotes food composting and offers residents a range of composting products at 60% off the recommended retail price.

We also saw great success with our annual Waste Drop off Day in May 2018. More than 750 residents took the opportunity to drop off and recycle a range of materials that cannot normally be placed into household bins. On the day, 21.5 tonnes of electronic waste, 4 tonnes of paint, 271kg of batteries and 1 tonne of gas cylinders were dropped off, all of which was diverted from landfill.

As part of our continued focus on waste reduction, we are working with the State Government's Metropolitan Waste and Resource Recovery Group and eastern region councils to establish a local organic processing facility for garden waste material and food organic waste. We hope this service may be available within the next 5 years in Manningham. In the meantime, we're also looking at other options to remove food waste from our garbage bins.

Find out more: manningham.vic.gov.au/waste

Vibrant and prosperous economy

Manningham is a unique balance of city and country, with an active regional economy.

Our low commercial and industrial base means there are opportunities to strengthen our tourism and visitor destinations. We have a strong local business network, supporting strip shops, activity centres and home businesses.

We support local economic growth through enabling a strong visitor economy, as well as vibrant local business and activity centres.

GOAL:

4.1. GROW OUR LOCAL BUSINESS, TOURISM AND ECONOMY

ACTION AREAS:

- Develop tourism through promotion of the unique character of Manningham
}
- Suitable mix of commercial land to stimulate business diversity
}
- Strengthen accessibility and viability in activity centres for retail, employment and community.
}
- Leverage private and public investment opportunities through Precinct Investment Plans
}
- Foster the greater Melbourne East economy
}

Snapshot



What you asked for

- Foster innovation and knowledge building in our business community
- Collaboration to promote growth throughout the region
- Stimulate business diversity
- Tourism and investment into local facilities

Achievements: what we delivered

Developed tourism investment opportunities by finalising the Greater Melbourne Destination and Visitor Management Plan for Melbourne East, in conjunction with the City of Whitehorse, City of Boroondara, Destination Melbourne and the Victorian Government. The Plan details the opportunities for Manningham based tourism businesses.

Hosted Melbourne East e-commerce Conference on 27 October 2017. About 150 people attended the event and heard from industry experts on e-commerce and the arrival of Amazon in Australia.

Theatre companies that hire the Doncaster Playhouse increased ticket sales. Survey results showed that promotion on our social media channels and in Manningham Matters influenced this result.

Continued to work one-on-one with local traders to identify and deliver new local tourism opportunities.

Funded \$400,000 of improvements to local activity centres; \$200,000 to improve parking, pedestrian and traffic flows in activity centres; \$2.2 million on upgrading neighbourhood activity centres; and \$60,000 of upgrades to local shops.

Continued to partner with Melbourne East Regional Economic Development Group. We held the E-Commerce Revolution Conference with 9 councils in Melbourne’s east.

Challenges

A lack of public transport options has a universal effect on services, economic growth, volunteering, and access to cultural tourism.

Current reliance on the small businesses and retail sector to drive economic prosperity in Manningham.

Fast facts

1,314 people attended 34 business development events.

1,572 businesses listed in the Manningham Business Directory

28,018 visits to the Manningham Business website manninghambusiness.com.au

21 issues of Manningham Business E-news distributed

Our tourism industry grew from \$230 million in December 2016 to \$283 million in December 2017.

Tourism also contributes 1,727 jobs to our economy.

At June 2018 Construction accounts for over 20% of total output for Manningham and employs over 3,300 jobs, an increase of 3%.

Retail is Manningham’s main employment industry with over 5,700 jobs (19%) with Health Care and Social Assistance second at over 4,700 jobs (16%).

Our performance – Council Plan

The following shows our performance against the goals of our Council Plan 2017–2021, in the vibrant and prosperous economy theme, in 2017/18. As this is the first year we are reporting against these measures, many of these are the baseline against which future actions will be measured.

Goal: Grow our local business, tourism and economy

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Healthy community			
Foster knowledge and innovation in the business community through the delivery of Business Development Program	Maintain or increase participants at events Maintain or improve participant satisfaction Source: Council data	In progress	Held 31 business development events providing 1,314 attendees with knowledge and new ideas. Events included our free business advisory service, networking and development breakfasts, and other specialised events supporting and promoting different groups within our business community.
Strengthen creative industries and partnerships to harness new opportunities for cultural tourism	Maintain or improve local cultural tourism Source: ABS / GDP data	In progress	Continued to work one-on-one with local traders to identify and deliver new local tourism opportunities.
Liveable places and spaces			
Implement improvements to strengthen accessibility and viability in activity centres for retail, employment and community	Maintain or increase investment in activity centres Source: Council data	In progress	Funded \$400,000 of improvements to local activity centres; \$200,000 to improve parking, pedestrian and traffic flows in activity centres; \$2.2 million on upgrading neighbourhood activity centres; and \$60,000 of upgrades to local shops.
Vibrant and prosperous economy			
Develop tourism investment opportunities	Maintain or increase key destination visitor numbers Source: Destination Melbourne and Remplan	In progress	Contributed significantly to the working draft of the Greater Melbourne Destination and Visitor Management Plan. We are also developing our own tourism action plan.
Well-governed council			
Collaborate with regional partners to foster the growth of greater Melbourne East economy and create a mix of land to stimulate business diversity in the region	Maintain or reduce reliance on rate revenue growth Source: Council data	76% of revenue from rates	This is the first year of reporting. We are focusing on developing new revenue sources to diversify the source of revenue to fund Council services.

Our performance – major initiatives and initiatives

On target	Some progress	Not on target
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Major initiative	Progress	Comment
Implement Greater Melbourne Destination Management Plan		Developed tourism investment opportunities by finalising the Greater Melbourne Destination and Visitor Management Plan for Melbourne East. The plan details the opportunities for tourism businesses based in Manningham.

Initiative	Progress	Comment
Implement the Vibrant City Strategy		Vibrant City Strategy reviewed and implementation of the action plan commenced to develop local business, attract investment to the municipality and foster the local economy.

Services funded in Annual Budget

We funded the below services in the Annual Budget 2017/18 to support our vibrant and prosperous economy goals.

Activity	Description	Budget \$'000	Actual \$'000	Variance \$'000
Economic development and tourism	Develops programs and supports services which will grow the local economy in relation to business, sponsorship, commercial investment, business support, employment and tourism.	923	1,001	(78)
Function Centre and hall hire	Provides for the management and hire of the Manningham Function Centre, halls and other venues to community and commercial hirers.	(74)	45	(119)

Our year ahead

Major initiatives

Implement 5 tourism activities by 30 June 2019 to grow our visitor economy.

Vibrant and prosperous economy case study: Supporting local business with #BuyLocalManningham

Throughout the year, we continued to support our local businesses and economy with a range of initiatives, including the launch of our #BuyLocalManningham campaign.

The inaugural campaign ran throughout July and August 2017 and encouraged residents and visitors to shop and use services provided by local businesses.

We know that local businesses reinvest more than 60% of their income into our local economy, so our #BuyLocalManningham campaign aimed to remind residents about the importance of staying local.

This campaign included a competition where community members had a chance to win \$250 each fortnight over 8 weeks. To be in the running, people photographed themselves buying local and shared them on Facebook.

Manningham businesses threw their support behind the campaign, including Bendigo Bank's branches at Doncaster East and Templestowe Village, offering the 4 \$250 cash prizes. As well as encouraging our community to support local businesses, a series of business development events were made available to businesses across Manningham.

In 2017/18 we held a wide variety of business networking, advisory and support events to foster the growth of local businesses.

#BuyLocalManningham will return in 2018/19, including a series of events to support local businesses.

Well-governed council

Introduction

A well-governed council is the foundation from which we deliver all our services. Good governance ensures all decisions are made and implemented in accordance with legislation, as well as our values and strategic themes.

We continue to work hard to provide the best possible customer service to our community.

GOAL:

5.1. A FINANCIALLY SUSTAINABLE COUNCIL THAT MANAGES RESOURCES EFFECTIVELY AND EFFICIENTLY

ACTION AREAS:

A sustainable suite of services and activities are delivered for our citizens

A Council that is responsible in future planning

A Council that models excellence through innovation, effectiveness and efficiency

Proactive approach to delivering a financially sustainable position

GOAL:

5.2. A COUNCIL THAT VALUES CITIZENS IN ALL THAT WE DO

ACTION AREAS:

- Information and decision making that meets our communities needs
- Our municipality is supported to thrive
- Stewardship in preparing and responding to emergency and environmental changes
- Council services and activities are delivered efficiently and effectively for our citizens
- An organisation that is responsive and strives for local citizens to be engaged and well informed in Council activities

What you asked for

- A balance between amenity and economic pressures
- Ensure developers invest in the municipality
- Assets are financially sustainable in the short and long term
- Planning for community safety in emergencies
- Deliver valued, consistent and improved service
- Participation in communication and engagement

Achievements: what we delivered

Launched our centralised contact centre in August 2017. The level of enquiries 'handled' by the Contact Centre up from less than 30% to more than 65%. We continued to build staff's capacity to deliver high quality customer service.

Awarded 'Customer Experience Achievement of the Year' at MAV's International Excellence in Technology Awards. This award was for our recently launched online service for planning permit viewing, lodgements and payments. Planning applications can now be submitted, tracked and paid for online.

Our Citizen Connect Centre was Highly Commended in the Customer Experience Achievement of the Year category of MAV's International Excellence in Technology Awards. Citizen Connect is a series of projects to help make it easier for our community to engage and do business with us.

Citizen Connect Contact Centre was runner-up for Project of the Year at the 2018 Project Management Institute National Awards event.

Awarded Sir Rupert Hamer Awards 2018 Award for Excellence and Innovation in Records Management by the Public Records Office Victoria for our Records Management Transformation Phase 1 Project.

Expanded the online lodgement capability for statutory planning applications and other planning requests to provide a self-service option for our community to lodge, view and pay for planning permits online.

Worked with our community and staff to create and launch a new Customer Charter. Our Customer Charter is our promise to our customers to:

- make it easy
- serve consistently
- respond proactively
- celebrate choice.

Introduced our new organisational values following a collaborative project with staff across the organisation. Our values are:

- working together
- excellence
- accountable
- respectful
- empowered.

Started livestreaming Council meetings on Facebook.

Introduced a program of listening posts to hear community feedback at various locations around Manningham. Nine listening posts were held between October 2017 and June 2018.

Community was involved in Council decision-making through the Community Panel, online forums, the Youth Alliance, as members of our committees, and specific invitations for feedback on plans and projects which might affect them.

Challenges

Ensuring long-term financial sustainability under the State Government’s rate cap which will see rate revenue decrease.

Fast Facts

178 council resolutions made at Ordinary or Special Meetings of Council or at meetings of a special committee consisting only of councillors	498,668 Manningham website sessions, manningham.vic.gov.au
102,104 phone calls received by Manningham Contact Centre	371 new registrations at YourSayManningham.com.au , for a total of 1,287
10 issues of Manningham Matters community magazine distributed to 52,000 households	286 new followers on Twitter for a total of 3,142
23,600 visits to Your Say Manningham consultation website yoursaymanningham.com.au	1,252 new followers on Facebook for a total of 3,954
1,200 people took part in online consultations via yoursaymanningham.com.au	374 new followers on Instagram for a total of 1,472

Our performance – Council Plan

The following shows our performance against the goals of our Council Plan 2017–2021, in the well-governed council theme, in 2017/18. As this is the first year we are reporting against these measures, many of these are the baseline against which future actions will be measured.

Goal: A financially sustainable Council that manages resources effectively and efficiently

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Healthy community			
Develop and deliver accessible and affordable services and facilities for the community	Maintain or improve service cost indicators Source: Council data LGPRF	In progress	Cost on service decreased for most cost indicators. Continued to work with the Melbourne East Regional Economic Development Group to foster collaboration and joint ventures. The E-Commerce Revolution conference was a success for all 9 Councils in Melbourne East (including two from North).
Liveable places and spaces			
Identify initiatives for savings and stronger return on investment in Council-owned and managed places and spaces	Maintain or increase initiatives identified and implemented Source: Council data	In progress	Started reviewing key Council-owned and managed properties. We identified savings and expect this to continue next year.
Resilient environment			
Ensure that future land use planning balances amenity and economic pressures	Maintain or improve adherence to relevant laws Source: Council data	In progress	We continuously reviewed community feedback and legal advice to ensure that Council decisions adhere to relevant laws. We are currently reviewing our planning scheme to identify of our community's future needs.
Vibrant and prosperous economy			
Establish and implement a Developer Contribution Plan (DCP) for future growth and provision of amenities	Maintain or increase savings achieved Maintain or implement standards improvements Source: Council data	In progress	Work has commenced on the preparation of a DCP for the whole municipality, including identification of capital works projects planned over the next 10-15 years and which parts of the municipality will benefit. The next steps will be to confirm the list of projects and to identify charge areas and charge rates for the contributions.

Well-governed council			
Deliver a financially sustainable position in the short and long term	Financial Indicators within expected range Target: \$2.1m cost reduction Source: VAGO / LGPRF	Reduced costs by \$2.9m – better than target	We are in a sound financial position. We adopted a 10-year financial plan in line with a best practice approach for short- and long-term sustainability. We far exceeded our target of saving \$2.1 million.

Goal: A Council that values citizens in all that we do

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Healthy community			
Communication and engagement that encourages community participation in decision making	Maintain or increase engagement opportunities Source: Council data	57 engagement opportunities	Our community was involved in Council decision-making through the Community Panel, online forums, the Youth Alliance, as members of our committees and specific invitations for feedback on plans and projects which might affect them.
Liveable places and spaces			
Protect and promote community safety, the environment and the amenity of the municipality.	Maintain or improve standards of LGPRF – Food Safety Animal Management Waste Management Source: Council data	100%	Although we had an almost 13% increase in food premises requiring a safety assessment, we continued our exemplary record of inspecting all Class 1 and 2 premises in the 2017 calendar year.
Resilient environment			
Delivering an all-hazards, consequence focussed and collaborative approach to emergency management with regional partners.	Maintain or increase partnerships engaged Source: Council data	In progress	Our well-established regional and state-level partnerships with government bodies delivered an all-hazard approach to collaborative planning, and provided training and built awareness in relation to the risks and consequences inherent in emergency management.
Vibrant and prosperous economy			
Deliver a quality service system that delivers valued, consistent and improved service	Maintain or improve total KPI and actions met Source: Council data	92% actions completed or near completion 80% KPIs met	Almost all actions were completed and KPIs met. We will strive to improve next year.
Well-governed council			
Deliver valued, consistent and improved service experiences for our citizens	Maintain or improve community satisfaction with engagement and communications Source: Council data	57 score out of 100 community satisfaction	This score is a significant improvement on 2016/17's result of 54 out of 100.

2017-2021 ACTIONS	MEASURES	RESULTS	OUTCOMES
Deliver sound governance and leadership in transparency, accountability and decision making	Maintain or increase on Governance indicators Source: Council data LGPRF	Out of 178 decisions made in Council meetings, only 4 were made in meetings closed to the public.	This outstanding result demonstrates our continued commitment to open and transparent decision-making.

Our performance – major initiatives and initiatives

On target	Some progress	Not on target
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Major Initiative	Progress	Comment
Prepare 10-year, long-term financial plan		Manningham adopted our 10-year financial plan to deliver financial sustainability.
Citizen Connect and Centralised Contact Centre		Program that makes it easier for our customers to interact with us, find out information, request a service, provide feedback or report an issue. Completed phase 1 of our Centralised Contact Centre, which opened in August 2017. Level of enquiries managed by the Contact Centre increased from under 30% to 60%. We continued to build our people's capacity to deliver high-quality customer service.

Initiative	Progress	Comment
Support residents and businesses to manage their interactions with us effectively online		Online payments and lodgement for Statutory Planning services is now available to customers.
Support eligible clients to access the NDIS		We continued to work with Manningham residents to support their transition to NDIS based on their eligibility.

Services funded in Annual Budget

We funded the below services in the Annual Budget 2017/18 to support our Well-governed council goals.

Service	Description	Budget \$'000	Actual \$'000	Variance \$'000
Strategic Governance, Planning and Performance	Leads corporate and community planning, organisational performance monitoring and reporting.	1,449	1,346	103
Councillors and Chief Executive	Includes the Mayor, Councillors and CEO and associated support. Leads democratic and corporate governance.	1,055	1,104	(49)
Communications	Leads the delivery of clear, consistent and inclusive communication and engagement with our community.	2,050	2,109	(59)
Citizen Connect	The main customer interface with our community.	3,989	3,961	28

Service performance indicators

The following statement provides the results of the LGPRF prescribed service performance indicators and measures for the well-governed council theme.

Service / indicator / [measure]	2014/15	2015/16	2016/17	2017/18	Material variations and comments
Governance					
<p>Transparency</p> <p><i>Council resolutions made at meetings closed to the public</i></p> <p>[Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors] x 100</p>	2%	2%	2%	2%	Out of 178 decisions made at Council meetings, only 4 were made in meetings closed to the public (in accordance with Section 89 of the <i>Local Government Act 1989</i> for decisions that involve contractual and personnel matters, proposed developments and/or legal advice). This outstanding result demonstrates our continued commitment to open and transparent decision making.
<p>Consultation and engagement</p> <p><i>Satisfaction with community consultation and engagement</i></p> <p>[Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement]</p>	58	58	54	57	Community satisfaction with communications and engagement has increased over 10% since the 2016/17 result.
<p>Attendance</p> <p><i>Councillor attendance at Council meetings</i></p> <p>[The sum of the number of Councillors who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) × (Number of Councillors elected at the last Council general election)] x 100</p>	93%	92%	96%	98%	Councillors continue to demonstrate an exceptional attendance record.

Service / indicator / [measure]	2014/15	2015/16	2016/17	2017/18	Material variations and comments
Service cost <i>Cost of governance</i> [Direct cost of the governance service / Number of Councillors elected at the last Council general election]	\$41,044	\$38,632	\$39,176	\$40,447	This result is reflective of operating expenses directly related to the activities of the elected Councillors, and is consistent with the previous year's results.
Satisfaction <i>Satisfaction with Council decisions</i> [Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]	60	57	58	57	Satisfaction with Council decisions has fallen marginally from 58 to 57.

Our year ahead

Major initiatives

Continuing to update our rolling 10-year long-term financial plan to incorporate key strategies to address our long-term sustainability.

Through our Citizen Connect program, we will continue to make it easier for customers to interact with us, find out information, request a service, provide feedback or report an issue.

Other initiatives

Work with customers to support them through the transition to NDIS, with transitional arrangements in place by the conclusion of the NDIS phase-in period for Manningham, concluding on 30 April 2019.

Continue to support all customers to manage their Council activity online. Deliver system improvements to increase online transactions by 30 June 2019.

Continue to improve our Citizen Connect service, which is the main customer interface, systems and processes with our community.

Well-governed council case study: New customer service Contact Centre

As part of our Citizen Connect program, we officially opened our Contact Centre in August 2017. The new centre is the first in a series of technology upgrades to make it easier for our customers to communicate with us.

Our Contact Centre will deliver our vision to become a more contemporary, connected and customer focussed organisation. There are more customer service professionals at the new centre, and our customers can now have their enquiries resolved on a wide range of topics when they first contact us.

Since its launch in August 2017, the Contact Centre has received an average of 513 calls each day, with 62% of all calls being handled in the centre. This has allowed a faster response time for customer enquiries and improved the average wait. Since the launch, we've recorded an average wait time of just 25 seconds.

The Contact Centre launch has been part of our transformation program. Other key projects include developing a customer relationship management (CRM) system, supporting online payments, a telephony upgrade, online planning application register and information management transformation.

Our online planning register was another key achievement of 2017/18. Introduced in January 2018, the new platform provides a self-service option for lodgement, viewing and paying for planning permits online.

The register received more than 600 applications in its first 6 months, saving a total of 900 staff hours in the planning application process, and passing on the savings to our community. Find out more: manningham.vic.gov.au/planning-register

We are continuing to improve the ways our community can talk to us. Find out more: manningham.vic.gov.au/talk-to-us

OUR GOVERNANCE SYSTEM

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92 YEAR IN REVIEW

How we govern

Manningham Council is a public statutory body constituted under the *Local Government Act 1989* (the Act). Our purpose is to provide leadership for the municipal district and our local community.

The elected Council is the formal decision-making body and consists of 9 Councillors. The administration of the organisation is headed by our CEO.

As an organisation, we have a number of roles:

- taking into account the diverse needs of the local community in decision-making
- providing leadership by establishing strategic objectives and monitoring achievements
- ensuring that resources are managed in a responsible and accountable manner
- advocating the interests of the local community to other communities and governments
- fostering community cohesion and encouraging active participation in civic life.

Under the provisions of the Act, our day-to-day operations are to be managed by the CEO. The Councillors also delegate various powers and responsibilities to the CEO and staff.

Governance framework

We value good governance as it ensures we operate effectively, efficiently, impartially and with integrity. We use good governance principles – making decisions based on expert advice, adhering to processes and systems, and having our officers implement these decisions appropriately and in good time.

There are 2 types of governance in our operations:

- **democratic:** elected Councillors and the authority they have to make decisions
- **corporate:** the way the organisation is run and the framework its systems and processes operate within.

We are committed to effective and sustainable democratic and corporate governance as they are the keys to ensuring that we meet our community's priorities.

Our community has many opportunities to have a say in our decision-making processes, including:

- voting for Councillors every 4 years
- writing to, emailing or calling Councillors
- making submissions on our budget each year and Council Plan every 4 years
- participating in public forums like question time at a Council meeting
- participating in surveys, focus groups, workshops and other consultation activities
- logging onto yoursaymanningham.com.au and commenting on the plans and projects listed there
- making submissions on major projects that are advertised throughout the year.

Find out more: yoursaymanningham.com.au

Democratic governance

Decisions

Formal decision-making processes are conducted through the formal, regular meetings of our Councillors. At these meetings, our officers submit reports on matters for the Council to consider. These matters can include planning permit applications, strategic land use and development planning, community services, health and local laws, road and traffic management, and administration and finance.

To ensure the efficient day-to-day operations of the organisation, the Council delegates most of its decision-making powers to staff. These delegations are exercised by specialists in their field and in accordance with our policies.

We have a CEO whose role includes:

- establishing and maintaining an appropriate organisational structure
- overseeing our day-to-day operations
- ensuring that Council decisions are implemented without delay.

The CEO's performance is reviewed annually.

Council meetings held 1 July 2017–30 June 2018:

COUNCILLOR	ORDINARY	SPECIAL
Cr Anna Chen	13 out of 13	1 out of 1
Cr Andrew Conlon (Mayor from 9 Nov 2017)	13 out of 13	1 out of 1
Cr Sophy Galbally	12 out of 13	1 out of 1
Cr Geoff Gough	12 out of 13	1 out of 1
Cr Dot Haynes	13 out of 13	1 out of 1
Cr Michelle Kleinert (Mayor 1 July 2016–9 Nov 2017) (Deputy Mayor from 9 Nov 2017)	13 out of 13	1 out of 1
Cr Paul McLeish	13 out of 13	1 out of 1
Cr Paula Piccinini	13 out of 13	1 out of 1
Cr Mike Zafiroopoulos AM (Deputy Mayor 1 July–9 Nov 2017)	13 out of 13	1 out of 1

Although the Mayor has no more authority than other Councillors, the position is significant as a community leader and spokesperson.

Council meetings

Ordinary meetings of Council are held at the Manningham Civic Centre and are open to the public. Residents, local traders and community members are encouraged to attend. The Council may consider some matters in a closed meeting if the matter needs to be kept confidential.

Special meetings may also be called to deal with urgent matters.

All meetings are conducted in accordance with Manningham's Meeting Procedure Law. The schedule of meetings, agendas and minutes are available at manningham.vic.gov.au.

In 2017/18, there were 13 Ordinary Meetings of Council and 1 Special Meeting. The table below provides a summary of Councillor attendance at these meetings.

Strategic briefing sessions (SBS)

In these sessions, we provide informal briefings to Councillors on strategic or policy matters before the matters are presented at a Council meeting.

Committees

We have many internal advisory and other committees. Appointments to these committees enable Councillors to have input into projects, groups or events they may have a particular interest in.

The table below shows the committee appointments that were made by the Council on 9 November 2017. These appointments are reviewed on an annual basis.

COMMITTEE	APPOINTEES
Access and Equity Advisory Committee	Cr Sophy Galbally
Audit Committee	Cr Michelle Kleinert Mayor
Executive Performance Review Committee	All Councillors
Healthy City Advisory Committee	Mayor
Heritage Advisory Committee	Cr Paula Piccinini
Integrated Transport Advisory Committee	Mayor Cr Kleinert Cr Anna Chen
Manningham Arts Advisory Committee	Cr Paula Piccinini
Manningham Charitable Fund Grants Assessment Panel	Mayor Cr Sophy Galbally
Municipal Emergency Management Planning Committee	Cr Andrew Conlon
Municipal Fire Management Planning Committee	Cr Andrew Conlon
Open Space and Streetscape Advisory Committee	Cr Sophy Galbally Cr Geoff Gough Cr Mike Zafiroopoulos AM
Senior Citizens Reference Group	Cr Anna Chen
Sustainable Design Taskforce	Cr Paul McLeish Cr Dot Haynes Cr Geoff Gough

Councillors also represent Council on a number of external bodies and committees, including the below.

EXTERNAL COMMITTEE	APPOINTEES
Eastern Affordable Housing Alliance	Cr Andrew Conlon
Eastern Transport Coalition	Cr Anna Chen
Metropolitan Transport Forum	Cr Paul McLeish
Metropolitan Local Government Waste Forum	Cr Dot Haynes
Municipal Association of Victoria	Cr Mike Zafiroopoulos AM Cr Paul McLeish – Substitute
Northern Alliance for Greenhouse Action (NAGA) Executive Committee	Cr Sophy Galbally
Victorian Local Governance Association	Cr Sophy Galbally Cr Mike Zafiroopoulos AM – Substitute
Whitehorse Manningham Regional Library Corporation	Cr Anna Chen Cr Geoff Gough

Code of conduct

Councillors are bound by a code of conduct that describes the standards of ethical and moral behaviour expected of them. It covers relationships between Councillors and staff, using Council resources, and dispute resolution procedures.

The *Local Government Act 1989* requires that a person elected to be a Councillor is not capable of acting as a Councillor until they have read and declared that they will abide by the Councillor Code of Conduct. Following the Council elections held in October 2016, all Councillors declared that they would abide by the code.

Find out more at manningham.vic.gov.au/open-government or at the Manningham Civic Centre, 699 Doncaster Road, Doncaster.

Conflicts of interest

Councillors are elected by our residents and ratepayers to act in the best interests of our community. When a Council delegates its powers to an officer or a committee, the committee or officer also needs to act in the public interest.

A conflict of interest is when a personal or private interest has the potential to affect someone's ability to act in the public interest. A conflict exists even if no improper act results from it. We have a comprehensive procedure that guides Councillors and officers to disclose their potential conflicts of interest.

Declaration of a conflict of interest is a standard agenda item for all Council and committee meetings. In general, a Councillor or officer must disclose any such interest in a specific way, and step aside from either the decision-making process or performing the public duty. We maintain a record of all disclosed conflicts of interest.

During 2017/18, 3 conflicts of interest were declared at Council meetings. These are listed below.

- **26 September 2017:** Cr Andrew Conlon declared a conflict of interest for item 11.2 h – concerning North East Link Proposal – Council's Response. **Interest:** an indirect interest due to close association.

- **26 September 2017:** Cr Paula Piccinini declared a conflict of interest for Item 10.7 concerning the Ruffey Creek Linear Park Management Plan. **Interest:** an indirect interest due to residential amenity.
- **27 March 2018:** Cr Michelle Kleinert declared a conflict of interest for Item 9.3 concerning planning application PL16/026253 at 121-125 James Street Templestowe. **Interest:** a direct interest and an indirect interest due to close association.

Assembly of Councillors

The *Local Government Act 1989* defines an Assembly of Councillors as any scheduled meeting between 5 or more of Manningham's Councillors and at least 1 Council officer that considers matters intended or likely to come before the Council for decisions.

In addition, a meeting of an advisory committee that has 1 or more Councillors as members is an Assembly of Councillors. A record of meetings that were Assemblies of Councillors is tabled at each ordinary meeting of Council. It discloses business items, those Councillors and officers present, and any declarations of conflict of interest.

Councillor allowances

Victorian Councils may set annual allowances for their Mayor and Councillors according to their predetermined category, based on criteria such as the council's size and revenue base. Manningham is a Category 2 council.

Current allowances for Mayors and Councillors across Victoria increased on 1 December 2017 by 2%. This was the annual adjustment as determined by the Minister for Local Government and permitted under section 73B of the *Local Government Act 1989*.

In 2017/18, the allowances, including 9.5% superannuation, were set at:

- Mayor, \$85,467
- Councillors, \$27,622.

Councillor expenses

There is an annual councillor expenses budget of \$10,455 per Councillor and \$12,546 for the Mayor. This budget is all inclusive and covers conferences, training, travel, child minding and telephones. Councillors are expected to operate within their individual budget. Council may also reimburse Councillors for any necessary out of pocket expenses they incur while performing their duties as a Councillor.

Table 4 shows the budgeted and actual expenses for 2017/18.

Council also publishes its travel register on its website in July each year showing interstate and overseas travel by Councillors and Council officers.

Table 4 Councillor Expenses for 2017/18

	Travel	Car mileage	Childcare	Information and communication	Conferences and training	Total
Cr Anna Chen	\$1,771.18	\$1,472.64	\$0.00	\$0.00	\$3,520.10	\$6,763.92
Cr Andrew Conlon (Mayor)	\$1,629.50	\$2,190.38	\$0.00	\$873.19	\$5,075.49	\$9,768.56
Cr Sophy Galbally	\$740.34	\$3,042.68	\$0.00	\$904.25	\$1,217.24	\$5,904.51
Cr Geoff Gough	\$2,884.36	\$1,801.59	\$0.00	\$3,045.68	\$2,423.68	\$10,155.31
Cr Dot Haynes	\$1,677.12	\$3,510.06	\$0.00	\$953.54	\$1,911.73	\$8,052.45
Cr Michelle Kleinert (Deputy Mayor)	\$790.43	\$0.00	\$0.00	\$1,158.47	\$3,837.28	\$5,786.18
Cr Paul McLeish	\$564.83	\$1,879.11	\$0.00	\$550.26	\$399.93	\$3,394.13
Cr Paula Piccinini	\$1,589.29	\$667.93	\$0.00	\$272.73	\$1,069.37	\$3,599.32
Cr Mike Zafiroopoulos AM	\$1,400.36	\$4,172.99	\$0.00	\$1,329.73	\$1,962.41	\$8,865.49

Corporate governance

Our CEO is our only member of staff directly appointed by and responsible to our Councillors. Our CEO implements decisions made by our Councillors, ensures the organisation achieves its Council Plan objectives, and manages its day-to-day operations. Our CEO's performance is reviewed annually by the Councillors.

Councillors can delegate authority to our CEO to make certain decisions under particular circumstances that are defined in Instruments of Delegation and in accordance with any adopted policies.

Our CEO's delegations are broad and enabling. They have further delegated powers to officers who carry out various functions on a daily basis. These powers are reviewed regularly, including by each newly elected Council.

Find out more at manningham.vic.gov.au/public-registers-and-information

Senior officers

Our senior officers are our most senior employees: the CEO, our officers with management responsibilities that report directly to the CEO, or any other employee whose total annual remuneration exceeds \$145,000.

Senior officers are usually employed under contracts of up to 5 years and have individual performance plans. These performance plans are reviewed annually, in accordance with section 97A(2) of the *Local Government Act 1989*.

At 30 June 2018, we had 34 senior officers, with total remuneration of \$5.85 million.

In May 2012, Council resolved to disclose in our Annual Report the total remuneration of our 5 highest remunerated employees, including contract duration, salary and benefits entitlements.

Table 5 Remuneration of our highest remunerated senior officers

Name and Position	Date commenced position	Current contract expires	Total remuneration
Warwick Winn CEO	11 April 2016	11 April 2019	\$330,000
Leigh Harrison Director Assets and Engineering	9 March 2010	9 March 2020	\$265,180
Angelo Kourambas Director City Planning	19 February 2018	19 February 2023	\$265,000
Philip Lee Director Shared Services	16 December 2013	16 December 2023	\$257,794
Dario Bolzonello Manager Strategic Projects	9 August 2010	20 July 2022	\$206,979

Employee code of conduct

Section 95AA of the *Local Government Act 1989* requires the Chief Executive Officer to develop and implement a code of conduct for our staff. Section 95 of the Act requires our staff, in the course of their employment, to:

- act impartially
- act with integrity including avoiding conflicts of interest
- accept accountability for results
- provide responsive service.

Our employee code of conduct contains 30 elements structured around the requirements of *Local Government Act 1989*. All new employees are given a copy of it when they start work with us.

Our code defines the high standards of ethical behaviour we expect of all our employees when dealing with customers, our community and each other.

In 2017/18, Manningham started working on refreshing our employee code of conduct to better align it with our brand and new organisational values, which are:

- working together
- accountable
- empowered
- excellence
- respectful.

Fraud and corruption control

As we are the custodian of significant public funds and assets, it is important that our community is confident that these are protected from fraud. In December 2017, we adopted an updated Fraud and Corruption Policy and a Fraud and Corruption Control Plan.

The policy sets out specific guidelines and responsibilities regarding appropriate actions that must be followed for the investigation of fraud and corruption and other similar irregularities. The plan documents our approach to controlling fraud and corruption at both strategic and operational levels.

Management

To strengthen our management framework, we have put into action some statutory and better practice elements. These will lead to better decision-making.

The *Local Government (Planning and Reporting) Regulations 2014* require us to assess our performance against the prescribed governance and management checklist. Our report against this checklist for this year is on page 105.

Important components of our management framework are our audit committee, internal audit, external audit, and risk management. Detail on these components is below.

Audit committee

Our audit committee is made up of 2 Councillor representatives and 3 independent members, 1 of whom is the chair.

The audit committee is an advisory committee that was established in accordance with section 139(2) of the *Local Government Act 1989*. It helps us fulfil our responsibilities by overseeing our financial reporting, risk management, systems of internal controls and regulatory compliance.

The committee operates under the Audit Committee Charter and has an independent chair who is elected annually by the committee members.

The committee's role is to contribute to our strategic and annual audit plans, monitor how the plans are being implemented, and to review the processes and findings of external audits.

Table 6 Audit committee members

Independent	Councillors
Ms Theresa Glab (chair)	Cr Andrew Conlon
Mr Alan Fotheringham	Cr Michelle Kleinert
Mr Andrew Dix	

The committee chair receives \$10,500 each year in remuneration for their role and general committee members receive \$7,000.

Others that attend committee meetings are key management officers like the CEO, Executive Manager People and Governance, Director Shared Services, and Group Manager Financial Services, as well as our Internal Auditor.

The committee typically meets quarterly, with a 5th special meeting to review the annual financial and performance statements. The Auditor General's agent attends the special meeting to report on any matters of significance in relation to the financial statements.

During this financial year, audit committee chair Ms Glab presented 6-monthly reports to Councillors at SBSs on 21 November 2017 and 26 June 2018.

As part of our commitment to propriety and good governance, the chair of the audit committee may meet privately with Councillors, without members of the EMT being present.

Internal audit

Internal auditing provides an independent and objective review and advisory service. It assesses whether the financial and operational controls we use are operating efficiently, effectively and ethically. In 2017/18, Pitcher Partners was the contractor that performed the internal audit.

The internal audit process is a systematic, disciplined approach that supports us to improve our risk management, control and governance processes.

Our CEO works with our audit committee and internal auditor to develop our annual audit plan. The plan must reflect our strategic and operational risk exposure, and include the compliance and performance audits we do throughout the year.

In 2017/18, we reviewed:

- procurement (including data analysis)
- Councillor expenditure
- project management
- Community Partnership Grants
- fraud and corruption
- waste contract management.

External audit

Each year we are externally audited by the Victorian Auditor-General's Office (VAGO). For the 2017/18 financial year, our financial and performance statements were audited by a VAGO representative as required by the *Audit Act 1994*. These statements are provided in this Annual Report from page **Error! Bookmark not defined.**

Risk management

Figure 13 Risk management cultural maturity model



Risk management is the identification, assessment, evaluation and treatment of unwanted risk. Our risk management framework combines organisational systems, processes, procedures and culture to protect the organisation and facilitate our successful pursuit of our strategies and objectives.

We are in the process of embedding our risk management framework across our organisation. We use a bespoke monitoring tool to measure our performance in the areas of:

- governance
- knowledge and ownership
- systems.

The process of rolling out the framework has 4 stages, as shown in the figure above. We have progressed to the 3rd stage, consolidation.

The key elements of our risk management framework are:

- risk management strategy
- risk management policy
- risk management assessment tool
- risk register
- risk reporting (risk management committee, independent audit committee and council)
- risk management incident and near miss procedure
- risk management cultural measurement tool
- risk management committee
- audit and risk committee.

This year we worked to build an organisational culture that ensures that effective risk management is embedded in all activities and business processes across all staff levels and locations. The risk management process is consistent with AS/NZS ISO 31000:2009 and is illustrated in Figure 14.

Figure 14 Manningham's risk management process



Compliance and assurance

This year, we began a program of 12 compliance reviews that test and continuously improve Manningham's system controls. This new process is a fundamental element of our 3 lines of defence assurance model for risk management: management controls, risk management and compliance, internal audit and external audit. We report on the program every 6 months to the Risk Committee.

Occupational health and safety

Our 4-year Occupational Health and Safety (OHS) strategy aims to build a best practice culture so that we are resilient, disciplined, proactive, and empowered in the way we manage OHS. In 2017/18, we delivered the following OHS outcomes.

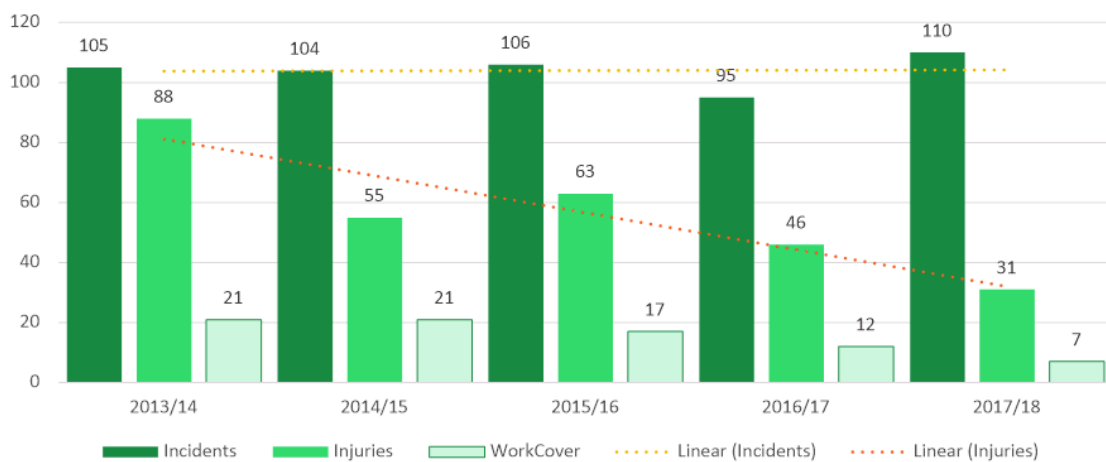
- **Skilled leaders and teams creating a best practice safety culture:** Reviewed and revised the My Health, My Life program, an early intervention program that identifies opportunities to improve employee safety; provided training to managers and supervisors on OHS obligations; developed a communication plan to regularly promote a safe and healthy workplace; rolled out an OHS e-learning module organisation wide, with a 93% completion rate.

- Contemporary and embedded OHS management system:** Increased hazard management; completed a compliance audit, receiving a 95% compliant rating, and used the results to create an improvement plan; and conducted a consultative review of our existing OHS policies.
- OHS indicators driving continuous improvement:** Increased monitoring of corrective actions and safety improvements; increased reporting on OHS performance and benchmarking against Local Government industry indicators; reviewed the use of technology to support our OHS system and identified improvement opportunities.

There were more hazards and incidents reported in 2017/18, compared with previous years. We have more people reporting and fewer injuries and claims being made – which shows that our safety culture is becoming more proactive.

As shown in Figure 15, our claims performance is much improved this year, with reduced lost work days and reduced costs per claim against industry comparison for local government.

Figure 15 Incidents injuries and claims



As shown in Figure 16, we expect that cost reductions from current claims performance will be seen in our 2019 WorkCover premium. As shown in Figure 17, Manningham’s current high insurance premium is because of the long-term, complex claims made over the preceding 3 years.

Figure 16 Average cost per WorkCover claim

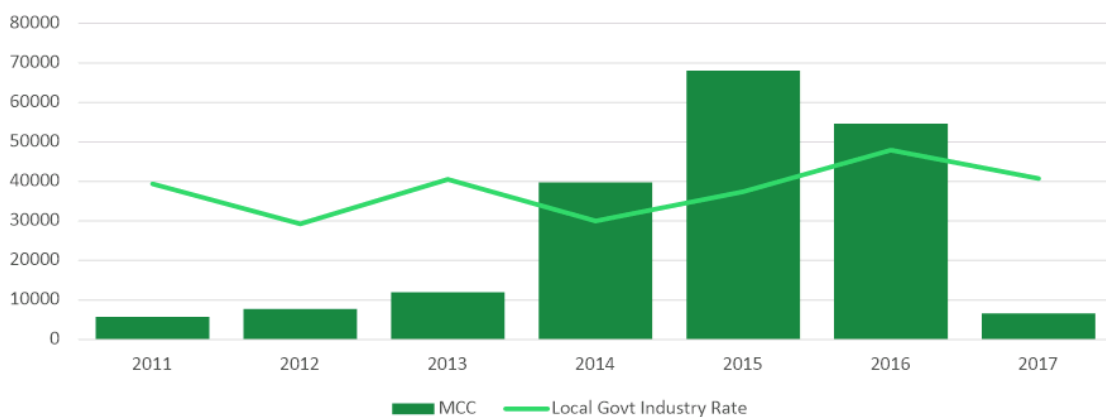
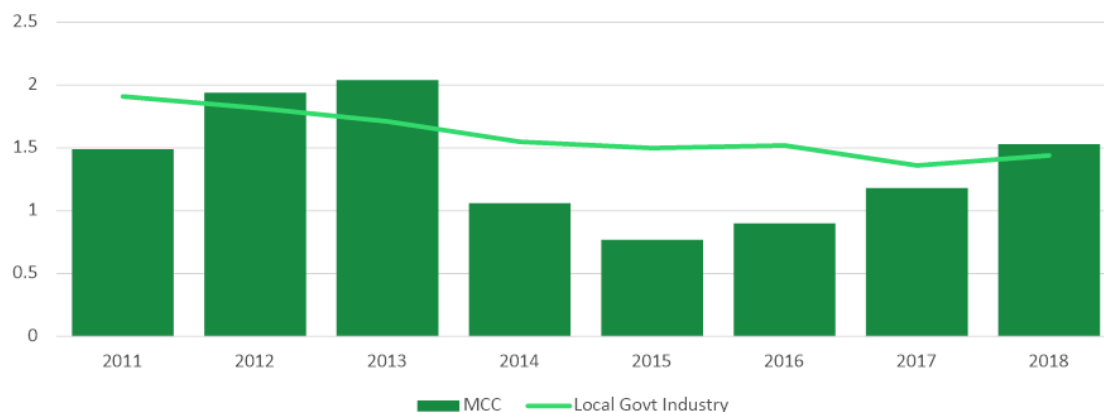


Figure 17 Premium rate compared to industry (\$ premium per \$100 wages)



Asset Management

We are responsible for infrastructure assets, such as buildings, roads, bridges, drainage, parks and recreational facilities. They represent a significant investment made over many generations to ensure that the assets and the services that we deliver are managed in an economical and sustainable manner.

The replacement value of these assets (including land and fixed assets) is estimated at \$2 billion. We spend, on average, around \$16 million per year on refurbishing and renewing infrastructure assets.

Sound and sustainable asset management is necessary to enable us to provide necessary services and facilities, manage and maintain community assets, and meet legislative, regulatory and reporting requirements.

Our approach to asset management forms part of a framework. This framework includes asset management best practices, the implementation of corporate information systems for data management, reporting and works planning, a planned and fully funded approach to timely infrastructure renewal, and the consideration of lifecycle costing for capital investment decisions for new or enhanced infrastructure.

There are a number of key documents that form part of this framework that influences and drives asset management. These include our Asset Management Policy and Asset Management Strategy, which provide direction and guidance for the ongoing management of our assets. The framework also defines the principles and methodology on which the long-term Capital Works Program is developed.

The Capital Works Program prioritises funding for the renewal and refurbishment of existing assets, over the creation of new assets. This ensures that Manningham's existing infrastructure facilitates levels of service that are affordable and continue to meet community expectations, changes in standards and growth of the city.

In 2017/18, we invested \$19.5 million in asset renewal. Highlights included:

- building restoration and refurbishment works at various Council-owned or managed buildings, including the Aquarena Aquatic and Leisure Centre, Warrandyte Senior Citizens, Templestowe Tennis Park Tennis Club, Wonga Park Preschool (Birch Memorial), Moresby Avenue Childcare, and Lower Templestowe Preschool – \$2.85 million
- road restoration and resealing works including: Dudley Road, Wonga Park and Porter Street (East), Doncaster East; and other road-related infrastructure like kerb and channel, car parking, footpaths and drainage pits – \$5.39 million

- restoring and renewing our open space and recreational assets, including fencing, water services, floodlighting, playspaces, sportsgrounds and streetscapes – \$2.79 million
- ongoing replacement of our fleet of vehicles and mobile plant items – \$1.94 million
- drainage upgrades, including Marcus Road, Granada Avenue and Pinnacle Crescent – \$1.7 million
- new footpath construction works, including Stages 1 and 2 of Serpells Road – \$895,000.

National Asset Management Assessment Framework (NAMAF)

Manningham participates in, and is a strong advocate of, the MAV Step Asset Management Program (Step Program). The Step Program was established to raise awareness, assist councils with asset management and to support a common best practice approach across the industry.

The Step Program continues to evolve and now includes best practice guidelines and practices contained in the Federal Government’s NAMAF.

NAMAF is being used nationally to support local governments to improve their asset management planning and performance, and to assist councils to achieve a 'core' or 'advanced' level of asset management maturity within their organisation.

NAMAF includes 11 key assessment elements to evaluate asset management performance.

A summary of our performance against the NAMAF scorecard for 2017/18 is outlined in the table below. It also includes a comparison with other outer metropolitan councils.

Key asset management elements	Outer metropolitan average score	Manningham
Strategic planning	Excellence (100%)	Excellence (100%)
Annual Budget	Excellence (100%)	Excellence (100%)
Annual report	Excellence (100%)	Excellence (100%)
Asset management policy	Excellence (100%)	Excellence (100%)
Asset management strategy	Excellence (100%)	Excellence (100%)
Asset management plans	Excellence (90%)	Excellence (100%)
Governance and management	Excellence (95%)	Excellence (100%)
Levels of service	Excellence (75%)	Excellence (100%)
Data and systems	Excellence (95%)	Excellence (97%)
Skills and processes	Excellence (97%)	Excellence (98%)
Evaluation	Excellence (90%)	Excellence (100%)

The results show that we have performed well in asset management, having reached 'core' maturity level in all of the key elements, and are operating at or above other outer metropolitan councils.

We will continue to implement the Step Program in 2018/19.

Governance and management checklist

Below are the results of Manningham's assessment against the governance and management checklist as prescribed by the LGPRF.

Governance and management items	Assessment
Community engagement policy (policy outlining Council's commitment to engaging with the community on matters of public interest)	Current policy in operation Date of operation: 30 July 2016
Community engagement guidelines (guidelines to assist staff to determine when and how to engage with the community)	Current guidelines are not in operation Council is developing a new guide as a key priority.
Strategic Resource Plan (plan under section 126 of the Act outlining the financial and non-financial resources required for at least the next 4 financial years)	Plan adopted in accordance with section 126 of the Act Date of adoption: 27 June 2017
Annual budget (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required)	Budget adopted in accordance with section 130 of the Act Date of adoption: 27 June 2017
Asset management plans (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Current plans in operation: <ul style="list-style-type: none"> ▪ Drainage Management Plan 31 July 2007 ▪ Roads Management 28 August 2012 ▪ Building Management Plan 28 August 2012 ▪ Parks Management Plan 28 August 2012
Rating strategy (strategy setting out the rating structure of Council to levy rates and charges)	Current strategy in operation Date of operation: 26 June 2007
Risk policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Current policy in operation Date of operation: 15 December 2015
Fraud policy (policy outlining Council's commitment and approach to minimising the risk of fraud)	Current policy in operation Date of operation: 27 January 2015
Municipal emergency management plan (plan under section 20 of the Emergency Management Act 1986 for emergency prevention, response and recovery)	Prepared and maintained in accordance with section 20 of the Emergency Management Act 1986 Date of preparation: 15 March 2016
Procurement policy (policy under section 186A of the Local Government Act 1989 outlining the matters, practices and procedures that will apply to all purchases of goods, services and works)	Prepared and approved in accordance with section 186A of the Local Government Act Date of approval: 25 June 2018
Business continuity plan (plan setting out the actions that will be taken to ensure that key services continue to operate in the event of a disaster)	Current plan in operation Date of operation: 21 July 2017
Disaster recovery plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	Current plan in operation Date of operation: 21 July 2017

Governance and management items	Assessment
Risk management framework (framework outlining Council's approach to managing risks to the Council's operations)	Current framework in operation Date of operation: 25 July 2017
Audit Committee (advisory committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements)	Committee established in accordance with section 139 of the Act Date of establishment: 13 January 1998
Internal audit (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)	Internal auditor engaged Date of engagement: 6 October 2016
Performance reporting framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Act)	Current framework in operation Date of operation: 27 June 2017
Council Plan reporting (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year)	Current report Date of report: 7 February 2018
Financial reporting (quarterly statements to Council under section 138 of the Act comparing budgeted revenue and expenditure with actual revenue and expenditure)	Quarterly statements presented to Council in accordance with section 138(1) of the Act: <ul style="list-style-type: none"> ▪ Quarter 1 Report: 28 November 2017 ▪ Quarter 2 Report: 27 March 2018 ▪ Quarter 3 Report: 22 May 2018 ▪ Quarter 4 Report: 25 September 2018
Risk reporting (6-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Reports prepared and presented Dates of reports: 25 July 2017 and 27 March 2018
Performance reporting (six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 131 of the Act)	Reports prepared and presented: <ul style="list-style-type: none"> ▪ Quarter 2 Report 27 February 2018 ▪ Quarter 4 Report 30 July 2018
Annual Report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial performance statements)	Annual report considered at a meeting of Council in accordance with section 134 of the Act Date of consideration: 13 September 2017
Councillor Code of Conduct (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors)	Code of conduct reviewed in accordance with section 76C of the Act Date reviewed: 21 February 2017
Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)	Delegations reviewed in accordance with section 98(6) of the Act Date reviewed: 28 March 2017

Governance and management items	Assessment
Meeting procedures (a local law governing the conduct of meetings of Council and special committees)	Meeting procedures local law made in accordance with section 91(1) of the Act Date local law made: 12 December 2017

I certify that this information presents fairly the status of Manningham’s governance and management arrangements.



Jill Colson
Acting Chief Executive Officer

Dated: 11 September 2018



Cr Andrew Conlon
Mayor

Dated: 11 September 2018

Statutory information

The following information is provided in accordance with legislative and other requirements applying to Manningham.

Documents available for public inspection

In accordance with Regulation 12 of the *Local Government (General) Regulations 2015*, below is a list of the documents that you can request to inspect at the Manningham Civic Centre at 699 Doncaster Road, Doncaster, from 8.00am to 5.00pm, Monday to Friday.

- Details of overseas or interstate travel (with the exception of interstate travel by land for less than 3 days) undertaken in an official capacity by Councillors or any member of our staff in the previous 12 months.
- Agendas for and minutes of meetings of ordinary and special Council Meetings held in the previous 12 months, excluding confidential information considered at a meeting closed to the public.
- Minutes of meetings of any special committees established under section 86 of the *Local Government Act 1989*, excluding confidential information considered at a meeting closed to the public.
- Register of delegations kept in accordance with the *Local Government Act 1989*.
- Register of all leases involving land that Manningham entered into as lessor.
- Register of authorised officers.
- List of grants and donations Manningham made during the financial year.
- An operating statement, a statement of financial position and notes to the financial statements.
- A copy of election campaign donation returns received following the most recent Manningham elections.

Find out more: manningham.vic.gov.au/public-registers-and-information.

Best value

In line with the *Local Government Act 1989*, Manningham operates under the principles of best value which are:

- quality and cost standards
- responsiveness to community needs
- accessibility
- continuous improvement
- community consultation
- reporting to our community.

We have a multi-pronged approach to capturing best value across our activities. Firstly, as part of our business-as-usual operations, we plan and capture all best value activity by reporting in relation to the best value principles in every report, business case and capital works proposal presented to the EMT and Councillors.

Secondly, we completed a comprehensive transformation program to streamline how we interact with our customers. Projects completed as part of this program were:

- technology refresh project replacing outdated desktop computers with more efficient notebook computers
- mapped business processes and updated software to comply with new infringement reforms legislation
- print optimisation
- implemented Infocouncil, a specialised software package for local governments
- Records Management Transformation Project Phase 1
- risk and audit management systems
- adoption of invoice scanning for accounts payable
- livestreaming Council meetings on Facebook.

Carers recognition

In accordance with the *Carers Recognition Act 2012*, Manningham reports annually on our care measurement obligations under section 11 of this Act.

We have taken all practicable measures to comply with responsibilities outlined in the Act. We have continued to promote the principles of the Act to people in care relationships and the wider community to whom we provide services by:

- displaying posters in our customer service reception at our Aged and Disability Support Services unit at Manningham Civic Centre
- providing information on our website for carers, including information about support groups for carers
manningham.vic.gov.au/ageing-well-carers
- providing information about the Act in our Community Care Program guidelines to our customers in Home and Community Care Program for Younger People (HACC PYP) and Commonwealth Home Support Programme
- providing respite care support – in-home and community-based, regular and occasional
- providing free attendance for carers accompanying care recipients to selected seniors events
- providing information to and supporting client carers transitioning to the NDIS.

We have also taken all practicable measures to ensure our staff, agents and volunteers are aware of the principles of and their obligations under the Act by providing information on the care relationship by:

- providing information about the Act to HACC PYP clients and disability services through the Council's Community Care Program Guidelines
- referring to the Act in our Discrimination, Harassment and Bullying Policy
- including carer's leave in the current Manningham City Council Enterprise Agreement 7, 2017.

We have taken all practicable measures to review and modify policies, procedures and supports to include recognition of the carer relationship. In addition, we have provided the below services and resources that recognise and support the care relationship.

- **Respite care support:** in-home and community-based, regular and occasional, and school holiday through the Manningham Activities for Special Kids (MASK) program.
- **Continued to run the Pathways for Carers project,** a peer support monthly walking program designed for carers of people with a disability or mental health issue. Monthly walks have been held since October 2016. They are followed by a meeting at a local café with a guest speaker, discussing various topics relevant to carers.
- **The Aquarena Aquatic and Leisure Centre continued to accept the Carer Card,** giving carers concession aquatics entry and membership rates. The Companion Card gives carers free entry while working in their role as a carer.

Contracts

During 2017/18, we procured one contract valued at \$150,000 or more for services, or \$200,000 or more for works or more of a kind specified in section 186 of the *Local Government Act 1989*:

- specialist resource for various corporate technology projects.

For inspection or further details please contact procurement@manningham.vic.gov.au

Disability Action Plan

In accordance with section 38 of the *Disability Act 2006*, Manningham has a Disability Action Plan, which we have called a Disability Access and Inclusion Plan. In this Annual Report, we report on how well we have implemented our plan. Our actions under the plan for 2017/18 are listed below.

- **Access and Equity Advisory Committee** met bi-monthly. The committee gives us advice on local issues, service delivery, and planning for improved access, equity and inclusion within Council and the wider community.

- The new **Mullum Mullum Stadium** opened with a Changing Places facility – the first of its kind in Manningham that provides accessible full-sized change tables, hoists and toilets, as well as future workplace training opportunities for people with disabilities. After receiving State Government funding for it, Manningham will build another Changing Places facility at the Wombat Bend Playspace for all abilities at Finns Reserve in Templestowe Lower.
- **Pathways for Carers** walking groups met monthly in Manningham, with guest presenters on careers for carers of people with disabilities and mental health issues.
- The **Building Equitable Employment Network** hosted bi-monthly gatherings, bringing together individuals and organisations working towards inclusive employment for people with disabilities.
- The **Inclusion@Work initiative partnered with Get Skilled Access** and the Manningham Business Network to talk to local businesses about the cultural and economic benefits of employing people with a disability. On 8 May 2018, we delivered an event that 165 local businesses attended. Get Skilled Access delivered free online training to these businesses for 12 months.
- Get Skilled Access Founder, Paralympian Dylan Alcott, delivered **Champions of Change** face-to-face training to 48 of our staff members. Dylan engaged staff on disability inclusion, working with people with a disability, universal design and access culture, culture and language for accessibility, employing people with a disability, and workplace accessibility.

Freedom of Information

The *Freedom of Information Act 1982* (FOI Act) gives our community a right to access certain Council documents. Freedom of Information (FOI) requests must be made in writing and accompanied by an application fee. Under legislation, Council must decide within 30 days whether to provide the information, in whole or in part, or to deny access. This timeframe may be extended for third party consultation or by agreement with the applicant.

In 2017/18, we received 13 valid FOI requests and all were processed and completed during 2017/18. The results were that:

- full access was granted for 3 requests
- partial access was granted for 6 requests
- no documents were found or did not exist for 2 requests
- documents were provided outside the FOI Act for 1 request
- 1 request was withdrawn by the applicant.

An additional 13 FOI applications were received in 2017/18, but were not processed as they did not comply with the requirements outlined under section 17 of the FOI Act. Reasons include non-payment of the application fee, or no response from applicants after seeking clarification.

There were no requests to the Office of the Victorian Information Commissioner for internal review of any decision we made in 2017/18.

There were no applications for review lodged with VCAT relating to requests we processed in 2017/18.

All enquiries relating to accessing documents under the FOI Act should be direct to our FOI Officer on 03 9840 9407 or via FOI@manningham.vic.gov.au.

Find out more manningham.vic.gov.au/legislation

Information privacy

We are committed to protecting the personal privacy of our residents and ratepayers. We only collect, use or disclose personal information where it is necessary to perform our functions or where required by law.

We work hard to fully comply with our obligations under the *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*. Complaints we received under these Acts in 2017/18 are outlined below.

- *Privacy and Data Protection Act 2014*: 3 complaints were received and investigated. All were investigated internally and we found no evidence of a breach of the Information Privacy Principles (IPPs) under the Act.
- *Health Records Act 2001*: no complaints were received or investigated.

No complaints were lodged in 2017/18 about our handling of personal information with the Office of Victorian Information Commissioner or the Health Complaints Commissioner.

Find out more manningham.vic.gov.au/privacy

Our Healthy City Strategy 2017–2021

We developed our Healthy City Strategy 2017–2021 using an integrated planning approach with Manningham’s Council Plan 2017–2021. The strategy works towards our vision and healthy community goals. It also outlines our legislative responsibility to prepare, implement and evaluate this plan every 4 years.

Our key achievements in this area in 2017/18 were:

- enhanced collaboration and partnerships improving effectiveness, efficiency, minimising duplication and improving service access e.g. Manningham Learns and Manningham Youth Alliance
- over \$1.7 million of community funding delivered to enhance programs and services
- more primary prevention and early intervention initiatives delivered based on evidence and community consultation
- strengthened strategic direction on key social issues, such as diversity and inclusion, children, youth and family services, and seniors, through reviewing and updating strategic documents

- increased the capacity of community and key stakeholders on health and well-being and social issues impacting Manningham
- strengthened our focus on collaboration to build community connectedness
- a shift to delivering initiatives in a more targeted way to schools, sporting clubs and traders, improving impacts and sustainability of outcomes
- a clearer strategic framework and better alignment across the organisation, resulting in more internal collaboration and improved integrated planning, reporting and effectiveness and efficiency in delivery
- greater opportunities for our community to consult and influence our strategic direction through the Community Panel, advisory committees and the annual Youth Summit.

Domestic Animal Management Plan

In accordance with the *Domestic Animals Act 1994*, we prepare a Domestic Animal Management Plan every 4 years. We evaluate how well we have implemented the plan in our Annual Report.

After extensive community consultation, our Domestic Animal Management Plan 2017–2021 was approved and adopted by our Councillors on 26 September 2017.

Table 7 shows our performance this year against the plan.

Table 7 2017/18 performance against the Domestic Animal Management Plan

Topic	Actions in plan		
	Total	Complete	To be completed
Registration/identification	23	17	6
Nuisance complaints	29	22	7
Dog attacks	13	13	0
Declared dogs	10	9	1
Overpopulation euthanasia rates	15	6	9
Domestic animal businesses	10	9	1
Staff training	13	13	0
Other matters	10	7	3

Community Local Law

We adopted Manningham's Community Local Law on 30 April 2013. This law replaced Manningham's General, Public Health and Doncaster Hill Local Laws. The preparation, content and format of the Community Local Law is in accordance with the Ministerial Guidelines. It also complies with National Competition Policy requirements and is compatible and consistent with the Victorian Charter of Human Rights.

In 2013, Manningham made a Community Impact Statement available to inform and consult with our community about the Community Local Law.

In 2017/18, Manningham did not refer any protected disclosures to the Independent Broad-based Anti-corruption Commission (IBAC).

Find out more manningham.vic.gov.au/legislation

Road Management Act – Ministerial Directions

In accordance with section 22 of the *Road Management Act 2004*, Manningham must publish a copy or summary of any ministerial directions in our Annual Report.

Council did not receive ministerial directions during the 2017/18 year.

Protected Disclosure Procedures

The *Protected Disclosure Act 2012* became law in Victoria in February 2013 to encourage and facilitate the disclosure of any improper conduct by Councillors or Council officers, and to protect people making disclosures from any reprisals they may experience in response to their actions.

Manningham adopted a Protected Disclosure Procedure to supplement the provisions of the Act and further facilitate the disclosure of any improper conduct by Councillors and Council officers. We have a Protected Disclosure Coordinator whose role is to receive and consider all disclosures about improper conduct and detrimental action as defined by the Act. A copy of the Protected Disclosure Procedure is available on our website.

Infrastructure and development contributions

In accordance with section 46GM and 46QD of the *Planning and Environment Act 1987*, we need to provide a report to the Minister for Planning on our infrastructure and development contributions, including levies and works in-kind during 2017/18.

Table 8, Table 9, Table 10 and Table 11 outline infrastructure and development contributions for 2017/18.

Development Contributions Plan (DCP)

Table 8 Total DCP levies received in 2017/18

DCP name (year approved)	Levies received in 2017/18 financial year \$
Doncaster Hill Development Contributions Plan 2005	\$788,904
Total	\$788,904

Table 9 DCP land, works, services or facilities accepted in-kind in 2017/18

DCP name (Year approved)	Project ID	Project description	Item purpose	Project value \$
Doncaster Hill Development Contributions Plan 2005				NIL
Total				

Table 10 Total DCP contributions received and expended to date

DCP name (Year approved)	Total Levies received \$	Total levies expended \$	Total works-in-kind accepted \$	Total DCP contributions received (levies and works-in-kind) \$
Doncaster Hill Development Contributions Plan 2005	\$4,319,054*	\$4,319,054	\$0	\$4,319,054
Total	\$4,319,054*	\$4,319,054	\$0	\$4,319,054

Table 11 Land, works, services or facilities delivered in 2017/18 from DCP levies collected

Project description	Project ID	DCP name (year approved)	DCP fund expended \$	Works in-kind accepted \$	Our contribution \$	Other contributions \$	Total project expenditure \$	Percentage of item delivered
NIL projects delivered in 2017/18								

*Note: The 2016/17 Manningham Council Annual Report incorrectly reported Doncaster Hill Development Contributions Plan income as \$15,745,850 and expenditure as \$19,493,287. In 2016/17, the total development contributions income and expenditure amount should have been \$3,530,150. The correct figures for 2017/18 are included in Table 10.

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Guide to our Financial Report

This guide will help you to understand and analyse Manningham's Financial Report. Some terms required by Australian Accounting Standards are unfamiliar to most readers, and some of the generally recognised terms used in private sector company reports are rephrased to be more appropriate for a local government body's report.

The Financial Report is one of Manningham's key reports as it shows how we performed financially this year and a snapshot of our financial position at 30 June 2018.

We have prepared this report in accordance with the Australian Accounting Standards and relevant legislation. Manningham's Audit Committee and Councillors have examined it, and it has been audited by the Victorian Auditor-General.

What is in the Financial Report?

Council's Financial Report has 2 main sections:

- 5 Financial Statements: the Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Cash Flow Statement, and Statement of Capital Works
- Notes to the Financial Statements that disclose our accounting policies and give more detail on the information in the statements
- statements by our Principal Accounting Officer and Councillors
- the Independent Auditor's Report and Auditor-General's Report.

Comprehensive income statement

This statement was once known as the 'Profit and Loss Statement' and shows:

- the sources of Council's revenue under various income headings
- the expenses incurred in running the Council during the year. These expenses relate only to the Operations' and do not include the cost associated with capital purchases or the building of assets.

While capital purchase costs are not included in the expenses there is an item for depreciation. This value is the value of the assets used up during the year.

The key figure to look at is the surplus for the year. A surplus means that the revenue was greater than the operating expenses. The cash element in the surplus is mainly used to fund the Capital Works Program.

Balance sheet

This 1-page summary is a snapshot of the financial situation as at 30 June 2018. It shows what the Council owns as assets and what it owes as liabilities. The bottom line of this statement is net assets, or equity, and this is the net worth of Council which has been built up over many years. The assets and liabilities are further separated into current and non-current categories.

Current assets or Current liabilities are those which will fall due in the next 12 months, or cannot be deferred for greater than 12 months.

The components of the Balance Sheet are:

Current and non-current assets

- Cash and cash equivalents includes cash and investments, i.e. cash held in the bank and in petty cash and the market value of Council's investments.

- Trade and other receivables are monies owed to Council by ratepayers and others.
- Other financial assets include term deposits with financial institutions ranging from 3 to 12 months.
- Non-current assets held for sale contains land and buildings which have been approved for sale by Council.
- Other assets are pre-payments of next year's expenses and monies owed to Council, other than from trading, that are not yet received.
- Investment in associates refers to Council's equity share in the Whitehorse Manningham Regional Library Service.
- Property, infrastructure, plant and equipment is the largest component of Council's worth and represents the value of all the land, buildings, roads, vehicles, equipment, etc. which has been built up by Council over many years.
- Intangible assets are assets that have no physical form such as computer software and licences.

Current and non-current liabilities

- Trade and other payables is the value to whom Council owes money as at 30 June.
- Trust funds and deposits represents monies held in Trust by Council.
- Provisions include accrued salary and leave entitlements.
- Interest bearing loans and borrowings represents monies owed by Council to financial institutions as at 30 June.

Income received in advance represents payments received for works or services yet to be done.

Net assets

This term is used to describe the difference between the value of Total Assets and the value of Total Liabilities. It represents the net worth of Council as at 30 June.

Total equity

This always equals net assets. It is made up of the following components:

- **accumulated surplus:** this is the value of the Council, other than the Asset Revaluation reserve and Other Reserves that has been accumulated over time

- **asset revaluation reserve:** this is the value by which the purchase cost of assets has changed over the years and arises as assets are revalued to their replacement cost from time to time
- **other reserves:** this is the value of unspent funds from developer contributions and the sale of open space lands. These funds are held for future expenditure.

Statement of changes in equity

During the course of the year the value of total equity, as set out in the balance sheet, changes. This statement shows the values of such changes and how these changes arose. The main reasons for a change in equity stem from:

- the surplus for the year is the value that income exceeded operating costs as described in the Comprehensive Income Statement
- net asset revaluation increment reflects the change in the replacement value of assets
- transfer of monies to or from Council's reserves shows the money withdrawn from reserves and used during the year, or placed into reserves for future use.

Cash Flow Statement

The Cash Flow Statement summarises Council's cash payments and cash receipts for the year. This statement is presented according to Australian Accounting Standards and needs some care in analysis.

The values may differ from those shown in the Comprehensive Income Statement because the Comprehensive Income Statement is prepared on an accrual accounting basis and the Cash Flow Statement is based on the timing of cash receipts and payments.

Cash in this statement refers to bank deposits with a term of 3 months or less and other forms of highly liquid investments that can readily be converted to cash, such as cash invested with banks. Council's cash arises from, and is used in, 3 main areas:

Cash flows from operating activities

- All cash received into Council's bank account from Ratepayers and others who owed money to Council. Receipts also include the interest earnings from Council's cash investments. It does not include the costs associated with the sale of assets.
- Payments. All cash paid by Council from its bank account to staff, creditors and other persons. It does not include the costs associated with the creation of assets.

Cash flows from investing activities

- This section shows the cash invested in the creation or purchase of property, infrastructure, plant and equipment assets and the cash received from the sale of these assets.

Cash Flows from Financing Activities

- This is where the receipt and repayment of borrowed funds are recorded.
- The bottom line of the Cash Flow Statement and the Cash and Cash Equivalents at the end of the financial year.

Statement of Capital Works

This statement summarises expenditures associated with capital purchases in the asset classes prescribed by the Regulations as part of the Capital Works Program.

There are 4 main classes of assets:

- property: includes land and buildings purchased during the year
- plant: machinery and other assets – includes non-infrastructure assets like computers, artworks, furniture and fixtures
- infrastructure: this is where bulk of Capital Works Program is allocated. This asset class includes roads, drainage, parks, open space and recreational community facilities
- intangible assets: represents costs associated with computer software and licences.

The last section of the statement provides a breakdown of the total capital expenditures into:

- new: represents expenditure on new asset to meet current or additional service level requirements

- renewal: restores or replaces an existing asset that returns the service of the asset to its original capacity
- expansion: extends the capacity of an existing asset to provide an additional level of service and benefits to new users while maintaining the same standard for existing users
- upgrade: enhances an existing asset to provide a higher level of service and increases the life of the asset.

Notes to the Financial Statements

The Notes are an important and informative section of the report and include information on Manningham's accounting policies and how we arrive at our figures. Each note is numbered and these numbers are shown beside the relevant items in the statements for easy reference.

If there is other information we want to share but that can't be incorporated into the statements, we show this in the Notes, for example:

- the breakdown of our expenses, revenues, reserves and assets
- contingent liabilities
- transactions with people related to Manningham
- financial performance indicators.

To get a clear picture of our accounts, read the Financial Statements and Notes to the Financial Statements together.

Statements by Principal Accounting Officer and Councillors

Our Principal Accounting Officer is responsible for the financial management of the organisation. They are responsible for certifying that these Financial Statements, in their professional opinion, meet all statutory and professional reporting requirements.

Two councillors, on behalf of the elected Council, certify that, in their opinion, the Financial Statements are fair and not misleading.

Independent Auditor's Report and Auditor-General's Report

The Independent Auditor's Report provides readers of our Annual Report with an external, independent opinion on our Financial Report and Statements. It confirms that we have prepared our Financial Report in accordance with relevant legislation and professional standards and that it represents a fair picture of Manningham's financial affairs.

The Victorian Auditor-General is Council's auditor.

MANNINGHAM CITY COUNCIL
ANNUAL FINANCIAL REPORT
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
Financial Report
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Certification of the Financial Statements

In my opinion, the accompanying financial statements has been prepared in accordance with the *Local Government Act 1989*, the *Local Government (Planning and Reporting) Regulations 2014*, Australian Accounting Standards and other mandatory professional reporting requirements.



Kevin Ayre CPA

Principal Accounting Officer

11 September 2018

Doncaster

In our opinion, the accompanying financial statements present fairly the financial transactions of Manningham City Council for the year ended 30 June 2018 and the financial position of Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify the financial statements in its final form.

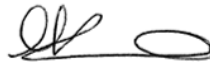


Andrew Conlon

Mayor

11 September 2018

Doncaster



Michelle Kleinert

Deputy Mayor

11 September 2018

Doncaster



Jill Colson

Acting Chief Executive Officer

11 September 2018

Doncaster



Independent Auditor's Report

To the Councillors of Manningham City Council

Opinion	<p>I have audited the financial report of Manningham City Council (the council) which comprises the:</p> <ul style="list-style-type: none"> • balance sheet as at 30 June 2018 • comprehensive income statement for the year then ended • statement of changes in equity for the year then ended • statement of cash flows for the year then ended • notes to the financial statements, including significant accounting policies • certification of the financial report. <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the council as at 30 June 2018 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 6 of the <i>Local Government Act 1989</i> and applicable Australian Accounting Standards.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's <i>APES 110 Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the financial report	<p>The Councillors of the council are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Local Government Act 1989</i>, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Councillors are responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>

Auditor's responsibilities for the audit of the financial report

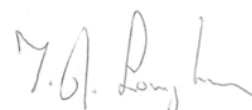
As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors
- conclude on the appropriateness of the Councillors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
13 September 2018



Tim Loughnan
as delegate for the Auditor-General of Victoria

**Comprehensive Income Statement
For the Year Ended 30 June 2018**

	Note	2018 \$'000	2017 \$'000
Income			
General rates	2.1	85,839	82,819
Waste charges	2.1	10,830	10,201
Statutory fees and fines	2.2	4,196	3,572
User fees and charges	2.3	10,744	10,797
Grants - operating	2.4 (a)	12,229	12,366
Grants - capital	2.4 (b)	3,578	3,999
Contributions - monetary	2.5	4,435	6,640
Contributions - non-monetary	2.5	10,331	15,747
Interest income	2.7	1,576	1,629
Other income	2.7	1,235	1,004
Share of gain/(loss) from investment in associate	5.3	(409)	122
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	2.6	(688)	759
Total income		143,896	149,655
Expenses			
Employee costs	3.1	52,505	51,099
Materials, services and contracts	3.2	20,961	22,115
Depreciation and amortisation	3.3	20,566	19,347
Borrowing costs	3.4	309	309
Community grants and contributions	3.5	5,577	5,471
Utilities	3.5	2,540	2,528
Other expenses	3.5	11,310	10,212
Total expenses		113,768	111,081
Surplus for the year		30,128	38,574
Other comprehensive income			
Item that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment/(decrement)	8.1 (a)	149,338	118,540
Total comprehensive result		179,466	157,114

The above comprehensive income statement should be read in conjunction with the accompanying notes.

Balance Sheet
As at 30 June 2018

	Note	2018 \$'000	2017 \$'000
Assets			
Current assets			
Cash and cash equivalents	4.1 (a)	50,600	49,353
Trade and other receivables	4.1 (c)	10,205	8,800
Other financial assets	4.1 (b)	17,800	14,781
Non current assets classified as held for sale	5.1	3,609	-
Other assets	4.2 (a)	1,810	1,622
Total current assets		84,024	74,556
Non-current assets			
Trade and other receivables	4.1 (c)	31	31
Investments in associates	5.3	2,227	2,636
Property, infrastructure, plant, equipment and other fixed assets	5.2	2,175,598	2,004,700
Intangible assets	4.2 (b)	3,176	1,880
Total non-current assets		2,181,032	2,009,247
Total assets		2,265,056	2,083,803
Liabilities			
Current liabilities			
Trade and other payables	4.3 (a)	13,247	14,180
Trust funds and deposits	4.3 (b)	12,294	9,861
Provisions	4.5	12,491	12,172
Income received in advance	4.6	1,005	1,209
Total current liabilities		39,037	37,422
Non-current liabilities			
Provisions	4.5	868	696
Interest bearing liabilities	4.4	7,279	7,279
Total non-current liabilities		8,147	7,975
Total liabilities		47,184	45,397
Net Assets		2,217,872	2,038,406
Equity			
Accumulated surplus		710,040	677,444
Reserves	8.1	1,507,832	1,360,962
Total Equity		2,217,872	2,038,406

The above balance sheet should be read in conjunction with the accompanying notes.

**Statement of Changes in Equity
For the Year Ended 30 June 2018**

2018	Note	Accumulated surplus \$'000	Asset revaluation reserves \$'000	Other reserves \$'000	Total \$'000
Balance at beginning of the financial year		677,444	1,353,477	7,485	2,038,406
Surplus for the year		30,128	-	-	30,128
Net asset revaluation increment/(decrement)	8.1 (a)	149	149,189	-	149,338
Transfers from other reserves	8.1 (b)	5,965	-	(5,965)	-
Transfers to other reserves	8.1 (b)	(3,646)	-	3,646	-
Balance at end of the financial year		710,040	1,502,666	5,166	2,217,872
Change in equity for the financial year		32,596	149,189	(2,319)	179,466

2017	Note	Accumulated surplus \$'000	Asset revaluation reserves \$'000	Other reserves \$'000	Total \$'000
Balance at beginning of the financial year		639,709	1,236,931	4,652	1,881,292
Surplus for the year		38,574	-	-	38,574
Net asset revaluation increment/(decrement)	8.1 (a)	1,994	116,546	-	118,540
Transfers from other reserves	8.1 (b)	3,081	-	(3,081)	-
Transfers to other reserves	8.1 (b)	(5,914)	-	5,914	-
Balance at end of the financial year		677,444	1,353,477	7,485	2,038,406
Change in equity for the financial year		37,735	116,546	2,833	157,114

The above statement of changes in equity should be read in conjunction with the accompanying notes.

Statement of Cash Flows
For the Year Ended 30 June 2018

	Note	2018 Inflows/(Outflows) \$'000	2017 Inflows/(Outflows) \$'000
Cash flows from operating activities			
Rates and waste charges		95,475	92,574
Statutory fees, fines and user charges		14,678	15,368
Grants - operating		12,229	12,866
Grants - capital		3,578	3,999
Contributions - monetary		4,476	7,074
Interest received		1,869	1,714
Net increase in trust funds and deposits		2,433	2,185
Other receipts		837	731
Total cash inflows from operating activities		135,575	136,511
Net GST refund/payment		154	(149)
Materials, services and contracts		(44,734)	(43,586)
Other payments		(309)	(309)
Employees costs		(51,995)	(51,064)
Total cash outflows from operating activities		(96,884)	(95,108)
Net cash provided by/(used in) operating activities	8.2	38,691	41,403
Cash flows from investing activities			
Payments for property, plant and equipment, infrastructure, and other fixed assets	5.2	(34,924)	(44,432)
Proceeds from disposal of property, infrastructure, plant, equipment and other fixed assets	2.6	780	4,193
Receipts/(payments) for other financial assets		(3,300)	8,719
Net cash provided by/(used in) investing activities		(37,444)	(31,520)
Net increase/(decrease) in cash and cash equivalents		1,247	9,883
Cash and cash equivalents at the beginning of the financial year		49,353	39,470
Cash and cash equivalents at the end of the financial year	4.1 (a)	50,600	49,353
Financing arrangements	4.7		
Restrictions on cash assets	4.1		

The above statement of cash flows should be read with the accompanying notes.

**Statement of Capital Works
For the Year Ended 30 June 2018**

	2018 \$'000	2017 \$'000
Property		
Land	-	1,353
Buildings	15,639	14,647
Total property	<u>15,639</u>	<u>16,000</u>
Plant, machinery and other assets		
Plant, machinery and equipment	2,044	1,633
Fixtures, fittings and furniture	73	22
Computers and telecommunications	360	88
Artworks	20	22
Total plant, machinery and other assets	<u>2,497</u>	<u>1,765</u>
Infrastructure		
Roads	6,645	8,938
Bridges	126	95
Footpaths and cycleways	2,088	2,599
Off street car parks	211	183
Drainage	2,571	5,062
Recreational, leisure and community facilities	2,049	2,699
Parks, open space and streetscapes	2,589	3,369
Waste management	-	5,415
Total infrastructure	<u>16,279</u>	<u>28,360</u>
Intangible assets		
Software	3,874	1,819
Total intangible assets	<u>3,874</u>	<u>1,819</u>
Total capital works expenditure	<u>38,289</u>	<u>47,944</u>
Represented by:		
New asset expenditure	15,784	19,718
Asset renewal expenditure	19,151	23,155
Asset expansion expenditure	822	986
Asset upgrade expenditure	2,532	4,085
Total capital works expenditure	<u>38,289</u>	<u>47,944</u>

The above statement of capital works should be read with the accompanying notes.

**Notes to the Financial Report
For the Year Ended 30 June 2018****Overview****Introduction**

The City of Manningham was established by an Order of the Governor in Council on 15 December 1994 and is a body corporate. The Council's main office is located at 699 Doncaster Road, Doncaster, Victoria.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

Significant accounting policies**(a) Basis of accounting**

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 5.2);
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 5.2); and
- the determination of employee provisions (refer to Note 4.5).

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
2017/18 Financial Report

Note 1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold based on 10% variation to budget on a line item basis, or where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 27 June 2017. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for revenue and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

1.1 Income and expenditure

	Budget 2018 \$'000	Actual 2018 \$'000	Variance 2018 \$'000	Ref
Income				
General rates	85,444	85,839	395	
Waste charges	10,683	10,830	147	
Statutory fees and fines	3,319	4,196	877	1
User fees and charges	10,021	10,744	723	
Contributions - monetary	4,123	4,435	312	
Contributions - non-monetary	464	10,331	9,867	2
Grants - operating	10,249	12,229	1,980	3
Grants - capital	2,481	3,578	1,097	4
Interest income	1,520	1,576	56	
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	2,402	(688)	(3,090)	5
Other income	1,001	1,235	234	
Share of gain/(loss) from investment in associate	-	(409)	(409)	6
Total income	<u>131,707</u>	<u>143,896</u>	<u>12,189</u>	
Expenses				
Employee costs	53,079	52,505	574	
Materials, services and contracts	22,070	20,961	1,109	7
Depreciation and amortisation	20,925	20,566	359	
Borrowing costs	309	309	-	
Community grants and contributions	5,629	5,577	52	
Utilities	2,372	2,540	(168)	
Other expenses	9,835	11,310	(1,475)	8
Total expenses	<u>114,219</u>	<u>113,768</u>	<u>451</u>	
Surplus for the year	<u>17,488</u>	<u>30,128</u>	<u>12,640</u>	
Other comprehensive income				
Net asset revaluation increment/(decrement)	34,673	149,338	114,665	9
Total comprehensive result	<u>52,161</u>	<u>179,466</u>	<u>127,305</u>	

variances in brackets = unfavourable

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
2017/18 Financial Report

Note 1 Performance against budget (cont.)

1.1 Income and expenditure (cont.)

Explanation of material variations Ref.	Item	Explanation
1	Statutory fees and fines	Outcome: Greater than budget \$877,000 or 26.4 % The increase of \$0.88 million is mainly attributable to higher statutory planning permit income which reflects an increase in the statutory fee and permit volumes and increased asset protection permit income.
2	Contributions - non-monetary	Outcome: Greater than budget \$9,867,000 or 2126.5 % The value of land, road, drains and other assets transferred to Manningham by developers relating to new subdivisions was \$9.87 million higher than budget. The major contributor relates to the completion of Tullamore residential development and renovation of MannaCare accommodation (residential aged care in Manningham).
3	Grants - operating	Outcome: Greater than budget \$1,980,000 or 19.3 % A change in the timing of Financial Assistance Grants and school crossing grants resulted in the bringing forward of \$1.67 million of the 2018/19 grant revenue into the 2017/18 year.
4	Grants - capital	Outcome: Greater than budget \$1,097,000 or 44.2 % During 2017/18 Manningham received grants in advance for works to be undertaken in 2018/19.
5	Net gain/(loss) on disposal of property, infrastructure, plant and equipment	Outcome: Less than budget \$3,090,000 or 128.6 % The sale of surplus property at 385-395 Manningham Road, Doncaster that was budgeted to be completed in 2017/18 and will now be finalised in 2018/19.
6	Share of gain/(loss) from investment in associate	Outcome: Less than budget \$409,000 or 100 % Council has a 31.56% equity interest in the Whitehorse Manningham Regional Library Corporation (WMRL). During the year Manningham's share of the WMRL reduced in value by \$0.41 million.
7	Materials, services and contracts	Outcome: Less than budget \$1,109,000 or 5 % Expenditure on materials, services and contracts was \$1.11 million or 5.0% less than budget and include contractor savings in waste collection \$0.25 million and land management \$0.30 million and reduced fleet costs of \$0.13 million.
8	Other expenses	Outcome: Greater than budget \$1,475,000 or 15 % Other expenses include a wide range of costs incurred in delivering Council services and include software licences, legal expenses, insurances, leased computer costs, postage, telephones, bank charges and other day to day expenses. Savings of \$0.30 million was achieved in these operational expenses and offset by expenditure of \$1.77 million funded through the capital works program that has been classified as non capital and transferred to other expenses.
9	Net asset revaluation increment/(decrement)	Outcome: Greater than budget \$114,665,000 or 330.7 % The 2017/18 revaluation of property and infrastructure assets resulted in an increase in asset values by \$149.34 million. Land assets were the main contributor increasing in value by \$137.35 million or 11% during the year, reflecting continued growth in property values in Manningham.

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
2017/18 Financial Report

Note 1 Performance against budget (cont.)

1.2 Capital works

	Budget 2018 \$'000	Actual 2018 \$'000	Variance 2018 \$'000	Ref
Property				
Land	-	-	-	
Buildings	15,677	15,639	38	
Total property	15,677	15,639	38	
Plant, machinery and other assets				
Plant, machinery and equipment	2,725	2,044	681	10
Fixtures, fittings and furniture	64	73	(9)	
Computers and telecommunications	1,450	360	1,090	11
Artworks	-	20	(20)	
Total plant, machinery and other assets	4,239	2,497	1,742	
Infrastructure				
Roads	10,119	6,645	3,474	12
Bridges	-	126	(126)	
Footpaths and cycleways	640	2,088	(1,448)	13
Off street car parks	-	211	(211)	
Drainage	2,782	2,571	211	
Recreational, leisure and community facilities	1,064	2,049	(985)	14
Parks, open space and streetscapes	3,958	2,589	1,369	15
Waste management	-	-	-	
Total infrastructure	18,563	16,279	2,284	
Intangible assets				
Software	3,241	3,874	(633)	16
Total intangible assets	3,241	3,874	(633)	
Total capital works expenditure	41,720	38,289	3,431	
Represented by:				
New asset expenditure	16,264	15,784	480	
Asset renewal expenditure	20,987	19,151	1,836	
Asset expansion expenditure	1,102	822	280	
Asset upgrade expenditure	3,367	2,532	835	
Total capital works expenditure	41,720	38,289	3,431	

variances in brackets = unfavourable

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
2017/18 Financial Report

Note 1 Performance against budget (cont.)

1.2 Capital works (cont.)

Explanation of material variations		Explanation
Ref.	Item	
10	Plant, machinery and equipment	<p>Outcome: Less than budget \$681,000 or 25 %</p> <p>The programmed replacement of Council's vehicles and mobile plant was less than budget and attributed to a reduction in the number of vehicles replaced.</p>
11	Computers and telecommunications	<p>Outcome: Less than budget \$1,090,000 or 75.2 %</p> <p>Capital expenditure on the customer relationship management system was \$1.19 million less than budget. This project is listed for completion as a part of the 2018/19 capital program.</p>
12	Roads	<p>Outcome: Less than budget \$3,474,000 or 34.3 %</p> <p>Capital expenditure on roads was less than budget by \$3.47 million. This relates to:</p> <p>a) reclassification of \$1.54 million of roads capital expenditure into footpath (\$1.20 million), bridge (\$0.13 million) and off street car park (\$0.21 million) asset classes in the year end capitalisation process; and</p> <p>b) King Street reconstruction, Jumping Creek Road upgrade, Oban Road upgrade and Local Area Traffic Management upgrades planned for completion in 2017/18 will be completed in 2018/19.</p>
13	Footpaths and cycleways	<p>Outcome: Greater than budget \$1,448,000 or 226.3 %</p> <p>Manningham spent \$0.25 million more than budget expanding new footpaths as part of the Principle Pathways Network program.</p> <p>Capital expenditure of \$1.83 million associated with bicycle paths and footpath upgrades was reclassified from the roads and open space asset classes to the footpath and cycleway asset class.</p>
14	Recreational, leisure and community facilities	<p>Outcome: Greater than budget \$985,000 or 92.6 %</p> <p>During 2017/18 the Doncaster Hockey Club pitch was replaced at a cost of \$0.29 million. This project was unbudgeted and fully funded through external contributions.</p> <p>Capital expenditure on Mullum Mullum Linear Park (stage 1), upgrades at Zerbes Reserve, construction of cricket nets at Ted Ajani Reserve and improvements at the Park Orchards BMX facility also contributed to the variance.</p>
15	Parks, open space and streetscapes	<p>Outcome: Less than budget \$1,369,000 or 34.6 %</p> <p>Capital expenditure of \$0.78 million relating to streetscape and street trees has been classified as non capital and transferred as an expense on the Income Statement. Delays were experienced on the Lawford Reserve redevelopment and flood lighting improvement projects and expenditure on fencing was also less than budget.</p>
16	Software	<p>Outcome: Greater than budget \$633,000 or 19.5 %</p> <p>During 2017/18 Manningham continued to invest in information technology to improve customer service and the efficiency of operations. Key projects included the customer contact centre (phase 2), asset management and project management systems and a new telephony system.</p>

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
2017/18 Financial Report

	2018 \$'000	2017 \$'000
Note 2 Funding for the delivery of our services		
2.1 Rates and charges		
The Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is its land value and the value of improvements such as buildings and other improvements.		
The CIV used to calculate general rates for 2017/18 was \$47,607 million (2016/17, \$46,915 million). The 2017/18 rate in the CIV dollar was 0.00177276 (2016/17, 0.001738).		
General rates	84,374	81,518
Supplementary rates	1,029	910
Recreational land	31	30
Interest on rates and charges	405	361
	<u>85,839</u>	<u>82,819</u>
Waste charges	10,830	10,201
	<u>10,830</u>	<u>10,201</u>
Total rates and charges	<u>96,669</u>	<u>93,020</u>
The date of the last general revaluation of land for rating purposes within the municipal district was 1 January 2016, and the valuation first applied to the rating period commencing 1 July 2016.		
Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.		
2.2 Statutory fees and fines		
Infringements and costs	1,760	1,701
Town planning fees	1,743	1,322
Land and property information certificates	328	316
Asset protection and other permits	365	233
Total statutory fees and fines	<u>4,196</u>	<u>3,572</u>
Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, or Council has otherwise earned the income.		

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
2017/18 Financial Report

	2018 \$'000	2017 \$'000
Note 2 Funding for the delivery of our services (cont.)		
2.3 User fees and charges		
Hall hire and function centre charges	1,860	1,871
Social and community services charges	744	722
Town planning fees (non-statutory)	673	533
Aged services fees	822	843
Registration fees	1,203	1,301
Advertising fees	409	575
Culture and recreation fees	352	269
Chargeable works fees	1,057	828
Rent and lease charges	1,920	1,823
Other fees and charges	1,704	2,032
Total user fees and charges	10,744	10,797
User fees, charges and fines are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.		
2.4 Grants		
Grants were received in respect of the following:		
Summary of grants		
Commonwealth funded grants	9,853	10,963
State funded grants	4,453	4,037
Others	1,502	1,365
Total grants	15,808	16,365
(a) Operating grants		
Recurrent - Commonwealth Government		
Financial Assistance Grants	2,598	3,638
Aged services	5,703	5,286
Other	-	7
Recurrent - State Government		
Aged services	1,648	1,247
Immunisation	130	129
Maternal and child health, and immunisation	717	676
Social and community	679	647
School crossing supervisors	527	164
Community safety	19	-
Other	40	355
Total recurrent operating grants	12,061	12,149
Non-recurrent - Commonwealth Government		
Non-recurrent - State Government		
Aged services	-	37
Economic and environment	10	55
Other	107	57
Non-recurrent - Others		
Aged services	-	2
Economic and environment	-	12
Social and community	7	-
Other	44	54
Total non-recurrent operating grants	168	217
Total operating grants	12,229	12,366

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018 \$'000	2017 \$'000
Note 2 Funding for the delivery of our services (cont.)		
2.4 Grants (cont.)		
(b) Capital grants		
Recurrent - Commonwealth Government		
Financial Assistance Grants - local roads	810	1,175
Roads to Recovery	742	857
Total recurrent capital grants	1,552	2,032
Non-recurrent - State Government		
Aquarena masterplan implementation	-	73
Economic and environment	74	103
Recreation	309	465
Social and community	192	-
Transport	-	29
Non-recurrent - Others		
Aquarena masterplan implementation	-	225
Drainage	208	375
Economic and environment	21	42
Recreation	727	535
Social and community	68	23
Sportsground refurbishment	301	-
Transport	-	97
Other	126	-
Total non-recurrent capital grants	2,026	1,967
Total capital grants	3,578	3,999
Unspent grants received on condition that they be spent in a specific manner		
Balance at start of year	2,111	2,339
Grants recognised as revenue during the year that were obtained on condition that they be expended in a specified manner that had not occurred at balance date were:		
Financial Assistance Grants	1,309	1,241
Financial Assistance Grants - local roads	413	401
Roads to Recovery	375	-
Aged services	-	35
Economic and environment	-	34
Recreation	759	330
Social and community	139	24
Maternal and child health	43	-
School crossing supervisors	290	-
Other	86	46
	3,414	2,111

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018 \$'000	2017 \$'000
Note 2 Funding for the delivery of our services (cont.)		
2.4 Grants (cont.)		
Grants which were recognised as revenue in prior years and were expended during the current year in the manner specified by the grantor were:		
Financial Assistance Grants	1,241	-
Financial Assistance Grants - local roads	401	-
Aged services	-	29
Community safety	-	6
Economic and environment	34	20
Maternal and child health	-	38
Recreation	420	1,342
Social and community	16	49
Sportsground refurbishment	-	34
Other	46	821
	<u>2,158</u>	<u>2,339</u>
Balance at year end	<u>3,367</u>	<u>2,111</u>
Grant income is recognised when Council obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.		
2.5 Contributions		
Monetary	4,435	6,640
Non-monetary	10,331	15,747
Total contributions	<u>14,766</u>	<u>22,387</u>
Monetary		
Resort and recreation contributions	3,646	5,914
Doncaster hill activity centre contributions	789	693
Other contributions	-	33
Total monetary contributions	<u>4,435</u>	<u>6,640</u>
Non-monetary		
Developer contributed assets	10,331	15,747
Total non-monetary contributions	<u>10,331</u>	<u>15,747</u>
Contributions of non monetary assets were received in relation to the following asset classes:		
Land	4,723	7,100
Land under roads	1,649	96
Buildings	3,628	-
Infrastructure	331	8,551
Total non-monetary contributions	<u>10,331</u>	<u>15,747</u>
Monetary and non-monetary contributions are recognised as revenue when Council obtains control over the contributed asset.		
2.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment		
Proceeds from disposal	780	4,193
Written down value of assets disposed	(232)	(2,637)
Written down value of assets scrapped	(1,236)	(797)
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	<u>(688)</u>	<u>759</u>
The profit or loss on disposal of an asset is determined when control of the asset has passed to the buyer.		

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018 \$'000	2017 \$'000
Note 2 Funding for the delivery of our services (cont.)		
2.7 Other income		
Interest on investments	1,576	1,629
Other	1,235	1,004
Total other income	2,811	2,633
Interest is recognised progressively as it is earned.		
Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.		
Note 3 The cost of delivering services		
3.1 Employee costs		
(a) Wages and salaries	42,388	41,975
Casual staff	3,369	2,862
Salary oncost *	6,336	5,658
Other employee costs	412	604
Total employee costs	52,505	51,099
<i>Engineering design work and capital project supervision completed by employees to the value of \$1.286 million (\$1.711 million 2016/17) is reported in the Statement of Capital Works, and is not included in employee costs.</i>		
* Salary oncost includes annual leave and long service leave provision, Workcover and superannuation costs.		
(b) Superannuation		
Manningham City Council made contributions to the following funds:		
Defined benefit fund		
Employer contributions - Local Authorities Superannuation Fund (Vision Super)	281	326
Employer contributions - other funds	-	-
	281	326
Employer contributions payable as at 30 June	-	-
Accumulation funds		
Employer contributions - Local Authorities Superannuation Fund (Vision Super)	2,373	2,422
Employer contributions - other funds	1,356	1,065
	3,729	3,487
Employer contributions payable as at 30 June	-	-
Refer to note 8.3 for further information relating to Council's superannuation obligations.		

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018 \$'000	2017 \$'000
Note 3 The cost of delivering services (cont.)		
3.2 Materials, services and contracts		
Materials and services	4,504	5,691
Fleet costs	585	555
Contracts and services - community building repairs and maintenance	1,381	1,459
Contracts and services - parks, gardens, sporting reserves and street trees	3,606	3,684
Contracts and services - drains, roads and footpaths	1,456	1,449
Contracts and services - waste collection and disposal services	9,429	9,277
Total materials, services and contracts	20,961	22,115
3.3 Depreciation and amortisation		
Property	3,603	3,515
Plant, machinery and other assets	1,610	1,563
Infrastructure	14,626	13,656
Total depreciation	19,839	18,734
Intangible assets	727	613
Total depreciation and amortisation	20,566	19,347
<i>Refer to note 4.2(b) and 5.2 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.</i>		
3.4 Borrowing costs		
Interest - borrowings	309	309
Less capitalised borrowing costs on qualifying assets	-	-
Total borrowing costs	309	309

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018	2017
	\$'000	\$'000
Note 3 The cost of delivering services (cont.)		
3.5 Other expenses		
Community grants and contributions		
Community grants	1,894	1,881
Library contributions	3,683	3,590
Total community grants and contributions	<u>5,577</u>	<u>5,471</u>
Utilities		
Utilities, rent, and cleaning	1,768	1,549
Street lighting	772	979
Total utilities	<u>2,540</u>	<u>2,528</u>
Other miscellaneous expenses		
Auditor's remuneration - VAGO - annual financial statement and grant acquittals	77	65
Auditor's remuneration - other parties	26	25
Auditor's remuneration - Internal audit	57	75
Councillors' allowances	304	275
Fire service levy	137	140
Insurance	572	566
Leases	442	349
Consultants - engineering	469	259
Consultants - human resources	154	147
Consultants - economic and environmental	422	440
Consultants - other	551	720
Bank charges	306	309
Catering (including function centre)	660	669
Legal	657	795
Software licences	1,651	1,713
Telephone	638	407
Postage	336	343
Printing	295	193
Training	323	288
Design fees and maintenance - non capital	1,773	964
Other	1,460	1,470
Total other miscellaneous expenses	<u>11,310</u>	<u>10,212</u>
Total other expenses	<u>19,427</u>	<u>18,211</u>

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018 \$'000	2017 \$'000
Note 4 Our financial position		
4.1 Financial assets		
(a) Cash and cash equivalents		
Cash on hand	8	8
Cash at bank	1,092	845
Term deposits (with term up to 3 months) and at-call with banks	49,500	48,500
Total cash and cash equivalents	50,600	49,353
(b) Other financial assets		
Term deposits - current	17,300	14,281
Term deposit - refundable Manningham Centre Association bond	500	500
Total other financial assets	17,800	14,781
Total financial assets	68,400	64,134
Restrictions on cash assets		
Council's cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:		
- Trust funds and deposits (Note 4.3(b))	12,294	9,861
- Reserve funds (note 8.1(b))	4,970	7,289
- Waste initiative funds*	10,016	9,701
Total restricted funds	27,280	26,851
Total unrestricted cash and cash equivalents	23,320	22,502
* The Waste initiative fund is the value of waste charges collected under s162 of the Local Government Act, and is to be applied to fund future waste collection and disposal activities.		
Intended allocations		
Although not externally restricted the following amounts have been allocated for specific future purposes by Council:		
- Cash held to fund future capital works	2,852	6,921
- Loan repayment*	2,912	2,184
- Family day care workcover	196	196
- Superannuation defined benefit potential future call	2,500	200
- Asset sales to fund future capital works program	2,157	1,800
- Grants received in advance	3,367	2,111
Total funds subject to intended allocations	13,984	13,412
* Council has a \$7.279 million interest only loan which is due for settlement in November 2019 (refer note 4.4). This intended allocation represents cash set aside by Council to fund future principal repayments.		
Cash and cash equivalents include cash on hand, deposits at call and other highly liquid investments with maturities of three months or less from the date of acquisition, net of outstanding bank overdrafts.		
Council invests funds in accordance with the power of investment under section 143 of the Local Government Act 1989.		
Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at amortised cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.		

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
2017/18 Financial Report

	2018 \$'000	2017 \$'000
Note 4 Our financial position (cont.)		
4.1 Financial assets (cont.)		
(c) Trade and other receivables		
Current		
<i>Statutory receivables</i>		
Rates debtors	5,897	4,703
Infringement debtors	837	595
Special rate schemes	134	196
Net GST receivable	953	1,107
<i>Non statutory receivables</i>		
Other debtors	2,429	2,342
Provision for doubtful debts - other debtors	(45)	(143)
Total current trade and other receivables	<u>10,205</u>	<u>8,800</u>
Non-current		
<i>Statutory receivables</i>		
Infringement court	794	785
Provision for doubtful debts - infringement court	(794)	(785)
<i>Non statutory receivables</i>		
Other receivables	31	31
Total non-current trade and other receivables	<u>31</u>	<u>31</u>
Total trade and other receivables	<u>10,236</u>	<u>8,831</u>
Short term receivables are carried at invoice amount as amortised cost using the effective interest rate method would not impact the carrying value. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.		
A provision for doubtful debts is recognised when collection in full is no longer probable. Bad debts are written off when identified.		
i) Ageing of receivables		
At balance date other debtors representing financial assets were past due. The ageing of the Council's other debtors (excluding statutory receivables) was:		
Up to 3 months	1,753	1,522
3 to 6 months	207	266
Over 6 months	469	554
Total trade and other receivables	<u>2,429</u>	<u>2,342</u>
ii) Movement in provisions for doubtful debts - other debtors		
Balance at the beginning of the year	143	10
New provisions recognised during the year	43	142
Amounts already provided for and written off as uncollectible	(90)	-
Amounts provided for but recovered during the year	(51)	(9)
Balance at end of year	<u>45</u>	<u>143</u>

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018 \$'000	2017 \$'000
Note 4 Our financial position (cont.)		
4.2 Non-Financial assets		
(a) Other assets		
Accrued income - interest	92	104
Accrued income - other	880	830
Prepayments	739	590
Others	99	98
Total other assets	1,810	1,622
(b) Intangible assets		
Software	3,176	1,880
Total intangible assets	3,176	1,880
Gross carrying amount		
Balance at 1 July	9,529	8,855
Additions from internal developments	1,085	558
Transfer from work in progress	938	116
Balance at 30 June	11,552	9,529
Accumulated amortisation		
Balance at 1 July	(7,649)	(7,036)
Amortisation expense	(727)	(613)
Balance at 30 June	(8,376)	(7,649)
Net book value at 30 June	3,176	1,880

Intangible assets with finite lives are amortised as an expense on a systematic basis over the asset's useful life. Amortisation is generally calculated on a straight line basis, at a rate that allocates the asset value, less any estimated residual value over its estimated useful life. Estimates of the remaining useful lives and amortisation method are reviewed at least annually, and adjustments made where appropriate.

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018 \$'000	2017 \$'000
Note 4 Our financial position (cont.)		
4.3 Payables		
(a) Trade and other payables		
Trade payables	380	1,743
Employee benefits and related costs	1,629	1,579
Accrued expenses	11,238	10,858
Total trade and other payables	13,247	14,180
(b) Trust funds and deposits		
Contract retention	1,250	1,151
Landscape bonds	5,620	4,406
Miscellaneous works deposits	191	185
Asset protection bonds	4,260	3,138
Subdivider deposits	163	163
Refundable Manningham Centre Association bond	500	500
Fire services levy	57	66
Other refundable deposits	253	252
Total trust funds and deposits	12,294	9,861

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Purpose and nature of items

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities.

Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018 \$'000	2017 \$'000
Note 4 Our financial position (cont.)		
4.4 Interest bearing liabilities		
Non-Current		
Borrowings - secured	7,279	7,279
Total non-current interest-bearing loans and borrowings	<u>7,279</u>	<u>7,279</u>
The maturity profile for Council's borrowings is:		
Not later than one year	-	-
Later than one year and not later than five years	7,279	7,279
Later than five years	-	-
	<u>7,279</u>	<u>7,279</u>
Aggregate carrying amount of interest-bearing loans and borrowings:		
Non-current	7,279	7,279
	<u>7,279</u>	<u>7,279</u>
Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.		
The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.		

4.5 Provisions

	Annual leave \$ '000	Long service leave \$ '000	Total \$ '000
2018			
Balance at beginning of the financial year	4,370	8,498	12,868
Amounts used	(2,844)	(1,158)	(4,002)
Additional provisions	2,911	1,582	4,493
Balance at the end of the financial year	<u>4,437</u>	<u>8,922</u>	<u>13,359</u>
2017			
Balance at beginning of the financial year	4,218	8,893	13,111
Amounts used	(3,252)	(1,958)	(5,210)
Additional provisions	3,404	1,563	4,967
Balance at the end of the financial year	<u>4,370</u>	<u>8,498</u>	<u>12,868</u>

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018 \$'000	2017 \$'000
Note 4 Our financial position (cont.)		
Employee provisions		
Current provisions expected to be wholly settled within 12 months		
Annual leave	2,951	2,910
Long services leave	671	732
	<u>3,622</u>	<u>3,642</u>
Current provisions expected to be wholly settled after 12 months		
Annual leave	1,486	1,460
Long services leave	7,383	7,070
	<u>8,869</u>	<u>8,530</u>
Total current employee provisions	<u>12,491</u>	<u>12,172</u>
Non-current		
Long service leave	868	696
Total non-current employee provisions	<u>868</u>	<u>696</u>
Aggregate carrying amount of employee provisions:		
Current	12,491	12,172
Non-current	868	696
Total aggregate carrying amount of employee provisions	<u>13,359</u>	<u>12,868</u>
<i>Wages and salaries and annual leave</i>		
Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.		
Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.		
<i>Long service leave</i>		
Liability for long service leave (LSL) is recognised in the provision for employee benefits. LSL is measured at present value. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability.		
4.6 Income received in advance		
Rent	526	502
Rates	479	451
Others	-	256
Total income received in advance	<u>1,005</u>	<u>1,209</u>
4.7 Financing arrangements		
The Council has the following funding arrangements in place as at 30 June.		
Bank overdraft	1,000	1,000
Total facilities	<u>1,000</u>	<u>1,000</u>
Used facilities	-	-
Unused facilities	<u>1,000</u>	<u>1,000</u>

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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Note 4 Our financial position (cont.)

4.8 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented exclusive of the GST payable.

2018	Not later than 1	Later than 1	Later than 2	Later than 5	Total
	year	year and not	years and not	years	
	\$'000	later than 2	later than 5	years	\$'000
		years	years		
		\$'000	\$'000	\$'000	\$'000
Operating					
Garbage collection	4,450	4,654	15,290	-	24,394
Meals for delivery	232	238	748	-	1,218
Hard and green waste collection	806	866	3,017	-	4,689
Property valuation	-	-	-	-	-
Total	5,488	5,758	19,055	-	30,301
Capital					
Roads	3,949	-	-	-	3,949
Drainage	938	-	-	-	938
Other - recreation and open space	1,749	-	-	-	1,749
Buildings	5,110	-	-	-	5,110
Plant and equipment	1,153	-	-	-	1,153
Total	12,899	-	-	-	12,899
2017	Not later than 1	Later than 1	Later than 2	Later than 5	Total
	year	year and not	years and not	years	
	\$'000	later than 2	later than 5		\$'000
		years	years		
		\$'000	\$'000	\$'000	\$'000
Operating					
Garbage collection	4,306	4,504	14,797	-	23,607
Meals for delivery	255	261	803	-	1,319
Hard and green waste collection	767	825	2,872	-	4,464
Property valuation	190	-	410	-	600
Total	5,518	5,590	18,882	-	29,990
Capital					
Roads	4,011	-	-	-	4,011
Drainage	457	-	-	-	457
Other - recreation & open space	7,065	-	-	-	7,065
Buildings	12,030	-	-	-	12,030
Plant and equipment	1,053	-	-	-	1,053
Total	24,616	-	-	-	24,616

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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	2018 \$'000	2017 \$'000
Note 4 Our financial position (cont.)		
4.8 Commitments (cont.)		
Operating lease commitments		
At the reporting date, Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):		
Not later than one year	1,200	807
Later than one year and not later than five years	2,310	2,512
Later than five years	2,076	2,060
	5,586	5,379
Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.		
Note 5 Assets we manage		
5.1 Non current assets classified as held for sale		
Land at carrying value	3,609	-
Total non current assets classified as held for sale	3,609	-
Non-current assets classified as held for sale (including disposal groups) are measured at the lower of its carrying amount and fair value less costs of disposal, and are not subject to depreciation. Non-current assets, disposal groups and related liabilities and assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale (or disposal group sale) is expected to be completed within 12 months from the date of classification.		

Notes to the Financial Report
For the Year Ended 30 June 2018

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Note 5 Assets we manage

5.2 Property, infrastructure, plant, equipment and other fixed assets

Summary of property, infrastructure, plant, equipment and other fixed assets

	At Fair Value 1 July 2017	Acquisitions	Contributions	Revaluation	Depreciation	Disposal	Transfers	Write Offs	At Fair Value 30 June 2018
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Land	1,232,265	-	6,372	137,354	-	(42)	(3,609)	-	1,372,340
Buildings	186,015	14,456	3,628	1,976	(3,603)	(514)	13,624	-	215,582
Plant, equipment and other fixed assets	9,465	2,396	-	-	(1,610)	(189)	375	-	10,437
Infrastructure	552,665	12,543	331	10,008	(14,626)	(723)	3,497	-	563,695
Work in progress	24,290	7,809	-	-	-	-	(18,437)	(118)	13,544
	2,004,700	37,204	10,331	149,338	(19,839)	(1,468)	(4,550)	(118)	2,175,598

Summary of work in progress

	Opening WIP 1 July 2017	Additions	Transfers	Write Offs	Closing WIP 30 June 2018
	\$'000	\$'000	\$'000	\$'000	\$'000
Buildings	13,681	1,183	(13,681)	-	1,183
Plant, equipment and other fixed assets	1,757	2,891	(1,314)	-	3,334
Infrastructure	8,852	3,735	(3,442)	(118)	9,027
	24,290	7,809	(18,437)	(118)	13,544

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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Note 5 Assets we manage (cont.)

5.2 Property, infrastructure, plant, equipment and other fixed assets (cont.)

Asset recognition thresholds and depreciation periods

Asset class	Depreciation Period	Threshold limit \$'000
Property		
Land	Infinite life	0
Land under roads	Infinite life	0
Buildings	75 - 100 years	5
Buildings on leased land	Term of lease or 75 years	
Plant, equipment and other assets		
Plant, machinery and equipment	5 - 25 years	1
Fixtures, fittings and furniture	4 - 20 years	1
Computers and telecommunications	4 - 10 years	1
Artworks	Not depreciated	1
Infrastructure		
Road - pavement	30 years	10
Road - sub-pavement	120 years	10
Bridges	60 - 100 years	10
Footpaths and cycleways	60 - 100 years	10
Carparks	60 - 100 years	10
Drainage	120 years	10
Recreational, leisure and community facilities	20 years	10
Parks, open space and streetscapes	20 years	10
Waste garbage bins	20 years	0
Intangible assets		
Software	5 years	1

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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Note 5 Assets we manage (cont.)

5.2 Property, infrastructure, plant, equipment and other fixed assets (cont.)

Property	Land	Land under roads	Total Land	Total Buildings	Total Property	Work in Progress
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2017	1,231,495	770	1,232,265	316,021	1,548,286	13,681
Accumulated depreciation at 1 July 2017	-	-	-	(130,006)	(130,006)	-
	1,231,495	770	1,232,265	186,015	1,418,280	13,681
Movements in fair value						
Acquisition of assets at fair value	-	-	-	14,456	14,456	1,183
Contributed assets	4,723	1,649	6,372	3,628	10,000	-
Revaluation increments/decrements	137,354	-	137,354	14,561	151,915	-
Fair value of assets disposed	(42)	-	(42)	(575)	(617)	-
Transfers	(3,609)	-	(3,609)	13,624	10,015	(13,681)
	138,426	1,649	140,075	45,694	185,769	(12,498)
Movements in accumulated depreciation						
Depreciation and amortisation	-	-	-	(3,603)	(3,603)	-
Accumulated depreciation of disposals	-	-	-	61	61	-
Revaluation increments/decrements	-	-	-	(12,585)	(12,585)	-
	-	-	-	(16,127)	(16,127)	-
At fair value 30 June 2018	1,369,921	2,419	1,372,340	361,715	1,734,055	1,183
Accumulated depreciation at 30 June 2018	-	-	-	(146,133)	(146,133)	-
	1,369,921	2,419	1,372,340	215,582	1,587,922	1,183

Notes to the Financial Report
For the Year Ended 30 June 2018

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Note 5 Assets we manage (cont.)

5.2 Property, infrastructure, plant, equipment and other fixed assets (cont.)

Plant, equipment and other fixed assets	Plant, machinery and equipment	Fixtures, fittings and furniture	Computers and telecom- munications	Artworks	Total plant, equipment and other assets	Work in Progress
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2017	12,204	9,356	3,144	1,925	26,629	1,757
Accumulated depreciation at 1 July 2017	(6,792)	(7,848)	(2,524)	-	(17,164)	-
	5,412	1,508	620	1,925	9,465	1,757
Movements in fair value						
Acquisition of assets at fair value	1,943	73	360	20	2,396	2,891
Contributed assets	-	-	-	-	-	-
Revaluation increments/decrements	-	-	-	-	-	-
Fair value of assets disposed	(1,621)	(107)	-	-	(1,728)	-
Transfers	323	-	52	-	375	(1,314)
	645	(34)	412	20	1,043	1,577
Movements in accumulated depreciation						
Depreciation and amortisation	(1,137)	(247)	(226)	-	(1,610)	-
Accumulated depreciation of disposals	1,432	107	-	-	1,539	-
Revaluation increments/decrements	-	-	-	-	-	-
	295	(140)	(226)	-	(71)	-
At fair value 30 June 2018	12,849	9,322	3,556	1,945	27,672	3,334
Accumulated depreciation at 30 June 2018	(6,497)	(7,988)	(2,750)	-	(17,235)	-
	6,352	1,334	806	1,945	10,437	3,334

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
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Note 5 Assets we manage (cont.)

5.2 Property, infrastructure, plant, equipment and other fixed assets (cont.)

Infrastructure	Roads	Bridges	Footpaths and cycleways	Off street car parks	Drainage	Recreational, leisure and community	Parks open spaces and streetscapes	Waste Management	Total Infrastructure	Work in Progress
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2017	353,619	19,396	109,709	18,043	358,314	22,405	30,708	5,415	917,609	8,852
Accumulated depreciation at 1 July 2017	(170,266)	(5,886)	(49,226)	(7,316)	(113,438)	(6,942)	(11,691)	(179)	(364,944)	-
	183,353	13,510	60,483	10,727	244,876	15,463	19,017	5,236	552,665	8,852
Movements in fair value										
Acquisition of assets at fair value	5,696	125	1,645	211	1,133	2,014	1,719	-	12,543	3,735
Contributed assets	-	-	17	-	314	-	-	-	331	-
Revaluation increments/decrements	4,638	889	90	192	12,687	-	-	-	18,496	-
Fair value of assets disposed	(1,136)	-	(576)	-	(76)	-	-	-	(1,788)	-
Transfers	1,665	-	267	10	653	3	899	-	3,497	(3,560)
	10,863	1,014	1,443	413	14,711	2,017	2,618	-	33,079	175
Movements in accumulated depreciation										
Depreciation and amortisation	(7,105)	(323)	(1,154)	(263)	(2,976)	(1,079)	(1,365)	(361)	(14,626)	-
Accumulated depreciation of disposals	682	-	345	-	38	-	-	-	1,065	-
Revaluation increments/decrements	(1,665)	(199)	(1,042)	(70)	(5,512)	-	-	-	(8,488)	-
	(8,088)	(522)	(1,851)	(333)	(8,450)	(1,079)	(1,365)	(361)	(22,049)	-
At fair value 30 June 2018	364,482	20,410	111,152	18,456	373,025	24,422	33,326	5,415	950,688	9,027
Accumulated depreciation at 30 June 2018	(178,354)	(6,408)	(51,077)	(7,649)	(121,888)	(8,021)	(13,056)	(540)	(386,993)	-
	186,128	14,002	60,075	10,807	251,137	16,401	20,270	4,875	563,695	9,027

Note 5 Assets we manage (cont.)

5.2 Property, infrastructure, plant, equipment and other fixed assets (cont.)

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Land under roads

Land under roads acquired after 30 June 2008 is brought to account at cost adjusted for englobo characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. Council does not recognise land under roads that it controlled prior to that period in its financial report.

Depreciation and amortisation

Buildings, infrastructure, plant, equipment, intangible assets, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Repairs and maintenance

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Artworks are not depreciated.

Straight line depreciation is charged based on the residual useful life as determined each year.

Valuation of land and buildings

Valuations were completed as at 30 June 2018 for Council. Valuations for 30 June 2018 are at fair value.

Non-specialised land and non-specialised buildings

Non-specialised land and non-specialised buildings are valued using the market based direct comparison method. Under this valuation method, the assets are compared to recent comparable sales or sales of comparable assets which are considered to have nominal or no added improvement value.

For non-specialised land and non-specialised buildings, an valuation was performed by Council's Manager Property Services, Mr Graham Brewer FAPI, Certified Practising Valuer (Registration Number 61916) to determine the fair value using the market based direct comparison method. Valuation of the assets was determined by analysing comparable sales and allowing for share, size, topography, location and other relevant factors specific to the asset being valued. From the sales analysed, an appropriate rate per square metre has been applied to the subject asset. The effective date of the valuation is 30 June 2018.

To the extent that non-specialised land and non-specialised buildings do not contain significant, unobservable adjustments, these assets are classified as Level 2 under the market based direct comparison approach.

Note 5 Assets we manage (cont.)

5.2 Property, infrastructure, plant, equipment and other fixed assets (cont.)

Specialised land and specialised buildings

The market based direct comparison method is also used for specialised land but adjusted to reflect the specialised nature of the assets being valued. For Council specialised buildings, the depreciated replacement cost method is used, adjusting for the associated depreciation. Specialised assets contain significant, unobservable adjustments, therefore these assets are classified as Level 3 fair value measurements.

An adjustment is made to reflect a restriction on the sale or use of an asset by Council. The adjustment is an allowance made to reflect the difference in value between unrestricted assets and those held by the Council which are impacted by external restraints on their use.

The valuation of Council's specialised land and specialised buildings was performed by Council's Manager Property Services, Mr Graham Brewer FAPI, Certified Practising Valuer (Registration Number 61916). The valuation was performed using either the market based direct comparison method or depreciated replacement cost, adjusted for restrictions in use. The effective date of the valuation is 30 June 2018.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2018 are as follows:

	<i>Level 1</i>	<i>Level 2</i>	<i>Level 3</i>	<i>Date of Valuation</i>
	<i>\$'000</i>	<i>\$'000</i>	<i>\$'000</i>	
Land	-	9,887	1,360,034	Jun 2018
Land under roads	-	-	2,419	Jun 2018
Buildings	-	3,043	212,539	Jun 2018
Total	-	12,930	1,574,992	

Valuation of infrastructure assets

Infrastructure assets are valued using the written down replacement cost of each asset. The written down replacement cost is calculated based on the remaining life of the asset, which in turn is determined based on their condition of roads, footpaths, kerb and channel, bridges and drains.

Infrastructure assets contain significant unobservable adjustments, therefore these assets are classified as Level 3.

A valuation of Council's infrastructure assets was performed by Council's Manager, Engineering and Technical Service, Mr Roger Woodlock *B.Eng (Civil)*. The valuation was performed based on the depreciated replacement cost of the assets. The effective date of the valuation is 30 June 2018.

There were no changes in valuation techniques throughout the period to 30 June 2018.

For all assets measured at fair value, the current use is considered the highest and best use.

Details of the Council's infrastructure information about the fair value hierarchy as at 30 June 2018 are as follows:

	<i>Level 1</i>	<i>Level 2</i>	<i>Level 3</i>	<i>Date of Valuation</i>
	<i>\$'000</i>	<i>\$'000</i>	<i>\$'000</i>	
Roads	-	-	186,128	Jun 2018
Bridges	-	-	14,002	Jun 2018
Footpaths and cycleways	-	-	60,075	Jun 2018
Off street car parks	-	-	10,807	Jun 2018
Drainage	-	-	251,137	Jun 2018
Total	-	-	522,149	

Notes to the Financial Report
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	2018 \$'000	2017 \$'000
Note 5 Assets we manage (cont.)		
5.3 Investments in associates		
Whitehorse-Manningham Regional Library Corporation		
<i>Background</i>		
Manningham City Council has a 31.56% equity interest in the Whitehorse Manningham Regional Library Corporation (WMRLC) that was incorporated on 21 December 1995. Council has reported its interest in the WMRLC on the basis of equity accounting principles. Manningham City Council's share of the movement in net assets as at 30 June 2018, per draft WMRLC financial statements, has been taken up as loss of \$409,171 during the year ended 30 June 2018 (income of \$121,617 in 2016/17). As neither council has a controlling interest, the participating councils show their contributions towards the operating expenditure of the library as an expense.		
Current assets		
Cash and cash equivalents	2,496	3,917
Trade and other receivables	66	75
Other assets	115	138
	<u>2,677</u>	<u>4,130</u>
Non-current assets		
Property & equipment	6,760	6,456
	<u>6,760</u>	<u>6,456</u>
Total assets	<u>9,437</u>	<u>10,586</u>
Current liabilities		
Payables	730	521
Provisions	1,529	1,510
	<u>2,259</u>	<u>2,031</u>
Non-current liabilities		
Provisions	124	118
	<u>124</u>	<u>118</u>
Total liabilities	<u>2,383</u>	<u>2,149</u>
Net assets	<u>7,054</u>	<u>8,437</u>
<i>Movement in carrying value of investment</i>		
Carrying value of investment at start of year	2,636	2,514
Share of surplus/(deficit) for year	(409)	122
Carrying value of investment at end of year	<u>2,227</u>	<u>2,636</u>
Associates are all entities over which Council has significant influence but not control or joint control. Council's investment in an associate is accounted for by the equity method as the Council has the ability to influence rather than control the operations of the entity. The investment is initially recorded at the cost of acquisition and adjusted thereafter for post-acquisition changes in the Council's share of the net assets of the entity. The Council's share of the financial result of the entity is recognised in the Comprehensive Income Statement.		

Notes to the Financial Report
For the Year Ended 30 June 2018

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Note 6 People and relationships

6.1 Council and key management remuneration

(a) Related party

Subsidiaries and Associates

Interest in associate - Whitehorse Manningham Regional Library Corporation (WMRLC) (Ref Note 5.3)

During the year Manningham City Council provided contribution to WMRLC with the total value of \$3.72m towards running costs as per the agreement.

Council also provides accommodation to house libraries within Manningham.

(b) Key Management Personnel

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

Councillors

Anna Chen	Councillor	(1 July 2017 - 30 June 2018)
Andrew Conlon	Councillor	(1 July 2017 - 9 November 2017)
	Mayor	(10 November 2017 - 30 June 2018)
Sophy Galbally	Councillor	(1 July 2017 - 30 June 2018)
Geoff Gough	Councillor	(1 July 2017 - 30 June 2018)
Dot Haynes	Councillor	(1 July 2017 - 30 June 2018)
Michelle Kleinert	Mayor	(1 July 2017 - 9 November 2017)
	Councillor	(10 November 2017 - 30 June 2018)
Paul McLeish	Councillor	(1 July 2017 - 30 June 2018)
Paula Piccinini	Councillor	(1 July 2017 - 30 June 2018)
Mike Zafiroopoulos AM	Councillor	(1 July 2017 - 30 June 2018)

Chief Executive Officer

Warwick Winn	Chief Executive Officer	(1 July 2017 - 30 June 2018)
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Other Key Management Personnel

Jill Colson	Executive manager people and governance	(1 July 2017 - 30 June 2018)
Teresa Dominik	Director city planning	(1 July 2017 - 31 December 2017)
Malcolm Foard	Acting director community programs	(24 February 2018 - 29 April 2018)
Juanita Haisman	Manager communications	(1 July 2017 - 30 June 2018)
Leigh Harrison	Director assets and engineering	(1 July 2017 - 30 June 2018)
Keri Kennealy	Acting director community programs	(6 June 2018 - 19 June 2018)
Angelo Kourambas	Director city planning	(19 February 2018 - 30 June 2018)
Phillip Lee	Director shared services	(1 July 2017 - 30 June 2018)
Chris Potter	Director community programs	(1 July 2017 - 23 February 2018)
Lee Robson	Acting director community programs	(30 April 2018 - 5 June 2018)
Vivien Williamson	Acting director city planning	(28 September 2017 to 20 October 2017)

	2018	2017
Total number of Councillors	9	12
Chief Executive Officer and other Key Management Personnel	<u>12</u>	<u>7</u>
Total Key Management Personnel	<u>21</u>	<u>19</u>

Notes to the Financial Report
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Note 6 People and relationships (cont.)

6.1 Council and key management remuneration (cont.)

(c) Remuneration of Key Management Personnel

Total remuneration of key management personnel was as follows:	\$'000	\$'000
Short-term benefits	2,310	1,944
Long-term benefits	-	-
Termination benefits	226	-
Post employment benefits	-	-
Total	2,536	1,944

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:	2018	2017
	No.	No.
Less than \$10,000	-	3
\$10,000 - \$19,999	-	4
\$20,000 - \$29,999	7	3
\$40,000 - \$49,999	1	1
\$60,000 - \$69,999	1	1
\$80,000 - \$89,999	1	-
\$120,000 - \$129,999	1	-
\$160,000 - \$169,999	1	1
\$170,000 - \$179,999	5	-
\$190,000 - \$199,999	-	1
\$210,000 - \$219,999	1	1
\$230,000 - \$239,999	-	1
\$250,000 - \$259,999	1	1
\$260,000 - \$269,999	1	1
\$320,000 - \$329,999	-	1
\$330,000 - \$339,999	1	-
	21	19

(d) Senior Office Remuneration

A Senior Officer is an officer of Council, other than Key Management Personnel, who:

- a) has management responsibilities and reports directly to the Chief Executive; or
- b) whose total annual remuneration exceeds \$145,000.

The number of Senior Officers other than Key Management Personnel, are shown below in their relevant income bands and includes Senior Officers who commenced or retired during the year.

Income Range:	2018	2017
	No.	No.
less than \$145,000	2	12
\$145,000 - \$149,999	5	2
\$150,000 - \$159,999	6	7
\$160,000 - \$169,999	2	8
\$170,000 - \$179,999	6	2
\$180,000 - \$189,999	1	1
\$190,000 - \$199,999	3	1
\$200,000 - \$209,999	1	-
	26	33

Total Remuneration, excluding resignation benefits, for the reporting year for Senior Officers included above, amounted to:	\$'000	\$'000
	4,229	4,673

Note 6 People and relationships (cont.)

6.2 Related party disclosure

(a) Transactions with related parties

No transactions other than remuneration payments, or the reimbursement of expenses as approved by Council were made with Related Parties during the reporting year (2016/17, nil).

(b) Outstanding balances with related parties

No balances are outstanding at the end of the reporting period in relation to transactions with related parties (2016/17, nil).

(c) Loans to/from related parties

No loans have been made, guaranteed or secured by the Council to Related Parties during the reporting year 2017/18 (2016/17, nil).

(d) Commitments to/from related parties

No commitments have been made by the Council to Related Parties during the reporting year 2017/18 (2016/17, nil).

Note 7 Managing uncertainties**7.1 Contingent assets and liabilities****(a) Contingent assets***Developer contributed assets*

Developer contributions to be received in respect of future subdivisions total \$2.075m (2016/17, \$0.369m).

Operating lease receivables

At the reporting date, Council had the following operating leases for the lease of Council owned land and buildings:

These properties held under operating lease have remaining non cancellable lease term of between 1 and 35 years annual rental reviews, either by fixed percentage or CPI annually. Future minimum rentals receivable under non-cancellable operating lease as the end of year are as follow

	2018 \$'000	2017 \$'000
Not later than one year	1,669	1,507
Later than one year and not later than five years	6,911	6,002
Later than five years	10,134	9,246
	18,714	16,755

(b) Contingent liabilities**General**

Council controls large areas of public open space, provides general and personal services to residents, visitors and ratepayers, has responsibilities and regulatory authorities including the issue of permits and approvals, and controls significant buildings and infrastructure assets. Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council's Risk Management Plan includes securing insurance to cover insurable risks to limit exposure to liabilities arising from actions of the Council or its Officers where it is appropriate to do so.

Council appointed AON Risk Services Australia Limited in June 2016 for the provider of Insurance Broking Services.

Bank guarantees issues

Council is responsible for the following bank guarantee:

Department of Primary Industries for \$150,000 in connection with Extractive Industry Licence No. 54-1.

Capital funding grant

Council has exposure to contingent liabilities where the conditions attached to a capital funding grant requires repayment in full or part of the granted sum should the terms of the grant agreement not be fulfilled by Council.

Superannuation contribution

Council has obligations under a defined benefit superannuation scheme, matters relating to this potential obligation are outlined in Note 8.3. As a result of the volatility in financial markets, the likelihood of making such contributions in future periods exists. At this point in time, it is not known if additional contributions will be required, their timing or potential amount.

Note 7 Managing uncertainties (cont.)**7.2 Change in accounting standards**

The following new Australian Accounting Standards (AAS's) have been issued that are not mandatory for the 30 June 2018 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

Financial Instruments - Disclosures (AASB 7) (applies 2018/19)

This Standard requires entities to provide disclosures in their financial statements that enable users to evaluate: (a) the significance of financial instruments for the entity's financial position and performance; and (b) the nature and extent of risks arising from financial instruments to which the entity is exposed.

Financial Instruments (AASB 9) (applies 2018/19)

The key changes include the simplified requirements for the classification and measurement of financial assets, a new hedging accounting model and a revised impairment loss model to recognise impairment losses earlier, as opposed to the current approach that recognises impairment only when incurred.

Revenue from contracts with customers (AASB 15) (applies 2019/20)

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This has the potential to impact on the recognition of certain grant income.

Amendments to Australian Accounting Standards – Deferral of AASB 15 for Not-for-Profit Entities (AASB 2016-7) (applies 2019/20)

This Standard defers the mandatory effective date of AASB 15 for not-for-profit entities from 1 January 2018 to 1 January 2019.

Leases (AASB 16) (applies 2019/20)

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term. Council has a small number of operating leases that maybe impacted as a result of this change.

Income of Not-for-Profit Entities (AASB 1058) (applies 2019/20)

This standard replaces AASB 1004 Contributions and establishes revenue recognition principles for transactions where the consideration to acquire an asset is significantly less than fair value to enable to not-for-profit entity to further its objectives.

7.3 Financial instruments**(a) Objectives and policies**

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council's exposures to market risk is primarily through interest rate risk with insignificant exposure to other price risks and no exposure to foreign currency risk. Components of market risk to which the council are expose are discussed below.

Note 7 Managing uncertainties (cont.)**7.3 Financial instruments (cont.)****Interest rate risk**

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Interest rate risk arises from interest bearing financial assets and liabilities. Interest bearing assets are predominantly short term liquid assets. As at 30 June 2018 Council had long term loans or borrowings and is therefore exposed to interest rate risk on these classes of financial liabilities.

Interest rate risk on financial assets are managed through Council's investment policy which requires the investment of surplus funds only with financial institutions approved under the section 143 of the Local Government Act 1989. The Council's investment policy provides for investment restrictions such as investment placement with authorised deposit taking institutions (ADIs), placement according to Standard and Poor's credit ratings for investment institutions, staging of investment duration, and for the regular monitoring of investment performance and investment institution credit ratings.

(c) Credit risk

Credit risk is the risk of financial loss to Council arising from the non-completion of an obligation under a financial instrument by a party with whom Council has contracted. Council has exposure to credit risk on all financial assets included in the balance sheet. The maximum exposure to credit risk at balance date in relation to each class of recognised financial asset is represented by the carrying amount of that financial asset.

Council manages credit risk exposure through the application of debtor management policies that include arrangement for the timely collection of debts, escalation of recovery actions, and monitoring of debt collection performance. Council also managed credit risk exposure through the application of security bonds and provisions of the Local Government Act 1989 that permit the classification of certain debts as charges against property.

Financial assets classed as trade and other receivables consist of a large number of customers, spread across the consumer, business and government sectors. As Council's main debtors are government departments the credit risk associated with the Council's financial assets is assessed as minimal. Where a credit risk is assessed as probable of realisation an allowance for doubtful debts is raised.

Details of credit risk for transactions that are not included in the balance sheet are disclosed in note 7.1, contingent liabilities and contingent assets.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of our operational liquidity requirements:

- we will not have sufficient funds to settle a transaction on the date;
- we will be forced to sell financial assets at a value which is less than what they are worth; or
- we may be unable to settle or recover a financial assets at all.

To mitigate liquidity risk the entity has developed long term financial management strategies containing liquidity and cash flow targets, and regularly monitors budget performance and cash flows against forecasts. The entity has established access to overdraft facilities.

Council's exposure to liquidity risk is deemed insignificant based on prior periods' data, cash flow and liquidity forecasts, and current assessment of risk.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the consolidated entity believes a parallel shift of +1% and -2% in market interest rates from year-end rates of 1.50% movements are 'reasonably possible' over the next 12 months.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

Note 7 Managing uncertainties (cont.)**7.4 Fair value measurement**

Unless otherwise stated, the carrying amount of financial instruments reflect their fair value.

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed at Note 5.2, Property, infrastructure, plant, equipment and other fixed assets.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 1 to 3 years. The valuation is performed either by experienced Council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Value in use is the depreciated replacement cost. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

7.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
2017/18 Financial Report

Note 8 Other matters

8.1 Reserves

(a) Asset revaluation reserves

2018	Balance at beginning of reporting year \$'000	Increment/ (decrement) \$'000	Realised Revaluation Reserve \$'000	Balance at end of reporting year \$'000
Property				
Land	1,026,652	137,354	(40)	1,163,966
Buildings	48,444	1,976	(89)	50,331
	1,075,096	139,330	(129)	1,214,297
Plant, equipment and other fixed assets				
Plant, machinery and equipment	39	-	(20)	19
Fixtures, fittings and furniture	1,006	-	-	1,006
Computers and telecommunications	75	-	-	75
Artworks	887	-	-	887
	2,007	-	(20)	1,987
Infrastructure				
Roads	96,986	2,973	-	99,959
Bridges	1,344	690	-	2,034
Footpaths and cycleways	28,896	(952)	-	27,944
Off street car parks	5,169	122	-	5,291
Drainage	143,774	7,175	-	150,949
Parks, open space and streetscapes	205	-	-	205
	276,374	10,008	-	286,382
Total	1,353,477	149,338	(149)	1,502,666
2017	Balance at beginning of reporting year \$'000	Increment/ (decrement) \$'000	Realised Revaluation Reserve \$'000	Balance at end of reporting year \$'000
Property				
Land	950,302	78,194	(1,844)	1,026,652
Buildings	47,769	810	(135)	48,444
	998,071	79,004	(1,979)	1,075,096
Plant, equipment and other fixed assets				
Plant, machinery and equipment	52	-	(13)	39
Fixtures, fittings and furniture	1,008	-	(2)	1,006
Computers and telecommunications	75	-	-	75
Artworks	887	-	-	887
	2,022	-	(15)	2,007
Infrastructure				
Roads	83,432	13,554	-	96,986
Bridges	2,296	(952)	-	1,344
Footpaths and cycleways	29,417	(521)	-	28,896
Off street car parks	5,208	(39)	-	5,169
Drainage	116,280	27,494	-	143,774
Parks, open space and streetscapes	205	-	-	205
	236,838	39,536	-	276,374
Total	1,236,931	118,540	(1,994)	1,353,477

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
2017/18 Financial Report

Note 8 Other matters (cont.)

8.1 Reserves (cont.)

(b) Other reserves

	Balance at beginning of reporting year	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting year
	\$'000	\$'000	\$'000	\$'000
2018				
Resort and recreation reserve (a)	7,289	(5,965)	3,646	4,970
Family day care workcover levy reserve (b)	196	-	-	196
Total	7,485	(5,965)	3,646	5,166
	Balance at beginning of reporting year	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting year
	\$'000	\$'000	\$'000	\$'000
2017				
Resort and recreation reserve (a)	4,456	(3,081)	5,914	7,289
Family day care workcover levy reserve (b)	196	-	-	196
Total	4,652	(3,081)	5,914	7,485

(a) The Resort and recreation reserve was established to control contributions received from developers that will, upon completion of developments be utilised to develop recreation and other facilities for residents in the respective development areas.

(b) The Family day care Workcover levy was established to control funds collected from family day care user charges to assist in defraying the cost of future claims for Workcover by family day care providers. Council discontinued this service in 2009/10.

Notes to the Financial Report
For the Year Ended 30 June 2018

MANNINGHAM CITY COUNCIL
2017/18 Financial Report

	2018 \$'000	2017 \$'000
Note 8 Other matters (cont.)		
8.2 Reconciliation of cash flows from operating activities to surplus/(deficit)		
Surplus for the year	30,128	38,574
Depreciation/amortisation	20,566	19,347
Loss on disposal of property, plant and equipment, infrastructure	688	(759)
Contributed assets	(10,331)	(15,747)
Share of gain from associate	409	(122)
Adjustment for work in progress write-off to other expenses	118	73
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	1,028	2,661
(Increase)/decrease in other assets	93	(178)
Increase/(decrease) in trade and other payables	(4,295)	(2,671)
(Decrease)/increase in other assets and liabilities	(204)	468
(Increase)/decrease in provisions	491	(243)
Net cash provided by operating activities	<u>38,691</u>	<u>41,403</u>

8.3 Superannuation

Manningham City Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2018 this was 9.5% as required under Superannuation Guarantee legislation).

Defined Benefit

Manningham City Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Manningham City Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Funding arrangements

Manningham City Council makes employer contributions to the defined benefit category of the Fund at rates determined by the Trustee on the advice of the Fund's Actuary.

As at 30 June 2017, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Manningham City Council is a contributing employer was 103.1%. To determine the VBI, the fund Actuary used the following long-term assumptions:

Net investment returns	6.50% pa
Salary information	3.50% pa
Price inflation (CPI)	2.50% pa

Vision Super has advised that the actual VBI as at 30 June 2018 was 106.0%.

The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the actuarial investigation determined the defined benefit category was in a satisfactory financial position and that no change was necessary to the defined benefit category's funding arrangements from prior years.

Note 8 Other matters (cont.)**8.3 Superannuation (cont.)****Employer contributions****Regular contributions**

On the basis of the results of the 2017 interim actuarial investigation conducted by the Fund's Actuary, Manningham City Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2018, this rate was 9.5% of members' salaries (9.5% in 2016/17). This rate will increase in line with any increase to the Superannuation Guarantee (SG) contribution rate. In addition, Manningham City Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%. In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, Manningham City Council are required to make an employer contribution to cover the shortfall. Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up. If there is a surplus in the Fund, the surplus cannot be returned to the participating employers. In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

2017 full actuarial investigation surplus amounts

The Fund's full actuarial investigation as at 30 June 2017 identified the following in the defined benefit category of which Manningham City Council is a contributing employer:

- * A VBI surplus of \$69.80 million; and
- * A total service liability surplus of \$193.50 million.
- * A discounted accrued benefits surplus of \$228.80 million.

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2017. The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2017.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of the benefits payable in the future but accrued in respect of service to 30 June 2017.

Manningham City Council was notified of the 30 June 2018 VBI during August 2018.

2018 interim actuarial investigation

A interim actuarial investigation is being conducted for the Fund's position as at 30 June 2018 as the Fund provides lifetime pensions in the Defined Benefit category. It is anticipated that this actuarial investigation will be completed in October 2018.

Future superannuation contributions

In addition to the disclosed contributions, Manningham City Council has no contributions outstanding and no loans issued from or to the above schemes as at 30 June 2018. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2019 are \$0.27million.

PERFORMANCE STATEMENT

For the year ended 30 June 2018

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Manningham City Council Performance Statement

For the year ended 30 June 2018

Description of municipality

Manningham City Council is located in Melbourne's north-eastern suburbs, commencing with its western boundary in Bulleen, 12 kilometres from the Melbourne CBD and extending to Wonga Park at its eastern extremity, 32 kilometres from the CBD. The City is bounded by the Yarra River, Banyule City and Nillumbik Shire in the north, Yarra Ranges Shire in the east, Koonung Creek, Maroondah City and the Cities of Whitehorse and Boroondara in the south and Banyule City and the Yarra River in the west.

The City encompasses a total land area of 114 square kilometres, including a substantial 17% green open spaces. The nonurban areas include a large tract of the Green Wedge, and are used mainly for rural residential living, conservation and small scale agriculture.

As at 30 June 2018, our estimated population was 124,517 people across the City, including the suburbs of Bulleen, Doncaster, Doncaster East, Donvale, Nunawading (part), Park Orchards, Ringwood North (part), Templestowe, Templestowe Lower, Warrandyte, Warrandyte South and Wonga Park (part).

Certification of the Performance Statement

In my opinion, the accompanying performance statement has been prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.



Kevin Ayre CPA
Principal Accounting Officer
11 September 2018
Doncaster

In our opinion, the accompanying performance statement of the Manningham City Council for the year ended 30 June 2018 presents fairly the results of Council's performance in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify this performance statement in its final form.



Andrew Conlon
Mayor
11 September 2018
Doncaster



Michelle Kleinert
Deputy Mayor
11 September 2018
Doncaster



Jill Colson
Acting Chief Executive Officer
11 September 2018
Doncaster



Independent Auditor's Report

To the Councillors of Manningham City Council

Opinion	<p>I have audited the accompanying performance statement of Manningham City Council (the council) which comprises the:</p> <ul style="list-style-type: none"> • description of municipality for the year ended 30 June 2018 • sustainable capacity indicators for the year ended 30 June 2018 • service performance indicators for the year ended 30 June 2018 • financial performance indicators for the year ended 30 June 2018 • other information and • the certification of the performance statement. <p>In my opinion, the performance statement of Manningham City Council in respect of the year ended 30 June 2018 presents fairly, in all material respects, in accordance with the performance reporting requirements of Part 6 of the <i>Local Government Act 1989</i>.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Standards on Assurance Engagements. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the performance statement</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. I and my staff are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the performance statement in Victoria and have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Councillors' responsibilities for the performance statement	<p>The Councillors are responsible for the preparation and fair presentation of the performance statement in accordance with the performance reporting requirements of the <i>Local Government Act 1989</i> and for such internal control as the Councillors determines is necessary to enable the preparation and fair presentation of the statement of performance that is free from material misstatement, whether due to fraud or error.</p>
Auditor's responsibilities for the audit of the performance statement	<p>As required by the <i>Audit Act 1994</i>, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance Engagements will always detect a material misstatement when it exists.</p>

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Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance statement.

As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the overall presentation, structure and content of the performance statement, including the disclosures, and whether performance statement represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
13 September 2018


Tim Loughnan
as delegate for the Auditor-General of Victoria

Other Information

For the year ended 30 June 2018

1. Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 1989* and *Local Government (Planning and Reporting) Regulations 2014*.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the financial statements. The other results are based on information drawn from Council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the Council's strategic resource plan. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by Council in its strategic resource plan on 28 June 2018 and which forms part of the council plan. The strategic resource plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the general purpose financial statements. The strategic resource plan can be obtained by contacting Council.

Sustainable Capacity Indicators

For the year ended 30 June 2018

Indicator/measure	Results				Material Variations
	2015	2016	2017	2018	
Population					
Expenses per head of municipal population [Total expenses / Municipal population]	\$894.74	\$901.22	\$920.18	\$913.67	This result demonstrates Council's continued low cost per head of population when compared to similar councils. It reflects the delivery of services and community facilities in a cost effective way as part of a responsible budget.
Infrastructure per head of municipal population [Value of infrastructure / Municipal population]	\$5,943.50	\$5,762.24	\$6,398.78	\$6,379.91	Council is committed to maintaining, renewing and upgrading infrastructure assets, and each year allocates at least 33% of rate revenue to fund the capital works program.
Population density per length of road [Municipal population / Kilometres of local roads]	198	200	202	206	Manningham has a lower population density per km of road than similar councils. This results in the total cost of road maintenance and upgrades being funded from smaller number of ratepayers which contributes to Manningham's annual rate increase.
Own-source revenue					
Own-source revenue per head of municipal population [Own-source revenue / Municipal population]	\$859.92	\$914.03	\$918.71	\$910.10	Council's own-source revenue (primarily rates, fees and user charges) per head of population has averaged \$900 over the last 4 years. The small decrease in 2017/18 relates to an increase in the population of Manningham.
Recurrent grants					
Recurrent grants per head of municipal population [Recurrent grants / Municipal population]	\$110.00	\$96.72	\$117.47	\$109.33	Manningham receives the minimum grant from the Victoria Grants Commission and relies heavily on rates to meet community service and infrastructure needs.
Disadvantage					
Relative socio-economic disadvantage [Index of Relative Socio-economic Disadvantage by decile]	10	10	10	9	Manningham has a low level of socio-economic disadvantage relative to many councils. Data released from the most recent census indicates that the level of disadvantage has increased in a few areas leading to a reduction in this indicator by 1 decile compared to the last census publication.

Definitions

"adjusted underlying revenue" means total income other than:

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to above "infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004

"population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA "SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website "unrestricted cash" means all cash and cash equivalents other than restricted cash.

Service Performance Indicators

For the year ended 30 June 2018

Indicator/measure	Results				Material Variations
	2015	2016	2017	2018	
Aquatic facilities					
Utilisation					
Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population]	3.91	2.93	4.56	5.68	Over the past 4 years our Aquarena aquatic centre has been significantly redeveloped. It is pleasing to see the use of the facility continuing to trend favourably with almost a 25% increase in utilisation over 2016/17.
Animal management					
Health and safety					
Animal management prosecutions [Number of successful animal management prosecutions]	24	15	17	6	The number of prosecutions decreased compared to the previous years. Manningham Council pursues prosecutions to ensure responsible pet ownership and community safety and we are pleased to see that prosecutions have decreased substantially.
Food safety					
Health and safety					
Critical and major non-compliance notifications [Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x 100	92.00%	98.33%	100.00%	99.03%	Council is vigilant in ensuring food premises are followed up after a major or critical non-conformance is detected as demonstrated with the high follow up rate for the 2017 calendar year.
Governance					
Satisfaction					
Satisfaction with council decisions [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]	60	57	58	57	Our community satisfaction with Council decisions remains in a stable band between 57 and 60.
Home and community care					
Participation					
Participation in HACC service [Number of people that received a HACC service / Municipal target population for HACC services] x 100	23.00%	23.90%	n/a	n/a	Reporting ceased on 1 July 2016 due to the introduction of the Commonwealth Government's National Disability Insurance Scheme and the Commonwealth Home Support Program.
Participation in HACC service by CALD people [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x 100	19.00%	18.10%	n/a	n/a	Reporting ceased on 1 July 2016 due to the introduction of the Commonwealth Government's National Disability Insurance Scheme and the Commonwealth Home Support Program.
Libraries					
Participation					
Active library members [Number of active library members / Municipal population] x 100	16.00%	16.20%	15.80%	14.90%	There has been a steady decline in the number of active members over the past 4 years. However, this is not an accurate reflection of library usage as members who use other services including internet, Wi-Fi or participate in library programs are not included.
Maternal and child health					
Participation					
Participation in the MCH service [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100	99.00%	74.60%	76.40%	78.93%	Results continue to show a high standard of participation. This measure only captures participation in the key age and stage appointments (not other services). Whilst Council strives to encourage 100% participation, the service is voluntary.

MANNINGHAM CITY COUNCIL
2017/18 Performance Statement

Indicator/measure	Results				Material Variations
	2015	2016	2017	2018	
Participation					
Participation in the MCH service by Aboriginal children <i>[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100</i>	92.00%	64.52%	94.59%	85.11%	Data is being managed by the State Government and while most data is accurate there may be some variation in results. Although the result shows a decline from 16/17, more indigenous children participated in the service this year. While Council strives to encourage attendance, the service is voluntary.
Roads					
Satisfaction					
Satisfaction with sealed local roads <i>[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]</i>	68	64	66	64	An independent research company conducts the community satisfaction survey annually on behalf of State Government. Performance on the condition of local sealed roads (64) was marginally lower than our 2016/17 result but within the 64 to 68 band range of the last 4 years. The 2017/18 result is 4 points ahead of the Metropolitan average and 11 points ahead of the State-wide average.
Statutory Planning					
Decision making					
Council planning decisions upheld at VCAT <i>[Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100</i>	44.00%	72.73%	70.97%	64.71%	18 of Council's original decisions were set-aside (overturned) by the Tribunal. In 14 of these instances Council negotiated satisfactory outcomes with the applicant and consented to the decision. Only 4, or 8% of VCAT matters were overturned without Council's consent.
Waste Collection					
Waste diversion					
Kerbside collection waste diverted from landfill <i>[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x 100</i>	54.00%	53.10%	53.96%	54.12%	Following our new bin rollout in 2016/17, we have achieved our highest ever garbage diversion rate, resulting in the lowest ever percentage of material sent to landfill.

Definitions

"Aboriginal child" means a child who is an Aboriginal person
 "Aboriginal person" has the same meaning as in the Aboriginal Heritage Act 2006
 "active library member" means a member of a library who has borrowed a book from the library
 "annual report" means an annual report prepared by a council under sections 131, 132 and 133 of the Act
 "CALD" means culturally and linguistically diverse and refers to persons born outside Australia in a country whose national language is not English
 "class 1 food premises" means food premises, within the meaning of the Food Act 1984, that have been declared as class 1 food premises under section 19C of that Act
 "class 2 food premises" means food premises, within the meaning of the Food Act 1984, that have been declared as class 2 food premises under section 19C of that Act
 "Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth
 "critical non-compliance outcome notification" means a notification received by council under section 19N(3) or (4) of the Food Act 1984, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health
 "food premises" has the same meaning as in the Food Act 1984
 "HACC program" means the Home and Community Care program established under the Agreement entered into for the purpose of the Home and Community Care Act 1985 of the Commonwealth
 "HACC service" means home help, personal care or community respite provided under the HACC program
 "local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004
 "major non-compliance outcome notification" means a notification received by a council under section 19N(3) or (4) of the Food Act 1984, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken
 "MCH" means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age
 "population" means the resident population estimated by council
 "target population" has the same meaning as in the Agreement entered into for the purposes of the Home and Community Care Act 1985 of the Commonwealth
 "WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the Occupational Health and Safety Act 2004

Financial Performance Indicators

For the year ended 30 June 2018

Dimension/indicator/measure	Results				Forecast				Material Variations
	2015	2016	2017	2018	2019	2020	2021	2022	
Efficiency									
Revenue level									
Average residential rate per residential property assessment <i>[Residential rate revenue / Number of residential property assessments]</i>	\$1,832	\$1,881	\$1,869	\$1,911	\$2,009	\$2,057	\$2,106	\$2,155	Council has a high reliance on rate revenue from residential properties with 96% of all properties are residential. Council uses rate revenues to maintain and upgrade local roads, buildings, drains, footpaths, playgrounds and sporting facilities. This revenue also funds services including waste management, public health, children, youth, family, aged, planning, building and other community services. The increase from 2016/17 is in line with the State Government rate cap.
Expenditure level									
Expenses per property assessment <i>[Total expenses / Number of property assessments]</i>	\$2,282	\$2,278	\$2,302	\$2,308	\$2,390	\$2,415	\$2,445	\$2,506	Council's continued focus on responsible budgeting while maintaining service levels has resulted in the cost per property being at a very similar level to the last few years.
Workforce turnover									
Resignations and terminations compared to average staff <i>[Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x 100</i>	8.28%	8.66%	11.78%	9.92%	8.5%	8.5%	8.5%	8.5%	As expected, the workforce turnover ratio reduced in 2017/18. This follows higher than normal workforce turnover in 2016/17 and the first half of 2017/18 due to organisational realignment to improve our ability to deliver services. The plan going forward is to reduce turnover back down to around 8.5%.
Liquidity									
Working capital									
Current assets compared to current liabilities <i>[Current assets / Current liabilities] x 100</i>	206.13%	217.04%	199.23%	214.99%	179.0%	195.2%	207.5%	214.8%	The working capital ratio indicates that Council has \$2.15 worth of current assets for each \$1.00 of current liabilities. This enables Council to meet its commitments as and when they arise without having to borrow funds. The higher ratio in 2017/18 is mainly attributable to a strong operating result together with an increase in current assets relating to the value of land sold in 2017/18 with settlement taking place in 2018/19 financial year. The forward year forecasts indicate that Council is expecting to maintain a strong working capital ratio.
Unrestricted cash									
Unrestricted cash compared to current liabilities <i>[Unrestricted cash / Current liabilities] x100</i>	60.36%	77.04%	63.04%	62.90%	68.2%	81.0%	84.0%	85.2%	The result reflects Council's improving operating performance both in 2018 and the forward forecasts. It is an indicator that Council is forecast to remain in a sustainable financial position over the next four years.

MANNINGHAM CITY COUNCIL
2017/18 Performance Statement

Dimension/indicator/measure	Results			Forecast				Material Variations	
	2015	2016	2017	2018	2019	2020	2021		2022
Obligations									
Asset renewal									
Asset renewal compared to depreciation [Asset renewal expenses / Asset depreciation] x 100	71.29%	74.02%	123.60%	96.53%	107.83%	114.87%	117.45%	118.20%	During 2017/18 Council spent \$19.15 million renewing community assets. The drop in 2017/18 relates to capital works planned for completion by 30 June 2018 that will be completed during the 2018/19 financial year. The four year trend is to maintain the asset renewal ratio at or above 100%.
Loans and borrowings									
Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x 100	8.34%	7.80%	7.83%	7.53%	7.15%	3.43%	3.30%	3.19%	Council has a low level of borrowing relative to rates. Total borrowings as at June 2018 is \$7.28 million. The reduction in the ratio in 2020 relates to the planned loan principal repayments totalling \$3.64 million.
Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x 100	0.34%	0.33%	0.33%	0.32%	0.30%	3.64%	0.14%	0.13%	Council has a low level of borrowing relative to rates. Total borrowings as at 30 June 2018 is \$7.28 million. The ratio increases in 2020 as Council is projecting to repay \$3.64 million of loan principle.
Indebtedness									
Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x 100	7.97%	7.50%	7.19%	7.19%	3.29%	3.16%	3.06%	2.97%	Council has a low level of non-current liabilities compare to revenue. This ratio is projected to drop in 2018/19 as Council repays \$3.64 million in loan principle.
Operating position									
Adjusted underlying result									
Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x 100	7.02%	9.69%	11.35%	10.49%	9.44%	11.19%	11.43%	11.13%	Council's strong operating surplus' over the next four years is projected to improve this ratio. A operating surplus is required to ensure a financially sustainable organisation whilst providing relevant and cost effective services and infrastructure to the community.
Stability									
Rates concentration									
Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x 100	76.53%	78.30%	74.24%	76.06%	78.25%	77.83%	78.52%	78.70%	The result is consistent with the forecast and reflects Manningham's reliance on rates to fund services and infrastructure to our community. Following the State Government's introduction of the rate cap, Council is focusing on developing new revenue sources to fund Council services.
Rates effort									
Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.25%	0.26%	0.20%	0.20%	0.17%	0.18%	0.18%	0.18%	The result highlights Council's relative low rate burden on its community when compared to property value and is consistent with expected results.

Definitions

"adjusted underlying revenue" means total income other than:

(a) non-recurrent grants used to fund capital expenditure; and

(b) non-monetary asset contributions; and

(c) contributions to fund capital expenditure from sources other than those referred to above "adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"current assets" has the same meaning as in the AAS "current liabilities" has the same meaning as in the AAS

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan

GLOSSARY AND ABBREVIATIONS

Glossary

Advisory committee	A committee that assists council with the decision making process and has a councillor representative to assist with the consultation process
Advocacy	Publicly supporting or recommending programs or services on behalf of our community to other tiers of government or service providers for community benefit
Annual Report	An annual report prepared by a Council under sections 131, 132 and 133 of the Local Government Act 1989
Asset expansion expenditure	Expenditure that extends the capacity of an existing asset to provide benefits to new users at the same standard as is provided to existing beneficiaries
Asset expenditure type	These types of asset expenditure: <ul style="list-style-type: none"> ▪ asset renewal expenditure ▪ new asset expenditure ▪ asset upgrade expenditure ▪ asset expansion expenditure
Asset renewal expenditure	Expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability
Asset upgrade expenditure	Expenditure that: <ul style="list-style-type: none"> ▪ enhances an existing asset to provide a higher level of service; or ▪ increases the life of the asset beyond its original life
Best value	State legislation that requires council to review services to ensure community expectations and value for money
Budget	Council's originally published budget detailing the projected income, expenditure and financial position of council
Capital expenditure	The expenditure on items which are expected to produce future economic benefits for council with a useful life in excess of 12 months
Capital improved value	The market value of the property at the date of valuation including the value of the land and all improvements built on the land
Capital Works Program	Program of scheduled infrastructure works generally encompassing capital works for road, drainage and building assets
Capitalisation	The process whereby expenditure is charged to an account in the statement of financial position rather than to an expense account
Council Plan	The 4-year plan for how we will deliver our 9 strategic objectives
Community grants	Council allocates a sum of money for our community development community grants program as part of the annual budget process. The funding supports not for profit community organisations in Manningham
Community Satisfaction Survey	The survey the state government requires councils to conduct once a year to gauge the level of community satisfaction with our services
Cultural diversity	Celebrating our community's many different cultures expressed through language, tradition, religion, dress, arts, dance and lifestyle
Governance	Council's responsibility for the economic and ethical performance of the municipality

Community Care Program	Home and Community Care (HACC) and the Commonwealth Home Support programs established under Agreements entered into with the Commonwealth and State Governments support people who are frail, have a disability and their families
Community care service	Provides a range of services including domestic assistance, personal care, community respite and delivered meals which assists clients to maximise their independence in the community
Infrastructure	Stock of fixed capital equipment including roads, public buildings, footpaths, etc.
Key performance indicator	A significant measure used on its own or in combination with other key performance indicators to monitor how well a business is achieving its quantifiable objectives
Liquidity	Ratio of current assets to current liabilities as a percentage that shows how much cash we have on hand
Local Government Model Financial Report	The Local Government Model Financial Report published by the Department from time to time including on the Department's website
Local law	The laws adopted by council that prohibit, regulate and control activities, events, practices and behaviours within Manningham
Local roads	The municipal road network which is maintained by Manningham Council
Manningham Matters	Our newsletter, which provides residents with information about local activities. It is delivered to all residents and businesses within Manningham
Manningham Planning Scheme	Outlines state and local planning policies including zones, overlays and other provisions
Material variations	Significant changes to a development application, such as those that impact neighbouring properties, alter the description of the development, or would affect objections to the original proposal.
Maternal and Child Health (MCH) Service	Service provided by a Council to support the health and development of children within the municipality from birth until school age
Municipal Association of Victoria (MAV)	The lobbying body for Victoria's 79 councils
New asset expenditure	Expenditure that creates a new asset that provides a service that does not currently exist
Non-current assets	All assets other than current assets
Non-recurrent grant	A grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a Council's Strategic Resource Plan
Performance indicator	A statistic identifying the extent of activity in meeting a specific objective
Performance statement	The performance statement prepared by a Council under section 131 of the Act
Principal Accounting Officer	The person designated by a Council to be responsible for the financial management of the Council
Recurrent grant	A grant other than a non-recurrent grant
Report of operations	The report of operations prepared by a Council under section 131 of the Act
Reserves	Monies set aside in the statement of financial position for specific purposes in accordance with statutory and discretionary principles
Revised budget	The revised budget prepared by a Council under section 128 of the Act
Risk management	A policy and process for identifying business risks and controlling the likelihood and/or impact of a risk event occurring

Strategy	A plan of action intended to accomplish specific objectives
Statement of Capital Works	A statement of capital works prepared in accordance with the Local Government Model Financial Report
Statement of Human Resources	A statement which shows all Council staff expenditure and the number of full time equivalent Council staff
Sustainable	Meet present day needs without compromising future generations' ability to meet their needs
Themes	The overarching strategic objectives or focus areas of Council, as outlined in the Council Plan.
Triple bottom line	Measures community well-being by assessing the economic, social and environmental considerations
Vision	A description of the future we aim to achieve for our city and community
Ward	The delineation of a district within a municipality for the purposes of administration and representation
Well-being	A general term to encompass health, happiness, welfare, security, comfort, quality of life and a sense of belonging

Abbreviations

AAS	Australian Accounting Standard
ABS	Australian Bureau of Statistics
AMS	Asset Management Strategy
CALD	Culturally and Linguistically Diverse
CEO	Chief Executive Officer
Cr	Councillor
EBA	Enterprise Bargaining Agreement
EMT	Executive Management Team
EO	Equal Opportunity
HACC	Home and Community Care
LGPRF	Local Government Performance Reporting Framework
MAV	Municipal Association of Victoria
MCH	Maternal Child Health
NDIS	National Disability Insurance Scheme
OHS	Occupational Health and Safety
SBS	Strategic Briefing Session
UNHCR	United Nations High Commission for Refugees
VEC	Victorian Electoral Commission

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THANK YOU

Thank you for reading Manningham's Annual Report 2017/18. We hope that this document has given you a good understanding of our achievements and performance over the 12 months from 1 July 2017 to 30 June 2018.

We value your feedback. You can provide this to us by contacting us in a way that you prefer.

Annual Report 2017/18

This report is a comprehensive account of our achievements, challenges, aspirations for the future and commitments to our customers.

In it, we report on our performance against the strategic themes and goals outlined in the Council Plan 2017-2021 and give an analysis of our financial performance. The report also illustrates the breadth and depth of the services we deliver to the Manningham community.

Why we have an Annual Report

Our Annual Report is a key tool to inform Manningham's residents, businesses, employees and potential employees, State and Federal governments, peak bodies, and community groups and organisations about our activities, performance and future direction.

Manningham is required under the *Local Government Act 1989* to present an Annual Report to the Minister for Local Government by 30 September each year.

Further reading

We encourage you to visit our website where you can find information about our services, programs, events, major initiatives, major publications and more. The address is manningham.vic.gov.au.

Where to get a copy

Hard copies of the Annual Report are available from the Manningham Civic Centre, 699 Doncaster Road, Doncaster and local libraries, or you can call 9840 9333. An electronic copy is available at manningham.vic.gov.au/annual-report.

CONTACT INFORMATION

View this annual report online at manningham.vic.gov.au/annual-report

Get in touch

Online



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普通话

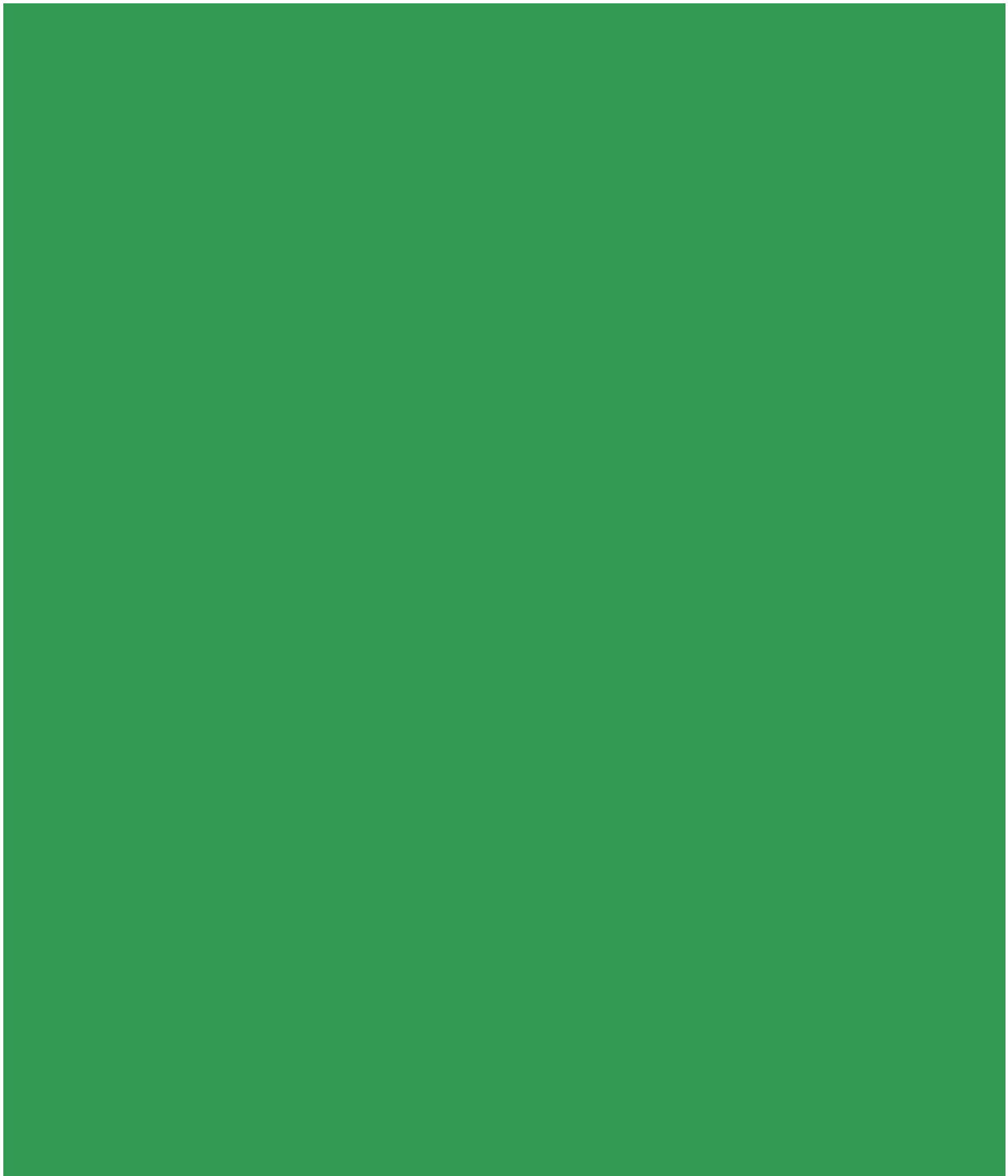
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13.2 Manningham Quarterly Report, Quarter 4 2017/18

File Number: IN18/409
Responsible Director: Acting Executive Manager People and Governance
Attachments: 1 Manningham Quarterly Report, Q4 (April-June) 2018 [↓](#) 

EXECUTIVE SUMMARY

The Manningham Quarterly Report addresses key organisational indicators and reporting requirements under the Local Government Performance Reporting Framework (LGPRF). The report also delivers greater transparency to monitor and track key aspects of Council's performance for continuous improvement purposes.

1. RECOMMENDATION

That Council note the Manningham Quarterly Report (Q4), 1 April – 30 June 2018.

2. BACKGROUND

This report has been developed on a quarterly basis to promote transparency and to meet legislative requirements under the Local Government Act (1989), Planning and Reporting Regulations (2008) and the LGPRF (2014). As progress results are cumulative, the Quarter 4 report contains commentary for the complete financial year.

REPORT SUMMARY

Capital Works Performance

- 2.1 95.6% of the Capital Works Program was spent against the adopted budget (non-capitalised). This achieves the Council Plan performance target to expend equal to or greater than 95% of capital expenditure against the adopted budget.
- 2.2 Capital income and grants variance is due partly to the Federal Roads to Recovery funds (\$375,000) being deferred to 2018/19.
- 2.3 53 Projects were completed in the Capital Works Program. The new \$21.8million five court Mullum Mullum Stadium was the signature project for the year.

Financial Performance

- 2.4 Manningham finished 2017/18 in a strong financial position. We achieved the 2.0% State Government rate cap while delivering on operation services, the capital works program and maintaining \$2.2 billion of community assets.
- 2.5 The year-end surplus was \$30.1 million, an increase of \$5.6 million on the Mid-Year Budget. This primarily relates to higher income from developers (\$4.7 million) and a continued focus on containing costs resulted in operating costs being \$0.5 million less than budget.

- 2.6 Other expenses (\$1.5 million higher than budget) include a wide range of costs incurred in delivering Council services such as software licences, insurances, lease costs, telephone, bank charges and other day to day costs. Savings of \$0.3 million were achieved in these operational expenses and offset by expenditure of \$1.8 million for items funded through the capital works program that were classified as non-capital, and therefore included in other expenses.
- 2.7 The 2017/18 financial outcome places Manningham in a good position to achieve the financial targets established in the 2018/19 Annual Budget.

Corporate Performance

2.8 LGPRF Performance

- 2.8.1 Overall, Manningham Council results in 2017/18 reflect sound performance across service, financial and sustainable capacity indicators. Notably, following the less than satisfactory results for statutory planning in 2016/17, a significant investment was made into resource and process improvement. The results reflect strong improvement in this area. Highlights include:
- 2.8.2 Statutory Planning. Compared to 2016/17:
- Time taken to decide planning applications has halved from 153 to 77 days (median gross processing days).
 - Planning applications decided within time improved 38.91%
 - Cost of service decreased 17.10%
- 2.8.3 Waste - following the new bin rollout Manningham achieved the lowest **ever** percentage of material diverted to landfill.
- 2.8.4 Expenses per property - remains at the same level as 2016/17 echoing Council's continued focus on containing costs whilst maintain the same level of services to the community.
- 2.8.5 The full results will be in the Manningham 2017/18 Annual Report and on the State Government's *Know Your Council* website.

2.9 CEO Key Performance Indicators

12 months ago, the then CEO identified 29 pieces of work considered critical to improving our customers' experience, organisation excellence and delivery of the Council Plan. Projects were closely monitored by the Executive and progress was reported in the Manningham Quarterly Report. At end of year, 27 of the 29 are on track or complete. One was redundant due to the CEO's resignation.

2.9.1 Improved customer experience

Council made strong progress, and received a number of achievement awards in customer experience. Progress and awards include:

- Citizen Connect Contact Centre' initiative at the Municipal Association of Victoria (MAV) Technology Awards
- MAV Customer Experience Achievement of the Year' for the innovative approach to planning permits.

- Customer Charter developed to guide improvements
- Communication channels reviewed for Manningham's diverse CALD community.

2.9.2 Delivery of Council Plan (Major Initiatives, Initiatives and actions)

- The Council Plan 2017-2021 realises a strong focus on getting back to basics. 92% (44 of 48 actions) are on track or complete in Year 1.
- Each of the Council Plan goals across the Council Plan themes of Community, Places and Spaces, Environment, Economy and Well Governed City have progressed well. 12 of the 14 Major Initiatives identified were completed or are on track. Outcomes for the community have been delivered through services, facilities, activities, capacity building and support. Our municipality has been enhanced through improvements to roads, parks, drainage and new facilities. Further details can be found in the 2017/18 Annual Report.
 - i. Note: timelines were revised for two initiatives - review of the Manningham Planning Scheme (to align with changing State Government planning) and the Integrated Transport (anticipated impact of the North East Link).
 - ii. Two initiatives did not meet target within time: a) the Manningham Inclusive Strategy saw a more comprehensive review than anticipated to align with the newly adopted Healthy City Strategy. This is now being finalised following community consultation. b) Drainage Upgrade program - although significant progress has been made, a number of works have been carried over to 2018/19 for completion.

2.9.3 Organisation Excellence

- The We ARE Manningham values were developed, launched and embedded by Council Staff into the organisation.
- Aspirational 'Best Council' indicators were developed and embedded. This focus on continuous improvement has flowed through resource and process improvement.
- Efficiency savings well ahead of the target achieved as well as the completion of the 10 year Financial Plan. This focus has also resulted in cost of service in the majority of the LGPRF cost indicators falling from 2016/17.

3. COUNCIL PLAN / STRATEGY

The Council Plan remains consistent with the Annual Budget and Strategic Resource Plan and requires no change at the end of 2017/18.

4. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.



Manningham

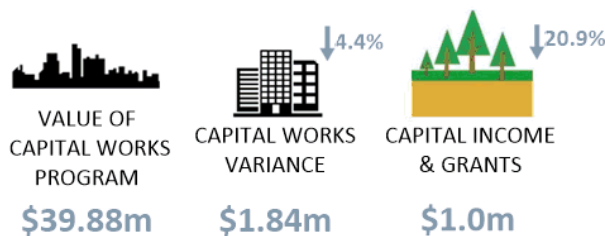
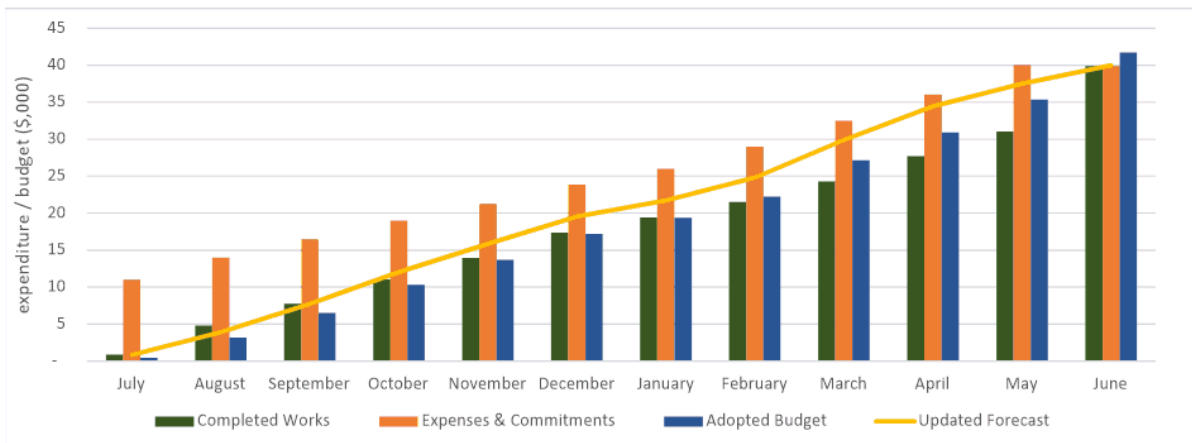
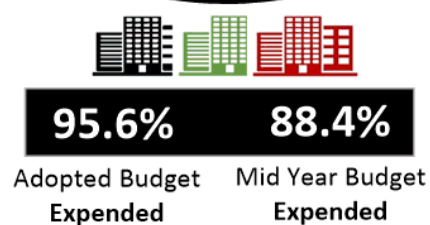
Quarterly Report 2017/18

Quarter 4: April - June 2018

1. Capital Works



\$41.7m Adopted Budget
 \$45.1m Mid-year Forecast



Spotlight

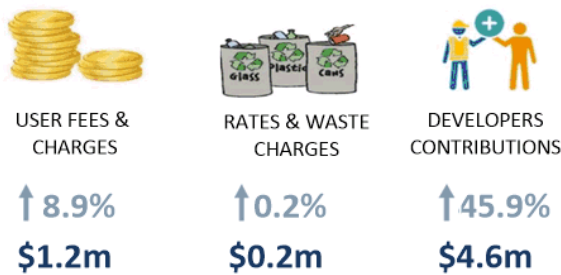
- 95.6% of the Capital Works Program was spent against the adopted budget. This achieves the Council Plan performance target to expend equal to or greater than 95% of capital expenditure against the adopted budget.
- Capital income & grants variance is partly due to the Federal Roads to Recovery funds (\$375k) being deferred to 2018/19.
- The new five court facility at Mullum Mullum Stadium was the signature project for the year.

2. Finance

	Revenue	Expenses	Surplus
Budgeted*	\$140.6m	\$116.1m	\$24.5m
Actual	\$145.8m	\$115.6m	\$30.2m

* Mid-Year Budget

Revenue Variation

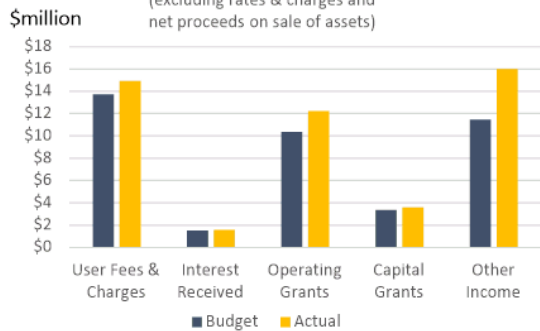


Expenses Variation

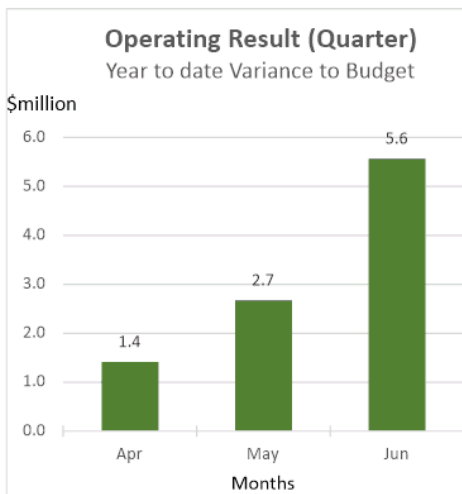
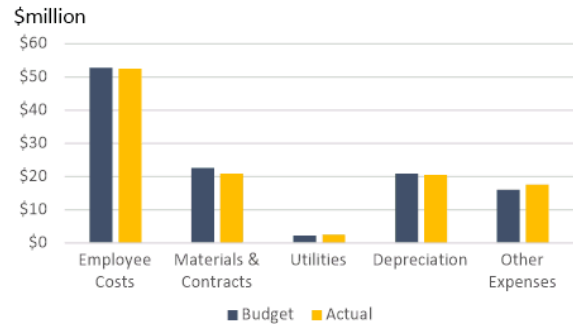


Year to date Revenues

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



Year to date Expenses

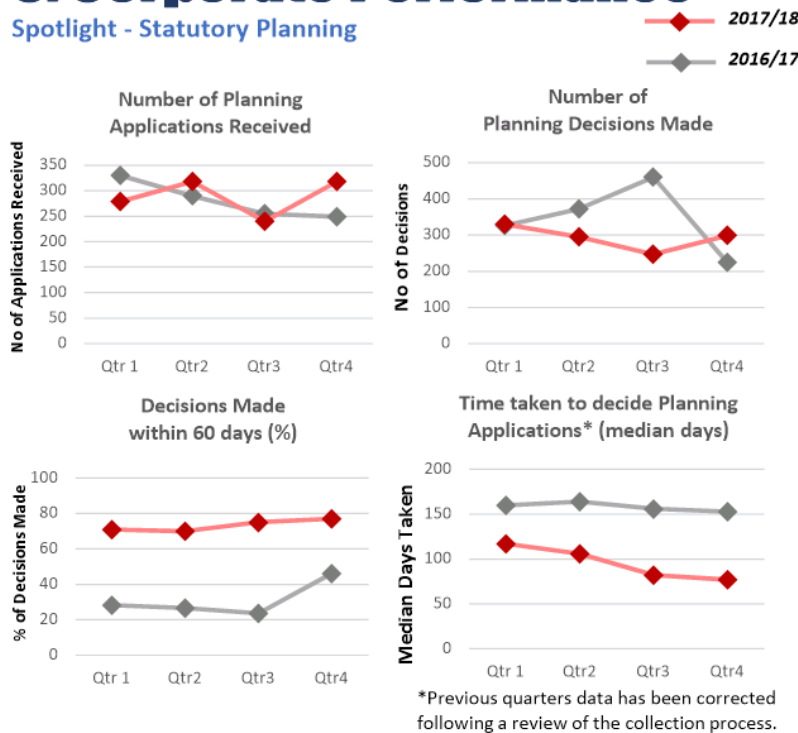


Spotlight

- Manningham finished 2017/18 in a strong financial position. We achieved the 2.0% State Government rate cap while delivering on operation services, the capital works program and maintaining \$2.2 billion of community assets.
- The year-end surplus was \$30.2 million, an increase of \$5.7 million on the Mid-year Budget. This primarily relates to higher income from developers (\$4.6 million) and a continued focus on containing costs resulted in operating costs being \$0.5 million less than budget.
- Other expenses (\$1.5 million higher than budget) include costs incurred in delivering Council services such as software licences, insurances, lease costs, telephone, bank charges and other day to day costs. Savings of \$0.3 million was achieved in these operational expenses and offset by expenditure of \$1.8 million for items funded through the capital works program that were classified as non capital, and therefore included in other expenses.
- The 2017/18 financial outcome places Manningham in a good position to achieve the financial targets established in the 2018/19 Annual Budget.

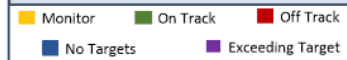
3. Corporate Performance

Spotlight - Statutory Planning

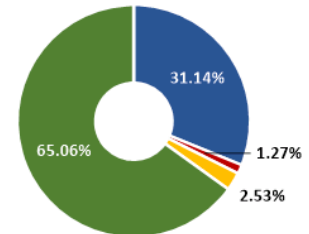


Organisation Performance

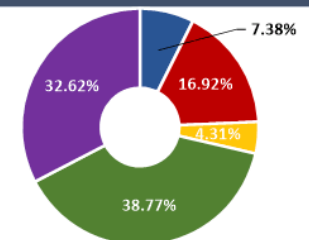
Progress during the Quarter



Action Performance



KPI Performance



Council is within target to deliver 98.7% of all Council Plan/other actions and 83.1% of KPI's

LGPRF Performance

The Local Government Performance Reporting Framework (LGPRF) was introduced in 2014 by the State Government to allow the community to see and compare Council's performance in areas of interest. Performance indicators monitor service, financial and sustainable capacity in Councils across Victoria.

For 2017/18, Manningham Council results reflect sound performance in all three areas. Notably, following the less than satisfactory results for statutory planning in 2016/17, a significant investment was made into resourcing and process improvement. The annual results reflect particularly strong improvement in this area. Selected highlights include:

- **Statutory Planning** - time taken to decide planning applications has halved from 153 to 77 days median gross processing days. Applications decided within time has increased 38.91% from last year. In addition costs have decreased 17.10%.
- **Waste** - following the new bin rollout Manningham achieved the lowest ever percentage of material diverted to landfill.
- **Expenses per property** - remains the same as 2016/17 echoing Council's continued focus on containing costs whilst maintain the same level of services to the community.

The full results will be in the Manningham Annual Report 2017/18 and on the 'Know Your Council' website.

Council Plan 2017-2021

44 of 48 actions (92%) in the Council Plan have been progressed or completed in Year 1 of delivery. With a strong focus on getting back to basics, fantastic outcomes have been achieved in themes of the community, places and spaces, environment, economy and well governed city. These achievements, as well as details on Council performance across the board are included in the 2017/18 Manningham Annual Report.

CEO Key Performance Indicators

12 months ago, the then CEO identified 29 key pieces of work that would result in improvements in customer experience, organisation excellence and the delivery of the Council Plan. Monitored closely throughout the year, progress was reported in the quarterly report. All but two of the 29 are on track, or have been delivered (with one withdrawn). Good outcomes for our customers and community have been achieved, with Council receiving a number of awards in recognition of some of this work.

4. Major Initiatives



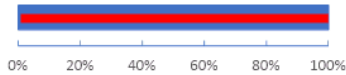
HEALTHY COMMUNITY

1.1 A healthy, resilient and safe community

1.2 A connected and inclusive community



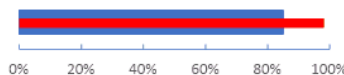
Healthy City Strategy 2017-2021



Healthy City Strategy 2017-2021 and Action Plan adopted in time. Council is working with key partners and Healthy City Advisory Committee to deliver initiatives including the Parenting Program series.



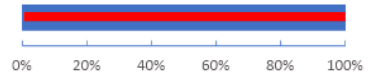
2017 – 2021 Access, Equity and Diversity Strategy



Strategy and 1 Year Action Plan drafted. Consultation with key partners and Access, Equity and Diversity Committee. Seeking community feedback on draft.



Deliver female friendly facility upgrades in selected Pavillions



Upgrades continue to be delivered in time and budget. 2017/2018 Female Friendly projects included upgraded amenities for Doncaster Reserve Pavilion, Zerbes Reserve Pavilion, Ted Ajani Pavilion and Schramms Reserve Pavilion.

LIVEABLE PLACES AND SPACES

2.1 Inviting places and spaces

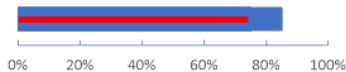
2.2 Enhanced parks, open space and streetscapes

2.3 Well connected, safe and accessible travel

2.4 Well utilised and maintained community infrastructure



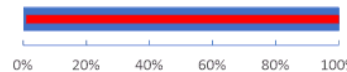
Ensure local planning is responsive to community need



The State Government extended the completion date for planning scheme reviews for all Councils from 30 June to 31 December 2018. Council has undertaken extensive consultation to date.



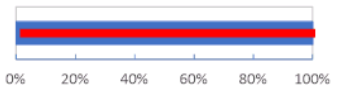
Implementation of Parks Improvement Program



On schedule including Petty's Reserve (delivery in 18/19), Ruffey Lake Park Management Plan, completion of Lawford Reserve Management Plan (Stage 2) and completion of the Main Yarra River Trail to Warrandyte (addressed in stages).



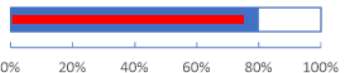
Roads Improvement Program



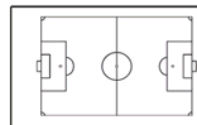
Program on track: King Street (Stage 1 and Stage 2A). Jumping Creek Road (Stages 1 and 3). Yarra Road / Dudley Road / Jumping Creek Road and the shared trail alignment



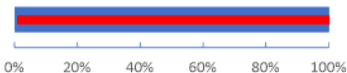
Integrated Transport



The best approach to achieve integrated transport outcomes for the municipality is being considered in line with the development of the North East Link due to the anticipated impact on the transport network.



Mullum Mullum Stadium



Manningham's premier new five court sporting facility, Mullum Mullum Stadium in Donvale, opened on Saturday 30 June with an official opening and family fun day.



Environmental education and awareness



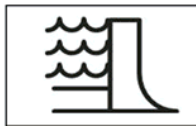
Over 25 nature walks, environment seminars, Doncaster Hill Garden and Currawong Bush Park School educational events delivered. Fostering smarter living and environmental sustainability also achieved through the Positive Charge and Solar Savers programs.

Major Initiatives contained

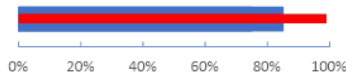
RESILIENT ENVIRONMENT

3.1 Protect and enhance our environment and biodiversity

3.2 Reduce our environmental impact and adapt to climate change



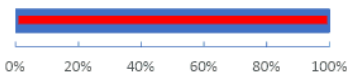
Upgrade Council Drainage



Significant progress has been made in the Drainage Upgrade Program. Outstanding projects been scheduled for completion in 2018/19.



Bolin Bolin Billabong Water Facility



The Integrated Water Facility reached practical completion on April 24 2018. The Facility is part of a project to sustainably capture and treat storm water for reuse for the irrigation of several sports grounds. Once completed, the project will harvest around 35 mega litres of stormwater each year.

Bolin Bolin Integrated Water Management Project



The partnership Project aims to sustainably capture and treat storm water for reuse for the irrigation of several sports grounds.

Benefits include relieving:

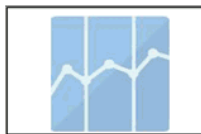
- demand for portable water consumption,
- pollutant loads to the Yarra River,
- demand for extraction from the River for irrigation purposes.

The project brings sustainable environmental flows within the Yarra River. Local flooding issues will also be minimised by enhancing the drainage outlet from the local catchment.

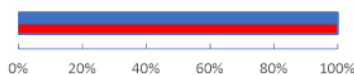
The regional partnership is between Manningham Council, City of Boroondara and Carey Baptist Grammar School. Supported by Melbourne Water, Department of Environment, Land Water and Planning (DELWP) and the Federal Government.

VIBRANT AND PROSPEROUS ECONOMY

4.1 Grow our local business, tourism and economy



Grow the visitor economy, destinations and events



Developed tourism investment opportunities by finalising of the Greater Melbourne Destination and Visitor Management Plan for Melbourne East. The Plan details the opportunities for Manningham based tourism businesses.

Key: Monitoring Progress



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

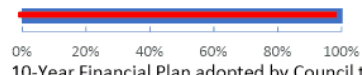
WELL GOVERNED COUNCIL

5.1 A financially sustainable Council that manages resources effectively and efficiently

5.2 A Council that values citizens in all that we do



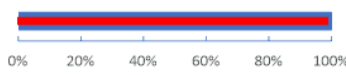
Long Term Sustainability of Council



10-Year Financial Plan adopted by Council to deliver financially sustainable outcomes



Making it easier for citizens to interact with us



'Implementation (Phase 1) is complete.

Measures: a) level of enquiries 'handled' by the Contact Centre target: 60% (baseline 30%).

Result: Exceeded target (64%).

b) Reduced call abandoned rate target: 5% (baseline 20%). **Result:** Exceeded target (1%)

c) Average wait times target: 30 seconds or less. **Result:** Exceeded target (18 seconds). Continue to build staff's capacity to deliver high quality customer service.

5. CEO Key Performance Indicators

● Withdrawn
 ● Complete
 ● On Track
 ● Off Track



Key Performance Indicator (KPI)	Measures	
Through our Citizen Connect program, we will make it easy for citizens to interact with us, find out information, request a service, provide feedback or report an issue	1. Implementation (Phase 1) Centralised Contact Centre by August 2017. ■ First Call Resolution (measured by increased % of enquiries handled by the Customer Service team - compared to switchboard model 2016/17) Target = 60% FCR by end 2017/18 (compared to below 30% in 2016/17) ■ Reduced abandoned call rate (calls to main number and service units) Target = 5% abandoned calls by end 2017/18 (compared to more than 20% abandoned calls 2016/17) 2. Customer Relationship Management by April 2019 <i>Note: Following delay with sourcing a suitable provider, project target revised and back on track for successful completion.</i> ■ Customer Experience Improvement Plan by December 2017	● ●
Plan for the health and wellbeing of the municipality	3. Adoption of Healthy City Strategy Action Plan 2017 – 2021 by 30 September 2017 ■ Action Plan developed in partnership with key stakeholders ■ Community Safety Month initiatives by November 2017 4. Deliver two initiatives on priority social issues, aligned to the Council Plan, by 30 June 2018 5. Prepare a Year 1 progress report by 30 June 2018 which demonstrates on schedule delivery of the plan.	● ● ●
Ensure Council's communications channels are fit-for-purpose for Manningham's diverse CALD community	6. Review of channels undertaken, formulate actions and implement by 31 December 2017.	●
Adoption and implementation of access, equity and diversity strategy across the municipality	7. Adoption of the 2017 - 2021 Access, Equity and Diversity Strategy/ Action Plan (Inclusive Manningham Strategy) by 30 June 2018 ■ Action Plan developed with key stakeholders by 30 June 2018 ■ Plan and commence implementation of a new initiative encouraging social and economic inclusion by 30 June 2018	●
Communication and Engagement that encourages participation in decision making	8. A range of initiatives to achieve at least a 5% increase in the satisfaction rate, from 54% in 2016/17, with Council communication and engagement by 30 June 2018	●
Operational efficiency targets	9. Coordinate delivery of 2017/18 savings target of \$2.1 million by 30 June 2018 through improved efficiency, whilst maintaining service levels.	●
Capital Works programme phasing and delivery	10. Percentage of capital works budget carried forward 5% or less from adopted budget. <i>The percentage of capital works carried forward was 6.8%.</i>	●
Present detailed options paper for property portfolio development - including financial modelling, high level planning implications and site development option plans	11. Paper presented to an SBS by October 2017. <i>This item was presented to Council on 5 December 2017</i>	●
Prepare a 10 Year Long Term Financial Plan incorporating key strategies to address the long term sustainability of Council	12. Completion of Financial Plan by 30 June 2018	●

CEO Key Performance Indicators continued

● Withdrawn
 ● Complete
 ● On Track
 ● Off Track

Key Performance Indicator (KPI)	Measures	
Implementation of Parks Improvement Program	13. Implementation of Parks Improvement Program works: <ul style="list-style-type: none"> ■ Schramms Cottage Masterplan by December 2017 ■ Rieschecks Reserve (work on ground) by June 2018 ■ Domeney Reserve (Recreation Centre) by September 2018 ■ Lawford Reserve Management Plan (Stage 2) by June 2018 	●
Deliver a new Integrated Transport Strategy for private and public transport in the region	14. Plan developed and commenced implementation of priorities by 31 December 2018. <i>Action Plan and timelines reworked to align with North East Link proposal.</i>	●
Improve connectivity through Road Improvement Program including upgrade of Council Link Roads	15. Staged works completed as programmed: <ul style="list-style-type: none"> ■ King Street by 31 December 2019 ■ Stage 1 Jumping Creek Road by 30 June 2021 	●
Assist in addressing growing demand in indoor sports through completion of Mullum Mullum Stadium	16. Construction completed by 30 April 2018. Operation and use arrangements in place by 30 June 2018	●
Grow the visitor economy and create opportunities for visitor destinations and events within Manningham	17. Implementation of Greater Melbourne Destination Management and Visitor Plan by 30 June 2018	●
Ensure local planning is responsive to community need and aligned with local planning laws	18. Review of Manningham Planning Scheme by 30 June 2018. Timeline revised to December 2018 <i>to allow for the State Government's Smart Planning Reform.</i>	●
Manage and maintain Bolin Bolin Billabong Facility to supply harvested stormwater for sports ground irrigation	19. Bolin Bolin Facility construction completed by 30 October 2017. 20. Maximise Council's waste resource recovery rate to ensure that there is a reduction in landfill compared to 2016/17	● ●
Demonstrate leadership in sustainable and innovative environmental practices	21. Improve energy and carbon efficiency in Council owned and managed buildings to achieve reduced greenhouse emissions by 20% from 2009 levels by 2020. 22. Complete installation of 6,000 energy efficient LED street lights by 31 December 2017	● ●
Strengthen Governance framework to ensure robust processes in support of Council decision making	23. Draft Meeting Local Law reviewed and reported to SBS by October prior to consultation phase. Final law in place by 13 December 2017	●
Facilitate organisational renaissance in support of being the 'Best Council in Victoria' through launching and embedding values program and structural changes required	24. Values program launched by September 2017 25. Conduct a pulse survey by June 2018 with an increase in staff engagement from 2016/17 26. Review opportunity for CEO to take a 360 type assessment process by 30 June 2018. <i>Withdrawn due to CEO resignation</i> 27. Define what the "Best Council" looks like by 30 June 2018 – report to Councillors	● ● ● ●
Records Management modernisation	28. Public Records Office of Victoria (PROV) Percentage compliance at 68% by June 2018	●
Statutory Planning Permit (within 60 days)	29. 10% increase from 2016/17 baseline by June 2018	●

13.3 Advocacy Motions for Municipal Association of Victoria - State Council Meeting October 2018

File Number: IN18/418
Responsible Director: Acting Executive Manager People and Governance
Attachments: 1 State Council Motion - Planning Scheme Amendment VC148 [↓](#) 
2 State Council Motion Template - Redundant Aerial Infrastructure [↓](#) 

EXECUTIVE SUMMARY

In preparation of their strategic agenda and advocacy plan, the Municipal Association of Victoria (MAV) has called for issues for consideration at their upcoming State Council meeting on Friday 19 October 2018.

Following an internal call out, two motions have been proposed for consideration – redundant aerial infrastructure and Planning Scheme Amendment VC148.

1. RECOMMENDATION

That Council note the proposed motions for consideration at the next MAV State Council.

2. BACKGROUND

- 2.1 As a peak body, the MAV is tasked with pursuing issues pertinent to local government in their strategic and advocacy work. The motion process is a bi-annual 'check in' for the MAV Strategic Plan.
- 2.2 A call out to Councils was issued on 14 August requesting motions for consideration at the upcoming State Council meeting that:
- are relevant to the work of local government at the State level and
 - build on the policy objectives of the MAV
 - be of state-wide significance to local government
 - note that "decisions of State Council constitute policy directions of the MAV and remain active until the issue is resolved, motions should relate to either new, or variations to, existing policy directions".
- 2.2.1 Following the callout, an internal email is sent to Councillors and senior management for items for consideration.
- 2.3 The process for considering MAV advocacy motions includes:
- 2.3.1 Motions need to be adopted by the submitting Council for consideration.
- 2.3.2 The MAV Representative and CEO of each member Council are invited to attend the State Council meeting. At the meeting participants vote on the motions, with resolutions included in the MAV Strategic Plan.

3. DISCUSSION / ISSUE

The proposed motions (attached) are seeking:

- 3.1 Removal of Redundant Aerial Infrastructure – approval from NBN Co.
- 3.2 Planning Scheme Amendment VC148 – a review and further consultation on the clause reducing the parking requirements for repurposed commercial businesses and residential areas close to ‘high quality’ public transport.

4. COUNCIL PLAN / STRATEGY

The two motions align with the Council Plan Goal 2.1 “Inviting Places and Spaces’ in impacting the amenity and functionality of the municipality.

5. IMPLEMENTATION

- 5.1 **Communication and Engagement.** Once endorsed a communication plan will be developed.
- 5.2 **Timelines.** In order to meet the timelines, Manningham Council motions will be sent to the MAV in time for inclusion in the State Council Papers (and withdrawn if necessary following consideration on 25 September by Manningham Council).

6. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.



MAV State Council Meeting – 19 October 2018

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address S2@mav.asn.au, **no later than 21 September**. Please note, motions received by **13 September** (early motions) will be distributed to all MAV representatives on **14 September**. Submitters may amend their own motions up to 5pm on **28 September**.

VC 148 Amendment

Submitted by: Manningham City Council

MOTION:

To advocate to the Minister for Planning to review the recent Planning Scheme Amendment VC148 (which applies to all metropolitan and regional planning schemes) regarding reducing car parking requirements in commercial and residential areas.

MAV Strategic Work Plan (SWP):

Indicate whether or not the subject matter of your motion is included in the MAV SWP 2017-19.

Is the subject matter of this motion included in the SWP?	Yes
If yes, identify the following:	
Objective No.3	Increase sector productivity and efficiency
Priority No. 9	Address local government capacity, capability and credibility challenges
Item No.	

RATIONALE:

The Planning Scheme Amendment VC148 was gazetted on 31 July 2018. The Amendment includes changes to car parking requirements (Clause 52.06 - Car parking) which will have a significant impact to established areas. Two key components of the Amendment are a reduction in the car parking requirements for new uses of existing buildings in commercial areas and the removal of the requirement for visitor parking in association with residential development within walking distance (400 metres) of the Principal Public Transport Network (PPTN).

As a result of the Amendment, Local Government has lost the authority to manage car parking requirements in many circumstances. A permit is no longer required to reduce the required number of car parking spaces for a new use of an existing building in a commercial area, provided certain requirements are met. In addition, new residential developments are no longer required to provide visitor car parking (previously 1 space per 5 dwellings) if the site is located within 400m of the Principal Public Transport Network (PPTN). In addition, it is noted, that this buffer applies to land along the Eastern Freeway, where although a high-frequency bus service operates, there is no pedestrian access to these bus services. The PPTN Area Map should also be changed to reflect this inconsistency.

The authority to assess car parking requirements should remain with each Council, as the waiver of car parking requires site-specific strategic consideration. In these cases, Councils as the Responsible Authority should have the ability to effectively manage parking requirements through adopted precinct Structure Plans, Parking Overlays or other suitable mechanisms.

This amendment has the potential to exacerbate car parking issues in many suburban commercial precincts, activity centers and residential areas.

Given these, perhaps unintended consequences, Council would like MAV to advocate to the Minister for Planning to review Amendment VC148 (particularly clause 52.06) in consultation with Council, business and the broader community. The aim would be to better understand and assess any potential negative impact to the development of thriving municipalities.

Note: Motions must be submitted by **one council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. **The motion and rationale should be no longer than one page.***



MAV State Council Meeting – 19 October 2018

To submit a motion for consideration by State Council on Friday, 19 October 2018, please complete this form and email to the **State Council** email address S2@mav.asn.au, **no later than 21 September**. Please note, motions received by **13 September** (early motions) will be distributed to all MAV representatives on **14 September**. Submitters may amend their own motions up to 5pm on **28 September**.

Motion

Redundant Telecoms Infrastructure Post NBN

Submitted by: Manningham

MOTION:

To secure a commitment from NBN Co to not withhold and approve the decommissioning and removal by Optus of redundant Hybrid Fibre Coaxial (HFC) aerial infrastructure in a timely manner.

MAV Strategic Work Plan (SWP):

Indicate whether or not the subject matter of your motion is included in the MAV SWP 2017-19.

Is the subject matter of this motion included in the SWP?	Yes
If yes, identify the following:	
Objective No. 4	Increase innovation and collaboration
Priority No. 11	Address digital access and equity issues
Item No.1	Work with ALGA to influence ICT access issues including high-quality, high-speed broadband and mobile phone coverage.

RATIONALE:

Council is concerned with the redundant aerial infrastructure, which appears to be abandoned on road reserves and private property, following the rollout of the National Broadband Network (NBN).

The aerial landscape includes Hybrid Fibre Coaxial (HFC) cables commissioned by telecommunications carriers Optus and Telstra. Following the introduction of the National Broadband Network, NBN Co took ownership of Telstra cables to carry Foxtel. However, NBN Co had no need for Optus cables; leaving them redundant.



Advice received from Optus is that they are supportive of removing the redundant infrastructure, to reduce their rental and operating costs. However, Optus is bound by a legal agreement with NBN Co not to remove the redundant infrastructure without consent, and is still waiting on NBN Co for this.

Council has sought advice from NBN Co as to whether there are any plans to remove redundant Optus infrastructure; but, in conflict with the legal agreement, were referred back to Optus for resolution. With no end date for the rollout of the NBN in sight ("8 million by 2021"), there is concern that municipal areas are remaining visually cluttered with redundant infrastructure.

Council would like the MAV to call on the NBN Co to secure a commitment to provide a decommissioning plan that will result in the timely removal of the redundant infrastructure.

Note: Motions must be submitted by **one council but may be supported by other councils. The council submitting the motion will need to supply written confirmation from any council(s) listed as supporting the motion. All relevant background information in support of the motion should be included in the space provided for the rationale and not in attachments. **The motion and rationale should be no longer than one page.***

13.4 Appointment of Authorised Officers - Planning and Environment Act 1987

File Number: IN18/405
Responsible Director: Acting Chief Executive Officer
Attachments: 1 Instrument of Appointment and Authorisation - Fiona Troise [↓](#) 
2 Instrument of Appointment and Authorisation - Dylan Pedersen [↓](#) 

EXECUTIVE SUMMARY

In accordance with the Planning and Environment Act 1987(the Act), Council is required to authorise officers for the purpose of enforcing the provisions of the Act. It is proposed to appoint the Council officers detailed below as Authorised Officers pursuant to Section 147(4) of the Act.

1. RECOMMENDATION

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

- A. the following Council Officers be appointed and authorised as set out in the Instruments shown in the attachments:**
- **Fiona Troise – Manager Statutory Planning**
 - **Dylan Pedersen – Office Coordinator Statutory Planning**
- B. the instruments will come into force immediately upon execution and will remain in force until Council determines to vary or revoke the Instruments or the officer ceases their employment with Council; and**
- C. the Instruments be signed and sealed.**

2. BACKGROUND

- 2.1 The *Planning and Environment Act 1987* (the Act) regulates enforcement of the Act and is reliant on authorised officers acting on behalf of the Responsible Authority which is Council.
- 2.2 The Act, unlike the *Local Government Act 1989*, does not permit appointments to be made by the Chief Executive Officer and therefore in order for the officer to legally undertake the duties of their position under the Act, it is necessary for Council to make appointments by formal resolution.
- 2.3 The Instruments of Appointment and Authorisation have been prepared based on advice from Maddocks Lawyers and empowers the relevant officers to exercise those powers granted in the Instrument.

- 2.4 The appointment will come into force immediately upon its execution under the Seal of Council and will remain in force until varied or revoked by Council or the officer ceases employment with Council.
- 2.5 In addition to the appointment under the Act, Council pursuant to Section 224 of the *Local Government Act 1989*, may appoint any person other than a Councillor to be an authorised officer for the purposes of the administration and enforcement of most other Acts, Regulations or Local Laws which relate to the functions and powers of Council. This broader Instrument of Appointment and Authorisation has already been carried out, in respect to the designated officer, under the delegated authority of the Chief Executive Officer as the first part of a dual appointment process.
- 2.6 The appointment form will be recorded in the Authorised Officers Register that is required to be kept by Council and is available for public inspection.

3. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

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

In this instrument "officer" means -

Fiona Troise

By this instrument of appointment and authorisation Manningham City Council -

- 1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
- 2. under section 232 of the *Local Government Act 1989* authorises the officer generally to institute proceedings for offences against the Acts and regulations described in this instrument.

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

This instrument is authorised by a resolution of the Manningham City Council on 25 September 2018.

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

Mayor

Chief Executive Officer

Date:

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

In this instrument "officer" means -

Dylan Pedersen

By this instrument of appointment and authorisation Manningham City Council -

- 1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
- 2. under section 232 of the *Local Government Act 1989* authorises the officer generally to institute proceedings for offences against the Acts and regulations described in this instrument.

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

This instrument is authorised by a resolution of the Manningham City Council on 25 September 2018.

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

Mayor

Chief Executive Officer

Date:

13.5 Record of Assembly of Councillors

File Number:	IN18/404
Responsible Director:	Acting Chief Executive Officer
Attachments:	1 Manningham Arts Advisory Committee - 8 August 2018 ↓ 
	2 Open Space and Streetscape Advisory Committee - 27 August 2018 ↓ 
	3 Strategic Briefing Session - 4 September 2018 ↓ 
	4 Strategic Briefing Session - 11 September 2018 ↓ 
	5 Heritage Advisory Committee - 12 September 2018 ↓ 

EXECUTIVE SUMMARY

Section 80A of the Local Government Act 1989 requires a record of each meeting that constitutes an Assembly of Councillors to be reported to an ordinary meeting of Council and those records are to be incorporated into the minutes of the Council Meeting.

1. RECOMMENDATION

That Council note the Records of Assemblies for the following meetings and that the records be incorporated into the minutes of this Council Meeting:

- **Manningham Arts Advisory Committee – 8 August 2018**
- **Open Space and Streetscape Advisory Committee – 27 August 2018**
- **Strategic Briefing Session – 4 September 2018**
- **Strategic Briefing Session – 11 September 2018**
- **Heritage Advisory Committee – 12 September 2018**

2. BACKGROUND

2.1 An Assembly of Councillors is defined in the Local Government Act 1989 as a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of the Council staff which considers matters that are intended or likely to be:-

2.1.1 The subject of a decision of the Council; or

2.1.2 Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee but does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation.

2.2 An advisory committee can be any committee or group appointed by council and does not necessarily have to have the term 'advisory committee' in its title.

2.3 Written records of Assemblies are to include the names of all Councillors and members of Council staff attending, a list of matters considered, any conflict of interest disclosures made by a Councillor and whether a Councillor who has disclosed a conflict of interest leaves

3. DISCUSSION / ISSUE

3.1 The Assembly records are submitted to Council, in accordance with the requirements of Section 80A of the Local Government Act 1989. The details of each of the following Assemblies are attached to this report.

- Manningham Arts Advisory Committee – 8 August 2018
- Open Space and Streetscape Advisory Committee – 27 August 2018
- Strategic Briefing Session – 4 September 2018
- Strategic Briefing Session – 11 September 2018
- Heritage Advisory Committee – 12 September 2018

4. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any direct or indirect conflict of interest in this matter.

Record of an Assembly of Councillors

Manningham City Council

Manningham Arts Advisory Committee

Meeting Date: Wednesday 8 August 2018
Venue: Council Chamber, Civic Office, 699 Doncaster Rd, Doncaster
Starting Time: 5pm

1. Councillors Present:

Councillor Paula Piccinini – Heide Ward

Officers Present:

Lee Robson, Group Manager Community Programs
Megan McEvoy, Curator Cultural Venues

2. Disclosure of Conflicts of Interest

No disclosures of conflict of interest were made.

3. Items Considered

- 3.1. Broad overview of the role of an Advisory Committee
- 3.2. Terms of Reference, Code for members and expectations
- 3.3. Questions and clarification
- 3.4. Introduction to Art at Manningham - Overview presentation by Megan McEvoy and Lee Robson
- 3.5. Discussion – Priorities for the AAC

Finishing time

The meeting ended at 7pm

Record of an Assembly of Councillors

Manningham City Council

Open Space and Streetscape Advisory Committee **Meeting**

Meeting Date: 27 August 2018
Venue: Koonung Room, Civic Office, 699 Doncaster Rd, Doncaster
Starting Time: 6.00 pm

1. Councillors Present:

Cr Mike Zafiroopoulos AM, Koonung Ward (Chair)
Cr Geoff Gough – Heide Ward

Officers Present:

Angelo Kourambas – Director City Planning & Community
Paul Goodison – Coordinator Landscape & Leisure
Jessica Cerejo – Parks Alive Facilitator
Helen Napier – Acting Manager Parks & Recreation
Andrew Graydon – Parks Coordinator
Arran Provis – Team Leader Arboriculture

2. Disclosure of Conflicts of Interest

No disclosures of conflict of interest were made.

3. Items Considered

1. Welcome and introductions
2. Apologies
3. Conflicts of interest
4. Confirmation of previous minutes
5. Matters arising
6. Parks Alive Program
7. Criteria and methodology for evaluation of open space projects
8. Update on North East Link impact on open space
9. Yarra Strategic Plan / Cultural Precinct Structure Plan
10. Street tree planning
11. Ruffey Creek Linear Park
12. Update on recently completed park improvement projects
13. Ruffey Lake Park issues
14. Other business
15. Next meeting – 26 November 2018

Finishing time

The meeting ended at 8.15 pm

Record of an Assembly of Councillors

Manningham City Council

Strategic Briefing Session

Meeting Date: 4 September 2018
Venue: Council Chamber, Civic Office, 699 Doncaster Rd, Doncaster
Starting Time: 6.58pm

1. **Councillors Present:**
Councillor Andrew Conlon (Mayor)
Councillor Michelle Kleinert (Deputy Mayor)
Councillor Anna Chen
Councillor Sophy Galbally
Councillor Geoff Gough
Councillor Dot Haynes
Councillor Paul McLeish
Councillor Paula Piccinini
Councillor Zafiroopoulos

Apologies from Councillors:
Nil

Executive Officers Present:
Jill Colson, Acting Chief Executive Officer
Andrew McMaster, Acting Executive Manager People & Governance
Leigh Harrison, Assets and Engineering
Angelo Kourambas, Director City Planning

Other Officers in Attendance:
Vivien Williamson, Manager City Strategy
Kevin Ayre, Group Manager Financial Services
Julia Jenvey, Senior Recreation Planner
Frank Vassilacos, Coordinator Integrated Transport

2. **Disclosure of Conflicts of Interest**
No disclosures of conflict of interest were made.
3. **Items Considered**
3.1 Active for Life Recreation Strategy
3.2 Lions Park Masterplan
3.3 Status Resolution Support Services (SRSS) for People Seeking Asylum

The meeting ended at 10:15pm

Record of an Assembly of Councillors

Manningham City Council

Strategic Briefing Session

Meeting Date: 11 September 2018
Venue: Council Chamber, Civic Office, 699 Doncaster Rd, Doncaster
Starting Time: 6.58pm

- 1. Councillors Present:**
Councillor Andrew Conlon (Mayor)
Councillor Michelle Kleinert (Deputy Mayor)
Councillor Anna Chen
Councillor Sophy Galbally
Councillor Geoff Gough
Councillor Dot Haynes
Councillor Paul McLeish
Councillor Paula Piccinini
Councillor Zafiroopoulos

Apologies from Councillors:
Nil

Executive Officers Present:
Jill Colson, Acting Chief Executive Officer
Andrew McMaster, Acting Executive Manager People & Governance
Leigh Harrison, Assets and Engineering
Angelo Kourambas, Director City Planning
Philip Lee, Director Shared Services

Other Officers in Attendance:
Carrie Bruce, Senior Governance Advisor
Vivien Williamson, Manager City Strategy
Kevin Ayre, Group Manager Financial Services
Paul Goodison, Coordinator Landscape and Leisure
Graham Brewer, Manager Property Services
Donna Russ, Acting Manager Communications

- 2. Disclosure of Conflicts of Interest**
No disclosures of conflict of interest were made.
- 3. Items Considered**
- 3.1 Open space Acquisition and Funding (Confidential)
 - 3.2 Property Investment Portfolio (Confidential)
 - 3.3 Part 300-304 Blackburn Road, Doncaster East (Confidential)
 - 3.4 Capital Works Program – September 2018 Review
 - 3.5 Safety in parks
 - 3.6 PL17/027403 The Pines – 181 Reynolds Road, Doncaster East
 - 3.7 Westerfolds Paddle Sports Plan
 - 3.8 Funding and Service Agreements (Confidential)
 - 3.9 2017/18 Draft Annual Report
 - 3.10 Manningham Quarterly Report, Quarter 4 2017/18
 - 3.11 Advocacy Motions for Municipal Association of Victoria

The meeting ended at 9:44pm

Record of an Assembly of Councillors

Manningham City Council

Heritage Advisory Committee

Meeting Date: 12 September 2018
Venue: Koonung Room, Civic Office, 699 Doncaster Rd, Doncaster
Starting Time: 6.00pm

1. Councillors Present:

Councillor Paula Piccinini – Heide Ward

Apologies from Councillors:

Nil

Officers Present:

Fiona Ryan – Coordinator Strategic Planning

2. Disclosure of Conflicts of Interest

Mr Eric Collyer is related to the owner of one of the properties for which an application was made under the Heritage Restoration Fund (but was not present for discussion of this item).

3. Items Considered

- Welcome to Country - acknowledgement of traditional owners
- Confirmation of previous minutes
- Declaration of conflict of interest
- Welcome to new members of the Committee
- Actions from previous meeting (9 May 2018)
- Other Business (Following this item Cr Piccinini left the meeting)
- Heritage Restoration Fund – consideration of applications
- Next Meeting Date

The meeting ended at approximately 9.00pm

D18/288769

13.6 Documents for Sealing

File Number: IN18/403
Responsible Director: Acting Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

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

1. RECOMMENDATION

That the following documents be signed and sealed:

**Consent to Build over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and W Wei and Y Dong and J Yu
30 Stanton Street, Doncaster**

**Consent to Build over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and C J Lauder and N Lauder
27 Verdant Crescent, Doncaster**

**Consent to Build over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and O Castriotta
15 Golden Way, Bulleen**

**Consent to Build over an Easement
Agreement under Section 173 of the Planning and Environment Act 1987
Council and M P Manning and W A Manning
301 Porter Street, Templestowe**

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 direct or indirect conflict of interest in this matter.

14 URGENT BUSINESS**15 COUNCILLORS' QUESTION TIME****16 CONFIDENTIAL REPORTS****16.1 Property Investment Portfolio - Due Diligence of Key Sites - CEO Authority for Expenditure**

This information has been designated in writing as confidential information by the Chief Executive Officer pursuant to S77(2)(c) of the Local Government Act 1989. The relevant ground applying is S89(2)(h) of the Act concerning Any other matter which the Council or special committee considers would prejudice the Council or any person.

16.2 Exit Strategy - Part 300-304 Blackburn Road, Doncaster East

This information has been designated in writing as confidential information by the Chief Executive Officer pursuant to S77(2)(c) of the Local Government Act 1989. The relevant ground applying is S89(2)(f) of the Act concerning legal advice.