

COUNCIL MEETING

MINUTES



(Open to the public)

Monday 22 May 2023

Council Chamber, 8 Inglesby Road, Camberwell.

Commencement 6.33pm

Attendance

Councillor Felicity Sinfield (Mayor)
Councillor Jim Parke
Councillor Victor Franco
Councillor Wes Gault
Councillor Di Gillies
Councillor Lisa Hollingsworth
Councillor Jane Addis
Councillor Susan Biggar
Councillor Garry Thompson
Councillor Nick Stavrou

Apologies Councillor Cynthia Watson

| | | |
|------------------------|-----------------|---|
| <u>Officers</u> | Phillip Storer | Chief Executive Officer |
| | Daniel Freer | Director Places and Spaces |
| | Kate McCaughey | Director Community Support |
| | Scott Walker | Director Urban Living |
| | Amy Montalti | Chief Financial Officer |
| | Bryan Wee | Manager Governance and Legal |
| | Nick Lund | Manager Liveable Communities |
| | David Shepard | Manager Environment Sustainability and Open Space |
| | Nicole White | Manager Strategy and Performance |
| | Graeme Mawson | Senior Coordinator Children Young People Families |
| | Kirstin Ritchie | Coordinator Governance |
| | Lucinda Bakhach | Local Economies Lead |

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1. Adoption and confirmation of the minutes

No minutes were adopted or confirmed during the meeting.

2. Declaration of conflict of interest of any councillor or council officer

Councillor Thompson and **Councillor Hollingsworth** declared a material conflict of interest for to Item 8.1 of General Business - Leave of Absence.

Procedural Motion - Suspension of Standing Orders**MOTION**

Moved Councillor Jim Parke

Seconded Councillor Di Gillies

That standing orders be suspended.

CARRIED

Standing orders were suspended at 6.36pm.

The Mayor, Councillor Sinfield, presented the National Emergency Medal awards to two current and two former Council officers.

The National Emergency Medal is in recognition of the officer's service during the 2019-2020 Gippsland fires.

Procedural Motion - Resumption of Standing Orders**MOTION**

Moved Councillor Jim Parke

Seconded Councillor Lisa Hollingsworth

That standing orders be resumed.

CARRIED

Standing orders resumed at 6.41pm with all councillors present except Councillor Watson.

3. Deputations, presentations, petitions and public submissions

Council has received one (1) petition. Details of the petition is set out below.

| No. | Ref. no. | Title / Description | No. of signatures | Referred to |
|-----|------------|--|-------------------|-------------|
| 1 | CAS1388570 | "We the undersigned, do not support the recommendations of the Wattle Rd Heritage study neither do we support the approach that has been used to come to this point" | 63 | DUL |

Legend:

| | | | | |
|------|-------------------------|--------------|------|--------------------------|
| DCS | Director Support | Community | DUL | Director Urban Living |
| DC&T | Director Transformation | Customer and | DP&S | Director Places & Spaces |
| | | | GOV | Governance & Legal |

MOTION

Moved Councillor Susan Biggar

Seconded Councillor Di Gillies

That Council resolve:

1. To receive and note the petition.
2. To note that the petition has been referred to the relevant director for consideration and to advise the first named signatory to the petition that they will receive a response from the Mayor in due course advising of Council's action.

CARRIED

4. Informal Meetings of Councillors

Chapter 6 of Council's Governance Rules requires that a summary of matters discussed at Informal Meetings of Councillors be reported to a Council meeting as soon as practicable.

The attached summary of Informal Meetings of Councillors (**Attachment 1**) is reported to Council in accordance with the requirements of the Governance Rules.

MOTION

Moved Councillor Lisa Hollingsworth

Seconded Councillor Wes Gault

That Council resolve to receive and note the summary of Informal Meetings of Councillors, as annexed to the minutes.

CARRIED

5. Public question time

PQT1 Matthew Roberts (Sex Work Law Reform Victoria) of St Kilda

The **Mayor, Cr Felicity Sinfield** read the following question submitted with notice:

“Given clauses 27 and 28 of the Amenity Local Law, do street-based sex workers require a permit to operate on streets in the City of Boroondara?”

The question was allowed in accordance with Chapter 2 of the Governance Rules.

The **Director Urban Living** responded as follows:

- To date, the issue has not arisen and no street-based sex workers or business permits have been applied for or obtained under the Local Law.
- At this stage the need for a permit will be a matter determined on a case-by-case basis; depending on whether the business is being undertaken on council-controlled land and the nature of the activity involved in that business at that specific location.
- The matter will be further considered and reviewed from a Boroondara Council perspective.

The **Mayor, Cr Felicity Sinfield** informed the meeting that all councillors had received a copy of the question and a written response would be provided in due course.

PQT2 Jackie Carter of Balwyn

The **Mayor, Cr Felicity Sinfield** read the following question submitted with notice:

“You’ve cancelled the drag storytime event for IDAHOBIT this year - how do you propose we move forward by ensuring our diversity is represented and protected without relenting to the intimidation of far-right groups?”

The question was allowed in accordance with Chapter 2 of the Governance Rules.

The **Director Community Support** responded as follows:

- The key factor influencing the decision to cancel our planned IDAHOBIT Rainbow Storytime event was the safety of children, families, staff, and artists in light of recent threatening events by extremist groups. It is important to highlight that Council continued to celebrate IDAHOBIT through a range of activities last week, including: flying the rainbow pride flag at Kew Library and Camberwell Civic Centre on 17 May; and hosting other events at libraries and youth services.
- The City of Boroondara, like many Councils across the state, are now in the process of evaluating how to best address this emerging issue and we acknowledge its complexity. Council remains committed to play its part in creating a welcoming and inclusive community for everyone in Boroondara, and this includes people who identify as LGBTQIA+.

The **Mayor, Cr Felicity Sinfield** informed the meeting that all councillors had received a copy of the question and a written response would be provided in due course.

PQT3 Franklin Rosenfeldt of Balwyn North

The **Mayor, Cr Felicity Sinfield** read the following question submitted with notice:

“Why for Jacka Street Reserve, is there any need to widen the existing 1.5 M concrete path to 3 metres given that it runs next to a popular playground and that widening it will encourage more high speed cycle traffic?”

The question was allowed in accordance with Chapter 2 of the Governance Rules.

The **Director Urban Living** responded as follows:

- Council formally considered the Boroondara Bicycle Strategy on 11 July 2022 at the Services Delegated Committee meeting. The adopted strategy and stage 1 implementation plan are available for download on the Council website.
- The recommendation for Jacka Street Reserve is included on page 12 of the implementation plan. The existing concrete path is narrow at 1.5m width but it is in good condition with a long-expected life. There are no immediate actions proposed for this path. However, there may be a need to consider future opportunities in the long term to widen the existing path to 3m which is inline with current standards for a recreational path.
- For Jacka Street Reserve the works are listed for consideration in the long term as stages 4 and 5 of the implementation plan; approximately 8-10 years.

The **Mayor, Cr Felicity Sinfield** informed the meeting that all councillors had received a copy of the question and a written response would be provided in due course.

PQT4 Ian Hundley of Balwyn North

The **Mayor, Cr Felicity Sinfield** read the following question submitted with notice:

“Please advise on any measures Council proposes to take to ensure the continuing safety of walkers who encounter anticipated higher volumes of two-wheeled transport vehicles (including mountain bikes, e-scooters and e-cycles) in parkland in Maranoa, Bellevue and Cotham wards, including Greythorn Park, Jacka Reserve, Hislop Park, Gordon Barnard Reserve, Macleay Park, Myrtle Park, Stradbroke Park, Harrison Reserve, Hays Paddock and the King Street Linear Park.”

The question was allowed in accordance with Chapter 2 of the Governance Rules.

The **Director Places and Spaces** responded as follows:

- Council recognises the importance of maintaining a safe and inclusive environment for all path users and those who visit our parklands, including pedestrians, children, pets and bicycle riders.

- We have formal and informal paths in the parklands referred to in your question, and we aim to improve safety and amenity for all path users through regular maintenance and path renewal, including widening narrow sections of the path where possible to comply with standards.
- There are no changes proposed for Greythorn Park or Hislop Park.

The **Mayor, Cr Felicity Sinfield** informed the meeting that all councillors had received a copy of the question and a written response would be provided in due course.

PQT5 Ian Hundley of Balwyn North

The **Mayor, Cr Felicity Sinfield** read the following question submitted with notice:

“Please advise of any increases in total budget outlays, both incurred and expected, for the redevelopment of the Kew Recreation Centre which was to cost of \$58.1 million, according to the 2018-19 Budget, including those variations attributable to any change in building specifications, remediation of previously unidentified site pollution, the collapse of the roof structure of the incomplete build which occurred in October 2022, and any other cost increases.”

The question was allowed in accordance with Chapter 2 of the Governance Rules.

The **Director Places and Spaces** responded as follows:

- Kew Recreation Centre is a multi-year project. Council’s 2022-23 adopted budget highlights major infrastructure projects including the Kew Recreation Centre redevelopment with a budget of \$73.1m over 4 years. (Refer to attached link).
- This budget reflects the award of the construction contract (\$65.5M) approved by Council on 14 September 2020, additional contract variation (of \$4.55m) approved by Council at the 26 July 2021 Council meeting to remove contaminated soil, in accordance with EPA regulations, as well as architectural design and project management costs.
- Thorough investigations into the cause of the collapse are ongoing. Industry experts have been engaged to support the investigations and ensure all elements of this project are examined in detail before the rebuild commences.

The **Mayor, Cr Felicity Sinfield** informed the meeting that all councillors had received a copy of the question and a written response would be provided in due course.

PQT6 Qiqi Chen

The **Mayor, Cr Felicity Sinfield** read the following question submitted with notice:

“When will the Council establish an integrated Diversity and Inclusion Advisory Committee?”

The question was allowed in accordance with Chapter 2 of the Governance Rules.

The **Director Community Support** responded as follows:

- Council has a range of advisory committees that support diversity and inclusion. This includes our Public Health and Wellbeing Committee, the Boroondara Reconciliation and Advisory Committee and the Community Disability Advisory Committee. We also convene the Boroondara Interfaith Network, which works with diverse faith communities and hosts a number of events throughout the year. Consideration is also being given as to how Council can hear the voices of people experiencing barriers to participation and/or with disproportionately poor health outcomes. Council is keen to ensure this engagement informs practical outcomes on the ground which enhance inclusive service and program delivery for residents.

The **Mayor, Cr Felicity Sinfield** informed the meeting that all councillors had received a copy of the question and a written response would be provided in due course.

6. Notices of motion

Nil

7. Presentation of officer reports

Procedural motion - taking the question from the table

MOTION

Moved Councillor Jim Parke

Seconded Councillor Garry Thompson

That item 7.5 MAV Membership be taken from the table and considered as an item of business at this Council meeting.

CARRIED

Procedural motion - En bloc

MOTION

Moved Councillor Jim Parke

Seconded Councillor Garry Thompson

That the following items:

7.4 Public Realm Asset Manual

7.5 MAV Membership

7.6 March 2023 Quarterly Performance Report

7.7 Recommendations of Audit and Risk Committee Meeting

Be moved en bloc as per the officers' recommendations outlined in the agenda.

CARRIED

7.4 Public Realm Asset Manual

Purpose

To seek Council consideration and endorsement of the Public Realm Asset Manual (**Attachment 1**).

Background

In 1999 Council adopted a suite of furniture styles for streetscapes and shopping centres (**Attachment 2**). This suite of furniture included stainless steel litter bins, seats, bollards and tree guards. The look and style of these assets have changed over the past two decades due to supply constraints, changes to the Australian Standards and new materials becoming available that are more sustainable.

The Public Realm Asset Manual (PRAM) provides direction for replacement of existing furniture assets and implementation of new furniture assets across the municipality. This manual commits to the highest standards of accessibility and presentation of our open space assets, as well as recycling, upcycling, and the re-use of materials wherever possible (aligning with the expectations of the Boroondara community). This document includes park classifications with an associated furniture palette and siting principles to locate assets in the public realm.

Key Issues

As there was a Council resolution adopting furniture styles a further resolution is required to provide updated guidance for furniture installation.

The proposed styles included in the PRAM reflect the up-to-date furniture palettes being used in our streetscapes and shopping centres as well as proposing additional styles. Almost all furniture currently being used does not exactly align in style with the previously endorsed 1999 furniture suite.

The PRAM proposes a discontinuation of six furniture styles due to issues associated with accessibility (e.g., furniture too low or difficult for a wheelchair to access). These furniture styles are to be replaced with new styles that meet current Australian Standards and suit the Boroondara neighbourhood context/character.

The PRAM simplifies park classifications and furniture styles through the discontinuation of 'garden' and 'conservation' furniture types (noted in Council Standard Drawings). These changes simplify our furniture styles across our municipality, which subsequently reduces a sense of clutter and reduces the quantity of styles needed to be purchased, stored and maintained which will provide long-term cost savings under this new model.

As we receive feedback on furniture styles through individual projects, we will aim to resolve community concerns and update the PRAM if required.

Next Steps

Following formal Council endorsement all furniture installations will be in accordance with the PRAM. This document will be promoted to inform the community.

MOTION

Moved Councillor Jim Parke

Seconded Councillor Garry Thompson

That Council resolve to:

- 1. Endorse the Public Realm Asset Manual (Attachment 1).**
- 2. Delegate authority to the Director Places and Spaces to update the Public Realm Asset Manual as required in response to changes in Australian Standards, waste management practices and operational circumstances.**

CARRIED

7.5 MAV Membership

As a result of changes to the Municipal Association of Victoria ("MAV") Rules, Council will be bound to two-year membership terms and a six month notice period to withdraw from MAV from 31 December 2022.

Following initial discussions with Councillors, Council gave notice to the MAV that it intended to withdraw from the MAV before 31 December 2022, effective 1 July 2023. Consequently, MAV has decided its regional groupings.

Officers seek a formal resolution from Council about MAV membership.

Purpose

This report briefs Councillors about Council's use of its MAV membership. Based on that information, Council can consider whether to remain a member of the MAV.

Key Issues

MAV provides five types of services. In deciding whether the MAV's annual fee of about \$78,000 represents value for money, officers considered Council's use of MAV services and financial savings from MAV membership:

1 - Policy and Advocacy - Officers consider that Council does not significantly benefit from MAV's policy and advocacy services. It is not reliant on MAV for policy development as compared to some other Councils.

Officers also have not found significant benefit from MAV's advocacy. MAV's advocacy for Council as a metropolitan Council is reduced following changes to MAV Rules to remove plural voting. It is also affected by its regional grouping with the City of Melbourne and other inner-city Councils instead of Monash and Whitehorse City Councils.

2 - Governance and legislation – Council seldom relies on MAV for assistance for its internal and external governance matters. Officers do acknowledge that MAV's legislative updates can be helpful.

3 - Sector development – Councillors and council officers do occasionally attend MAV training and conferences. Leaving MAV will have some impact given that while most training remains available at an increased cost, many conferences and networking events are exclusive to MAV members.

Council does not rely on MAV to facilitate innovation and digital transformation with greater maturity and sufficient resourcing of its own.

4 - Insurance services – Council requires insurance in a market that is limited. While officers believe that MAV is likely to continue to insure Council as a non-member there is also likely to be an additional fee. MAV has not committed to what that fee will be but officers estimate it could be between \$5,000 and \$60,000 per annum (up to 5% of Council's premium).

5 - Procurement – Council contracts for a range of goods and services either procured through MAV or on MAV panels. Using MAV contracts and panels saves some staffing costs for Council and reduces time by obviating the need to conduct public tenders for these goods and services. Officers also believe that MAV also obtains better rates by leveraging a larger the purchasing power of its membership.

Financially, officers consider that MAV membership saves Council over \$100,000 annually.

MOTION

Moved Councillor Jim Parke

Seconded Councillor Garry Thompson

That Council resolve to remain a member of the Municipal Association of Victoria.

CARRIED

7.6 March 2023 Quarterly Performance Report

Purpose

The Quarter 3 Performance Report for March 2023 provides detailed reporting on financial and non-financial performance against both the Boroondara Community Plan 2021-31 and the Budget for the year.

Background

At the end of each quarter, a Quarterly Performance Report is prepared and adopted at Council.

The year-to-date and annual budget figures referred to in this report reflects the 2022-23 Amended Budget, approved by Council on 14 November 2022, which includes the carry forward funding from 2021-22 priority projects and capital works forward commitments.

The 2022-23 Full Year Forecast reflects the final result of the full year review of the annual financials to be undertaken during the year.

Key Issues

Financial performance

Year-to-Date Actuals vs. 2022-23 Amended Budget

Council's favourable operating result against year-to-date budget of \$70.13 million is \$9.02 million or 15% above the 2022-23 Amended Budget of \$61.11 million primarily due to a number of factors which are outlined in **Attachment 1**.

The overall financial position as 31 March 2023 is satisfactory with a working capital ratio of 3.42 to 1 (includes reserve funds of \$23.47 million and 0.5% cash contingency for emergency response works).

Full year forecast vs 2022-23 Amended Budget

The 2022-23 Full Year Forecast of \$12.96 million represents an increase in the surplus result by \$10.68 million above the 2022-23 Amended Budget surplus of \$2.28 million.

Non-financial performance

Major Initiatives

For the quarter ending March 2023, 14% (7 out of 49) of the 2022-23 major initiatives have been completed. A total of 80% (39 of 49) of the major initiatives have commenced and are on track to be completed by the end of the financial year. Six percent (6%) (3 out of 49) of the major initiatives have commenced but due to delays are not anticipated to be completed by the end of financial year. Further details can be found on **pages 15 to 70 in Attachment 1**.

Strategic Indicators

The Boroondara Community Plan 2021-31 and Annual Budget 2022-23 contain 52 strategic indicators of which 33 are annual measures. The remaining 19 are reported on a quarterly basis, demonstrating the progress towards the annual forecast.

Quarter 3 data indicates five of the strategic indicators are not on track to be achieved by the end of the financial year, with commentary provided in the **Outline of key issues/options** section of this report and on **pages 14 to 67 in Attachment 1**. Also see the **Executive Overview in Attachment 1** for more information.

Local Government Performance Reporting Framework (LGPRF)

The assessment of LGPRF measures shows most quarterly indicators are on track, with four of the non-financial LGPRF measures not on track to meet target at end of financial year, with comments provided below. Further details can be found on **pages 20 to 72 in Attachment 1**.

MOTION

Moved Councillor Jim Parke

Seconded Councillor Garry Thompson

That Council resolve to:

- 1. Receive and note the Quarterly Performance Report for March 2023 (Attachment 1).**

2. **Adopt the Full Year Forecast as identified in Attachment 1, as annexed to the minutes.**
3. **Adopt the proposed Amendments to the 2022-23 Fees and Charges Schedule (Attachment 2) as annexed to the minutes.**

CARRIED

7.7 Recommendations of Audit and Risk Committee Meeting

Purpose

This report presents the recommendations of the March Audit and Risk Committee meeting for consideration by Council. A schedule of reports and committee recommendations is attached to this report.

Background

The Audit and Risk Committee held a meeting on 15 March 2023. This report presents the findings and recommendations from that meeting for consideration by Council.

Key Issues

As recorded in the minutes of the Audit and Risk Committee meeting held on 15 March 2023 the following reports were tabled:

- 5.1 Standard Questions for tabling at Audit & Risk Committee meetings
- 5.2 Business Arising
- 5.3 Audit and Risk Committee Administrative Matters
- 5.4 Kew Recreation Centre (business arising from previous meeting)
- 5.5 Check-in Survey Engagement Update
- 5.6 COVID-19 Update
- 5.7 December 2022 Quarterly Performance Report
- 5.8 External Audit Strategy Memorandum for FY 22/23
- 5.9 IT Cyber Security Roadmap and Status
- 5.10 Risk Management Update
- 5.11 Progress Review - Business Continuity Planning
- 5.12 Internal audit - introduction to new internal auditors and internal audit plan

A summary of the content of the reports tabled and identification of the required Council action is contained in **Attachment 1**.

Next Steps

The next meeting Audit and Risk Committee was held on 17 May 2023. These findings and recommendations will be presented at the June Council meeting.

MOTION

Moved Councillor Jim Parke

Seconded Councillor Garry Thompson

That Council resolve to adopt the resolutions recommended to Council contained in Attachment 1 as annexed to the minutes, reflecting the recommendations from the Audit and Risk Committee meeting held on 15 March 2023.

CARRIED

7.1 Ashburton Shopping and Business Centre - Marketing and Business Development Fund

Purpose

The purpose of this report is for Council to:

- consider submissions and objections received following public notice of its intention to declare a special rate and charge for a marketing and business development fund for the Ashburton Shopping and Business Centre (**Centre**), and
- determine whether to declare the Proposed Ashburton Special Rate and Charge Scheme (**Proposed Scheme**).

Background

The Ashburton Shopping and Business Centre's current five year special rate and charge scheme is due to expire on 30 June 2023. The Scheme funds marketing and business development initiatives in the Centre. The Ashburton Shopping Centre entre Traders Association (**ASCTA**) requested Council declare a renewed special rate and charge scheme to apply for five years from 1 July 2023 to 30 June 2028.

On 28 November 2022, Council resolved to commence the statutory process to declare the Proposed Scheme by giving public notice in February 2023 of the Proposed Scheme in response to the ASCTA's request. Public notice of the Proposed Scheme was made on 4 February 2023 in The Age newspaper and on Council's website, and individual notices were mailed to each affected property owner and occupier. Council invited submissions and objections regarding the Proposed Scheme to be lodged by 6 March 2023.

Key Issues

A summary of the submissions and objections to the Proposed Scheme received during the public notice period is outlined below.

Submissions

Council received **one submission** in response to the public notice from one property occupier within the Scheme area.

The submission received indicated opposition to the Scheme, the details of which are provided below. The submission did not include a request to be heard in accordance with Section 223(1)(a)(iv) of the Local Government Act 1989 (**Act**).

Objections

Any person who is liable for or otherwise required to pay the Ashburton special rate or charge is entitled to object in writing.

Council received **one valid objection** from such persons, a property occupier, who represented one property.

Council officers were able to establish a right to object for the one rateable property to which the objection relates, as a result of documentary evidence provided with the submission and based on liability for the Special Rate and Charge. As such, Council officers consider bona fide objections were made with respect to a total of one property. This equates to 0.71% of the 140 rateable properties in the Proposed Scheme. Because objections were received in respect of fewer than 50% of those properties to be included in the Scheme, Council is permitted to resolve to declare the Proposed Scheme but must still consider the submission made in relation to the Proposed Scheme.

Implications of submission

In the objector's submission, the property occupier advised that as a Medical Centre they are providing an essential service to the proposed zone and surrounding community and feel that they should not be subject to the Special Rate and Charge.

A copy of the submission received is contained within **Confidential Attachment 6** to this report.

Council officers consider that the low number of submissions and objections may be attributed to the value provided by the ASCTA in supporting businesses throughout COVID-19, increasing communication and information sharing, and seeking to identify ways to provide assistance through unprecedented times. Over the past five years, the ASCTA introduced a number of new initiatives to drive spending in businesses, and the Marketing Coordinator spent time visiting businesses face to face to engage them in the ASCTA's activities and provide a more personalised service. In recognition of the ASCTA's contribution and engagement with its traders, it was awarded the 2021 Mainstreet Australia Committee of Management of the Year.

Council officers are of the opinion that the submission received does not warrant any change to the declaration of the Proposed Scheme.

Further consideration is given to the submission in Section 4 of the report.

Declaration of the Proposed Scheme will ensure support for a comprehensive marketing and business development program, which will provide a special benefit for businesses and commercial property owners in the Centre.

If declared, the Proposed Scheme will apply for five years commencing 1 July 2023 and ending on 30 June 2028 and will raise approximately \$96,393 in the first year, with a total levy of approximately \$481,965 expected over five years.

The amount levied will increase each year consistent with the March quarter Consumer Price Index (All Groups, Melbourne) (**CPI**) which will be applied to the rate in the dollar and the minimum and maximum charges, along with any increases in the Capital Improved Value (**CIV**) of rateable properties during the life of the Proposed Scheme.

Confidentiality

Confidential information is contained in **Attachment 6**, as circulated in the confidential section of the agenda attachments, in accordance with Section 66(2)(a) and the definitions of “confidential information” in Section 3(1) of the Local Government Act 2020. The information relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

Council has obtained legal advice which has been considered as part of preparing this report.

MOTION

Moved Councillor Garry Thompson

Seconded Councillor Lisa Hollingsworth

That Council resolve to:

- 1. Receive and note the written submission and objection.**
- 2. Declare the Ashburton Special Rate and Charge in accordance with Section 163 of the *Local Government Act 1989* (Act) as follows:**
 - a. an Ashburton Special Rate and Charge be declared for a period of five years commencing on 1 July 2023 and concluding on 30 June 2028.**
 - b. the Ashburton Special Rate and Charge be declared for the purpose of defraying expenses of advertising, promotion, centre management, business development and other incidental expenses associated with the encouragement of commerce in the Ashburton Shopping and Business Centre (Centre), which:**
 - i. Council considers is, or will be, of special benefit to those persons required to pay the Ashburton Special Rate and Charge; and**
 - ii. arises out of Council's functions of:**
 - encouraging and promoting economic sustainability, commerce, retail activity and employment opportunities in and around the Ashburton Special Rate and Charge area and the broader municipal district; and**
 - providing good governance in its municipal district for the benefit and wellbeing of the municipal community.**
 - c. the Ashburton Special Rate and Charge so declared will be assessed and levied in accordance with the following:**
 - i. A rate of 0.055 cents in the dollar of the Capital Improved Value (CIV) will be levied on each rateable property in the proposed Scheme;**

- ii. **Ground level properties fronting Welfare Parade and properties which only have an entrance from Ashburn Grove will be subject to a minimum charge of \$300 per annum and maximum charge of \$400 per annum;**
 - iii. **All other ground level properties will be subject to a minimum charge of \$550 per annum and maximum of \$2,500 per annum;**
 - iv. **All upper level properties will be subject to a minimum charge of \$300 and maximum of \$400 per annum;**
 - v. **The quantum of the rate in the dollar of the CIV of each rateable property in the area, and the quantum of the minimum, will be adjusted on 1 July 2024 and on each anniversary of that date by the March quarter Consumer Price Index (All Groups, Melbourne) (CPI) during the 12 months preceding the end of that March quarter; and**
 - vi. **The CIV of each parcel of rateable land is the CIV of that parcel of land at the time of levying the special rate and charge in each year. The CIV may change in the period during which the Ashburton Special Rate and Charge Scheme is in force, reflecting any revaluations and supplementary valuations which take place.**
- d. **the area for which the Ashburton Special Rate and Charge is so declared is the area highlighted in the plan annexed to this report (Area) (Attachment 2). For the purposes of this paragraph, the Area can be described generally as ground level and upper level properties in the area comprising:**
 - i. **High Street:**
 - **from Johnston Street to Carool Road (odd numbers only);**
 - **from Munro Avenue to Morotai Avenue (even numbers only);**
 - **Highgate Grove (odd numbers only); and**
 - **as well as properties in arcades;**
 - ii. **Ground level properties with frontage in Welfare Parade; and properties which only have an entrance from Ashburn Grove.**
- e. **the land in relation to which the Ashburton Special Rate and Charge will be declared is all land within the Area primarily used, or adapted or designed to be used, for commercial purposes.**
- f. **the total cost of performing the function and the total amount of the special rate and charge to be levied is approximately \$96,393 in the first year, with a total levy of approximately \$481,965 over the five years of the scheme, having regard to adjustments in the CIV of the rateable properties and the application of CPI to the rate in the dollar and minimum and maximum charges as described in paragraph 2(c) of this resolution or such other amount as is lawfully levied as a consequence of this resolution.**

- g. the benefit ratio, being the estimated proportion of the total benefits of the Ashburton Special Rate and Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Ashburton Special Rate and Charge, is 100%, as the community benefit is considered to be nil.
 - h. the criteria to be used as the basis for levying the Ashburton Special Rate and Charge is ownership of any land described in paragraph 2(e) of this resolution.
 - i. the ratepayers for the land described in paragraph 2(e) of this resolution will be required to pay the Ashburton Special Rate and Charge on the same date or dates as Council's general rates are due.
 - j. Council will, subject to the Act, require a person to pay interest on any special rate and charge the person is liable to pay that has not been paid to the date specified for its payment.
3. Write to the owners and occupiers of properties within the Ashburton Special Rate and Charge scheme advising them of the decision embodied in this resolution and associated appeal rights.
4. Authorise the Director Community Support to enter into an agreement with the Ashburton Shopping Centre Traders Association in relation to expenditure of the Ashburton Special Rate and Charge scheme proceeds.
5. Authorise the Director Community Support to levy the Ashburton Special Rate and Charge in accordance with Section 163(4) of the Local Government Act 1989.

CARRIED

7.2 Greythorn Shopping and Business Centre - Marketing and Business Development Fund

Purpose

The purpose of this report is for Council to:

- consider submissions and objections received following public notice of its intention to declare a special rate and charge for a marketing and business development fund for the Greythorn Shopping and Business Centre (**Centre**), and
- determine whether to declare the Proposed Greythorn Special Rate and Charge Scheme (**Proposed Scheme**).

Background

The Greythorn Shopping and Business Centre's current five year special rate and charge scheme is due to expire on 30 June 2023. The Scheme funds marketing and business development initiatives in the Centre.

The Greythorn Traders Association (**GTA**) requested Council declare a renewed special rate and charge scheme to apply for five years from 1 July 2023 to 30 June 2028.

On 28 November 2022, Council resolved to commence the statutory process to declare the Proposed Scheme by giving public notice in February 2023 of the Proposed Scheme in response to the GTA's request. Public notice of the Proposed Scheme was made on 4 February 2023 in The Age newspaper and on Council's website, and individual notices were mailed to each affected property owner and occupier. Council invited submissions and objections regarding the Proposed Scheme to be lodged by 6 March 2023.

Key Issues

A summary of the submissions and objections to the Proposed Scheme received during the public notice period is outlined below.

Submissions

Council received **no submissions** in response to the public notice.

Objections

Any person who is liable for or otherwise required to pay the Greythorn special rate or charge is entitled to object in writing. Council received **no objections** from such persons.

As no objections were received from the 73 rateable properties in the Proposed Scheme, Council is permitted to resolve to declare the Proposed Scheme.

Implications of submissions

Council officers consider that the absence of any submissions and objections may be attributed to the value provided by the GTA in supporting businesses throughout COVID-19, increasing communication and information sharing, and seeking to identify ways to provide assistance through unprecedented times. Over the past five years, the GTA introduced a number of new initiatives to drive spending in businesses, and the Marketing Coordinator spent time visiting businesses face to face to engage them in the GTA's activities and provide a more personalised service.

Council officers are of the opinion that as there were no submissions received, no change is warranted to the declaration of the Proposed Scheme.

Declaration of the Proposed Scheme will ensure support for a comprehensive marketing and business development program, which will provide a special benefit for businesses and commercial property owners in the Centre.

If declared, the Proposed Scheme will apply for five years commencing 1 July 2023 and ending on 30 June 2028 and will raise approximately \$77,780 in the first year, with a total levy of approximately \$388,900 expected over five years.

The amount levied will increase each year consistent with the March quarter Consumer Price Index (All Groups, Melbourne) (**CPI**) which will be applied to the rate in the dollar and the minimum charges, along with any increases in the Capital Improved Value (**CIV**) of rateable properties during the life of the Proposed Scheme.

Council has obtained legal advice which has been considered as part of preparing this report.

MOTION

Moved Councillor Jim Parke

Seconded Councillor Garry Thompson

That Council resolve to

- 1. Declare the Greythorn Special Rate and Charge in accordance with Section 163 of the *Local Government Act 1989* (Act) as follows:**
 - a. a Greythorn Special Rate and Charge be declared for a period of five years commencing on 1 July 2023 and concluding on 30 June 2028.**
 - b. the Greythorn Special Rate and Charge be declared for the purpose of defraying expenses of advertising, promotion, centre management, business development and other incidental expenses associated with the encouragement of commerce in the Greythorn Shopping and Business Centre (Centre), which:**
 - i. Council considers is, or will be, of special benefit to those persons required to pay the Greythorn Special Rate and Charge; and**
 - ii. arises out of Council's functions of:**
 - encouraging and promoting economic sustainability, commerce, retail activity and employment opportunities in and around the Greythorn Special Rate and Charge area and the broader municipal district; and**
 - providing good governance in its municipal district for the benefit and wellbeing of the municipal community.**
 - c. the Greythorn Special Rate and Charge so declared will be assessed and levied in accordance with the following:**
 - i. A rate of 0.112 cents in the dollar of the Capital Improved Value (CIV) will be levied on each rateable property in the proposed Scheme;**
 - ii. Ground and upper level properties will be subject to a minimum charge of \$415 per annum;**
 - iii. No maximum charge per occupancy;**

- iv. The quantum of the rate in the dollar of the CIV of each rateable property in the area, and the quantum of the minimum charges will be adjusted on 1 July 2024 and on each anniversary of that date by the March quarter Consumer Price Index (All Groups, Melbourne) (CPI) during the 12 months preceding the end of that March quarter; and
 - v. The CIV of each parcel of rateable land is the CIV of that parcel of land at the time of levying the special rate and charge in each year. The CIV may change in the period during which the Greythorn Special Rate and Charge Scheme is in force, reflecting any revaluations and supplementary valuations which take place.
- d. the area for which the Greythorn Special Rate and Charge is so declared is the area highlighted in the plan annexed to this report (Area) (Attachment 2). For the purposes of this paragraph, the Area can be described generally as ground level properties and upper level properties in the area comprising:
 - i. Doncaster Road:
 - from Sylvander Street to Trentwood Avenue (odd numbers only);
 - from Harrington Avenue to 308 Doncaster Road (even numbers only); and
 - as well as properties in arcades;
 - ii. Sylvander Street (odd numbers only),
 - iii. Tannock Street, Centre Way, Agnes Avenue and Harrington Avenue.
- e. the land in relation to which the Greythorn Special Rate and Charge will be declared is all land within the Area (Attachment 2) primarily used, or adapted or designed to be used, for commercial purposes.
- f. the total cost of performing the function and the total amount of the Greythorn Special Rate and Charge to be levied is approximately \$77,780 in the first year, with a total levy of approximately \$388,900 over the five years of the scheme, having regard to adjustments in the CIV of the rateable properties and the application of CPI to the rate in the dollar and minimum charges as described in paragraph 2(c) of this resolution or such other amount as is lawfully levied as a consequence of this resolution.
- g. the benefit ratio, being the estimated proportion of the total benefits of the Greythorn Special Rate and Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Greythorn Special Rate and Charge, is 100%, as the community benefit is considered to be nil.

- h. the criteria to be used as the basis for levying the Greythorn Special Rate and Charge is ownership of any land described in paragraph 2(e) of this resolution.**
 - i. the ratepayers for the land described in paragraph 2(e) of this resolution will be required to pay the Greythorn Special Rate and Charge on the same date or dates as Council's general rates are due.**
 - j. Council will, subject to the Act, require a person to pay interest on any special rate and charge the person is liable to pay that has not been paid to the date specified for its payment.**
- 2. Write to the owners and occupiers of properties within the Greythorn Special Rate and Charge scheme advising them of the decision embodied in this resolution and associated appeal rights.**
- 3. Authorise the Director Community Support to enter into an agreement with the Greythorn Traders Association in relation to expenditure of the Greythorn Special Rate and Charge scheme proceeds.**
- 4. Authorise the Director Community Support to levy the Greythorn Special Rate and Charge in accordance with Section 163(4) of the *Local Government Act 1989*.**

CARRIED

7.3 Maling Road Shopping and Business Centre - Marketing and Business Development Fund

Purpose

The purpose of this report is for Council to:

- consider submissions and objections received following public notice of its intention to declare a special rate and charge for a marketing and business development fund for the Maling Road Shopping and Business Centre (**Centre**), and
- determine whether to declare the Proposed Maling Road Special Rate and Charge Scheme (**Proposed Scheme**).

Background

The Maling Road Shopping and Business Centre's current five year special rate and charge scheme is due to expire on 30 June 2023. The Scheme funds marketing and business development initiatives in the Centre. The Maling Road Business Association (**MRBA**) requested Council declare a renewed special rate and charge scheme to apply for five years from 1 July 2023 to 30 June 2028.

On 28 November 2022, Council resolved to commence the statutory process to declare the Proposed Scheme by giving public notice in February 2023 of the Proposed Scheme in response to the MRBA's request.

Public notice of the Proposed Scheme was made on 4 February 2023 in The Age newspaper and on Council's website, and individual notices were mailed to each affected property owner and occupier. Council invited submissions and objections regarding the Proposed Scheme to be lodged by 6 March 2023.

Key Issues

A summary of the submissions and objections to the Proposed Scheme received during the public notice period is outlined below.

Submissions

Council received **one submission** in response to the public notice from one property owner within the Scheme area.

The submission received indicated partial opposition to the Scheme, the details of which are provided below. The submission did not include a request to be heard in accordance with Section 223(1)(a)(iv) of the *Local Government Act 1989 (Act)*.

Objections

Any person who is liable for or otherwise required to pay the Maling Road special rate or charge is entitled to object in writing. Council received **one valid objection** from such persons, a property owner, who represented one property.

Council officers were able to establish a right to object for the one rateable property to which the objection relates by matching the submitter with Council's rates record of property owners.

As such, Council officers consider bona fide objections were made with respect to a total of one property. This equates to 1.25% of the 80 rateable properties in the Proposed Scheme. Because objections were received in respect of fewer than 50% of those properties to be included in the Scheme, Council is permitted to resolve to declare the Proposed Scheme but must still consider the submission made.

Implications of submission

In the objector's submission, the property owner advised that while they support the scheme that benefits retail tenant occupiers only, there is no benefit to their first floor office tenant and they should be excluded from the scheme.

A copy of the submission received is contained within **Confidential Attachment 6** to this report.

Council officers consider the low number of submissions and objections may be attributed to the value provided by the MRBA in supporting businesses throughout COVID-19, increasing communication and information sharing, and seeking to identify ways to provide assistance through unprecedented times. Over the past five years, the MRBA introduced a number of new initiatives to drive spending in businesses, and the Marketing Coordinator spent time visiting businesses face to face to engage them in the MRBA's activities and provide a more personalised service.

Council officers are of the opinion the submission received does not warrant any change to the declaration of the Proposed Scheme.

Further consideration is given to the submission in Section 4 of the report.

Declaration of the Proposed Scheme will ensure support for a comprehensive marketing and business development program, which will provide a special benefit for businesses and commercial property owners in the Centre.

If declared, the Proposed Scheme will apply for five years commencing 1 July 2023 and ending on 30 June 2028 and will raise approximately \$70,000 in the first year, with a total levy of approximately \$350,000 expected over five years.

The amount levied will increase each year consistent with the March quarter Consumer Price Index (All Groups, Melbourne) (**CPI**) which will be applied to the rate in the dollar and the minimum and maximum charges, along with any increases in the Capital Improved Value (**CIV**) of rateable properties during the life of the Proposed Scheme.

Confidentiality

Confidential information is contained in **Attachment 6**, as circulated in the confidential section of the agenda attachments, in accordance with Section 66(2)(a) and the definitions of “confidential information” in Section 3(1) of the *Local Government Act 2020*. The information relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

Council has obtained legal advice which has been considered as part of preparing this report.

MOTION

Moved Councillor Jane Addis

Seconded Councillor Lisa Hollingsworth

That Council resolve to

- 1. Receive and note the written submission and objection.**
- 2. Declare the Maling Road Special Rate and Charge in accordance with Section 163 of the *Local Government Act 1989* (Act) as follows:**
 - a. a Maling Road Special Rate and Charge be declared for a period of five years commencing on 1 July 2023 and concluding on 30 June 2028.**
 - b. the Maling Road Special Rate and Charge be declared for the purpose of defraying expenses of advertising, promotion, centre management, business development and other incidental expenses associated with the encouragement of commerce in the Maling Road Shopping and Business Centre (Centre), which:**
 - c.**
 - i. Council considers is, or will be, of special benefit to those persons required to pay the Maling Road Special Rate and Charge; and**

- ii. arises out of Council's functions of:
 - encouraging and promoting economic sustainability, commerce, retail activity and employment opportunities in and around the Maling Road Special Rate and Charge area and the broader municipal district; and
 - providing good governance in its municipal district for the benefit and wellbeing of the municipal community.
- d. the Maling Road Special Rate and Charge so declared will be assessed and levied in accordance with the following:
 - i. A rate of 0.08422 cents in the dollar of the Capital Improved Value (CIV) will be levied on each rateable property in the proposed Scheme;
 - ii. Ground level properties will be subject to a minimum charge of \$736 and maximum of \$1,021 per annum;
 - iii. All upper level properties will be subject to a minimum charge of \$446 and maximum of \$578 per annum;
 - iv. The quantum of the rate in the dollar of the CIV of each rateable property in the area, and the quantum of the minimum and maximum charges will be adjusted on 1 July 2024 and on each anniversary of that date by the March quarter Consumer Price Index (All Groups, Melbourne) (CPI) during the 12 months preceding the end of that March quarter; and
 - v. The CIV of each parcel of rateable land is the CIV of that parcel of land at the time of levying the special rate and charge in each year. The CIV may change in the period during which the Maling Road Special Rate and Charge Scheme is in force, reflecting any revaluations and supplementary valuations which take place.
- e. the area for which the Maling Road Special Rate and Charge is so declared is the area highlighted in the plan annexed to this report (Area) (Attachment 2). For the purposes of this paragraph, the Area can be described generally as ground level properties and upper level properties in the area comprising:
 - i. Maling Road:
 - from 85 to 141(odd numbers only);
 - from 60 to 122 (even numbers only); and
 - Theatre Place;
 - ii. Canterbury Road (even numbers only) from the railway line to Wattle Valley Road;
 - iii. Wattle Valley Road (1 Wattle Valley Road as part of property 208 Canterbury Road); and
 - iv. Bryson Street 1A and 2 to 8.

- f. the land in relation to which the Maling Road Special Rate and Charge will be declared is all land within the Area primarily used, or adapted or designed to be used, for commercial purposes.**
 - g. the total cost of performing the function and the total amount of the special rate and charge to be levied is approximately \$70,000 in the first year, with a total levy of approximately \$350,000 over the five years of the scheme, having regard to adjustments in the CIV of the rateable properties and the application of CPI to the rate in the dollar and minimum and maximum charges as described in paragraph 2(c) of this resolution or such other amount as is lawfully levied as a consequence of this resolution.**
 - h. the benefit ratio, being the estimated proportion of the total benefits of the Maling Road Special Rate and Charge to which the performance of the function or the exercise of the power relates (including all special benefits and community benefits) that will accrue as special benefits to all of the persons who are liable to pay the Maling Road Special Rate and Charge, is 100%, as the community benefit is considered to be nil.**
 - i. the criteria to be used as the basis for levying the Maling Road Special Rate and Charge is ownership of any land described in paragraph 2(e) of this resolution.**
 - j. the ratepayers for the land described in paragraph 2(e) of this resolution will be required to pay the Maling Road Special Rate and Charge on the same date or dates as Council's general rates are due.**
 - k. Council will, subject to the Act, require a person to pay interest on any special rate and charge the person is liable to pay that has not been paid to the date specified for its payment.**
- 3. Write to the owners and occupiers of properties within the Maling Road Special Rate and Charge scheme advising them of the decision embodied in this resolution and associated appeal rights.**
- 4. Authorise the Director Community Support to enter into an agreement with the Maling Road Business Association in relation to expenditure of the Maling Road Special Rate and Charge scheme proceeds.**
- 5. Authorise the Director Community Support to levy the Maling Road Special Rate and Charge in accordance with Section 163(4) of the *Local Government Act 1989*.**

CARRIED

7.8 Draft 2023-24 Budget

Purpose

The purpose of this report is to present to Council for endorsement the draft Budget 2023-24 (Budget) (**Attachment 1**).

Background

The draft Budget has been prepared in accordance with the requirements of the *Local Government Act 2020* and in line with Council's commitment to sustainable budgeting, responsible financial management and the State Government's rate cap for 2023-24. The draft Budget also includes Council's services, initiatives, and major initiatives to be delivered to the Boroondara community during 2023-24.

Key Issues

The draft Budget has been based on the Boroondara Community Plan 2021-31 (the Plan), which was developed after hearing the views of over 5,000 community members who told us what is important to them. Importantly, the draft Budget aligns with Council's 10-year Financial Plan, and includes a detailed four-year horizon, reflecting the priorities the community asked us to focus on over the next 4-year and 10-year terms.

Responsible planning has ensured we remain in a strong financial position to continue delivering on the priorities outlined in the Plan, despite the challenge of cost escalations. The draft Budget shows how we plan to invest in our community, not only across the next 12 months but also over the next four years.

Council's commitment to providing quality infrastructure remains a high priority, with the delivery of \$81 million of renewed and new community assets in the coming year.

A series of environmental initiatives are also planned to continue to minimise Council's impact on the environment and work towards a healthier, more sustainable future for our city. These initiatives include installation of solar lights along paths in parks and other outdoor community spaces and continued implementation of our Biodiversity Strategy to expand and maintain our significant biodiversity sites.

The draft Budget will ensure Boroondara continues to be in a strong financial position. The Budget will enable Council to respond to our community's priorities and demonstrate how we are bringing their vision to life, so that we can create 'a sustainable and inclusive community'.

Next Steps

The draft Budget will be available for the community to view on Council's website between Wednesday 24 May and Tuesday 6 June 2023. Any proposals received from the community in response to the draft budget will be considered as part of the development of the 2024-25 Budget.

The final Budget 2023-24 will be considered for adoption at the Council meeting on the 19 June 2023.

MOTION

Moved Councillor Jim Parke

Seconded Councillor Nick Stavrou

That Council resolve to endorse the draft Budget 2023-24 as follows:

- 1. That the draft Budget 2023-24, included in Attachment 1 be the draft Budget 2023-24 developed by Council for the purposes of sections 94 and 96 of the *Local Government Act 2020*.**
- 2. That the draft Budget 2023-24 be available for the community to view on Council's website between Wednesday 24 May and Tuesday 6 June 2023.**
- 3. The Chief Executive Officer be authorised to effect any minor administrative changes which may be required to the draft Budget 2023-24.**
- 4. That the draft Budget 2023-24 be presented for adoption as Council's Budget for 2023-24, in accordance with section 94 of the *Local Government Act 2020* at a meeting of Council to be held on Monday, 19 June 2023 for the sole purpose of adopting the budget.**

UNANIMOUSLY CARRIED

8. General business

8.1 Leave of Absence - Various Councillors

Councillor Thompson and **Councillor Hollingsworth** declared a material conflict of interest in Item 8.1 General Business in accordance with section 128 of the Local Government Act 2020 and the Governance Rules.

Councillor Thompson and Councillor Hollingsworth advised that the nature of their interest is that the request is for a personal leave for the dates requested.

Councillor Thompson and Councillor Hollingsworth exited the meeting at 7.20pm prior to the consideration and vote on this item.

MOTION

Moved Councillor Susan Biggar

Seconded Councillor Jim Parke

That Council resolve to grant the following leaves of absence from Council:

- **Councillor Thompson on Monday 24 July 2023**
- **Councillor Thompson on Monday 21 August 2023**
- **Councillor Watson on 22 May 2023**
- **Councillor Hollingsworth on 19 June 2023**

CARRIED

Councillor Thompson and Councillor Hollingsworth entered the chamber at 7.22pm and resumed their seats.

8.2 IDAHOBIT Library event

Councillor Parke reference the earlier public question relating to the cancelling of the drag time story event in a Council library and the Council response provided.

Councillor Parke stated that he did not believe that the description provided of Council “relenting to the intimidation of far-right groups” was an accurate representation of what actually occurred. He requested it be noted that the decision to hold the event was not one made by the elected Council and was instead made by officers and that the decision to cancel the event was also made by officers; not by the elected Council.

8.3 Condition of Dorothy Laver Reserve

Councillor Franco noted that during the February Council meeting he raised a matter of General Business that was not included in the minutes. For completeness and to ensure the matter is included in minutes he again raised his concerns with the state of the playing fields at Dorothy Laver Reserve West.

Councillor Franco stated that he has received an ever increasing number of representations from players and parents of both Ashburton United Soccer Club and Alamein FC regarding the useability and safety of the fields for both training and matches.

Councillor Franco concluded by noting that when the budget was adopted earlier in the meeting funding was allocated for works to this field.

9. Urgent business

Nil

10. Confidential business

Nil

The meeting concluded at 7.28pm

Confirmed

Chairperson

Date

MINUTES ATTACHMENTS



Council

Monday 22 May 2023

Attachments annexed to the minutes for the following items:

- 4. Informal Meetings of Councillors
 - 7.1 Ashburton Shopping and Business Centre - Marketing and Business Development Fund
 - 7.2 Greythorn Shopping and Business Centre - Marketing and Business Development Fund
 - 7.3 Maling Road Shopping and Business Centre - Marketing and Business Development Fund
 - 7.6 March 2023 Quarterly Performance Report
 - 7.7 Recommendations of Audit and Risk Committee Meeting

Record of Informal Meetings of Councillors

| Assembly details | Councillor attendees | Officer attendees | Matters discussed | Conflict of Interest disclosures |
|---|---|---|--|----------------------------------|
| Councillor Briefing & Discussion 20 March 2023 | Cr Sinfield Cr Stavrou Cr Hollingsworth Cr Gault Cr Parke Cr Biggar Cr Addis Cr Thompson Cr Watson Cr Gillies | Phillip Storer (CEO) Daniel Freer (DPS) Kate McCaughey (DCS) Mans Bassi (DCT) Scott Walker (DUL) Bryan Wee (MGL) David Cowan (MPP) Christian Wilmsen (CTRP) Elizabeth Manou (SGI) | <ul style="list-style-type: none"> Community Nomination Process The Voice Community Engagement Meeting Agendas | Nil |
| Councillor Planning and Budget Workshop 24 March 2023 | Cr Sinfield Cr Stavrou Cr Hollingsworth Cr Gault Cr Parke Cr Biggar Cr Addis Cr Thompson Cr Watson Cr Gillies | Phillip Storer (CEO) Daniel Freer (DPS) Kate McCaughey (DCS) Mans Bassi (DCT) Scott Walker (DUL) Bryan Wee (MGL) Amy Montalti (CFO) Mary-Anne Palatsides (EMPCD) Shaun Martin (MACP) Nicole White (MSP) Sapphire Allan (MA) Kaitlyn Yeomans (CSPR) | <ul style="list-style-type: none"> Draft Budget 2023-2024 Planning matters | Cr Thompson |
| Councillor Briefing & Discussion 27 March 2023 | Cr Sinfield Cr Stavrou Cr Hollingsworth Cr Gault Cr Parke Cr Biggar Cr Addis Cr Thompson Cr Watson Cr Gillies Cr Franco | Phillip Storer (CEO) Daniel Freer (DPS) Kate McCaughey (DCS) Mans Bassi (DCT) Scott Walker (DUL) Bryan Wee (MGL) Amy Montalti (CFO) David Cowan (MPP) Jim Hondrakis (MTT) Fiona Brown (MCPD) Liam Merrifield (SGO) | <ul style="list-style-type: none"> Maling Road Diversity and Inclusion | Nil |

Record of Informal Meetings of Councillors

| Assembly details | Councillor attendees | Officer attendees | Matters discussed | Conflict of Interest disclosures |
|--|---|---|--|----------------------------------|
| Councillor Briefing & Discussion 3 April 2023 | Cr Sinfield Cr Stavrou Cr Hollingsworth Cr Gault Cr Parke Cr Biggar Cr Addis Cr Thompson Cr Watson Cr Gillies Cr Franco | Phillip Storer (CEO) Daniel Freer (DPS) Kate McCaughey (DCS) Scott Walker (DUL) Bryan Wee (MGL) Clare Davey (LT) Andrea Lomdahl (PPM) Liam Merrifield (SGO) | <ul style="list-style-type: none"> North East Link Kew Recreation Centre Councillor Portraits | Nil |
| Councillor Briefing & Discussion 17 April 2023 | Cr Sinfield Cr Stavrou Cr Hollingsworth Cr Gault Cr Parke Cr Addis Cr Thompson Cr Watson Cr Gillies Cr Franco | Phillip Storer (CEO) Daniel Freer (DPS) Kate McCaughey (DCS) Mans Bassi (DCT) Scott Walker (DUL) Bryan Wee (MGL) Mary-Anne Palatsides (EMPCD) Sapphire Allan (aCFO) Christine White (MCP) Katherine Stakula (HSC) Jarrod Filosa (CBP) Rachael Meredith (OCDL) Elizabeth Manou (SGI) | <ul style="list-style-type: none"> Planning and Placemaking Kew Recreation Centre Engagement Survey Budget 2023-2024 | Cr Thompson |

MINUTES ATTACHMENTS



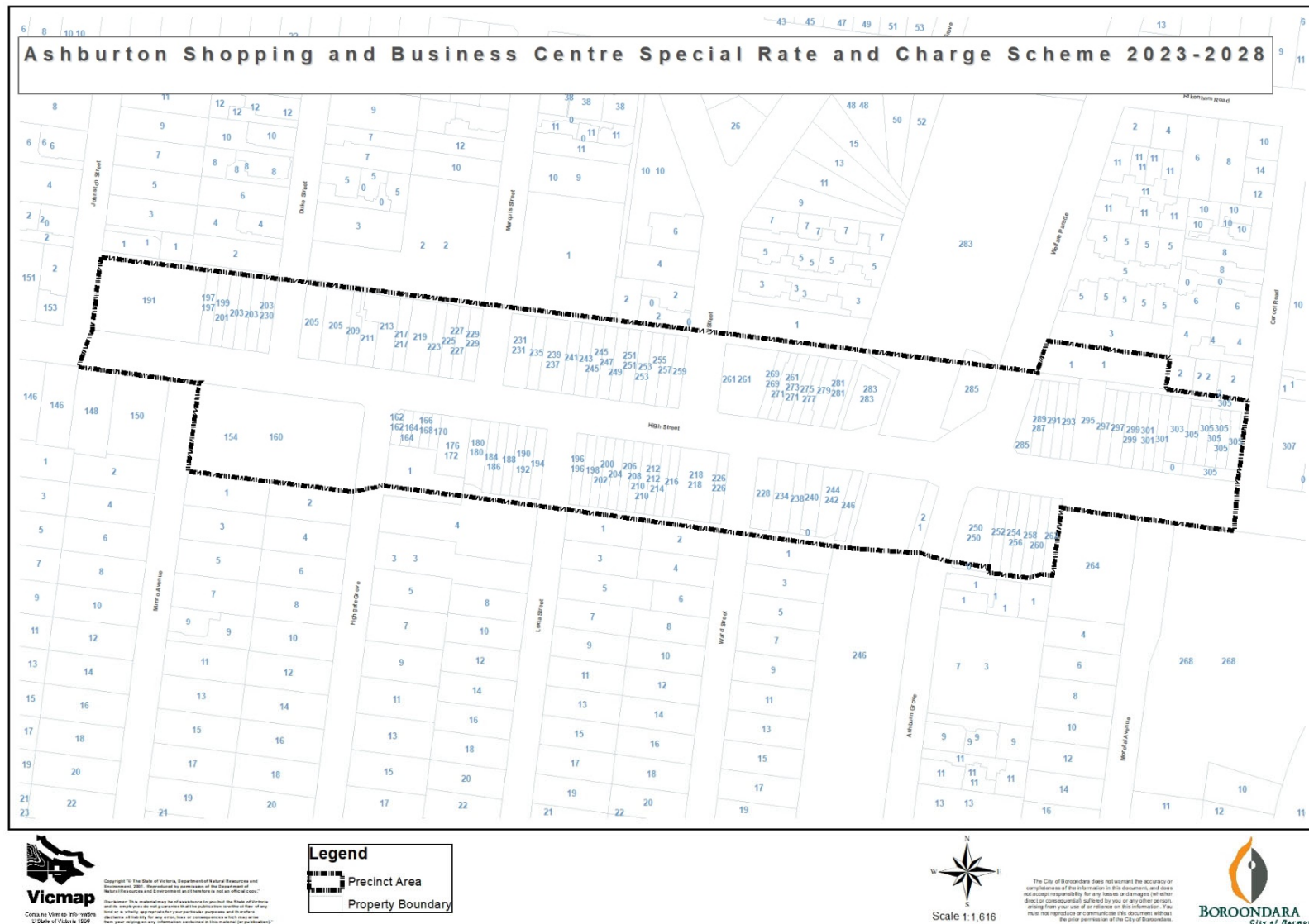
Council

Monday 22 May 2023

Attachments as annexed to the resolution:

- 7.1 Ashburton Shopping and Business Centre - Marketing and Business Development Fund

Proposed Ashburton special rate and charge scheme 2023 - 2028 (the Plan)



MINUTES ATTACHMENTS



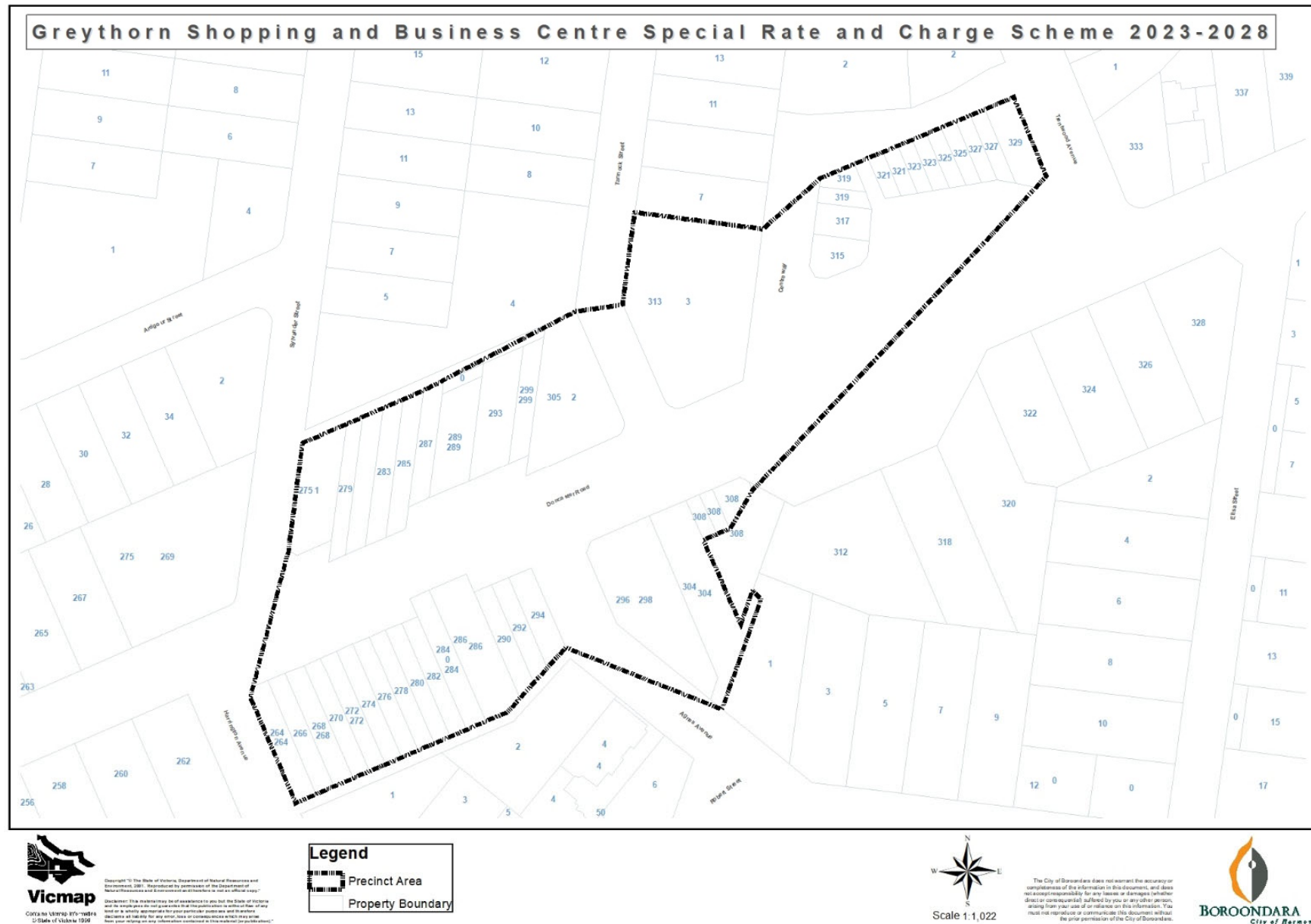
Council

Monday 22 May 2023

Attachments as annexed to the resolution:

- 7.2 Greythorn Shopping and Business Centre - Marketing and Business Development Fund

Proposed Greythorn special rate and charge scheme 2023 - 2028 (the Plan)



MINUTES ATTACHMENTS



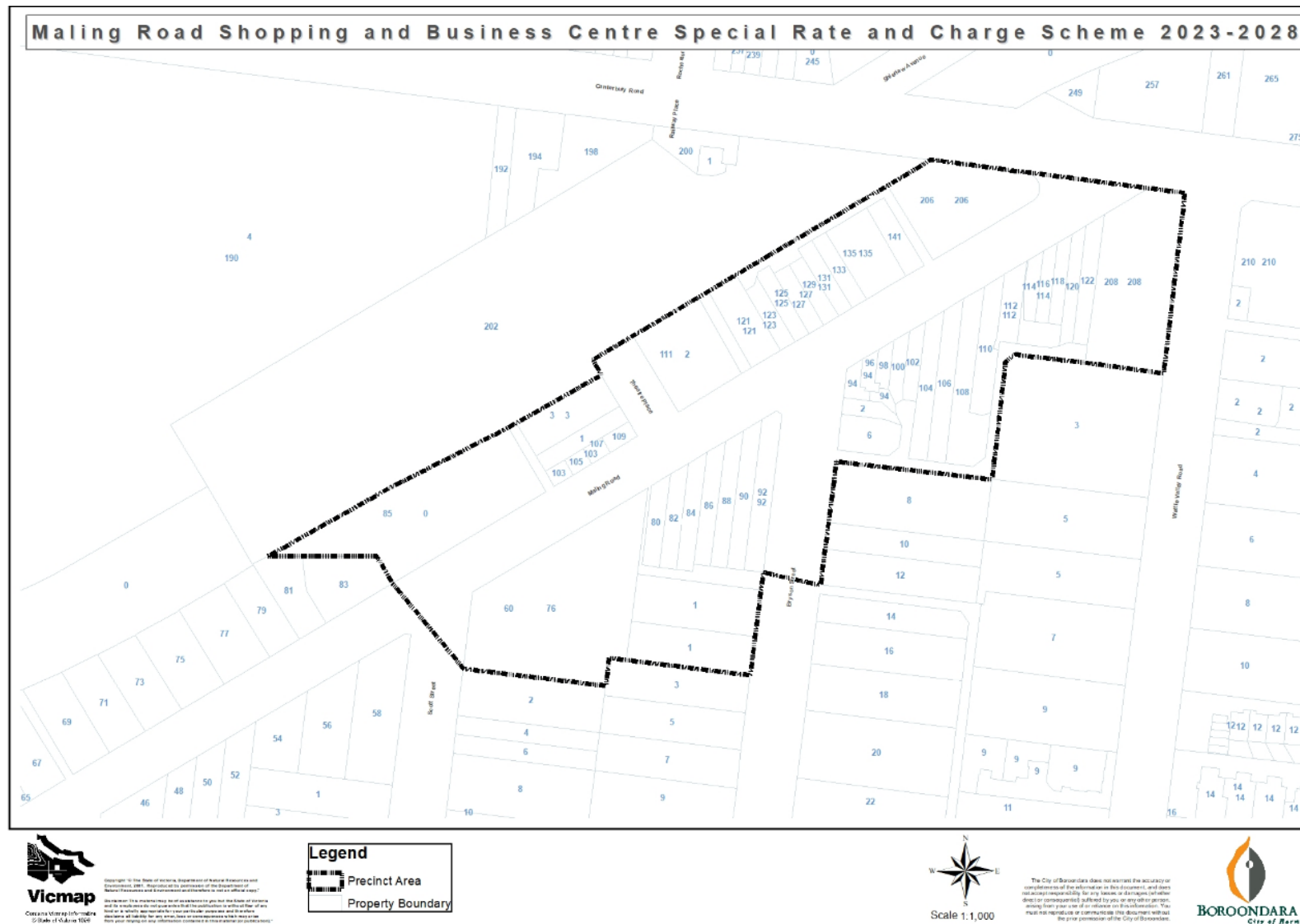
Council

Monday 22 May 2023

Attachments as annexed to the resolution:

- 7.3 Maling Road Shopping and Business Centre - Marketing and Business Development Fund

Proposed Maling Road special rate and charge scheme 2023 - 2028 (the Plan)



MINUTES ATTACHMENTS



Council

Monday 22 May 2023

Attachments as annexed to the resolution:

7.6 March 2023 Quarterly Performance Report



Quarterly Performance Report

January to March 2023

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1. Executive overview and key highlights

1.1 Introduction

The March 2023 Quarterly Performance Report provides detailed reporting on performance against both the 2022-23 Annual Budget and the Boroondara Community Plan (BCP) 2021-31 (incorporating the 10-year Community Vision, Council Plan 2021-25 and Municipal Public Health and Wellbeing Plan 2021-25).

This executive overview will focus on a summary of financial and non-financial issues and key highlights, while **Section 3 - Directorate overviews** and **Section 4 - Financial and Performance Statements** will focus in greater detail on variances and key issues and events.

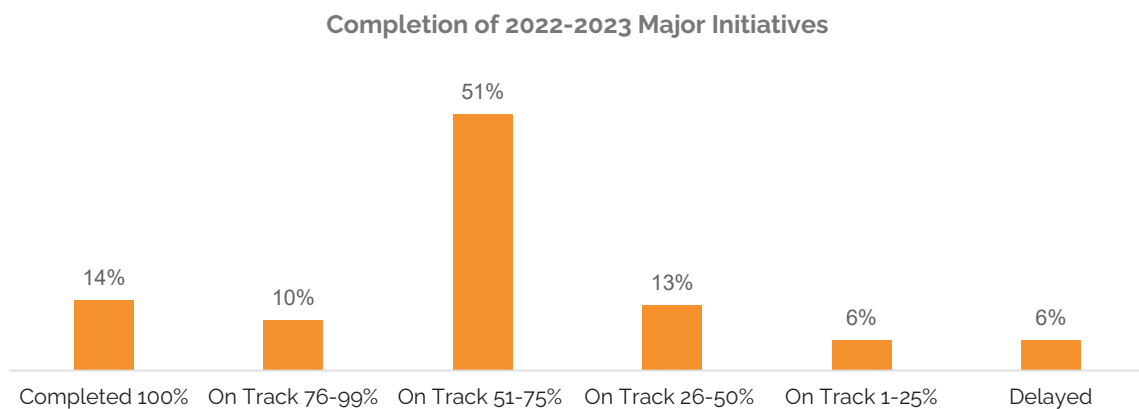
The year to date and annual budget referred to in this report reflects the 2022-23 Amended Budget approved by Council on 14 November 2022, which includes the carry forward funding for final 2021-22 priority projects and capital works forward commitments.

The 2022-23 Full Year Forecast reflects the final result of the full year review of the annual financials to be undertaken during the year.

1.2 Performance against Major Initiatives

There are 49 Major Initiatives for the financial year FY 2022-23. For the quarter ending March 2023, 14% of initiatives have been completed. Eighty percent (80%) of the major initiatives have commenced and are on track to be completed by the end of the financial year. Six percent (6%) are delayed and are not anticipated to be completed by end of the financial year.

The progress of achieving the Major Initiatives has been reported as per the following chart:



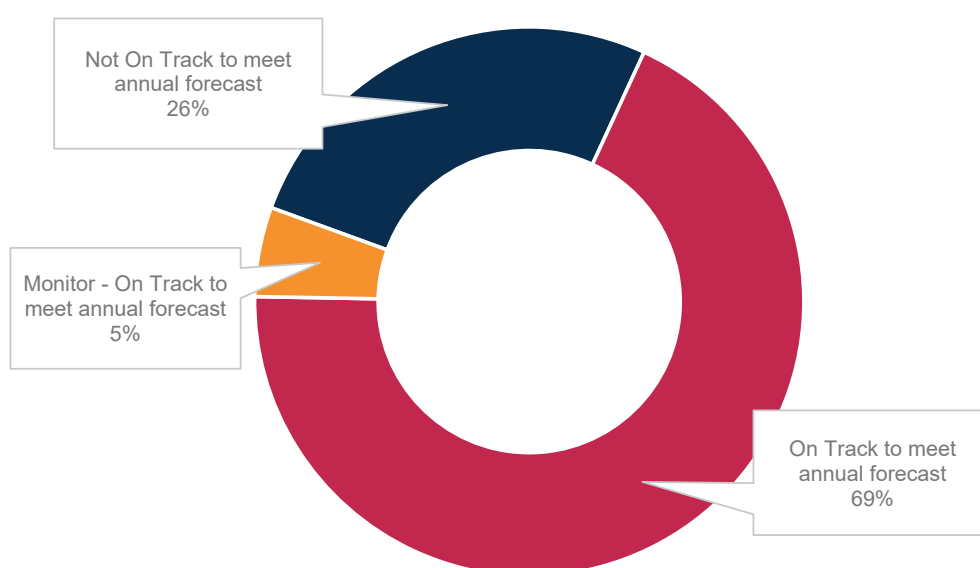
Please refer to **pages 15 to 70** for further details and explanations.

1.3 Performance of Strategic Indicators

The Boroondara Community Plan 2021-31 contains 52 strategic indicators, of which 33 are annual measures. The remaining 19 are reported on a quarterly basis, with data being available quarterly on the progress towards the annual forecast.

For the quarter ending March 2023, 13 of the strategic indicators are on track to achieve target by the end of the financial year. One of the strategic indicators is being monitored and anticipated to achieve target by the end of the financial year. Five (5) of the strategic indicators are not on track to achieve the annual target by the end of the financial year, with commentary provided in **Section 3** of this report.

Strategic Indicators reported on a quarterly basis (19 of 52 Strategic Indicators)



Please refer to **pages 14 to 67** for further details and explanations.

2. Key financial highlights and overview

| Key financial summary | ANNUAL ORIGINAL BUDGET \$'000 | YTD ACTUAL (1) \$'000 | YTD BUDGET (2) \$'000 | YTD VARIANCE (1) - (2) \$'000 | YTD VARIANCE (1) / (2) % | STATUS YTD VARIANCE | FULL YEAR FORECAST (3) \$'000 | 2022-23 AMENDED BUDGET (3) \$'000 | FORECAST VARIANCE (3) - (4) \$'000 | STATUS FULL YEAR VARIANCE |
|---------------------------------|--|--------------------------------|--------------------------------|--|-----------------------------------|---------------------------|--|---|---|---------------------------------|
| Surplus/(Deficit) for the year | 6,607 | 70,127 | 61,106 | 9,021 | 15% | ✓ | 12,956 | 2,280 | 10,676 | ✓ |
| Recurrent income | 255,177 | 242,169 | 239,325 | 2,844 | 1% | ✓ | 253,359 | 249,618 | 3,741 | ✓ |
| Recurrent expenditure | 226,608 | 160,540 | 163,404 | 2,864 | 2% | ✓ | 227,738 | 226,757 | (981) | — |
| Capital works | | | | | | | | | | |
| Expenditure * | 78,890 | 36,527 | 39,125 | 2,598 | 7% | ✓ | 68,125 | 73,702 | 5,577 | ✓ |
| Priority projects | | | | | | | | | | |
| Expenditure * | 23,148 | 15,496 | 19,482 | 3,986 | 20% | ✓ | 26,420 | 34,799 | 8,379 | ✓ |
| Closing cash and investments ** | 87,121 | 173,608 | 155,398 | 18,210 | 12% | ✓ | 128,170 | 115,616 | 12,554 | ✓ |

* Please refer to pages 87 & 94 for further explanation of variances.

** Refer to page 85 for further details and explanation of closing cash and investments holdings and financial assets.

Status legend:

| | |
|---|--|
| ✓ | Above budgeted revenue or under budgeted expenditure. |
| — | Below budgeted revenue or over budgeted expenditure by <10%. |
| ✗ | Below budgeted revenue or over budgeted expenditure by >10%. |

The overall financial position at 31 March 2023 is satisfactory with a working capital ratio of 3.42 to 1 (includes cash contingency for emergency response works and reserve funds of \$23.47 million).

2.1 Surplus Result

Year to date actual vs. Year to date 2022-23 Amended Budget

The year to date surplus result of \$70.13 million as per the budget is due to the striking of full year annual rates in August 2022. The surplus result will reduce over the course of the year as Council delivers services to the community. In addition the favourable result against year to date budget of \$9.02 million or 15% is due to timing differences for income and expenditure across Council. Refer to **Section 4 Financial Performance** for details on Council's financial performance.

Full Year Forecast vs. 2022-23 Amended Budget

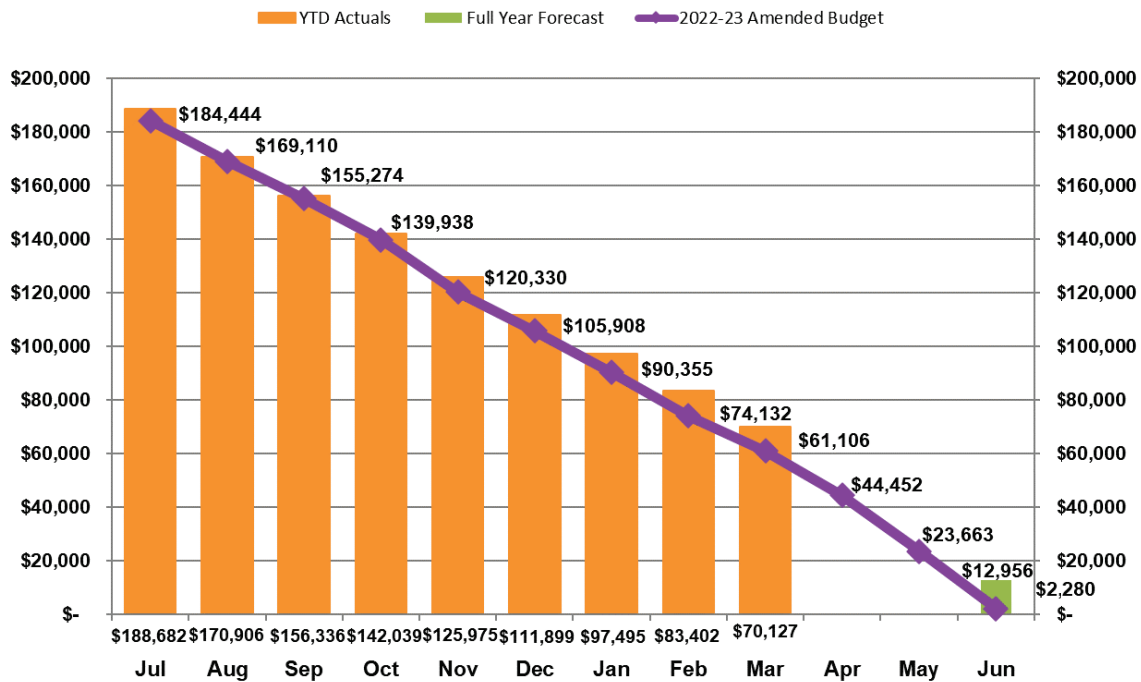
The 2022-23 Full Year Forecast of \$12.96 million represents an increase in the surplus result by \$10.68 million above the 2022-23 Amended Budget surplus of \$2.28 million.

The full year forecast result is the subject of an extensive review undertaken with departments during the March quarter. The current forecast position indicates an improved surplus outcome due to higher interest income of \$2.40 million, employee cost savings of \$1.28 million, lower expenditure for amortisation - right of use assets of \$707,000 and net priority project carry forwards of \$9.68 million. This is partially offset by an increase in materials and service expenditure of \$3.14 million and a decrease in user fees of (\$523,000), priority projects income of (\$498,000) and statutory fees and fines income (\$355,000).

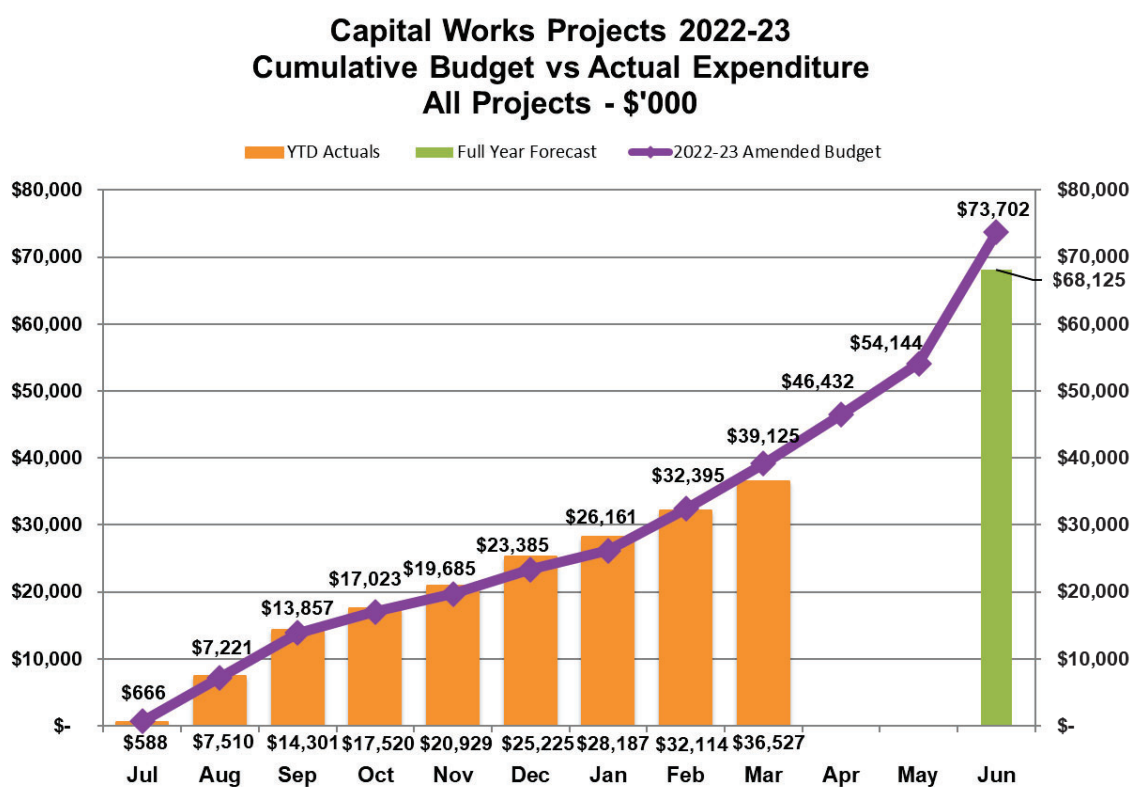
Closing cash and investments are forecast to be \$128.17 million which is \$12.55 million above the 2022-23 Amended Budget of \$115.62 million. This is primarily due to items noted above and the recognition of capital works forward commitments of \$5.55 million and priority projects forward commitments of \$9.68 million which will be carried forward to 2023-24.

Please refer to the graphical representation below of actual year to date surplus result versus the 2022-23 Amended Budget.

Surplus Result 2022-23 Surplus Result vs Annual Amended Budget \$'000



2.2 Capital Works

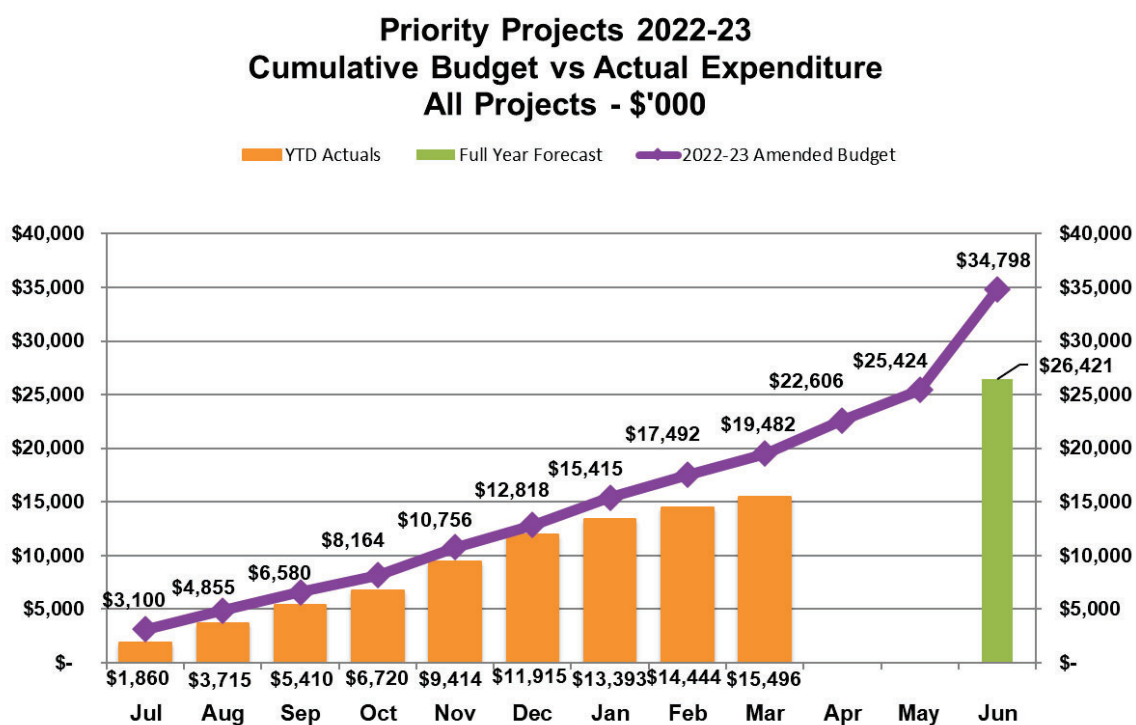


Council's year to date performance in gross capital works expenditure is \$36.53 million which is \$2.60 million below year to date budget phasing of \$39.13 million.

Capital works committed expenditure as 31 March 2023 is \$30.17 million (year to date actual and commitments equates to \$66.70 million) and includes committed expenditure for multi-year projects with the most significant being Kew Recreation Centre.

Please refer to **Section 4.7 Capital Works performance** for further explanation.

2.3 Priority Projects

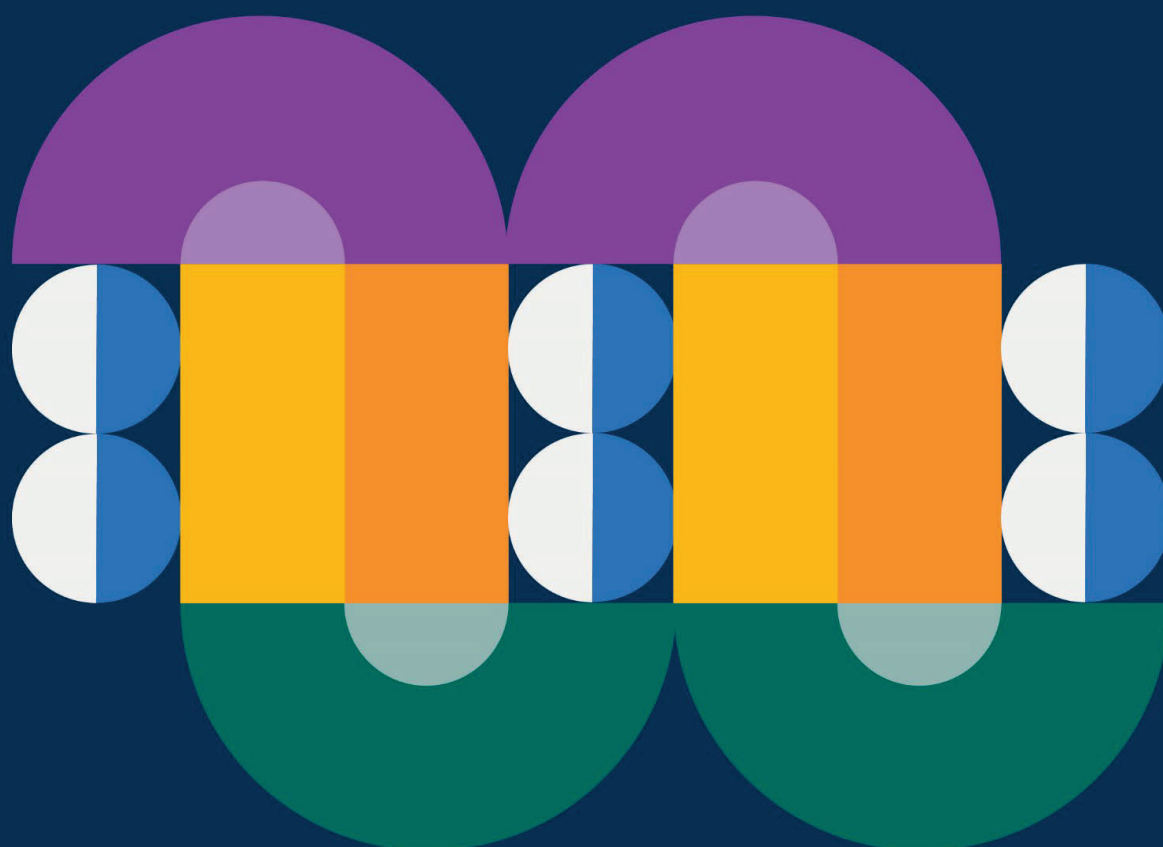


Council's year to date performance in gross priority project expenditure is \$15.50 million which is \$3.98 million below year to date budget phasing of \$19.48 million. The difference relates to timing of expenditure on various projects.

Priority projects committed expenditure as at 31 March 2023 is \$18.13 million (year to date actual and commitments equates to \$33.63 million).

Please refer to **Section 4.8 Priority Projects performance** for further explanation.

Our Performance



Our Performance

The Boroondara Community Plan

The Boroondara Community Plan 2021–31 (the Plan) sets out the 10-year vision for Council based on the aspirations of our community and the seven priority themes the community told us are important.

The Plan incorporates the 10-year Community Vision, the Council Plan 2021-25 and the Municipal Public Health and Wellbeing Plan 2021-25, responding to Council's requirements under the *Local Government Act 2020* and the *Victorian Public Health and Wellbeing Act 2008*.

Council takes an integrated approach to planning and reporting, with the Plan directly informing the short, medium and long-term goals of Council. Through integrating the seven themes of the Plan across our key strategic documents, this ensures consistency and alignment with the community's aspirations and priorities across our planning, budgeting, asset management and reporting.

Each year, Council delivers an Annual Budget which demonstrates the resources we will allocate to ensure delivery of the Strategic Objectives of the Plan. The Annual Budget 2022-23 adopted by Council in June 2022 outlines Council's major initiatives and strategic indicator targets for the 2022-23 financial year.

Our ongoing monitoring and reporting of performance through monthly, quarterly, and annual reports ensures we are accountable, transparent and comply with legislation.

How we are measured

Our performance is reported in this section against each Boroondara Community Plan theme in four ways:

- Results of strategic indicators set out in the Annual Budget 2022-23.
- Progress of major initiatives set out in the Annual Budget 2022-23.
- Results of legislatively prescribed service performance indicators and measures.

| Themes | Strategic Objective |
|--|---|
|  Community, Services and Facilities | Community services and facilities are high quality, sustainable, inclusive and strengthen resilience. |
|  Parks & Green Spaces | Green and open spaces are provided, well-utilised and enhanced. |
|  The Environment | The environment is considered in all decision making. |
|  Neighbourhood Character and Heritage | Protect the heritage and respect the character of Boroondara, while facilitating appropriate, well-designed development. |
|  Moving Around | Travel options are safe, efficient and accessible, with active and public transport encouraged. |
|  Local Economy | Support local businesses and enhance shopping precincts, fostering a strong economy and welcoming places for the community. |
|  Leadership and Governance | Ensure decisions are financially and socially responsible through transparent and ethical processes. |



Theme 1

Community, Services and Facilities

Community services and facilities are high-quality, sustainable, inclusive and strengthen resilience.



Community, Services and Facilities highlights

- On Wednesday 8 March 2023, Council hosted its annual International Women's Day Breakfast at the Hawthorn Arts Centre:
 - To align with the 2023 International Women's Day theme of #EmbraceEquity, guests heard from the Mayor, and keynote speaker, Helen Kapalos, about the importance of diversity and inclusion in achieving gender equity. They also enjoyed a musical performance by artist Emily Soon
 - The event was attended by approximately 100 people from all ages and backgrounds from across Boroondara, including residents and representatives from local community agencies
 - Councillors, young leaders, cultural champions and representatives from sporting clubs and businesses volunteered their time on the day to act as table hosts, and support community conversations about leadership and making a difference in our local spheres of influence
 - Participants provided positive feedback about the event overall, noting it was a great opportunity to connect with other community members on this issue and celebrate the achievements of women.
- To assist Council to promote and celebrate Cultural Diversity Week, a range of activities were held between 11 and 21 March 2023 including:
 - Development and promotion of free recipe cards featuring migration stories and recipes from different cultures
 - Holding community cooking demonstrations at the:
 - Shirdi Sai Temple in Camberwell on 19 March 2023
 - Balwyn Community Centre on 16 March 2023
 - Boroondara Youth Hub on 24 March 2023
 - Lighting up the Hawthorn Arts Centre on 21 March 2023 to recognise the International Day for the Elimination of Racial Discrimination.
- The Boroondara Volunteer Expo was held on 22 March 2023 at the Hawthorn Arts Centre, with exhibits from 45 community organisations showcasing diverse volunteer opportunities to the community. Fifty-three expressions of interest were received from community groups interested in hosting an exhibit at the event. The Expo was attended by over 340 community members who expressed interest in volunteering following the COVID-19 pandemic.
- The inaugural Boroondara Sports club accreditation scheme was launched, with 10 clubs gaining accreditation across the gold, silver, and bronze levels. The program rewards clubs that provide a safe, inclusive, and welcoming environment for all players, spectators, and volunteers.
- Street sweeping service frequency increased to fortnightly during Autumn this year for streets not included in the bulk leaf collection program. This is part of a trial to provide better service across all Boroondara streets.
- The Active Ageing team launched the Seniors Exercise Equipment at Victoria Park, Kew, with an Open Day in February 2023. A team of trained volunteers were on-site to demonstrate how the exercise equipment could be used to benefit older adults, with exercises to improve balance, mobility, and strength. Approximately 150 older people attended the Open Day and many more attended the come and try sessions in March 2023.
- Last Days of Summer engaged more than 370 children and young people at the Hawthorn Arts Centre, presented by Boroondara Arts in collaboration with Boroondara Library Service, and Boroondara Youth and Families. This fun-filled event included creative workshops, arts activities, gardening, storytime and pop-up library, games, musical performances and safety tips from Kew Traffic School.
- Street Sounds took music to the local shopping and community precincts, creating vibrant entertainment as the community shopped, dined, and explored the local area. More than 1,200 people enjoyed the summer entertainment in across January.

- Free arts and cultural events engaged more than 6,500 people from the Boroondara community and surrounding municipalities, with arts, cultural and musical entertainment.
- The Library Service supported a number of book sales as part of its ongoing partnerships with the Kew Historical Society and the Ashburton Community Centre this Quarter.
- Books continue to be donated to Maternal Child Health Centres via the Little Libraries program.
- Received almost 1000 new book requests from community members during this reporting period, with officers able to fulfill 73% of these requests.
- 16,633 young people engaged at large events, which has been supported through increased activations with youth programs, community events, community partners, schools and Swinburne University of Technology.

Strategic Indicator Results

Strategic Objective: Community services and facilities are high quality, sustainable, inclusive and strengthen resilience.

| Strategic Indicator | Status | YTD Actual Result | Annual Forecast | Comments |
|---|----------|-------------------|-----------------------|---|
| Food safety assessments (percentage of registered class 1 food premises and class 2 food premises receiving an annual food safety assessment) | Monitor | 73.63% | 100% | Target remains on track and Health Services has worked diligently to inspect Class 1 and Class 2 food premises and addressing non-compliances to prevent foodborne illness in the public. |
| Number of attendances by young people at youth programs or services | On Track | 16,633 | 4,000 - 4,700 | Engagements are significantly higher due to the post COVID-19 environment being more conducive to young people participating in community life. This has been supported through increased activations with young people at youth programs, community events, with community partners, schools and Swinburne University of Technology. |
| Number of vaccinations administered | Monitor | 11,594 | 21,432 | The number of vaccines administered in this Quarter is lower than the previous year due to scheduling of Year 10 visits to later in the year following Human papillomavirus (HPV) immunisation schedule changes. |
| Number of arts and cultural community events delivered or supported by Council | On Track | 180 | 100 - 190 | Measure is on track to meet target. |
| Overall participation in library services (includes loans, returns, visits programs attendance, e-books and audio loans, enquiries, reservations, Wi-Fi and virtual visits) | On Track | 5,455,619 | 5,000,000 - 5,700,000 | Overall participation in library services has grown across Quarter 3, with an increase in visitation, attendance at events and loans. Study spaces continue to be well utilised across all sites, library enquiries have increased and the number of members |

| Strategic Indicator | Status | YTD Actual Result | Annual Forecast | Comments |
|--|---------|-------------------|-----------------|--|
| | | | | using the Wi-Fi is at its highest since Quarter 3, 2019-20. |
| Percentage of graffiti removed from Council-owned assets within one business day of notification | Monitor | 98.19% | 100% | <p>The target of one business day was not met for all requests due to OHS requirements. Some jobs required safety access equipment, which resulted in taking longer than expected to complete graffiti removal.</p> <p>The annual target will not be met due to this issue and the contractor's staff shortages.</p> |

Progress of Major Initiatives

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|---|
| 1.1: Inform Council's planning and strategic direction to align its delivery of services to meet community need by undertaking an analysis of the 2021 ABS data to identify current and projected changes in Boroondara's population | On Track | 95% | <p>Most of 2021 Australian Bureau of Statistics Census data has been released. The Socio-Economic Indexes for Areas (SEIFA), which is the last data release, will be updated in mid-2023.</p> <p>Data continues to be shared across Council and has been used to inform the development of key strategic documents, such as the refresh of the Disability Action Plan and the Boroondara Housing Strategy.</p> <p>The Social Research Team has also continued to present data at department meetings and provide ongoing support via a research request service.</p> <p>Council's social statistics website pages are also being updated.</p> |

| Our Initiatives | Status | Progress | Comments |
|---|----------|----------|--|
| | | | |
| <p>1.2: Consider the needs and aspirations of people with a disability identified through community consultation by presenting a draft of the Boroondara Disability Action Plan 2023-27 to Council</p> | On Track | 80% | <p>Findings from the community consultation in 2022 and extensive research have been used to inform the development of the draft Boroondara Disability Access and Inclusion Plan 2023-2027, which will be presented to Council for endorsement for public feedback in mid-2023. People with disability, their families, and carers, as well as community groups and organisations that support and advocate for people with disability were consulted to understand their needs and aspirations.</p> <p>The draft Plan will guide Council's efforts to improve Boroondara for people with disability. It provides a four-year vision and a two-year implementation plan for delivering actions. A new implementation plan will be developed at the end of 2025.</p> <p>For the first time Council marked World Autism Awareness Day on 2 April 2023.</p> |

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|--|
| | | | <p>This is in response to feedback received during the consultation the community wanted more activities and understanding of people with neurodiversity. To mark this date, Council hosted:</p> <ul style="list-style-type: none"> • a calm storytime • relaxed Kew Traffic School session • sensory friendly activities • slow yoga sessions at the Youth Hub. <p>Council also used this opportunity to promote our Access Keys, Social Stories, an autism booklist and Amaze (a leading autism organisation).</p> |
| <p>1.3: Support older people to understand and navigate the Aged Care system by hosting information sessions and providing written and digital information on My Aged Care and commonwealth funded aged care services</p> | On Track | 75% | <p>Council assisted older people to understand and navigate the aged care system in a number of ways, including:</p> <ul style="list-style-type: none"> • Development of a resource to inform residents on the services available from Council and how to access services from alternative providers • Delivered two in-person aged care information sessions in providing participants with information on My Aged Care and how to book an assessment • Providing information to Seniors Club presidents and to Seniors group members on Australian Government webinars relating to My Aged Care and the Commonwealth Support Program. |

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|---|
| 1.4: Connect people living with a disability in Boroondara to physical activity opportunities by developing a Disability Sports Hub in collaboration with Disability Sport and Recreation (DSR) and the YMCA | On Track | 75% | The Boroondara Disability Sport and Recreation Hub is now live and six new sports wheelchairs are available for use at the Boroondara Sports Complex. |
| 1.5: Create an all-ability recreation facility to meet current and future community needs by completing the construction of the Kew Recreation Centre | Delayed | 60% | Construction of Kew Recreation Centre has been delayed due to the collapse of the roof and WorkSafe investigation. Steel currently being removed, due for completion late April, and transported to a venue for further testing and investigation by WorkSafe. |
| 1.6: Enhance the provision of early years education, disability and recreation services to the local community by completing the construction of the Canterbury Community Precinct and supporting the coordination of the community agencies on site to work together to optimise service provision | On Track | 80% | Construction of Canterbury Community Centre Stage has been completed and open to the community for use. Stage 2 works commenced mid-April 2023 and due for completion mid-late 2023. |
| 1.7: Enrich and empower the community by providing high quality community-focused library collections, programs, facilities and services through implementation of the 2022-23 actions from the Boroondara Library Action Plan 2020 - 2025 | On Track | 75% | <p>Highlights from the Boroondara Library Services Plan in Quarter 3 are:</p> <ul style="list-style-type: none"> • Last days of summer school holiday program on 19 January 2023 - a collaborative event across Council teams which celebrated the final days of summer holidays with a free fun-filled day for the whole family • The Big Summer Read ran across January 2023. This state-wide reading program encouraged young people to continue reading (and developing their literacy skills) over the summer holidays. A total of 240 young people registered reading more than 1,200 books during the summary holidays |

| Our Initiatives | Status | Progress | Comments |
|---|----------|----------|--|
| | | | <ul style="list-style-type: none"> Boroondara Photograph competition opened on 6 March 2023 with the theme of 'Celebrate Boroondara'. The competition is open to photographers of all ages and is seeking entries that recognise the diversity and heritage of Boroondara's places, spaces, and people. The competition closes on Sunday 21 May 2023 Booklists celebrating Boroondara's hottest 100 adult fiction titles 2022, International Women's Day, and contemporary and historical romance reads were promoted across the Quarter A series of events took place to celebrate Cultural Diversity week (21-27 March 2023), including a Bollywood demonstration and workshop at Balwyn Library, Japanese tea ceremony at Camberwell Library, Makepisi: the sounds of South Africa in the Parkview Room and Storytelling and Music from South Africa at Ashburton Library. |
| 1.8: Support Local Historical societies to boost community access to their collections, which includes support to develop a model of operation at the Canterbury Community Precinct | On Track | 75% | Canterbury Community Precinct Stage Two is due to commence in the near future. Officers continue to meet monthly with all historical societies, keeping them up to date with the building works and promote collaborative working. |
| 1.9: Make precincts easier to navigate and improve the consistency, readability, placement and accessibility of signage by developing and adopting a Signage Strategy that outlines the style and use of signs that support facilities | On Track | 40% | Initial scoping of this project has identified City of Boroondara logo and brand identity requires updating to ensure it complies with accessibility standards. A review of the brand will now occur and set the foundations for development of the signage strategy. |

Local Government Performance Indicators - Service Performance Indicators

Animal Management

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|---|----------|---------------------------|---------------------------|---------------|--|
| AM1 Time taken to action animal management requests (The average number of days it has taken for Council to action animal management related requests) | On Track | 1.21 | 1.00 | 0.34 - 2.66 | Measure is on track to meet target. |
| AM2 Animals reclaimed (The percentage of collected registrable animals under the Domestic Animals Act 1994 reclaimed) | Monitor | 70.19% | 49.06% | 61% - 75% | For this Quarter, 100% of dogs admitted to the pound were reclaimed, which is an excellent result. Unfortunately, the overall result for the Quarter is skewed by the high number of kittens and cats admitted and not reclaimed. This Quarter saw a 90% increase in stray cats/kittens, compared to the previous Quarter. This spike was expected this Quarter due to the midst of a booming kitten season, which is typically experienced during the warmer months of the year in Melbourne. |

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|---|----------|---------------------------|---------------------------|---------------|--|
| AM5 Animals rehomed (The percentage of collected registrable animals under the Domestic Animals Act 1994 that are rehomed) | On Track | 13.66% | 35.62% | 12% - 22% | <p>There was an 8.3% increase in adoptions this Quarter compared to the last, (which was also above average.) The increase was recorded in cat adoptions, which was expected due to seasonal impact of kitten season, (predominantly in the warmer months in Melbourne). The RSPCA advised Council that kitten season seemed to be delayed this year, with the spike in kitten admissions reported only in the last Quarter.</p> <p>Surrendered/admitted stray kittens go through foster care and then become registrable for adoption.</p> <p>This is a high Quarterly result compared to target, which is pleasing and demonstrates a good standard of practice by the RPSCA to increase rehoming rates.</p> |
| AM6 Cost of animal management service per population (The direct cost of the animal management service per municipal population) | Monitor | \$5.80 | \$7.04 | \$7 - \$9 | <p>Whilst there is a short term, higher expenditure allocation for Quarter 3, it is expected that these costs will be reduced to be within target range at the end of the year.</p> |

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|---|----------|---------------------------|---------------------------|---------------|-------------------------------------|
| AM7 - AUDITED Animal management prosecutions (The percentage of successful animal management prosecutions) | On Track | 100% | 100% | 80% - 100% | Measure is on track to meet target. |

Aquatic Facilities

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|--|----------|---------------------------|---------------------------|---------------|-------------------------------------|
| AF2 Health inspections of aquatic facilities (The number of inspections by an authorised officer within the meaning of the Public Health and Wellbeing Act 2008 carried out per Council aquatic facility) | On Track | 1.00 | 1.00 | 1 - 2 | Measure is on track to meet target. |

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|--|----------|---------------------------|---------------------------|---------------|---|
| AF6 - AUDITED Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of Municipal population) | On Track | 4.92 | 10.48 | 4.65 - 10.65 | The result is tracking higher than expected this Quarter, however membership numbers and attendances are still being impacted by the COVID-19 pandemic, with many people still unwilling to return to gym environments. |
| AF7 Cost of aquatic facilities (The direct cost less any income received of providing aquatic facilities per visit) | Monitor | \$1.03 | -\$0.02 | \$0 - \$1.88 | Leisure and aquatic centre memberships and attendances are still impacted by the COVID-19 pandemic, which is having a negative impact on financial performance. |

Food Safety

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|--|----------|---------------------------|---------------------------|---------------------|-------------------------------------|
| FS3 Cost of food safety service (The direct cost of the food safety service per food premises registered by Council, or for which Council has received notification, during the year) | On Track | \$223.40 | \$212.09 | \$242.64 - \$392.64 | Measure is on track to meet target. |

Food Safety - Calendar Year measures (1 January 2023 to 31 December 2023)

| Measure | Status | Last Year Result (Q1 YTD) | This Year Result (Q1 YTD) | Annual Target | Comments |
|---|----------|---------------------------|---------------------------|---------------|-------------------------------------|
| FS1 Time taken to action food complaints (The average number of days it has taken for Council to action food complaints received from members of the public about the safety or handling of food for sale) | On Track | 2.00 | 2.67 | 0.58 - 3.42 | Measure is on track to meet target. |

| Measure | Status | Last Year Result (Q1 YTD) | This Year Result (Q1 YTD) | Annual Target | Comments |
|--|----------|---------------------------|---------------------------|---------------|-------------------------------------|
| FS2 Food safety assessments (The percentage of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment) | On Track | 100% | 100% | 90% - 100% | Measure is on track to meet target. |
| FS4 - AUDITED Critical and major non-compliance outcome notifications (The percentage of critical and major non-compliance outcome notifications that are followed up by Council) | On Track | 86.36% | 93.33% | 83% - 100% | Measure is on track to meet target. |

Maternal and Child Health

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|--|----------|---------------------------|---------------------------|---------------|--|
| MC2 Infant enrolments in MCH service (The percentage of infants enrolled in the MCH service) | On Track | 101.23% | 100.86% | 91% - 100% | Infant enrolment is greater than birth notifications received due to enrolments of infants born outside of Boroondara. |
| MC3 Cost of the MCH service (The cost of the MCH service per hour of service delivered) | On Track | \$70.86 | \$73.66 | \$60 - \$90 | Measure is on track to meet target. |
| MC4 - AUDITED Participation in the MCH service (The percentage of children enrolled who participate in the MCH service (YTD)) | On Track | 76.76% | 79.21% | 73% - 89% | Measure is on track to meet target. |

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|--|----------|---------------------------|---------------------------|---------------|---|
| MC5 - AUDITED Participation in the MCH service by Aboriginal children (The percentage of Aboriginal children enrolled who participate in the MCH service (YTD)) | On Track | 92.31% | 83.93% | 83% - 100% | Measure is on track to meet target. |
| MC6 Participation in 4-week Key Age and Stage visit (The percentage of infants enrolled in the MCH service who participated in 4-week Key Age and Stage visit). | On Track | 101.68% | 100.37% | 92% - 100% | There has been more infants seen for 4-week key age and stage visits than birth notifications received, due to families with newborns who normally reside outside of Boroondara, temporarily living with extended family in Boroondara during the perinatal period. |

Libraries

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|--|----------|---------------------------|---------------------------|-----------------|--|
| LB1 Physical library collection usage (The number of physical library collection item loans per physical library collection item) | On Track | 2.38 | 2.98 | 1.63 - 8.37 | Loans of physical items continue to be strong, exceeding the Quarterly target, and are slightly higher than for the same period last year. |
| LB2 Recently purchased library collection (The percentage of the library collection that has been purchased in the last 5 years) | On Track | 64.36% | 65.21% | 55.15% - 70.15% | Measure is on track to meet target. |
| LB4 - AUDITED Active library borrowers in municipality (The percentage of the municipal population that are active library borrowers) | On Track | 20.27% | 20.70% | 20% - 22% | Measure is on track to meet target. |

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|---|----------|---------------------------|---------------------------|---------------|---|
| LB5 Cost of library service per population (The direct cost of the library service per population) | On Track | \$36.55 | \$39.66 | \$40 - \$60 | The cost of Library service per population is within the target range for the quarter and is on track to achieve the annual target range. |



Theme 2

Parks and Green Spaces

Green and open spaces are provided, well-utilised and enhanced.



Parks and Green Spaces highlights

- Freeway Golf Course reopened for public use on 1 March 2023 and experienced high levels of usage throughout its first month of operation.
- Risk fencing was completed at Burwood Reserve as part of a project to improve the safety of sportsgrounds.
- Audits of lighting took place across all leased sports clubs to support a program to help fund the renewal of these assets.
- All sportsgrounds were prepared for winter season sports with the installation of goal posts and additional maintenance work to improve surfaces.
- The Hawthorn Rowing Pontoon project is now complete. The new 80m floating landing will provide access to the river for key stakeholders, including Hawthorn Rowing Club, Xavier and Genazzano as well as the general public. It will also be a great piece of infrastructure to support the Head of Yarra rowing regatta, the biggest event of its kind in the Southern hemisphere.
- Boroondara Arts closed another successful season of Summer in the Park outdoor arts and culture events to a warm and highly enthusiastic response from the community:
 - The 2023 Summer in the Park series delivered 16 free outdoor events across five weekends from Saturday 4 February to Sunday 5 March, as more than 5,000 people flocked to the series in the gorgeous surrounds of Boroondara's parks and gardens
 - The community enjoyed the diverse offering of event styles, from headline events such as jazz and opera, to the new Bite-Sized initiative, designed to engage and connect with local communities and activate smaller parks and gardens throughout Boroondara
 - Overall satisfaction rating for the 2023 season was over 94%. Boroondara's parks and gardens proved to be a successful venue for these events, with the community rating the venue satisfaction at 95%.

Progress of Major Initiatives

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|---|
| 2.1: Improve the sporting experience in Boroondara by setting and meeting service standards for all turf sports areas | On Track | 75% | The golf course is currently being maintained at an excellent standard. Some sportsgrounds required additional works to bring them back to standard after a cool and wet spring and summer combined with heavy usage. These grounds are now ready for winter usage. |
| 2.2: Improve the community access and experience in parks by implementing new grass management practices and proactively managing mowing contracts | On Track | 70% | A workshop was held with an external contractor to plan for a better approach to grass management practices. Reporting is improving and mowing frequency is being reviewed to ensure good outcomes for the community. |
| 2.3: Enhance recreational opportunities for children and families by commencing construction of the play space at Hays Paddock and completing construction of the play spaces at Grovedale and Mary MacKillop | On Track | 70% | Community feedback on the draft concept design for Hays Paddock helped shape the final design. Construction is anticipated to commence mid-2023. Grovedale and Mary MacKillop Playground construction works will commence late April/early May 2023. Construction of Mary MacKillop is anticipated to commence in April 2023 and completion before end June 2023 (weather permitting). |
| 2.4: Provide family friendly local community opportunities for enjoyment and social connection via the delivery of the 2023 Summer in the Park series showcasing cinema, music and theatre performances | Complete | 100% | Boroondara Arts closed another successful season of Summer in the Park outdoor arts and culture events to a warm and highly enthusiastic response from the community. The 2023 Summer in the Park series delivered 16 free outdoor events across five weekends from Saturday 4 February to Sunday 5 March as more than 5,000 people flocked to the series in the gorgeous surrounds of Boroondara's parks and gardens. |

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|---|
| | | | <p>Highlights from the season included:</p> <ul style="list-style-type: none"> • Hundreds of families enjoying performances from Bluey and Boroondara Eisteddfod winners, Harambee a Capella at Family Fun in the Park • Over 1,800 patrons enjoying Boroondara Arts' first self-produced opera, La Boheme at Canterbury Gardens • Riversdale Park ringing out with Back to the Future and Boroondara's inaugural Short Film Festival • A side-splitting season of "Dinner Anyone?", a brand-new comedy, commissioned by Boroondara Arts and developed by local artistic group, ARTS ETC Collective. <p>The community enjoyed the diverse offering of event styles, from headline events such as jazz and opera, to the new Bite-Sized initiative, designed to engage and connect with local communities and activate smaller parks and gardens throughout Boroondara.</p> <p>Overall satisfaction rating for the 2023 season was over 94%. Boroondara's parks and gardens proved to be a successful venue for these events, with the community rating the venue satisfaction at 95%.</p> |
| <p>2.5: Improve the health of the Boroondara community, by working with the YMCA to support programming of physical activity opportunities in Boroondara's parks and sports grounds</p> | On Track | 75% | <p>The 2023 Fit Park Series commenced in early March and will run until the end of May 2023. Sessions will run every Sunday at Boroondara parks and sportsgrounds and include a range of different programs including yoga, Pilates and Tai Chi. A special event was held on International Women's Day as part of the Fit Park Series at Central Gardens in Hawthorn. An aquathon event was also completed at Boroondara Sports Complex/Gordon Barnard Reserve</p> |

| Our Initiatives | Status | Progress | Comments |
|-----------------|--------|----------|---|
| | | | on 16 and 28 February. A total of 72 participants competed across the two races with ages ranging from 10 - 70 years. |



Theme 3

The Environment

The environment is considered in all decision-making.



The Environment highlights

- Processes were reviewed and significantly reduced general waste enquiries in the Customer Relationship Management (CRM) System from over 300 to under 100. Many of these enquiries are about bin replacements due to age/damage, upsizing and downsizing requests, service complaints and missed bins. The current unresolved cases involve investigating the number of bins the customer has, visiting their premises, or awaiting further information from the customer.
- Formalisation on the working relationship with new community group Electrify Boroondara. The group has a particular focus on electrification as a pathway to emissions reduction. Council will work with Electrify Boroondara to support the community reduce greenhouse gas emissions.
- Street tree planting plans for winter were finalised to build upon the 1235 trees already planted this financial year.
- Council has delivered six community workshops and engagement activities about sustainable living, including topics such as Electric Vehicles and a Children's Vegetable Growing activity. A further 16 workshops have been scheduled prior to the end of the financial year.

Strategic Indicator Results

Strategic Objective: The environment is considered in all decision making.

| Strategic Indicator | Status | YTD Actual Result | Annual Forecast | Comments |
|--|----------|-------------------|-----------------|-------------------------------------|
| Kerbside collection waste diverted from landfill (percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill) | On Track | 71.71% | 72-73% | Measure is on track to meet target. |

Progress of our Major Initiatives:

| Our Initiatives | Status | Progress | Comments |
|---|----------|----------|---|
| 3.1: Progress towards the targets to reduce Council and community emissions established in the Climate Action Plan by implementing the actions detailed in the Climate Action Plan Implementation Plan for 2022-23 | On Track | 50% | Multiple actions are underway to reduce corporate emissions. Council is net carbon neutral and continues to roll out more solar photovoltaics at Council buildings and has begun installing electric vehicle chargers for Council fleet and our community. Community facing actions such as the Solar Savers program and Sustainability Leadership program are being delivered to support community emissions and reductions. Council has recently confirmed an Advisory role for the Electrify Boroondara community group. |

| Our Initiatives | Status | Progress | Comments |
|---|----------|----------|--|
| 3.2: Enable monitoring of community progress towards the Community emissions targets in the Climate Action Plan through the implementation of a community emissions measurement model | On Track | 45% | Officers have identified a range of new data sources to track, analyse and report on community greenhouse gas emissions. An expert consultant has been engaged to assist in refining methodology to monitor and report on community emissions. |
| 3.3: Improve the green canopy coverage in our urban spaces for the enjoyment of future generations by implementing a targeted program to increase the planting of trees on local streets by 1000 per annum | On Track | 65% | Council's tree planting program will resume in May 2023. There has been no change to the total number of trees (1,234) planted by Council since Quarter 2. |
| 3.4: Improve the community's ability to access biodiversity and indigenous vegetation now and into the future by ensuring information on the location and size of biodiversity areas are accurately recorded | Complete | 100% | This initiative was completed in Quarter 2 of the Quarterly Performance Report. Council manages over 51 hectares of land as high value biodiversity sites. Mapping of biodiversity sites is ongoing this financial year. The Biodiversity Asset Management Plan (BAMP) is being updated to reflect the zones currently being managed and zones for future management. |
| 3.5: Protect the Gardiners Creek now and into the future through the development and adoption of a Masterplan for the Gardiners Creek giving consideration to recreational, active transport, biodiversity and environmental initiatives | Complete | 100% | This initiative was completed in Quarter 2 of the Quarterly Performance Report. The Gardiners Creek Masterplan was formally endorsed by Council on Monday 10 October 2022. |

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|---|
| 3.6: Create an Urban Greening Strategy to protect and enhance our landscapes, trees and green cover in response to the challenges of climate, urban heating and urban densification | On Track | 40% | Development of the strategy has commenced with the first two internal workshops completed. Draft strategy to be completed by end of the financial year. Community consultation to be undertaken in 2023-24. |
| 3.7: Reduce the volume of materials going to landfill by using a minimum of 20% of recycled materials including glass, plastics and toners in our asphalt products to resurface roads | On Track | 75% | All resurface and refurbishments of roads in Quarter 3 include asphalt materials with a minimum of 20% recycled products, which reduces materials going to landfill. |
| 3.8: Provide the community with more options to divert polystyrene from landfill by identifying new partnerships for the disposal of expanded polystyrene | On Track | 70% | Currently investigating which providers can receive, process and recycle polystyrene. Thereafter, Council will engage providers who collect this material and transport to a 3rd party who will reuse the material and divert it from landfill. |
| 3.9: Commence gradual bin lid replacement to meet Victorian Government requirement to comply with standard bin colours by 2030 | On Track | 60% | We have commenced replacements for all bins requiring new lids or delivery of new bins. A total of 5,825 replacements have been completed year to date. This will be business as usual till the end of 2028, when extra funding is needed for a bulk replacement of bin lids. |

Local Government Performance Indicators - Service Performance Indicators

Waste Collection

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3TD) | Annual Target | Comments |
|---|---------|---------------------------|-------------------------|---------------|---|
| WC1 Kerbside bin collection requests (The number of kerbside bin collection requests per 1,000 kerbside bin collection household) | Monitor | 131.02 | 159.12 | 155 - 195 | There was a reduction in Quarter 3, due to fewer request for bins maintenance and uncollected bins. It is anticipated that the annual target will be met. |
| WC2 Kerbside collection bins missed (The number of kerbside collection bins missed per 10,000 scheduled kerbside collection bin lifts) | Monitor | 6.09 | 10.78 | 0 - 10 | Council transitioned to a new recycling contractor and performance is being measured. It is anticipated that the annual target will not be met. |

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3TD) | Annual Target | Comments |
|---|----------|---------------------------|-------------------------|---------------|-------------------------------------|
| WC3 Cost of kerbside garbage bin collection service (The direct cost of the kerbside garbage bin collection service per kerbside garbage collection bin) | On Track | \$84.71 | \$91.82 | \$94 - \$134 | Measure is on track to meet target. |
| WC4 Cost of kerbside recyclables bin collection service (The direct cost of the kerbside recyclables collection service (including the contract cost of collection) per kerbside recyclables collection bin) | On Track | \$71.26 | \$70.40 | \$76 - \$96 | Measure is on track to meet target. |
| WC5 - AUDITED Kerbside collection waste diverted from landfill (The percentage of garbage, recyclables and green organics collected from | On Track | 72.55% | 71.71% | 65% - 79% | Measure is on track to meet target. |

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3TD) | Annual Target | Comments |
|---|--------|---------------------------|-------------------------|---------------|----------|
| kerbside bins that is diverted from landfill) | | | | | |

Clayton Landfill performance

| 31 March 2023 | YTD Actuals | YTD Budget | Variance | % Variance |
|---------------|-------------|---------------|-------------|------------|
| Income | \$1,605,886 | \$20,000 | \$1,585,886 | 7929% |
| Expenditure | \$674,518 | \$1,591,680 | (\$917,162) | (58%) |
| Net Profit | \$931,367 | (\$1,571,680) | \$2,503,047 | 159% |

The income variance includes contributions from member Councils towards capital works and post closure maintenance costs for 2022-23 as part of the Clayton South Regional Landfill User Group Agreement. Expenditure is under budget primarily due to delays in the cell capping works required to remediate the site (\$594,000).



Theme 4

Neighbourhood Character and Heritage

Protect the heritage and respect the character of Boroondara, while facilitating appropriate, well-designed development.



Neighbourhood Character and Heritage highlights

- Successful reduction in assessment timeframes for planning permits and subdivision applications.
- Improvement in proportion of Council decisions upheld and mediated at Victorian Civil and Administrative Tribunal (VCAT).
- Draft Glenferrie Place Plan successfully commenced community consultation.
- Building Services issued the Occupancy Permit for the Kendall Street Canterbury Community Centre in February 2023, following the completion of the project.
- Building Services has registered 8,671 out of an estimated 9,000 known pools and spas in Boroondara, which equates to 96.34%. This is a significant achievement considering the high number of known pools and spas within the municipality, which allows Council to monitor the safety and compliance of pool and spa barriers.
- The community can now enjoy Canterbury Community Precinct, Stage 1, including the former heritage bowls club.

Strategic Indicator Results

Strategic Objective: Protect the heritage and respect the character of Boroondara, while facilitating appropriate, well-designed development.

| Strategic Indicator | Status | YTD Actual Result | Annual Forecast | Comments |
|--|----------|-------------------|-----------------|--|
| Average number of days to process a planning application | On Track | 39.00 | 35-45 | Measure is on track to meet target. |
| Percentage of 'demolition consents' under section 29A of <i>the Building Act</i> by Building Services checked within 15 business days | On Track | 100% | 100% | Measure is on track to meet target. |
| Percentage of Council planning decisions upheld, and decisions successfully mediated at the Victorian Civil and Administrative Tribunal (VCAT) | On Track | 73.68% | 45-55% | Strong advocacy and high quality in officer decision making has contributed to a high number of Council decisions being successfully upheld by the Victorian Civil and Administrative Tribunal (VCAT), although it is noted that success rate can significantly fluctuate each Quarter due to low volume of cases. |
| Number of "out of time" planning reviews at VCAT where the appeal was lodged more than two weeks after the final consultation with the applicant or objectors) | On Track | 4 | 5-15 | Measure is on track to meet target. |

Progress of our Major Initiatives:

| Our Initiatives | Status | Progress | Comments |
|---|----------|----------|--|
| 4.1: Support the provision of appropriate housing in Boroondara through review of the Boroondara Housing Strategy 2015, community consultation and presenting a draft updated Boroondara Housing Strategy to Council and consideration of associated planning scheme changes including residential zones | On Track | 70% | The Draft Housing Strategy has been prepared and is currently undergoing an update based on an internal review and workshops. The Plan is scheduled for public consultation in May. |
| 4.2: Enhance protection of Boroondara's heritage assets by preparing and presenting to Council for endorsement an updated Heritage Action Plan to guide Council's future work program for heritage protection advocacy | On Track | 55% | The Heritage Action Plan review is progressing with a status report recently provided to the Heritage Advisory Committee, with a further presentation scheduled for April 2023. |
| 4.3: Facilitate sustainable development by investigating the introduction of an Environmentally Sustainable Design Policy to the Boroondara Planning Scheme | On Track | 50% | This action is awaiting a decision from the Minister of Planning before the amendment can progress. |
| 4.4: Improve pool & spa safety and life safety for our community through investigating and implementing a new Building Infringement Notice for specified Pool & Spa safety breaches and non-compliance of Essential Safety Measures (ESM) in Class 2-9 public buildings | Complete | 100% | The initiative was completed in Quarter 2 of the Quarterly Performance Report: Building Services has successfully developed processes for issuing Building Infringement Notices for pool safety breaches in Class 1 residential properties and non-compliant Essential Safety Measures in Class 2 public buildings. |
| 4.5: Celebrate & protect Boroondara's heritage by updating the Heritage Action Plan and establishing a process for assessing community heritage nominations | On Track | 75% | A Community Heritage Nomination Process will be delivered in 2023 and an updated Heritage Action Plan is progressing to guide Council's future work program for heritage protection advocacy. |

Local Government Performance Indicators - Service Performance Indicators

Statutory Planning

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|---|----------|---------------------------|---------------------------|-----------------|--|
| SP1 Time taken to decide planning applications (The median number of days between receipt of a planning application and a decision on the application) | Monitor | 75.67 | 107.67 | 61 - 101 | Assessment timeframes exceeded expectations in Quarter 1 due to changes to staffing and processes and a focus on managing older applications. Application timeframes improved in Quarter 2 to bring them closer to target range. Unfortunately, the timeframe data has increased again in Quarter 3 and will be reviewed to achieve the target range by end of Quarter 4. The average for the year is still expected to exceed the target. |
| SP2 Planning applications decided within required timeframes (Number of planning application decisions made within 60 days for regular permits and 10 days for VicSmart permits / Number of planning application decisions made X 100) | On Track | 63.69% | 56.52% | 54.82% - 63.72% | Council continues to achieve the target range for the percentage of regular and VicSmart planning application decisions made within legislated time frames. |

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|---|----------|---------------------------|---------------------------|-------------------|--|
| SP3 Cost of statutory planning service (Direct cost of the statutory planning service / Number of planning applications received) | Monitor | \$3,140.99 | \$3,866.48 | \$3,267 - \$3,967 | The average cost per application has been elevated in Quarter 3 due to a reduction in the number of applications received, resulting from a cyclical downturn in the development industry. Application volumes have started to rise back to historic levels in late March and April. |
| SP4 - AUDITED Council planning decisions upheld at VCAT (Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications) X 100 | On Track | 51.61% | 52.38% | 47% - 58% | Measure is on track to meet target. |



Theme 5

Moving Around

Travel options are safe, efficient and accessible, with active and public transport encouraged.



Moving Around highlights

- Construction of the Walmer Street Bridge to deliver a safe access path across the river is progressing well. The project is due for completion in August 2023. Council's grant application to the Federal government for an additional \$1 million for the construction of the Walmer Street Land Bridge was successful and approved on 15 March 2023.
- Completion of the Hawthorn Rowing Ramp to support active communities to access the river frontage.
- Implementation of a new electronic document, e-form, and website content for Infringement Appeals for our Permits and Appeals Team. This has improved our online services to deliver enhanced customer experience to meet our communities' expectations. On average since the implementation there has been a reduction in approximately 54 appeals per week. This means the team can work through appeals faster and customers are better informed up front about what constitutes a valid appeal under legislation.

Strategic Indicator Results

Strategic Objective: Travel options are safe, efficient and accessible, with active and public transport encouraged.

| Strategic Indicator | Status | YTD Actual Result | Annual Forecast | Comment |
|--|----------|-------------------|-----------------|---|
| Number of traffic counts and surveys used to investigate, assess and respond to traffic and parking issues | On Track | 151 | 200-220 | Measure is on track to meet target. |
| Average daily bicycle users for Gardiners Creek Trail, the Anniversary Trail, Koonung Trail and Main Yarra Trail | Monitor | 3,448 | 3,900 - 4,500 | The Gardiners Creek Trail continues to be the busiest trail, with an average daily figure of 1860 bike riders this Quarter. The Koonung Trail and Main Yarra Trail also experienced good use with figures of 612 and 677 respectively. The Anniversary Trail recorded an average daily figure of 346. It is likely the annual target will not be achieved due to adverse weather in Quarters 1 and 2. |

Progress of our Major Initiatives:

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|---|
| 5.1: Seek to provide an integrated bicycle network that is safe, connected, protected, efficient and appealing to bicycle users of all ages and abilities by developing and adopting a bicycle strategy | Complete | 100% | The initiative was completed in Quarter 2 of the Quarterly Performance Report: Council formally considered and adopted the Boroondara Bicycle Strategy on Monday 11 July 2022 at the Services Delegated Committee Meeting. |

| Our Initiatives | Status | Progress | Comments |
|---|---------|----------|---|
| | | | The guiding principles of the Boroondara Bicycle Strategy include creating a connected, complete, and safe bicycle network. The initiatives contained in the Implementation Plan aim to deliver on these principles for the benefit of the community. |
| 5.2: Provide a safe and accessible shared path for the community by advocating to the Victorian Government for the Box Hill to City cycling corridor project | Delayed | 35% | <p>Council officers have commenced the feasibility studies for two sections of the Box Hill to Hawthorn Strategic Cycling Corridor (SCC).</p> <p>These sections are:</p> <ol style="list-style-type: none"> 1. Elgin Street to Glenferrie Road including an underpass at Power Street 2. Burke Road to Stanhope Grove. <p>A consultant has been appointed to assist with the feasibility studies and concept designs. Consultation with key stakeholders (VicTrack, Metro Trains, Department of Transport) and the community is proposed and then Council will formally consider the studies. Subject to Council approval, the studies would then be presented to the State Government for funding consideration and approval.</p> <p>For the above mentioned two studies in progress, there is a need to undertake an extended feature survey of the railway corridor to supplement preliminary survey work and there have been delays in finalising how the survey would be undertaken in close</p> |

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|---|
| | | | <p>proximity to passing trains and in seeking approvals from both VicTrack and Metro Trains.</p> <p>These feasibility studies are complex and involve a number of key stakeholders in VicTrack, Metro Trains and the Department of Transport and Planning.</p> <p>Expected completion is end June 2024.</p> <p>One more section of the Box Hill to Hawthorn SCC will be investigated and this section is intended to be from Auburn Road to Burke Road. This is in the process of evaluating tender submissions.</p> |
| <p>5.3: Encourage public transport use and improve access and safety through a range of infrastructure initiatives for the Walmer Street Bridge, Yarra Boulevard and public transport services including disability access through advocacy with the Victorian Government</p> | On Track | 75% | <p>Council officers met with the Department of Transport and Planning's (DTP) Tram Development and Network Planning Integration teams in July 2022 to discuss Camberwell Placemaking and the disability compliant Disability Discrimination Act 1995 (DDA) tram stop program. There is no funding commitment from the State Government to consider design investigations for DDA tram stops in Boroondara at this stage. Council will continue to work with the DTP and advocate for DDA tram stops.</p> <p>On 17 August 2022, the Walmer Street Bridge was closed to the public and construction works commenced. The works are expected to be completed by early August 2023 (dependent on weather conditions).</p> |

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|--|
| | | | For the Yarra Boulevard upgrades, the Department of Transport and Planning (DTP) has commenced works with the completion of lighting at several locations. The treatments at the Walmer Street end, near the Studley Park Road off-ramp, Yarra Street and Yarravale Road are completed and now works are currently underway at Molesworth Street. The DTP works program extends into late 2023. |
| 5.4: Improve safety and security of shared paths and paths by progressively installing energy efficient lighting | Delayed | 70% | <p>The Grace Park shared path lighting works were completed in August 2022.</p> <p>Following approvals and support from the Department of Transport and Melbourne Water in late 2022, solar lighting for the Gardiners Creek Trail underpass at Toorak Road was installed in early February 2023.</p> <p>A request for quotation for lighting the Anniversary Trail between Whitehorse Road and Mont Albert Road has been issued and the project is intended to be awarded by mid-May 2023. The project is expected to be completed by September 2023.</p> |
| 5.5: Encourage sustainable travel options by undertaking bicycle promotional and behaviour change programs for children including travel plans for primary and high schools and Safe Routes to School initiatives | On Track | 70% | <p>A consultant has been appointed to assist with the Boroondara Active and Safe School (BASS) program and Road Safety Incursions.</p> <p>Council is working with Deepdene Primary School to deliver the BASS program and the development of a school travel plan.</p> |

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|---|
| | | | Road Safety Education Incursions to Our Lady of Good Counsel Primary School in Deepdene and St Bridget's Primary School in Balwyn North are proposed for 2023. |
| 5.6: Represent the Boroondara community in decision making by advocating to the Victorian government in relation to public and active transport, open space, urban design and environmental opportunities associated with the North East Link and the Union Road Level Crossing Removal project | On Track | 75% | <p>The North East Link and Union Road level crossing removal are both multi-year State government projects.</p> <p>Works to end Quarter 3 include acquisition of the former Boroondara Tennis Centre and associated preparation of a claim for compensation, start of work on the Koonung Creek Reserve Master Plan and associated community engagement, the start of the Level Crossing Removal Project (LXRP) 'big dig' on 17 February 2023 and ongoing community conversations and advocacy.</p> |

Local Government Performance Indicators - Service Performance Indicators

Roads

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|--|----------|---------------------------|---------------------------|---------------|--|
| R1 Sealed local road requests (Number of sealed local road requests / Kilometres of sealed local roads) x 100 | Monitor | 56.38 | 72.12 | 46.14 - 86.14 | An increase of rainfall over the 2022 calendar year has resulted in an increase in the number of potholes in the road and in turn an increase in the number of requests. |
| R2 Sealed local roads maintained to condition standards (Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads) x 100 | On Track | 92.71% | 90.80% | 82% - 100% | Measure is on track to meet target. |

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|--|----------|---------------------------|---------------------------|---------------|-------------------------------------|
| R3 Cost of sealed local road reconstruction (Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed) | On Track | \$101.96 | \$110.51 | \$79 - \$129 | Measure is on track to meet target. |
| R4 Cost of sealed local road resealing (Direct cost of sealed local road resealing / Square metres of sealed local roads resealed) | On Track | \$28.51 | \$28.30 | \$17 - \$37 | Measure is on track to meet target. |



Theme 6

Local Economy

Support local businesses and enhance shopping precincts, fostering a strong economy and welcoming places for the community.



Local Economy highlights

- The Permits and Appeals team fielded and supported a rare opportunity of hosting a major Hollywood film production within Surrey Hills. The permit was for a 5-day filming request, including a full day closure of a residential street, which had not been serviced in recent history by the team. The shoot received state-wide media and strong community support. The model process will be translated into an enhanced Boroondara Filming Guide later in the year to support economic prosperity in Boroondara.
- The Local Economies team completed the draft Economic Development and Tourism Plan Consultation. The draft plan outlines the vision, key priorities and associated strategic objectives to facilitate the maintenance and growth of a thriving economy and contribute positively to Boroondara's liveability. It is also designed to support tourism through the growth of the visitor economy, including the promotion of Boroondara as a desirable destination for visitors. Community consultation occurred between 25 January and 10 March 2023 with results of the consultation subject to a further report to Council in May 2023.
- 'Ready Set Work' cafe operations course was delivered by Jesuit Social Services, through a partnership at the Boroondara Youth Hub, supporting young people to gain qualifications and experience to enter the hospitality workforce.
- Building Services issued the Occupancy Permit for the Camberwell Market Food Court Hub following successful completion of recent additions and alterations.

Strategic Indicator Results

Strategic Objective: Support local businesses and enhance shopping precincts, fostering a strong economy and welcoming places for the community.

| Strategic Indicator | Status | YTD Actual Result | Annual Forecast | Comments |
|---|----------|-------------------|-----------------|--|
| Number of permits for outdoor trading | On Track | 129 | 120 - 130 | Active compliance check of non-complaint sites has resulted in an increase in permit applications. |
| Number of proactive strip shopping centre maintenance inspections completed | On Track | 1013 | 1,250 - 1,500 | Measure is on track to meet target. |

Progress of our Major Initiatives:

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|---|
| 6.1: Support business COVID-19 recovery through targeted programs and initiatives such as promoting Main Street Australia week, provision of business information workshops, mentoring, outdoor activation in shopping centres and buy local programs | On Track | 70% | <p>Council continues to support local businesses through the provision of workshops which provide guidance on regular business activities, such as developing a business plan, creating a marketing strategy, what to consider when structuring your business website/online presence and maintaining business records (bookkeeping). In addition to this, we monitor and respond to the changing landscape of business needs to ensure our local businesses have the insight and tools they require to evolve and follow business trends.</p> <p>We continue to promote local businesses via the @boroondaralife social media channels, along with the Love Local Life website and the Business Boroondara eNewsletter. We regularly receive requests from local business to be featured on these platforms.</p> <p>In addition, we are currently developing the Mainstreets of Australia Week program, which will entail featuring retailers from our smaller shopping centres on our @boroondaralife social media channels, which will in turn provide wider exposure to our unique business offering.</p> |
| 6.2: Enhance the vibrancy and economic sustainability of the local economy by the completion of the Economic Development and Tourism Plan in consultation with the business community | On Track | 85% | <p>The Economic Development and Tourism Plan is being finalised following a period of public consultation undertaken between 25 January and 10 March 2023.</p> |

| Our Initiatives | Status | Progress | Comments |
|---|----------|----------|--|
| 6.3: Increase the vibrancy of the Glenferrie Road precinct and aid the economic recovery of local traders following the impacts of the COVID-19 pandemic on the local economy by implementing short-term 2022-2023 projects in the Glenferrie Place Plan | On Track | 60% | The Draft Glenferrie Place Plan community engagement is currently open until early May 2023. Design work is progressing well for station laneway improvements. |
| 6.4: Increase the vibrancy of the Maling Road precinct and aid the economic recovery of local traders following the impacts of the COVID-19 pandemic on the local economy by implementing short-term 2022-2023 projects in the Maling Road Place Plan | On Track | 55% | Implementation of upgrades to Maling Road laneways continues to progress. Maling Road Place Plan's streetscape design options will be out for community consultation from April to May 2023. |
| 6.5: Promote the Camberwell Junction Precinct as a major economic centre in metropolitan Melbourne through the completion of the draft Camberwell Place Plan, community engagement and review of the Camberwell Junction Structure Plan | On Track | 60% | Work on the Camberwell Junction project is progressing on schedule with the draft Structure and Place Plan to be completed in mid-2023 for community consultation. |
| 6.6: Revitalise Boroondara's most important precincts by progressing a draft long-term placemaking strategy that identifies and prioritises investment in key activity centres across the city | On Track | 50% | A long-term placemaking strategy is being prepared to guide and prioritise future investment and is scheduled for completion in 2023. |



Theme 7

Leadership and Governance

Ensure decisions are financially and socially responsible through transparent and ethical processes.



Leadership and Governance highlights

- Asset Management Strategy is complete. The Strategy ensures our community assets are well maintained, fit for their purpose, and provide best value to the Boroondara community in the long-term.
- Delivered a Civic Ceremony and opening for Beswicke Square. Granted citizenship for 461 citizens this quarter, which exceeds the number year to date (311) significantly.
- Completed the implementation of VendorPanel Advanced Contracts for improved contract management.
- Council has commenced preparation of the 2023-24 Draft Budget.
- Continued to progress on the delivery of Council's Transforming Boroondara Program. Council's project team is working closely with the core systems vendor and is currently in the design phase for the first release of the new Customer Relationship Management (CRM) and Finance systems, as well as the predictive asset management system.
- Delivered further improvements to Council's website, making it easier for our community to search and find the information they're looking for when they need it. This includes improvements which make Council's website more accessible, improving data available on the website (e.g., street sweeping schedule and trees data), and improvements to e-forms, making it easier for customers to transact with Council.
- The successful completion of the Digitisation of Planning Files project and completion of Internal Audit actions. Successfully piloted using Engage Boroondara to host a Strategic Planning consultation, resulting in time efficiencies and an improved user experience.
- Skip bin permits transitioned to Service Victoria, bypassing the boroondara@boroondara inbox and processed directly in Property & Rating. An internal helpline and real-time monitoring also introduced to reduce hand offs and improve contact resolution for customers.
- Strategy and Performance have undertaken a Customer Experience Performance Tracking Study, which annually surveys a sample of Boroondara community members, who have had a recent interaction with a range of Council services. The objective of this research is to understand how the City of Boroondara is tracking against an overall organisation-wide customer satisfaction target set at 75%. Fieldwork was conducted between 23 November and 19 December 2022 with n=960 community members completing the online survey. The results were delivered in January 2023 with Council achieving an overall satisfaction score of 65%.
- Strategy and Performance reviewed Council's Non-Recurrent Grants Process. The changes implemented create a more streamlined and efficient experience for both those applying for and managing these grants, and ensure we are meeting legislative requirements while actively seeking funding opportunities.

Strategic Indicator Results

Strategic Objective: Ensure decisions are financially and socially responsible through transparent and ethical processes.

| Strategic Indicator | Status | YTD Actual Result | Annual Forecast | Comments |
|---|----------|-------------------|-----------------|--|
| Percentage of freedom of information requests responded to within prescribed timeframes | On Track | 100% | 100% | Measure is on track to meet target. |
| Number of calls abandoned when customers are trying to reach Council's customer service | Monitor | 6.06% | 3% - 3.5% | <p>The abandonment rate significantly improved in quarter 3 to 3.30%, despite increased call volumes due to pet registration renewals in March 2023. We are aiming to reduce the abandonment rate through ongoing efforts to optimise our call centre operations and further equip agents with the necessary skills, knowledge and tools to reduce the average call handling times.</p> <p>Overall, the percentage of abandoned calls for the year to date is above our service target due to resourcing challenges in Quarter 1 and a significant increase in call volume in Quarter 2 caused by disruptions in recycling services.</p> |
| Average time callers wait before their call is answered | Monitor | 80 seconds | 45 - 60 seconds | <p>The average time callers wait before their call is answered improved this quarter and was within the Quarter 3 target. Despite increased call volumes due to pet registration renewals in March we maintained an average speed of answer of 50 seconds.</p> |

| Strategic Indicator | Status | YTD Actual Result | Annual Forecast | Comments |
|--|----------|-------------------|-----------------|---|
| | | | | <p>However, in the year-to-date period, our customers experienced longer wait times than the target due to peak demand and resourcing challenges in Quarter 1, and a surge in call volume in Quarter 2 due to unexpected disruptions to recycling services.</p> <p>We are committed to achieving target by monitoring call volumes in real-time and identifying areas for improvement to optimise operations.</p> |
| Number of cyber security incidents that compromise user data | On Track | 0 | 0 | Measure is on track to meet target. |

Progress of our Major Initiatives:

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|--|
| 7.1: Ensure Council operates within a financially sustainable framework through preparation of the Annual Budget 2023-24 (plus three subsequent financial years) in-line with statutory requirements, and submit for consideration by Council | On Track | 60% | Councillor Workshops have been held and the Draft 2023-24 Annual Budget is now being prepared for Council endorsement in May 2023. |
| 7.2: Services are designed to deliver enhanced customer and business value through the review of a minimum of 3 'customer facing' services using a service design approach | Complete | 100% | Process reviews, including customer research, for infringement appeals, health premises registrations and skip bin permits are complete. Further reviews are underway to improve the process for sports ground bookings, and to update the process (including improved e-form and payment options) for certain building permits. |

| Our Initiatives | Status | Progress | Comments |
|---|----------|----------|--|
| <p>7.3: Performance reporting is engaging and fit-for-purpose for the community and decision-makers through implementing enhancements to our reporting mechanisms and communication methods</p> | Complete | 100% | <p>The initiative was completed in Quarter 2 of the Quarterly Performance Report:</p> <p>Council's performance reporting has been updated to better align Council's achievements to the themes of the Boroondara Community Plan 2021-31. The Annual Report 2021-22 was endorsed in October 2022. The September Quarterly Performance Report was endorsed in November 2022 and is the first performance report endorsed using new templates that have been established to meet accessibility requirements, be more engaging and align the content, performance measures and branding to the Boroondara Community Plan 2021-31. The new reporting templates will continue to be refined to ensure they remain fit-for purpose.</p> |
| <p>7.4: Enable effective management of customer requests by completing the detailed design and commencing the build of our new customer and relationship management system</p> | On Track | 25% | <p>The detailed design phase has commenced for the new Customer Relationship Management (CRM) system, which expected to be completed this financial year. The new CRM is scheduled to go live late in 2023.</p> |
| <p>7.5: Enhance management of property and rating activities, including management of customer enquiries for rates, permits, infringements and land information by completing the detailed design and commencing the build of our new property and rating system</p> | On Track | 20% | <p>The team is currently in the design phase of the new Customer Relationship Management (CRM) system and finance releases as part of the core systems upgrade. Due to vendor related delays in starting the project, the program has been re-baselined and the new approved schedule shows phase 1 of CRM to be delivered late in 2023.</p> |

| Our Initiatives | Status | Progress | Comments |
|--|----------|----------|--|
| 7.6: Improve customer experience and satisfaction by implementing the Customer Charter and communicating our service principles to the community | On Track | 20% | The Customer Promise has been drafted and will be released for consultation with key internal stakeholders in Quarter 4. It is due to be finalised by June 30. |
| 7.7: Work with Aboriginal and Torres Strait Islander peoples and the community to promote and support reconciliation in Boroondara by implementing year 1 actions of the Boroondara Reconciliation Strategy 2022-26 | On Track | 75% | <p>Council continues to strengthen relationships with local Aboriginal and Torres Strait Islander stakeholders and seek advice and/or identify opportunities for collaboration in implementing year 1 actions of the Boroondara Reconciliation Strategy 2022-26. Work in Quarter 3 includes:</p> <ul style="list-style-type: none"> Regular internal communications with various departments responsible for year one actions including: <ul style="list-style-type: none"> Environment Sustainability and Open Spaces Library Services Arts and Culture Sports and Recreation Children, Young People and Families People Culture and Development. Convening the Boroondara Reconciliation Advisory Committee in February 2023, with special guests from Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and Connecting Home Staff cultural immersion session at the Murnong Gallery at St Oswald's in Glen Iris with a tour of the 'Visions of Hope' exhibition |

| Our Initiatives | Status | Progress | Comments |
|---|----------|----------|--|
| | | | <ul style="list-style-type: none"> Discussions with various stakeholders in the local Aboriginal and Torres Strait Islander sector about future project collaboration Planning for staff cultural immersion and cultural awareness sessions, Reconciliation Week and NAIDCO week activities Development and endorsement of Council's new Naming Policy featuring a commitment to support Traditional Owner language Delivery of a session on 30 March 2023 for local stakeholders in the Aboriginal and Torres Strait Islander sector to thank them for their involvement in the development and/or implementation of the Strategy and to provide an update on progress. |
| 7.8: Educate our community on Council's decision making processes by refreshing the video content available on Council's website | On Track | 85% | Content updated on website and video currently being reviewed. The update will result in combining four videos into one short video. |
| 7.9: Protect customer privacy and data through securely managing, monitoring and enhancing current software to minimise service disruptions and the risk of data security breaches | On Track | 75% | Cyber security risk assessment has been completed, and overall maturity has increased. The cyber security roadmap has been updated to reflect the action plan for the coming year. Baseline and training activities for phishing campaign have been completed. |

Local Government Performance Indicators - Service Performance Indicators

Governance

| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|---|----------|---------------------------|---------------------------|---------------|--|
| G1 Council decisions made at meetings closed to the public (Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors) x 100 | Monitor | 5.44% | 5.58% | 3.65% - 4.47% | It is current tradition and practice to not hold Council or delegated Committee meetings in January. The first meeting of the year is not until February. Consequently, there are less reports being tabled at Council and Committee meetings during this quarter. Within the quarter there were only two items which met the definition of confidential business within the Local Government Act 2020 and were therefore able to be resolved in a meeting closed to members of the public. In both instances Council resolved to make the resolutions public after the Council meeting. These resolutions have now been published on Council's external website. |
| G3 Councillor attendance at Council meetings (The sum of the number of Councillors who attended | On Track | 98.48% | 97.73% | 88% - 100% | Measure is on track to meet target. |

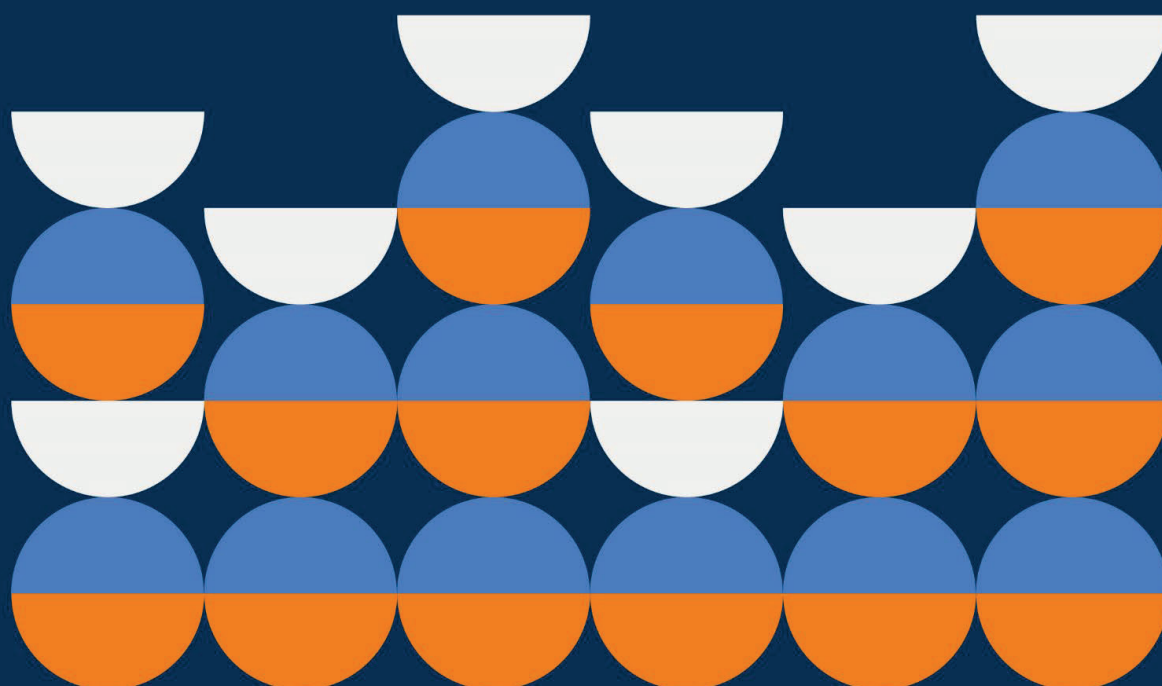
| Measure | Status | Last Year Result (Q3 YTD) | This Year Result (Q3 YTD) | Annual Target | Comments |
|--|----------|---------------------------|---------------------------|---------------------------|-------------------------------------|
| each ordinary and special Council meeting / (Number of ordinary and special Council meetings) x (Number of Councillors elected at the last Council general election) x 100 | | | | | |
| G4 Cost of elected representation (Direct cost of the governance service / Number of Councillors elected at the last Council general election) | On Track | \$38,677.27 | \$38,602.27 | \$48,351.91 - \$58,351.91 | Measure is on track to meet target. |

| LGPRF Performance Indicators - Sustainable Capacity and Financial Performance Indicators | | | | |
|--|-------------------|-------------------|-------------------|----------------------|
| For the period ending 31 March 2023 | | | | |
| Indicator/measure | Annual 2021-22 | Q3 YTD 2021-22 | Q3 YTD 2022-23 | Q3 YTD Difference |
| Sustainable Capacity Indicators | | | | |
| Population | | | | |
| <i>Expenses per head of municipal population</i> [Total expenses / Municipal population] | \$1,375 | \$938 | \$997 | \$59 |
| <i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population] | \$5,752 | \$5,133 | \$5,594 | \$460 |
| <i>Population density per length of road</i> [Municipal population / Kilometres of local roads] | 310.43 | 321.66 | 310.43 | -11.23 |
| Own-source revenue | | | | |
| <i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population] | \$1,288 | \$1,197 | \$1,311 | \$114 |
| Recurrent grants | | | | |
| <i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population] | \$89 | \$58 | \$37 | -\$21 |
| Disadvantage | | | | |
| <i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile] | 10.00 | 10.00 | 10.00 | 0.00 |
| Workforce turnover | | | | |
| <i>Percentage of staff turnover</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100 | 17.1% | 13.5% | 15.9% | 2.4% |

| LGPRF Performance Indicators - Sustainable Capacity and Financial Performance Indicators | | | | |
|---|---------------------------|---------------------------|---------------------------|------------------------------|
| For the period ending 31 March 2023 | | | | |
| Financial Performance Indicators | | | | |
| Indicator/measure | Annual 2021-22 | Q3 YTD 2021-22 | Q3 YTD 2022-23 | Q3 YTD Difference |
| Efficiency | | | | |
| Expenditure level * | | | | |
| Expenses per property assessment [Total expenses / Number of property assessments] | \$3,047 | \$2,173 | \$2,208 | \$35 |
| Revenue level * | | | | |
| Average rate per property assessment [General rates and Municipal charges / Number of property assessments] | \$2,082 | \$2,102 | \$2,128 | \$25 |
| Liquidity | | | | |
| Working capital | | | | |
| Current assets compared to current liabilities [Current assets / Current liabilities] x100 | 213.9% | 271.2% | 341.8% | 70.6% |
| Unrestricted cash | | | | |
| Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100 | 22.1% | 142.7% | 217.4% | 74.7% |
| Obligations | | | | |
| Loans and borrowings | | | | |
| Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100 | 46.1% | 11.2% | 43.3% | 32.2% |
| Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100 | 1.5% | 0.9% | 3.0% | 2.1% |
| Indebtedness | | | | |
| Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100 | 42.9% | 16.5% | 41.6% | 25.1% |
| Asset renewal and upgrade * | | | | |
| Asset renewal and upgrade compared to depreciation [Asset renewal and asset upgrade expense / Asset depreciation] x100 | 142.3% | 129.5% | 100.8% | -28.7% |
| Operating position | | | | |
| Adjusted underlying result * | | | | |
| Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100 | 0.9% | 25.6% | 26.5% | 0.9% |
| Stability | | | | |
| Rates concentration * | | | | |
| Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x100 | 81.0% | 86.0% | 84.4% | -1.6% |
| Rates effort | | | | |
| Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100 | 0.16% | 0.16% | 0.15% | 0.0% |

*This is an annual indicator. Timing of revenue and expenditure can vary throughout the year, distorting quarterly results.

Financial Performance



4. Financial and performance statements

4.1 Income Statement

| | ANNUAL ORIGINAL BUDGET | YTD ACTUAL (1) | YTD BUDGET (2) | YTD VARIANCE (1) - (2) | YTD VARIANCE % | FULL YEAR FORECAST (3) | 2022-23 AMENDED BUDGET (3) | FULL YEAR FORECAST VARIANCE (3) - (4) |
|---|------------------------------|----------------------|----------------------|------------------------------|----------------------|------------------------------|-------------------------------------|--|
| | \$'000s | \$'000s | \$'000s | \$'000s | % | \$'000s | \$'000s | \$'000s |
| Recurrent income | | | | | | | | |
| Rates and charges | 203,580 | 203,517 | 203,627 | (110) | 0% | 203,619 | 203,627 | (8) |
| Statutory fees and fines | 14,245 | 11,109 | 11,771 | (662) | -6% | 15,159 | 15,514 | (355) |
| User fees | 16,728 | 8,601 | 9,578 | (977) | -10% | 11,344 | 11,867 | (523) |
| Grants - operating | 10,257 | 5,862 | 5,832 | 30 | 1% | 7,446 | 7,093 | 353 |
| Contributions - cash | 5,079 | 5,010 | 3,818 | 1,192 | 31% | 5,694 | 5,079 | 615 |
| Rental income | 2,430 | 2,092 | 1,702 | 390 | 23% | 2,814 | 2,430 | 384 |
| Other income | 2,508 | 2,413 | 1,872 | 541 | 29% | 3,383 | 2,508 | 875 |
| Interest | 350 | 3,565 | 1,125 | 2,440 | 217% | 3,900 | 1,500 | 2,400 |
| Total recurrent income | 255,177 | 242,169 | 239,325 | 2,844 | 1% | 253,359 | 249,618 | 3,741 |
| Recurrent expenditure | | | | | | | | |
| Employee costs | 97,599 | 67,539 | 68,762 | 1,223 | 2% | 94,842 | 96,119 | 1,277 |
| Materials and services | 73,556 | 52,187 | 52,698 | 511 | 1% | 76,798 | 73,655 | (3,143) |
| Bad and doubtful debts | 1,818 | 628 | 614 | (14) | -2% | 2,139 | 2,140 | 1 |
| Depreciation and amortisation ¹ | 38,454 | 28,829 | 28,829 | - | 0% | 38,454 | 38,454 | - |
| Amortisation - right of use assets | 4,331 | 2,728 | 3,247 | 519 | 16% | 3,624 | 4,331 | 707 |
| Borrowing costs | 2,781 | 2,993 | 2,993 | - | 0% | 3,952 | 3,952 | - |
| Finance costs - leases | 322 | 188 | 241 | 53 | 22% | 248 | 322 | 74 |
| Other expenses | 7,747 | 5,448 | 6,020 | 572 | 10% | 7,681 | 7,784 | 103 |
| Total recurrent expenditure | 226,608 | 160,540 | 163,404 | 2,864 | 2% | 227,738 | 226,757 | (981) |
| Net recurrent operating surplus | 28,569 | 81,629 | 75,921 | 5,708 | 8% | 25,621 | 22,861 | 2,760 |
| Non-recurrent income | | | | | | | | |
| Priority projects income | 1,333 | 1,372 | 2,169 | (797) | -37% | 2,472 | 2,970 | (498) |
| Capital works income | 2,616 | 2,650 | 2,498 | 152 | 6% | 14,983 | 14,011 | 972 |
| Total non-recurrent income | 3,949 | 4,022 | 4,667 | (645) | -14% | 17,455 | 16,981 | 474 |
| Non-recurrent expenditure | | | | | | | | |
| Priority projects expenditure | 23,148 | 15,496 | 19,482 | 3,986 | 20% | 26,420 | 34,799 | 8,379 |
| Total non-recurrent expenditure | 23,148 | 15,496 | 19,482 | 3,986 | 20% | 26,420 | 34,799 | 8,379 |
| Net non recurrent operating surplus (deficit) | (19,199) | (11,474) | (14,815) | 3,341 | -23% | (8,965) | (17,818) | (8,853) |
| Net gain (loss) on disposal of property, infrastructure, plant and equipment | (2,763) | (28) | - | (28) | 100% | (3,700) | (2,763) | (937) |
| Surplus/(Deficit) for the year ² | 6,607 | 70,127 | 61,106 | 9,021 | 15% | 12,956 | 2,280 | 10,676 |

Note: All numbers are rounded to the nearest thousand. Actual results are reported against the 2022-23 Amended Budget approved by Council.

1. Depreciation and amortisation primarily relates to property, plant, equipment and infrastructure assets.
2. The year to date surplus result of \$70.13 million as per the budget is due to the striking of full year annual rates in August 2022. The surplus result will reduce over the course of the year as Council delivers services to the community. In addition, the favourable result against year to date budget of \$9.02 million or 15% is due to timing differences for income and expenditure.

Refer to **Section 4.5 Financial Performance** for details on Council's financial performance.

4.2 Income Statement by Directorate

| | ANNUAL ORIGINAL BUDGET | YTD ACTUAL | YTD BUDGET | YTD VARIANCE | YTD VARIANCE | FULL YEAR FORECAST | 2022-23 AMENDED BUDGET | FULL YEAR FORECAST VARIANCE |
|---|------------------------------|----------------|----------------|----------------------|-----------------|-----------------------|------------------------------|-----------------------------------|
| | \$'000s | (1) \$'000s | (2) \$'000s | (1) - (2) \$'000s | % | (3) \$'000s | (3) \$'000s | (3) - (4) \$'000s |
| Income | | | | | | | | |
| Rates and waste charges * | 202,206 | 202,104 | 202,206 | (102) | 0% | 202,206 | 202,206 | - |
| Places & Spaces | 2,605 | 1,908 | 1,861 | 47 | 3% | 2,677 | 2,605 | 72 |
| Community Support | 16,063 | 7,134 | 6,882 | 252 | 4% | 8,855 | 8,361 | 494 |
| Urban Living | 24,385 | 19,488 | 20,114 | (626) | -3% | 25,717 | 25,474 | 243 |
| Customer & Transformation | - | 1 | - | 1 | 100% | 1 | - | 1 |
| CEO's Office | 52 | 48 | 39 | 9 | 23% | 54 | 52 | 2 |
| Chief Financial Office | 2,912 | 1,922 | 2,220 | (298) | -13% | 2,942 | 2,912 | 30 |
| People Culture & Development | - | (1) | - | (1) | 100% | - | - | - |
| Total income | 248,223 | 232,604 | 233,322 | (718) | 0% | 242,452 | 241,610 | 842 |
| Expenditure | | | | | | | | |
| Places & Spaces | 72,540 | 52,581 | 53,065 | 484 | 1% | 74,751 | 73,066 | (1,685) |
| Community Support | 38,338 | 26,466 | 27,419 | 953 | 3% | 36,389 | 36,732 | 343 |
| Urban Living | 25,469 | 16,898 | 17,506 | 608 | 3% | 25,610 | 25,791 | 181 |
| Customer & Transformation | 26,930 | 19,043 | 20,112 | 1,069 | 5% | 26,418 | 27,002 | 584 |
| CEO's Office | 6,535 | 4,677 | 5,206 | 529 | 10% | 6,226 | 6,362 | 136 |
| Chief Financial Office | 5,886 | 4,047 | 4,253 | 206 | 5% | 6,448 | 5,886 | (562) |
| People, Culture & Development | 3,752 | 2,508 | 2,762 | 254 | 9% | 3,707 | 3,752 | 45 |
| Depreciation and amortisation ** | 38,454 | 28,829 | 28,829 | - | 0% | 38,454 | 38,454 | - |
| Total expenditure | 217,904 | 155,049 | 159,152 | 4,103 | 3% | 218,003 | 217,045 | (958) |
| Net non departmental *** | (1,750) | 4,075 | 1,751 | (2,324) | -133% | 1,172 | (1,704) | 2,876 |
| Net loss on disposal of property, infrastructure, plant and equipment | (2,763) | (29) | - | 29 | 100% | (3,700) | (2,763) | (937) |
| Capital income | 2,616 | 2,650 | 2,498 | 152 | 6% | 14,983 | 14,011 | 972 |
| Net priority projects | (21,815) | (14,124) | (17,313) | 4,783 | -28% | (23,948) | (31,829) | 7,881 |
| Surplus/(Deficit) for the year | 6,607 | 70,127 | 61,106 | 9,021 | 15% | 12,956 | 2,280 | 10,676 |

* Rate income includes interest on rates but excludes special rates which are included under the Chief Financial Office Directorate.

** Depreciation and amortisation primarily relates to property, plant, equipment and infrastructure assets.

*** Non departmental includes - Victorian Local Government Grants Commission funding, finance costs, interest on investments, open space developers contributions.

Note: All numbers are rounded to the nearest thousand. Actual results are reported against the 2022-23 Amended Budget approved by Council.

4.3 Balance Sheet

| | 31 Mar 2023 | 30 Jun 2022 | 31 Mar 2022 |
|---|------------------|------------------|------------------|
| | \$'000 | \$'000 | \$'000 |
| Current assets | | | |
| Cash and cash equivalents ¹ | 173,608 | 71,342 | 114,150 |
| Other financial assets ¹ | - | 79,000 | - |
| Trade and other receivables | 50,680 | 26,093 | 48,721 |
| Prepayments | 947 | 2,373 | 1,256 |
| Total current assets | 225,235 | 178,808 | 164,127 |
| Non-current assets | | | |
| Financial assets | 4 | 4 | 4 |
| Property, plant and equipment, infrastructure | 4,416,062 | 4,410,083 | 4,053,295 |
| Right of use assets | 7,424 | 8,552 | 8,901 |
| Intangible assets | 269 | 269 | 584 |
| Investment property | 8,759 | 8,756 | 8,745 |
| Total non-current assets | 4,432,518 | 4,427,664 | 4,071,529 |
| Total assets | 4,657,753 | 4,606,472 | 4,235,656 |
| Current liabilities | | | |
| Trade and other payables | 12,091 | 27,671 | 14,344 |
| Interest-bearing liabilities | 3,634 | 7,579 | 651 |
| Provisions | 19,072 | 19,749 | 20,029 |
| Trust funds and deposits | 16,289 | 13,411 | 12,039 |
| Unearned income | 11,611 | 11,985 | 10,319 |
| Lease liabilities | 3,206 | 3,206 | 9,030 |
| Total current liabilities | 65,903 | 83,601 | 66,412 |
| Non-current liabilities | | | |
| Provisions | 2,120 | 2,120 | 2,024 |
| Interest-bearing liabilities | 83,960 | 83,960 | 21,539 |
| Provision for investments in joint ventures | 6,040 | 6,040 | 6,727 |
| Lease liabilities | 4,301 | 5,447 | - |
| Total non-current liabilities | 96,421 | 97,567 | 30,290 |
| Total liabilities | 162,324 | 181,168 | 96,702 |
| Net assets | 4,495,429 | 4,425,304 | 4,138,954 |
| Equity | | | |
| Accumulated surplus | 1,005,466 | 935,341 | 990,709 |
| Asset revaluation reserve | 3,466,496 | 3,466,496 | 3,125,778 |
| Reserves ² | 23,467 | 23,467 | 22,467 |
| Total equity | 4,495,429 | 4,425,304 | 4,138,954 |
| Working capital ratio | 3.42 | | |

Note: All numbers are rounded to the nearest thousand.

1. Cash reflects balances in the general ledger not actual bank account balances.
2. Reserve funds comprise of Strategic Acquisition Fund (\$434,000), Open Space Development Fund (\$14.03 million) and Defined Benefits Superannuation future call up reserve (\$9.00 million).

4.4 Statement of Cash Flows

| | ANNUAL ORIGINAL BUDGET | YEAR TO DATE | | | 2022-23 AMENDED BUDGET |
|--|------------------------------|--------------|-------------------|---------------------|------------------------------|
| | | | YTD ANNUAL | VARIANCE (unfav) | |
| | | ACTUAL | AMENDED BUDGET | | |
| | (1) | (2) | (1) - (2) | | |
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| Cash flows from operating activities | | | | | |
| Rates and waste charges ¹ | 205,981 | 178,750 | 173,084 | 5,666 | 201,537 |
| Statutory fees and fines ² | 11,757 | 8,960 | 11,158 | (2,198) | 12,852 |
| User charges and other fines | 18,401 | 9,949 | 10,536 | (587) | 13,056 |
| Grants - operating ³ | 12,618 | 7,595 | 8,712 | (1,117) | 4,911 |
| Grants - capital | 2,616 | 2,001 | 2,499 | (498) | 13,836 |
| Contributions - monetary ⁴ | 5,079 | 5,501 | 3,822 | 1,679 | 5,254 |
| Interest received ⁵ | 350 | 2,867 | 1,125 | 1,742 | 1,500 |
| Other receipts | 5,432 | 5,051 | 3,932 | 1,119 | 5,432 |
| Net GST refund | 14,221 | 10,750 | 9,699 | 1,051 | 16,203 |
| Trust funds and deposits taken ⁶ | 100 | 2,878 | - | 2,878 | 100 |
| Employee costs ⁷ | (103,667) | (74,439) | (77,497) | 3,058 | (105,691) |
| Materials and services ⁸ | (101,138) | (77,202) | (82,307) | 5,105 | (112,405) |
| Short-term, low value and variable lease payments | (596) | (603) | (447) | (156) | (596) |
| Other payments | (8,002) | (5,461) | (6,250) | 789 | (8,112) |
| Net cash provided by/(used in) operating activities | 63,152 | 76,597 | 58,066 | 18,531 | 47,877 |
| Cash flows from investing activities | | | | | |
| Payments for property, infrastructure, plant and equipment | (78,889) | (44,348) | (44,625) | 277 | (73,702) |
| Proceeds from sale of property, plant and equipment | 4,720 | (2) | - | (2) | 4,720 |
| Net proceeds / (payments) for investments | - | 79,000 | 79,000 | - | 79,000 |
| Net cash used in investing activities | (74,169) | 34,650 | 34,375 | 275 | 10,018 |
| Cash flows from financing activities | | | | | |
| Finance costs | (2,859) | (2,082) | (2,082) | - | (4,272) |
| Proceeds from borrowings | 19,700 | - | - | - | 19,700 |
| Repayment of borrowings | (26,362) | (3,945) | (3,945) | - | (25,907) |
| Interest paid - lease liability | (323) | (189) | (243) | 54 | (323) |
| Repayment of lease liabilities | (3,733) | (2,765) | (2,115) | (650) | (2,819) |
| Net cash provided by (used in) financing activities | (13,577) | (8,981) | (8,385) | (596) | (13,621) |
| Net increase (decrease) in cash and cash equivalents | (24,594) | 102,266 | 84,056 | 18,210 | 44,274 |
| Cash and cash equivalents at beginning of year | 111,715 | 71,342 | 71,342 | - | 71,342 |
| Cash and cash equivalents at end of year | 87,121 | 173,608 | 155,398 | 18,210 | 115,616 |

Note: All numbers are rounded to the nearest thousand.

1. Rates and waste charges are higher than budget due to timing and a lower collection rate (83.47%) than anticipated (85%).
2. Statutory fees and fines are \$2.20 million lower than budget due to timing.
3. Grants operating are \$1.12 million lower than budget due to timing.
4. Higher than planned developer open space contributions of \$1.68 million due to timing.
5. Higher than budgeted interest received of \$1.72 million due to interest on investments.
6. Trust funds and deposits includes the fire services property levy received which relates to the timing of fire services property levy and levy interest amounts received and subsequently remitted to the State Revenue Office (SRO) which are to be made in four payments in accordance with Section 41(1) of the FSPL Act. An instalment is due and payable to the Commissioner of State Revenue 28 days after the due date of rates instalments. Levy monies are to be remitted to the SRO by the following dates each financial year - 28 October; 28 December; 28 March; and 28 June.
7. Employee costs are \$3.06 million lower than budgeted primarily due to staff vacancies across the organisation.
8. Materials and Services are lower than budget due to timing of cash outflows \$5.11 million.

4.5 Overview

This section details Council's financial performance for the period ended 31 March 2023.

The year to date and annual budget referred to in this report reflects the 2022-23 Amended Budget approved by Council on 14 November 2022.

The 2022-23 Full Year Forecast reflects the final result of the full year review of the annual financials to be undertaken during the year.

Operating budget

The year to date surplus result of \$70.13 million is \$9.02 million above the Amended Budget surplus of \$61.11 million. The favourable result against year to date budget is due to a number of factors which are outlined below.

Year to date total recurrent and non-recurrent income is above budget by \$2.20 million comprising recurrent income of \$2.84 million and non-recurrent income of (\$645,000), while year to date total recurrent and non-recurrent expenditure is \$6.85 million (\$2.86 million + \$3.99 million) below budget.

The following table includes explanations on major income and expenditure line variances over **\$75,000** against the year to date budget.

Definitions

Timing (T) = Year to date expenditure or income level is less/more than anticipated in the budget phasing. Anticipated this variance will correct by end of financial year without management action.

Permanent (P) = The dollars outlined as a permanent variance are anticipated to add/reduce the end of year result.

Forecast = Where a permanent variance has been determined, an expected full year forecast variance has been noted.

Phasing = When anticipated spread of expenditure/income across the financial year is expected to be spent/received.

Year to date actual vs. year to date budget variations.

| Income | | | |
|----------------------------------|--|--|---|
| Income line | Expected variance (P)ermanent (T)iming | Explanation Year to date actual vs year to date budget variations | Full Year Forecast permanent variance from Amended Budget |
| Rates and charges (\$110,000) | T | Lower than budgeted income: <ul style="list-style-type: none"> (\$287,000) - rates and charges income, primarily in supplementary rates. | |

| Income | | | |
|---|---|--|---|
| Income line | Expected variance (P)ermanent (T)iming | Explanation Year to date actual vs year to date budget variations | Full Year Forecast permanent variance from Amended Budget |
| Statutory fees and fines (\$662,000) | <p>P</p> <p>T</p> <p>T</p> <p>P</p> <p>T/P</p> | <p>Lower than budgeted income:</p> <ul style="list-style-type: none"> • (\$486,000) - lodgement fee income - primarily in scheme control income. • (\$219,000) - parking management income. • (\$154,000) - street furniture permits. <p>Offset by higher than budgeted income:</p> <ul style="list-style-type: none"> • \$154,000 - skip bins income. • \$87,000 - fines income primarily in tree control. | <p>(\$500,000)</p> <p>\$231,000</p> <p>\$25,000</p> |
| User fees (\$977,000) | <p>P</p> <p>T/P</p> <p>T/P</p> | <p>Lower than budgeted income:</p> <ul style="list-style-type: none"> • (\$571,000) - service fees and charges primarily in Freeway Golf Course and Asset Protection. • (\$406,000) - registrations income primarily in health services and animal registrations behind planned budget phasing. <p>Offset by higher than budgeted income:</p> <ul style="list-style-type: none"> • \$146,000 - Infringements Court Charges. | <p>(\$662,000)</p> <p>\$102,000</p> <p>\$38,000</p> |
| Contributions - Cash \$1.19 million | <p>T/P</p> <p>T/P</p> | <p>Higher than budgeted income:</p> <ul style="list-style-type: none"> • \$1.06 million - developers open space contributions received higher than planned budget phasing. • \$129,000 - local contributions primarily associated with Balwyn rotary contribution to small annual community grants program. | <p>\$500,000</p> <p>\$115,000</p> |
| Rental income \$390,000 | <p>T/P</p> <p>P</p> <p>P</p> | <p>Higher than budgeted income:</p> <ul style="list-style-type: none"> • \$257,000 - rental/hire income - primarily at Hawthorn Arts Centre from October to December with some venue hirers returning for the first time since 2019 and Formal Gardens higher than planned budget phasing. • \$195,000 - lease income primarily at Hawthorn Arts Centre higher than planned budget phasing. <p>Offset by lower than budgeted income:</p> <ul style="list-style-type: none"> • (\$127,000) - lease income primarily at Camberwell Fresh Food Market lower than planned budget phasing. | <p>\$250,000</p> <p>\$210,000</p> <p>(\$127,000)</p> |

| Income | | | |
|----------------------------|--|---|---|
| Income line | Expected variance (P)ermanent (T)iming | Explanation Year to date actual vs year to date budget variations | Full Year Forecast permanent variance from Amended Budget |
| Other income \$541,000 | P T | Higher than budgeted income: <ul style="list-style-type: none"> \$372,000- road and footpath occupation income higher than planned budget phasing. \$91,000 - right of ways income higher than planned budget phasing. | \$566,000 |
| Interest \$2.44 million | T/P | Higher than budgeted income: <ul style="list-style-type: none"> \$2.44 million - managed interest - due to interest on investments. | \$2.40 million |

| Expenditure | | | |
|----------------------------------|--|--|--|
| Expense line | Expected variance (P)ermanent (T)iming | Explanation Year to date actual vs year to date budget variations | Full Year Forecast permanent variance from Amended Budget |
| Employee costs \$1.22 million | T/P T/P T/P T/P | Lower than budgeted expenditure: <ul style="list-style-type: none"> \$4.48 million - salaries and associated costs primarily due to staff vacancies across the organisation. \$167,000 -apprenticeships/traineeships. Offset by higher than budgeted expenditure: <ul style="list-style-type: none"> (\$2.99 million) - temporary staff filling vacancies across the organisation. (\$404,000) - overtime and casuals and relievers filling vacancies across the organisation. | \$3.74 million \$132,000 (\$2.21 million) (\$323,000) |

| Expenditure | | | |
|-------------------------------------|--|---|---|
| Expense line | Expected variance (P)ermanent (T)iming | Explanation Year to date actual vs year to date budget variations | Full Year Forecast permanent variance from Amended Budget |
| Materials and services \$511,000 | | Lower than budgeted expenditure: | |
| | T/P | • \$972,000 - professional services and advice across the organisation. | \$264,000 |
| | T/P | • \$391,000 - legal fees expense. | \$99,000 |
| | P | • \$375,000 - consultants expense. | (\$171,000) |
| | T | • \$345,000 - application support expense. | |
| | T/P | • \$313,000 - waste recycling disposal expense. | \$261,000 |
| | T/P | • \$293,000 - trade services across the organisation. | (\$918,000) |
| | T/P | • \$209,000 - telephone/internet/data sim cards expense. | (\$34,000) |
| | T/P | • \$194,000 - water supply expense. | \$107,000 |
| | T/P | • \$188,000 - mowing contractors expense. | \$79,000 |
| | T | • \$169,000 - vandalism and graffiti removal expense. | |
| | T/P | • \$139,000 - other rates and taxes expense. | (\$304,000) |
| | T/P | • \$139,000 - below excess claims fleet expense. | (\$67,000) |
| | T/P | • \$123,000 - online subscriptions expense. | (\$74,000) |
| | T/P | • \$109,000 - postage expense. | (\$4,000) |
| | T/P | • \$102,000 - painting services expense. | \$45,000 |
| | P | • \$94,000 - mechanical equipment maintenance expense. | \$118,000 |
| | T/P | • \$90,000 - cleaning buildings internal expense. | (\$146,000) |
| | T | • \$78,000 - insurance premiums, decrease to Council's public liability and building insurance expenses influenced by movements in the insurance markets. | |
| | | Offset by higher than budgeted expenditure: | |
| | T | • (\$1.17 million) - capital works in progress (items expensed due to not meeting the asset capitalisation criteria - this is a non-cash accounting entry). | |
| | T/P | • (\$959,000) - concrete expense. | (\$670,000) |
| | T/P | • (\$372,000) - licencing/maintenance contracts expense. | (\$154,000) |
| | T/P | • (\$304,000) - specialist tree work, high voltage works, block, root and park tree pruning in Environmental Sustainability and Open Space. | (\$176,000) |

| Expenditure | | | |
|---|---|---|--|
| Expense line | Expected variance (P)ermanent (T)iming | Explanation Year to date actual vs year to date budget variations | Full Year Forecast permanent variance from Amended Budget |
| <i>Materials and services cont.</i> | T/P T/P P T/P P P T/P P T/P T P T P | <ul style="list-style-type: none"> • (\$205,000) - recruitment costs expense. • (\$167,000) - plumbing services expense. • (\$154,000) - instant turf expense. • (\$152,000) - infringements court filing fees expense. • (\$140,000) - distillate expense. • (\$121,000) - drainage cleansing expense. • (\$116,000) - open space contract - variations expense. • (\$112,000) - equipment purchase expense. • (\$96,000) - spares expense. • (\$84,000) - below excess claims public liability expense. • (\$79,000) - hardware expense. • (\$77,000) - website license/hosting expense. • (\$77,000) - tipping fees expense. | (\$81,000) (\$133,000) (\$35,000) (\$39,000) (\$259,000) (\$218,000) (\$45,000) (\$140,000) (\$20,000) (\$107,000) (\$122,000) |
| Amortisation - right of use assets \$519,000 | P | Lower than budgeted expenditure: <ul style="list-style-type: none"> • \$500,000 - a review was undertaken of right of use assets and has been reflected in the Full Year Forecast. The favourable variance has been partially offset by increase in short term assets below in "other expenses". | \$707,000 |
| Other expenses \$572,000 | T/P T/P P T P | Lower than budgeted expenditure: <ul style="list-style-type: none"> • \$203,000 - conferences seminars training expense across the organisation. • \$184,000 - special rates expenditure behind planned budget phasing. • \$101,000 - grants and subsidies behind planned budget phasing primarily in small annual grants. • \$80,000 - internal audit fees expense. Offset by higher than budgeted expenditure: <ul style="list-style-type: none"> • (\$151,000) - Leased assets across the organisation that are short term (less than 12 months) or low value in nature. In accordance with the requirements of the new accounting standard AASB 16 - Leases short term or low value leases will be expensed to the income statement. | \$38,000 \$8,000 \$350,000 (\$248,000) |

4.6 Balance Sheet and Cash Flow Statement

Cash and investment holdings are \$173.61 million as at 31 March 2023 which has increased by \$23.27 million from 30 June 2022.

Total cash and investment holdings are \$18.21 million higher than year to date budget primarily due to

- Higher than budgeted rates and charges \$5.67 million due to timing.
- Lower than budgeted materials and services \$5.11 million due to timing of cash outflows.
- Higher than budgeted interest received of \$1.74 million due to interest on investments.
- Higher than budgeted developer open space contributions of \$1.68 million due to timing.
- Employee costs are lower than budgeted primarily due to staff vacancies across the organisation.

Partially offset by:

- Lower than budgeted statutory fees and fines (\$2.20 million) due to timing.
- Lower than budgeted grants operating of (\$1.12 million) due to timing.

The Balance Sheet as at 31 March 2023 indicates a satisfactory result with total current assets of \$225.24 million and total current liabilities of \$65.90 million.

The working capital ratio of 3.42 to 1 (includes a 0.5% or \$848,000 cash contingency for emergency response works and reserve funds of \$23.47 million) reflects the increase in current debtors resulting from the striking of the rates which will reduce by 30 June 2023 as Council funds its operating programs and capital works. The rate debt will be repaid over the remainder of the financial year in accordance with the payment options chosen by ratepayers.

4.7 Capital Works

4.7.1 Capital Works Program summary

| | ANNUAL ORIGINAL BUDGET | YTD ACTUAL (1) | YTD BUDGET (2) | YTD VARIANCE (1) - (2) | YTD VARIANCE % | COMMIT | FULL YEAR FORECAST (3) | 2022-23 AMENDED BUDGET (3) | FULL YEAR FORECAST VARIANCE (3) - (4) |
|--|------------------------------|----------------------|----------------------|------------------------------|----------------------|---------------|------------------------------|-------------------------------------|--|
| | \$'000s | \$'000s | \$'000s | \$'000s | % | \$'000s | \$'000s | \$'000s | \$'000s |
| Infrastructure | | | | | | | | | |
| Bridges | 1,459 | 2,058 | 2,040 | (18) | -1% | 1,476 | 3,900 | 2,265 | (1,635) |
| Drainage | 4,218 | 2,020 | 2,749 | 729 | 27% | 1,045 | 5,596 | 5,443 | (153) |
| Footpaths and cycleways | 2,100 | 1,166 | 1,141 | (25) | -2% | 154 | 2,241 | 2,481 | 240 |
| Off street carparks | 721 | 303 | 444 | 141 | 32% | 15 | 464 | 671 | 207 |
| Parks, open space and streetscapes | 4,693 | 3,133 | 3,427 | 294 | 9% | 724 | 6,565 | 6,509 | (56) |
| Recreational, leisure & com facilities | 3,639 | 2,140 | 2,442 | 302 | 12% | 852 | 3,864 | 5,878 | 2,014 |
| Roads | 12,551 | 7,513 | 6,604 | (909) | -14% | 382 | 11,908 | 13,446 | 1,538 |
| Total Infrastructure | 29,381 | 18,333 | 18,847 | 514 | 3% | 4,648 | 34,538 | 36,693 | 2,155 |
| Plant and Equipment | | | | | | | | | |
| Computers and telecommunications | 1,062 | 817 | 999 | 182 | 18% | 378 | 1,763 | 2,123 | 360 |
| Fixtures, fittings and furniture | 1,655 | 269 | 1,072 | 803 | 75% | 642 | 1,515 | 2,208 | 693 |
| Library books | 995 | 636 | 714 | 78 | 11% | 128 | 995 | 995 | - |
| Plant machinery and equipment | 1,363 | 827 | 1,001 | 174 | 17% | 157 | 1,492 | 1,654 | 162 |
| Total Plant and Equipment | 5,075 | 2,549 | 3,786 | 1,237 | 33% | 1,305 | 5,765 | 6,980 | 1,215 |
| Property | | | | | | | | | |
| Building | 22,740 | 7,730 | 8,275 | 545 | 7% | 9,407 | 17,278 | 18,706 | 1,428 |
| Building improvements | 58 | 4 | 52 | 48 | 92% | 18 | 58 | 58 | - |
| Major Projects | 21,636 | 7,911 | 8,165 | 254 | 3% | 14,792 | 10,486 | 11,265 | 779 |
| Total Property | 44,434 | 15,645 | 16,492 | 847 | 5% | 24,217 | 27,822 | 30,029 | 2,207 |
| Total capital works expenditure | 78,890 | 36,527 | 39,125 | 2,598 | 7% | 30,170 | 68,125 | 73,702 | 5,577 |
| Represented by: | | | | | | | | | |
| Asset renewal expenditure | 53,595 | 26,144 | 27,496 | 1,352 | 5% | 19,689 | 48,598 | 53,849 | 5,251 |
| Asset upgrade expenditure | 2,315 | 2,922 | 3,149 | 227 | 7% | 1,900 | 5,969 | 4,419 | (1,550) |
| New asset expenditure | 16,946 | 6,168 | 7,115 | 947 | 13% | 6,366 | 11,284 | 12,915 | 1,631 |
| Asset expansion expenditure | 6,034 | 1,293 | 1,365 | 72 | 5% | 2,215 | 2,274 | 2,519 | 245 |
| Total capital works expenditure | 78,890 | 36,527 | 39,125 | 2,598 | 7% | 30,170 | 68,125 | 73,702 | 5,577 |

Note: All numbers are rounded to the nearest thousand.

4.7.2 Capital Works performance versus budget

Commentary (by exception)

Year to date actual vs. year to date Annual Amended Budget

Council's year to date performance in gross capital works expenditure is \$36.53 million which is \$2.60 million below year to date budget phasing of \$39.13 million. The most significant variances being:

- **72665. Library IT Hardware Renewal - (\$495,000)**
Return chutes and sorters have been ordered for Hawthorn and Ashburton Libraries. This is a multi-year project that involves building related works to be undertaken at each site to accommodate the upgraded sorters and return chutes. The building works need to be completed before the new equipment can be installed. It is now anticipated the project will be completed by March 2024. A proposed forward commitment to 2023-24 of \$660,224 has been reflected in the full year forecast.
- **72684. New Public toilets - (\$425,000)**
New public toilets project is funding works to be undertaken at Lynden Park Pavilion and Camberwell Fresh Food Market to improve toilets and accessibility. The works program was delayed to align with the construction timeline for Lynden Park Pavilion.
- **72939. Concrete drain relining - (\$379,000)**
Project delivery was delayed due to contractor availability. Works anticipated to commence in April 2023 with works planned for completion by June 2023.
- **72769. Canterbury Community Precinct (Renewal) - (\$360,000)**
This is a multi-year project. There have been a number of COVID-19 restrictions, including workforce reductions, construction industry shutdowns and supply chain delays which have resulted in the works program being slightly delayed. The delayed program will extend the work scheduled, with stage 1 works recently completed in March 2023, and stage 2 works scheduled to commence April 2023. It is anticipated the completion of stage 2 works will be in 2023.
- **72863. Fordham Avenue Kindergarten - (\$323,000)**
Project delivery has been delayed so work can be completed during Easter and school holiday periods to minimise impacts to kindergarten services. The project is anticipated to be completed by September 2023. A proposed forward commitment of \$218,007 has been reflected in the full year forecast.
- **71794. Future Information Technology Expenditure - (\$259,000)**
Due to on-going global shortages of certain equipment and component parts, along with supply chain issues, the project has been delayed. The project is expected to be completed by December 2023. A proposed forward commitment to 2023-24 of \$200,000 has been reflected in the full year forecast.

Capital works committed expenditure as at 31 March 2023 is \$30.17 million (year to date actual and commitments equates to \$66.70 million).

Full Year Forecast vs 2022-23 Amended Budget

Following the completion of the 2022-23 full year forecast review, gross capital works expenditure is now forecast to be \$68.13 million which is \$5.58 million below the 2022-23 Amended Budget of \$73.70 million primarily due to a combination of proposed forward commitments, savings and project adjustments.

Capital works income is now forecast to be \$14.98 million which is \$972,000 above the 2022-23 Amended Budget of \$14.01 million primarily due to grant funding being received from the State Government for Lynden Park, Rowen Street Kindergarten and Anderson Road Family Centre.

Proposed forward commitments \$5.55 million to 2023-24

Proposed forward commitments to 2023-24 of \$5.55 million have been reflected in the Full Year Forecast. The full listing is provided on the next page.

| CAPITAL WORKS - PROPOSED FORWARD COMMITMENTS TO 2023-24 | | |
|---|---|--|
| Project Name & Number | Total Proposed Forward Commitments to 2023-24 | Commentary |
| CAPITAL WORKS EXPENDITURE - PROPOSED FORWARD COMMITMENTS | | |
| PLACES and SPACES | | |
| Capital Projects | | |
| 72698. Park Playground Replacement Program - Investigation and Design | \$20,000 | A Council meeting to award the contract for the playground renewal works at Hays Paddock Playground occurred in April 2023. Works are anticipated to commence December 2023 and are anticipated to be completed by June 2024. |
| 72699. Shopping Centre Improvement Plan - Investigation and Design | \$20,000 | Project delayed pending final approval by the road authority Department of Transport and Planning (DOTP) for design. Construction is expected to commence in 2024. |
| 72798. Lewin Reserve | \$585,147 | On site construction progress has been delayed. Works are scheduled to be completed in early 2023-24 financial year. |
| 72863. Fordham Avenue Kindergarten | \$218,007 | Project delivery has been delayed so work can be completed during Easter and school holiday periods to minimise impacts to kindergarten services. The final stage of works is planned for completion by September 2023. |
| 72911. Frog Hollow Pavilion | \$50,000 | This is a multi-year project. Feedback on the concept design was received back from the club representative and incorporated into the final design. Community consultation on the plan occurred in March 2023. Construction is planned for 2023-24 and 2024-25. |
| 72921. Ferndale Park | \$100,047 | This is a multi-year project. Works carried forward due to extensive community consultation process. Construction is planned for 2023-24 and 2024-25. |
| 72922. Canterbury Sportsground | \$55,000 | This is a multi-year project. Feedback on the concept design was received back from the club and incorporated into the final design. Community consultation on the plan occurred in March 2023. Construction is planned for 2023-24 and 2024-25. |
| 72925. Rowen Street Kindergarten | \$200,000 | The main construction works are underway and is scheduled for completion by mid 2023. Minor works will continue into 2023-24. |
| 72928. Anderson Road Family Centre | \$150,000 | This is a multi-year project. External grant funding has been received during 2022-23 from Department of Education. Balance of grant funded project works to be completed by the end of the 2023 calendar year. |
| 72935. Lynden Park | \$195,000 | This is a multi-year project. Initial tender submission construction cost estimates were higher than anticipated for this project. The project went out to tender a second time to seek more competitive tender estimates delaying the construction commencement date. Construction is due to commence late May 2023 and will continue through to June 2024. |
| 72951. Hawthorn Community House - Feasibility Works | \$30,000 | Delivery of minor works has been delayed due to limited availability of specialist contractors. Works will be completed in early 2023-24 financial year. |
| 72968. Fritsch Holzer Stadium and Sportsground | \$650,000 | This is a multi year project. This is a potential contribution towards a Victoria School Building Authority (VSBA) project at Fritsch Holzer Reserve. Discussions with the VSBA are ongoing. |
| 72970. Surrey Hills Shopping Centre | \$47,897 | Due to the State Government Level Crossing Removal Project (LXRP) construction has been delayed. Access to the area controlled by LXRP is scheduled to occur from June 2023. The project is anticipated to be completed by June 2024. |
| 72981. Maranoa Gardens Community Room and Groundskeeper Building | \$120,000 | Several concept designs have been developed for this project. The project scope will be reviewed and progress concept designs this financial year. Construction is planned for 2025-26. |
| Total Capital Projects | \$2,441,098 | |

| CAPITAL WORKS - PROPOSED FORWARD COMMITMENTS TO 2023-24 | | |
|---|---|--|
| Project Name & Number | Total Proposed Forward Commitments to 2023-24 | Commentary |
| CAPITAL WORKS EXPENDITURE - PROPOSED FORWARD COMMITMENTS | | |
| Environmental Sustainability and Open Space | | |
| 71868. Oval Fences Renewal Program | \$140,000 | Due to low submissions, Victoria Road Reserve has been rescoped and will go out to public tender in April 2023. Works are programmed to commence in September 2023. |
| 71869. Cricket Practise Nets Renewal Program | \$207,570 | |
| 72377. Sportsground Reconstruction Program | \$959,815 | |
| 72378. Sportsground Drainage Program | \$53,315 | |
| 72754. Field Sports Strategy Implementation | \$171,930 | |
| 73049. South Oval Upgrade Victoria Park, Kew | \$86,202 | Multiple projects underway. Electric vehicle (EV) contracts and solar photovoltaic (PV) contract with value over \$400K are about to be awarded. Works will continue into 2023-24 financial year and are expected to be completed in September 2023. |
| 72901. Climate Action Plan - emissions reduction work | \$300,000 | |
| Total Environmental Sustainability and Open Space | \$1,918,832 | |
| Facilities, Waste & Infrastructure | | |
| 72902. Riversdale Depot Masterplan | \$75,000 | Commencement of feasibility investigations has been delayed pending finalisation of the project brief. Services will continue into 2023-24. |
| Total Facilities, Waste & Infrastructure | \$75,000 | |
| Traffic and Transport | | |
| 72918. Balwyn Pedestrian operated signals | \$300,000 | The detailed designs for the proposed pedestrian operated signals in Balwyn Road at Gordon Barnard Reserve are in the final stages of approval from the Department of Transport and Planning (DTP), formerly VicRoads. Subject to the final approval, the tender advertisement will occur in May 2023 and be awarded in June 2023. Installation of signals is expected by November 2023. |
| Total Traffic and Transport | \$300,000 | |
| TOTAL PLACES AND SPACES | \$4,734,930 | |

| CAPITAL WORKS - PROPOSED FORWARD COMMITMENTS TO 2023-24 | | |
|---|---|--|
| Project Name & Number | Total Proposed Forward Commitments to 2023-24 | Commentary |
| CAPITAL WORKS EXPENDITURE - PROPOSED FORWARD COMMITMENTS | | |
| COMMUNITY SUPPORT | | |
| Liveable Communities | | |
| 71920. HACC - Minor Capital Grant | \$5,000 | This funding is from a State Government grant for minor capital associated with Council's aged care services. It is expected to be fully expended by the end of the 2023-24 financial year. |
| Total Liveable Communities | \$5,000 | |
| Library Services | | |
| 71568. Library & Office Furniture | \$10,000 | In addition to the furniture upgrade for Camberwell Library, furniture will also be ordered for the outside area to help activate the outdoor space. The project is anticipated to be completed in September 2023. |
| 72665. Library IT Hardware Renewal | \$660,224 | Return chutes and sorters have been ordered for Hawthorn and Ashburton Libraries. This is a multi-year project that involves building related works to be undertaken at each site to accommodate the upgraded sorters and return chutes. The building works need to be completed before the new equipment can be installed. It is anticipated the project will be completed by March 2024. |
| 72751. Library Shelving | \$53,645 | Shelving for the new "Most Wanted" collection is being ordered and will be expended this financial year. Additionally repairs to some units in some libraries is also being ordered. Additional shelving will be required next financial year to create a Local History Hub at Hawthorn Library and for additional Kew Library display shelving following the redevelopment. |
| Total Library Services | \$723,869 | |
| TOTAL COMMUNITY SUPPORT | \$728,869 | |
| CUSTOMER and TRANSFORMATION | | |
| Transformation & Technology | | |
| 71794. Future Information Technology Expenditure | \$200,000 | Due to on-going global shortages of certain equipment and component parts, along with supply chain issues, the project has been delayed. The project is expected to be completed by December 2023. |
| 72756. Youth Services Case Management System | \$55,513 | Due to dependency on completion of the Enterprise Booking Tool project, which is now scheduled to be completed in May 2023, planned works have been deferred to commence in 2023-24 financial year with completion expected in December 2023. |
| 72761. Payroll System Upgrade | \$100,000 | Project is in the final design stage with the expectation to commence build stage in March. Due to vendor resourcing issues, completion will be delayed into 2023-24 financial year. |
| Total Transformation & Technology | \$355,513 | |
| CUSTOMER and TRANSFORMATION | | |
| Customer and Communication | | |
| 72903. Smart Safe in Customer Service | \$20,000 | Delivery of a new smart safe to support secure cash collection needs to align to the development of a new Property and Rating system which will be delivered as part of Transforming Boroondara and the core system upgrade. The project is anticipated to be completed by the end of the 2023-24 financial year. |
| Total Customer and Communication | \$20,000 | |
| TOTAL CUSTOMER AND TRANSFORMATION | \$375,513 | |

| CAPITAL WORKS - PROPOSED FORWARD COMMITMENTS TO 2023-24 | | |
|---|---|--|
| Project Name & Number | Total Proposed Forward Commitments to 2023-24 | Commentary |
| CAPITAL WORKS EXPENDITURE - PROPOSED FORWARD COMMITMENTS | | |
| MAJOR PROJECTS | | |
| Major Projects | | |
| 72852. Camberwell Community Centre (Expansion) | \$20,000 | Delivery of minor acoustic improvement works will be staged to appropriately assess the impact of various measures being implemented. Works will be completed in early 2023-24 financial year. |
| 72607. Kew Recreation Centre (Renewal) | \$740,360 | Works have been delayed due to the structural steel collapse on 20 October 2022. Demolition of the fallen structure commenced on 7 February 2023. Once the cause is established as part of Worksafe investigations and financial implications are known, these will be considered as part of the development of future Budgets. Project practical completion is now anticipated in early 2025. |
| TOTAL MAJOR PROJECTS | \$760,360 | |
| Made up of: | | |
| NEW CAPITAL - FORWARD COMMITMENTS TO 2023-24 | \$1,509,827 | |
| UPGRADE CAPITAL - FORWARD COMMITMENTS TO 2023-24 | \$141,715 | |
| EXPANSION CAPITAL - FORWARD COMMITMENTS TO 2023-24 | \$175,047 | |
| RENEWAL CAPITAL - FORWARD COMMITMENTS TO 2023-24 | \$4,773,083 | |
| GRAND TOTAL FORWARD EXPENDITURE COMMITMENTS TO 2023-24 | \$6,599,672 | |
| CAPITAL WORKS INCOME | | |
| 72585. Walmer Street bridge | (\$1,050,000) | Balance of grant funding to be received and recognised in 2023-24. |
| TOTAL INCOME CARRIED FORWARD TO 2023-24 | (\$1,050,000) | |
| TOTAL NET FORWARD COMMITMENTS TO 2023-24 | \$5,549,672 | |

4.7.3 Major Projects Capital Works performance

| Major Projects - Progress Update Expenditure For the period ending 31 March 2023 | | | | | | | |
|--|---|------------------|-------------------|----------------|-----------------------|-------------------|-----------------------------------|
| | | YEAR TO DATE | | | 2022-23 | | |
| | | ACTUALS | AMENDED BUDGET | VARIANCE | FULL YEAR FORECAST | AMENDED BUDGET | FULL YEAR FORECAST VARIANCE |
| Kew Recreation Centre | 1 | 4,368,596 | 4,278,767 | (89,829) | 5,359,640 | 6,100,000 | 740,360 |
| Canterbury Community Precinct | 2 | 3,323,803 | 3,766,270 | 442,467 | 4,482,580 | 4,482,580 | 0 |
| Tuck Stand | 3 | 106,141 | 45,230 | (60,911) | 469,764 | 469,764 | 0 |
| Library Redevelopment Kew | 4 | 112,497 | 74,308 | (38,189) | 164,188 | 164,188 | 0 |
| Total | | 7,911,037 | 8,164,575 | 253,538 | 10,476,172 | 11,216,532 | 740,360 |

All projects overseen by Project Control Groups.

1. Kew Recreation Centre

This is a multi-year project. Works have been delayed due to the structural steel collapse on the 20th October 2022. Demolition of the fallen structure commenced on 7th February 2023. Once the cause is established as part of Worksafe investigations and financial implications are known, these will be considered as part of the development of future Budgets. Project practical completion is now anticipated in early 2025. A proposed forward commitment to 2023-24 of \$740,360 has been reflected in the full year forecast.

2. Canterbury Community Precinct

This is a multi-year project. There have been a number of COVID-19 restrictions, including workforce reductions, construction industry shutdowns and supply chain delays that have resulted in the works program being slightly delayed. The delayed program will extend the work scheduled, with stage 1 works recently completed in March 2023, and stage 2 works scheduled to commence mid April 2023. It is anticipated the completion of stage 2 will be mid-late 2023.

3. Tuck Stand

This is a multi-year project. Feasibility investigations to determine the appropriate service and tenant mix to occupy a redeveloped Tuck Stand building are advanced and have considered spatial allocations, physical limitations and opportunities, cost planning, ancillary infrastructure upgrades and broader precinct requirements. The project will commence with early works to repair structural issues and demolish remaining internal fittings in 2023-24. Community consultation will be undertaken mid-late 2023 to finalise project scope prior to the design of a new internal layout to support community use.

4. Library Redevelopment Kew

This is a multi-year project. Consultants have been engaged to commence early concept design and cost estimates. Design is scheduled to commence during 2023-24.

4.8 Priority Projects

Commentary (by exception)

Year to date actual vs. year to date Annual Amended Budget

Council's year to date performance in gross priority project expenditure is \$15.50 million which is \$3.98 million below year to date budget phasing of \$19.48 million.

There are minor variances (favourable)/unfavourable across multiple projects with the most significant being:

- **81084. System Development and Implementation- (\$2.69 million)**
In October 2022 the Transforming Boroondara Program Board and Transforming Boroondara Steering Committee endorsed the change request for the Program. This was due to the vendor delays in commencing the Core Initiative. A proposed forward commitment to 2023-24 of \$6.45 million has been reflected in the full year forecast.
- **81029. Information Asset Audit - (\$233,000)**
Implementation of the digital disposal initiatives will align to the core uplift and will be delivered through the Transforming Boroondara program. The project is expected to be completed by June 2024. A proposed forward commitment to 2023-24 of \$200,000 has been reflected in the full year forecast.
- **81130. Outdoor Dining - Council Parklet Program - (\$128,000)**
Project finalisation was impacted by delays in receiving Department of Transport and Planning approval for parklets on State roads. Project is anticipated for completion by September 2023. A proposed forward commitment to 2023-24 of \$120,000 has been reflected in the full year forecast.

Priority projects committed expenditure as at 31 March 2023 is \$18.13 million (year to date actual and commitments equates to \$33.63 million).

Full Year Forecast vs 2022-23 Amended Budget

Following the completion of the 2022-23 full year forecast review, gross priority projects expenditure is now forecast to be \$26.42 million which is \$8.38 million below the 2022-23 Amended Budget of \$34.80 million due to a combination of proposed forward commitments, project adjustments and savings.

Priority projects income is now forecast to be \$2.47 million which is \$500,000 below the 2022-23 Amended Budget of \$2.97 million primarily due to a decrease in grant funding from the State Government.

Proposed forward commitments \$9.68 million to 2023-24

Proposed forward commitments to 2023-24 of \$9.68 million has been reflected in the Full Year Forecast. The full listing is provided below.

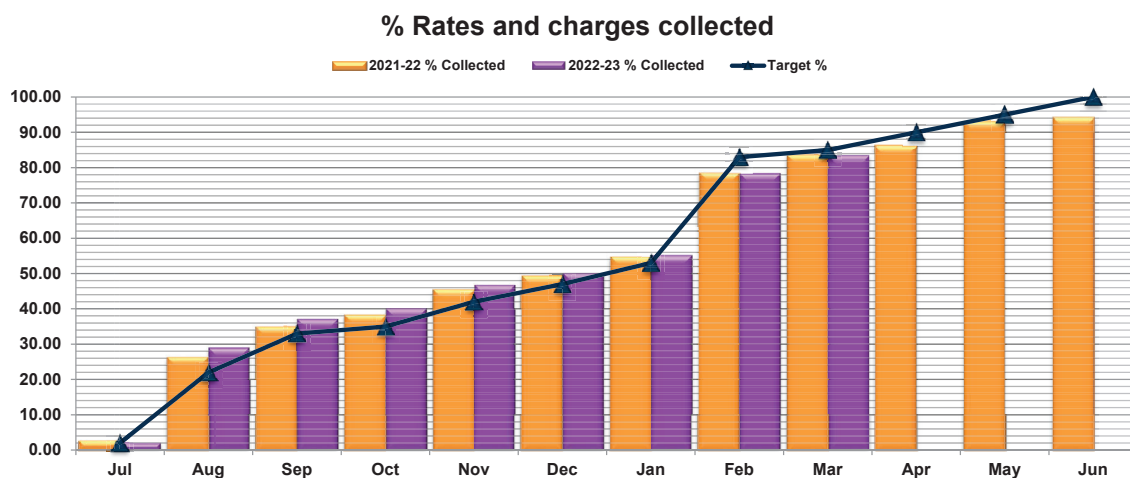
| PRIORITY PROJECTS - PROPOSED FORWARD COMMITMENTS TO 2023-24 | | |
|---|--|--|
| Project Name & Number | Total Proposed Forward Commitments 2023-24 | Commentary |
| PRIORITY PROJECTS - PROPOSED FORWARD COMMITMENTS | | |
| Places & Spaces | | |
| Environmental Sustainability & Open Spaces | | |
| 80955. Tree Strategy Action Plan Implementation | \$751,845 | This is a multi-year project for various tree renewals in parks and streets. A number of tree removals and replacement planting projects will be completed by June 2023. Further street tree renewal projects will be completed by June 2024 and are expected to continue into 2024-25. |
| 81033. Energy Safe Victoria (ESV) power line clearance program | \$1,296,278 | This is a multi-year project to improve compliance with powerline regulations, while retaining our canopy cover. Pruning works have been undertaken as per the Energy Safe Victoria powerline clearance audit and removal of trees identified as being in poor condition through Council's cyclic tree inspection program. Further works of this nature will continue into the first half of the 2023-24 financial year. |
| Total Environmental Sustainability & Open Spaces | \$2,048,123 | |
| Traffic and Transport | | |
| 81105. Box Hill to Hawthorn Strategic Cycling Corridor - Investigat | \$197,313 | Project delivery was impacted by complexity of the feasibility studies involving a number of stakeholders from VicTrack, Metro Trains and the Department of Transport and Planning. There are three feasibility studies of which two are in progress. It is anticipated that the project will be completed by June 2024. |
| Total Traffic and Transport | \$197,313 | |
| Capital Projects | | |
| 80628. Project Management staff for delivery of Major Projects | \$86,000 | Funding for project management support is aligned with the multi-year construction program for Kew Recreational Centre. The major project funding has been adjusted to reflect the delayed works program associated with roof collapse and adjusted project management services. Further details regarding likely project timelines will be shared once all necessary investigations have been complete. |
| Total Capital Projects | \$86,000 | |
| Major Projects Interface | | |
| 81068. Removal of Union Rd Level Crossing - Advocacy to State Govt | \$50,000 | The Union Road, Surrey Hills level crossing removal is a multi-year State Government major transport project led by the Level Crossing Removal Project. The level crossing removal is expected to be completed by December 2023. |
| Total Major Projects Interface | \$50,000 | |
| TOTAL PLACES & SPACES | \$2,381,436 | |

| PRIORITY PROJECTS - PROPOSED FORWARD COMMITMENTS TO 2023-24 | | |
|--|--|--|
| Project Name & Number | Total Proposed Forward Commitments 2023-24 | Commentary |
| PRIORITY PROJECTS - PROPOSED FORWARD COMMITMENTS | | |
| URBAN LIVING | | |
| Planning and Placemaking | | |
| 81026. Placemaking Implementation | \$121,092 | This is a multi-year project. The Placemaking coordination and implementation for Camberwell Junction, Glenferrie and Maling Road placemaking projects are progressing well, after project delays in 2022. The updated Draft Glenferrie Place Plan is out for public consultation. Implementation on Maling Road projects are progressing with consultation on streetscape options due to commence in April 2023. The Draft Camberwell Junction Structure and Place Plan is nearing completion and will be released for public consultation in mid 2023. Project tasks assigned for 2023-24 financial year are anticipated to be completed by June 2024. |
| 81028. Statutory Planning Paper Files Scan on Demand | \$234,600 | After initial delays due to the ongoing COVID-19 restrictions, work has now commenced for the safe collection of files from Council offices by the contractor. Council has received funding from the Victorian Government Regulation Reform Incentive Fund to continue this project. It is anticipated the project will be completed in the 2023 calendar year. |
| Total Planning and Placemaking | \$355,692 | |
| TOTAL URBAN LIVING | \$355,692 | |
| COMMUNITY SUPPORT | | |
| Library Services | | |
| 81045. Project support for delivery of Major Projects - Libraries | \$56,879 | Funding for project management support is aligned with the multi-year construction program for Kew Library redevelopment, which is a multi-year project. The major project funding has been adjusted to reflect the works program and provide project management services until project completion. Kew Library is scheduled for completion in the 2025-26 financial year. |
| Total Library Services | \$56,879 | |
| Liveable Communities | | |
| 81130. Outdoor Dining - Council Parklet Program | \$120,000 | Project finalisation was impacted by delays in receiving Department of Transport and Planning approval for parklets on State roads. Project is anticipated for completion by September 2023. |
| Total Liveable Communities | \$120,000 | |
| Health and Wellbeing Services | | |
| 81133. Implement an Infrastructure Grant for Leased Sporting Clubs | \$50,000 | This is a multi-year project. An audit had to be completed prior to commencing the program to assist in the prioritisation of potential sites and development of program guidelines, application forms and other documentation. The program is now open to clubs leasing Council sporting facilities with responsibility to fund playing surface lighting projects. Further dedicated funding is expected during the 2023-24 financial year with the current year spend to be completed by February 2024. |
| 81144. DET Kinder Planning Grant 2022 | \$61,160 | This is a multi-year project funded by a State Government grant. Activities relating to this funding will be delivered in full during 2023-24 financial year. Project is scheduled for completion by July 2024. |
| Total Health and Wellbeing Services | \$111,160 | |
| TOTAL COMMUNITY SUPPORT | \$288,039 | |

| PRIORITY PROJECTS - PROPOSED FORWARD COMMITMENTS TO 2023-24 | | |
|---|--|--|
| Project Name & Number | Total Proposed Forward Commitments 2023-24 | Commentary |
| PRIORITY PROJECTS - PROPOSED FORWARD COMMITMENTS | | |
| CUSTOMER AND TRANSFORMATION | | |
| Customer and Communication | | |
| 81029. Information Asset Audit | \$200,000 | Implementation of the digital disposal initiatives will align to the Core Uplift and will be delivered through the Transforming Boroondara initiative. Project is expected to be completed by June 2024. |
| Total Customer and Communication | \$200,000 | |
| Transforming Boroondara Program | | |
| Boroondara Customer First Program | \$6,452,756 | The Transforming Boroondara Program is on track to its revised delivery schedule, as endorsed at the October 2022 Program Board and Steering Committee. The revised project delivery schedule and associated expenditure is within the parameters of the initial budget. The delay in this project is attributed to the vendor related delay in starting of the Core Initiative. |
| Total Boroondara Customer First Program | \$6,452,756 | |
| | | |
| | | |
| TOTAL CUSTOMER AND TRANSFORMATION | \$6,652,756 | |
| | | |
| TOTAL FORWARD COMMITMENTS TO 2023-24 | \$9,677,923 | |
| | | |
| TOTAL INCOME CARRIED FORWARD TO 2022-23 | \$0 | |
| | | |
| TOTAL NET FORWARD COMMITMENTS TO 2023-24 | \$9,677,923 | |

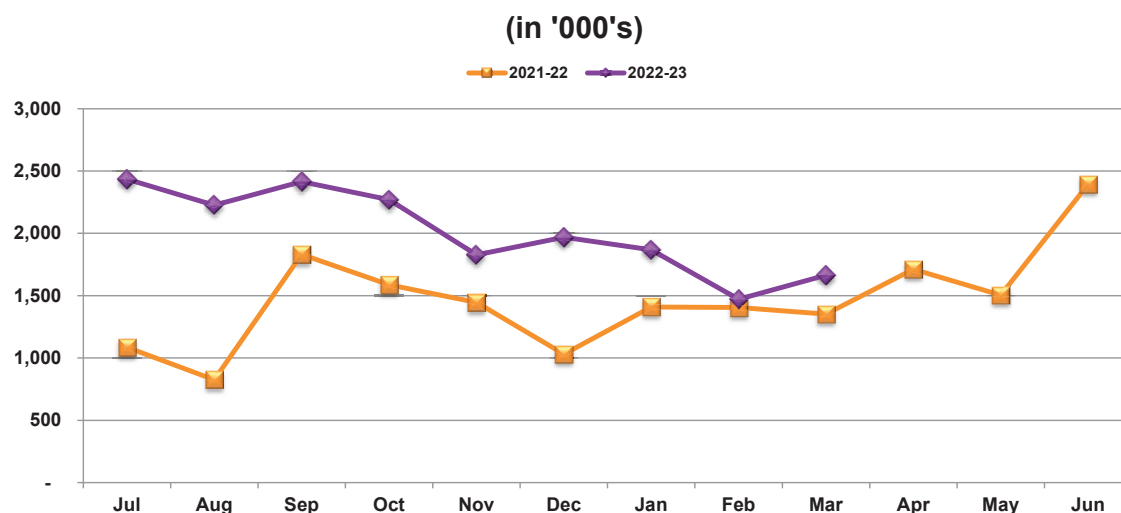
4.9 Debtors

4.9.1 Rate debtors



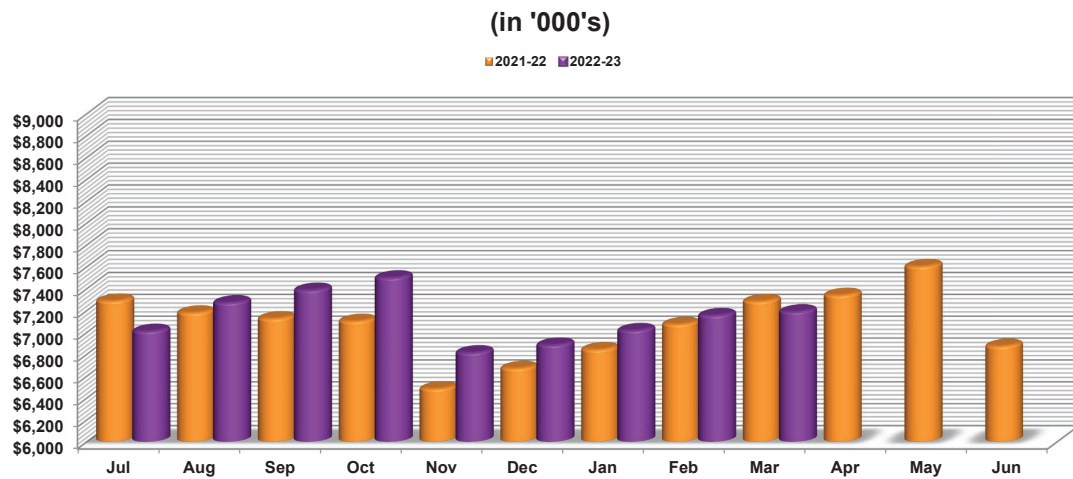
Rates and charges collection percentage at the end of March 2023 is 83.47% and is lower than the anticipated target of 85%. This is down from the 2022-23 year to date result of 83.52%.

4.9.2 Sundry debtors



The sundry debtors balance at the end of 31 March 2023 is \$1.66 million and is \$312,000 higher than the prior year. Balances will vary from year to year depending on individual transactions processed.

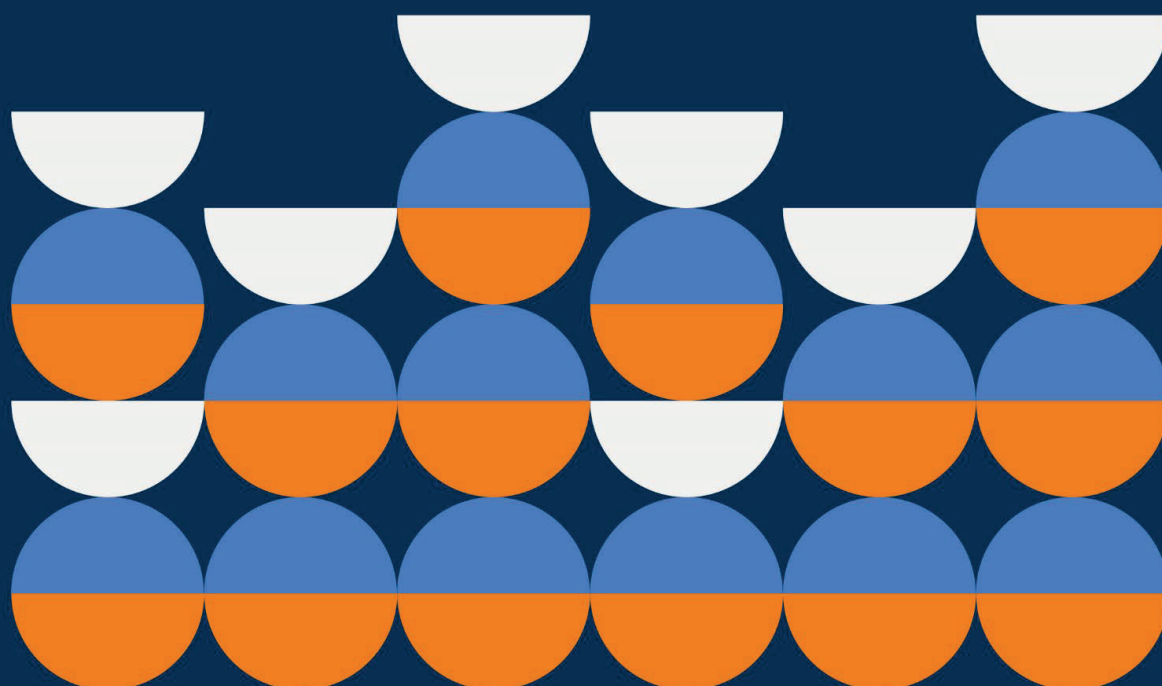
4.9.3 Infringement debtors



The outstanding 'infringement debtors' balance of \$7.19 million is \$95,000 lower than the corresponding prior year period. This is primarily due to Parking Infringements debtors.

In accordance with Victorian Government legislation, the majority of these fines are now in the hands of Fines Victoria for the management and collectability of the fines. Council has no control over Fines Victoria debt collection performance.

Corporate Governance



5. Corporate governance

5.1 Publicly tendered contracts greater than \$500,000 (excluding GST) for goods, services and works.

Contracts Valued at \$500,000 or more (excluding GST) for Goods, Services and Works

The below table summarises key information relating to the awarded contracts in the third quarter of 2022-23 (1 January 2023 - 31 March 2023) valued at \$500,000 or more (excluding GST) in accordance with Council's adopted Procurement Policy 2021-25.

| Contract | Contract Name | Description | Contract Type | Award Date | Awarded By | Contractor | Contractor History | Contract Term | Contract Value (ex GST) |
|----------|--------------------------------|--|-------------------|---------------|------------|--|---|--|-------------------------|
| 2022/131 | Transactional Banking Services | Provide reliable payment options and banking solutions | Schedule of rates | 27 March 2023 | Council | Commonwealth Bank of Australia | Existing supplier to Council | 3.5 years + 2 year optional extensions | \$1,014,739 |
| 2022/28 | Electrical Services | Supply and delivery of a range of electrical services | Schedule of rates | 27 March 2023 | Council | <ul style="list-style-type: none"> Wallgates Electrical HA Saunders Electrical Pty Ltd City West Electrical Pty Ltd Commlec Services Pty Ltd Alert Electrical Group | A mixture of existing and new suppliers | 3 years + 3 x 1 year optional extensions | \$1,884,630 |

5.2 Councillor expenses

As required by the Councillor Support and Resources Policy, the following costs or expenses were paid for, or reimbursed to Councillors year-to-date 31 March 2023 are reported below:

| | Ward | TOTAL FOR WARD | Information and Communication | Fares/Cabcharge/ Parking | Travel/Vehicle/ Accomm | Other Expenses | Professional Development | Councillor Allowances |
|----------------|-----------------------------------|-------------------|----------------------------------|-----------------------------|---------------------------|-------------------|-----------------------------|--------------------------|
| YTD MARCH 2023 | Councillor - Bellevue Ward | \$ 27,425 | \$ 446 | \$ - | \$ - | \$ - | \$ - | \$ 26,979 |
| | Councillor - Cotham Ward (Mayor)* | \$ 56,893 | \$ 598 | \$ - | \$ 3,141 | \$ 30 | \$ - | \$ 53,124 |
| | Councillor - Gardiner Ward | \$ 29,201 | \$ 674 | \$ 195 | \$ 655 | \$ 134 | \$ 564 | \$ 26,979 |
| | Councillor - Glenferrie Ward | \$ 41,052 | \$ 598 | \$ - | \$ - | \$ 69 | \$ 7,944 | \$ 32,441 |
| | Councillor - Junction Ward | \$ 35,037 | \$ 513 | \$ - | \$ - | \$ - | \$ 7,545 | \$ 26,979 |
| | Councillor - Lynden Ward | \$ 39,041 | \$ 598 | \$ 139 | \$ 578 | \$ - | \$ 3,275 | \$ 34,451 |
| | Councillor - Maling Ward | \$ 64,890 | \$ 917 | \$ 40 | \$ 333 | \$ 10 | \$ - | \$ 63,590 |
| | Councillor - Maranoa Ward | \$ 24,968 | \$ 674 | \$ - | \$ 313 | \$ - | \$ - | \$ 23,981 |
| | Councillor - Solway Ward | \$ 27,577 | \$ 598 | \$ - | \$ - | \$ - | \$ - | \$ 26,979 |
| | Councillor - Studley Ward | \$ 26,205 | \$ 674 | \$ - | \$ - | \$ - | \$ 1,155 | \$ 24,376 |
| | Councillor - Riversdale Ward | \$ 27,477 | \$ 498 | \$ - | \$ - | \$ - | \$ - | \$ 26,979 |
| | Year to date total | \$ 399,766 | \$ 6,788 | \$ 374 | \$ 5,020 | \$ 243 | \$ 20,483 | \$ 366,858 |

All information is produced directly from the financial ledger. The amounts claimed by Councillors vary for each Councillor. Not all Councillors claim motor vehicle or other expenses, and not all claims are made in time to be included in the relevant accounting period.

Other expenses

Other expenses include levies and charges, membership fees, minor equipment purchases, general administration, and childcare expenses.

Fleet charges and fuel

The Councillor Support and Resources Policy provides that a fully maintained vehicle shall be available to the Mayor and relevant fleet and fuel expenses are attributed to the Mayor of the day. Total fleet charges and fuel costs for Councillor Jane Addis is \$333 and Mayor Felicity Sinfield is \$3,141.

Please Note

* Councillor for Cotham Ward - Mayor from 9 December 2022 (current)

* Councillor for Maling Ward - Mayor up to 8 December 2022

5.3 Chief Executive Officer Expenses

The following reimbursements were paid to the Chief Executive Officer year-to-date 31 March 2023:

| YTD MAR 23 | | TOTAL | Information and Communication | Fares/Cabcharge/Parking | Travel/Vehicle/Accomm | Other Expenses | Professional Development | Equipment Purchases | Catering |
|------------|----------------------|-------|-------------------------------|-------------------------|-----------------------|----------------|--------------------------|---------------------|----------|
| | Executive Management | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | Year to date total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

All information is produced directly from the financial ledger.

5.4 Citizen decision and process review

There were no requests received from the community during this quarter for a review of decisions via the Council decision and review process.

5.5 Excess annual leave analysis

| Key Performance Indicator | 2021-22 YTD Results | 2022-23 YTD Results |
|---|---------------------|---------------------|
| Employees with more than 40 days annual leave | | |
| Total number | 23 | 36 |
| Percentage | 1.99% | 3.70% |

5.6 Confidentiality Agreements

No confidentiality agreements entered in Quarter 3.

6. Grants progress report

Grant applications completed/pending for the March Quarter

| Funding Body and Grant Program | Council Department | Council Project or Purpose | Closing Date Or Date submitted | Amount Requested | Status and amount granted |
|---|-------------------------------|--|--------------------------------|------------------|---------------------------|
| VicHealth - JumpStart! | Health and Wellbeing Services | Café Club is a job readiness and life skills program which aims to build social connections through focussing on food and hospitality. Participants will undertake workshops including barista training, resume writing, and food preparation. | 14/09/2022 | \$47,500 | Unsuccessful |
| YACVic - HEY Grant | Health and Wellbeing Services | Film Festival will invite local young people (16 - 25 years) to take part in an evening of celebration, inclusion, and entertainment at the local Lido Cinemas. The festival will showcase independent films made by and sharing the stories of LGBTQIA+ identifying young people. | 28/09/2022 | \$10,000 | Unsuccessful |
| Victoria Department of Education and Training - CALD Outreach Initiative | Health and Wellbeing Services | Build and strengthen connections with families from culturally and linguistically diverse (CALD) backgrounds, to ensure families have a strong understanding of the benefits of early childhood education and support families to register their children in funded kindergarten programs. | 29/09/2022 | \$218,500 | Pending |

| Funding Body and Grant Program | Council Department | Council Project or Purpose | Closing Date Or Date submitted | Amount Requested | Status and amount granted |
|--|-------------------------------|---|--------------------------------|------------------|---------------------------|
| Federal Government - Department of Infrastructure, Transport, Regional Development, Communications and the Arts | Traffic and Transport | Walmer Street Bridge reconstruction. | 28/11/2022 | \$1,000,000 | Successful |
| Victorian State Government - Study Melbourne Inclusion Program | Health and Wellbeing Services | International Youth Engagement Directory | 27/01/2023 | \$57,432 | Unsuccessful |
| Creative Victoria - Eisteddfod Grants - Royal South Street Society | Arts and Culture | Support for the 2023 Boroondara Eisteddfod | 30/01/2023 | \$4,900 | Pending |
| Public Office of Victoria - Local History Grant Program | Arts and Culture | To support an oral history project to be undertaken for the redevelopment of the Glenferrie Oval Precinct | 30/01/2023 | \$15,000 | Pending |
| Sport and Recreation Victoria - 2022/23 Local Sports Infrastructure Fund (Round 2) | Health and Wellbeing Services | Boroondara Leisure and Aquatic Facilities (BLAF) Planning Study | 27/02/2023 | \$40,000 | Pending |

| Funding Body and Grant Program | Council Department | Council Project or Purpose | Closing Date Or Date submitted | Amount Requested | Status and amount granted |
|--|--|--|--------------------------------|------------------|---------------------------|
| Victorian State Government - Victorian Youth Fest | Health and Wellbeing Services | Take the Stage - a Dive into Diversity. Boroondara Youth will support the delivery of a podcast and three film interviews which will be curated, facilitated, and edited by young people. | 09/03/2023 | \$2,000 | Pending |
| Sustainability Victoria - SV Circular Economy Council's Fund | Environmental Sustainability and Open Spaces | Go Full Circle - implementation. Will see the iteration and further implementation of a recently completed pilot which addressed a gap in training and support available for businesses in hospitality and retail sectors to realise circular economy opportunities. | 10/03/2023 | \$260,000 | Pending |
| Sustainability Victoria - Circular Economy Household Education Fund – Round 3 | Environmental Sustainability and Open Spaces | Boroondara's targeted contamination minimisation education. The campaign will focus on compliance of both the FOGO and comingled recycling streams. | 10/03/2023 | \$30,000 | Pending |
| Department of Social Services - Strong and Resilient Communities (SARC) Program | Community Planning and Development | Applied for on behalf of the Boroondara Volunteer Resource Centre. The program will provide increased support to recruit, train and support volunteers from identified target groups. | 26/03/2023 | \$100,000 | Pending |
| Cricket Victoria - Infrastructure Fund | Health and Wellbeing Services | Ashburton Park Sportsground Reconstruction Project. | 26/03/2023 | \$30,000 | Pending |

| Grant Status | Number of Grants |
|------------------------------|------------------|
| Grant applications submitted | 9 |
| Successful grants | 1 |
| Unsuccessful grants | 3 |
| Grants pending | 9 |

Contact us

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Telephone: 9278 4444
After hours emergencies: 9278 4444

Postal address:

Private Bag 1
Camberwell VIC 3124

Customer Service centre:

Camberwell office
8 Inglesby Road, Camberwell

For speech or hearing impaired:

National Relay Service TTY 13 36 77
Speak and Listen 1300 555 727

Free interpreting service: 9278 4002



2022-23 FEES AND CHARGES SCHEDULE

| Fees and charges to be changed | Statutory Fee | UNIT | ADOPTED GST inclusive 2022-23 fee \$ | PROPOSED GST inclusive 2022-23 fee \$ | Fee increase \$ | Fee increase % | GST applied at 10% | Policy / Strategy Act / Regulation | Pricing Policy Category |
|---|---------------|--------------------------------|---|---|-----------------------|----------------------|--------------------------|--|----------------------------|
| NEW FEES | | | | | | | | | |
| Community Support - Arts and Culture | | | | | | | | | |
| Other Fees and Charges | | | | | | | | | |
| Venue Rehearsal fee - Main Hall - subsidised rate | N | Per hour minimum 3 hours | \$ - | 50% of venue hire rate for subsidised rates | ∞ | ∞ | Y | Pricing Policy | Accessible Pricing |
| Venue Rehearsal fee - Chandelier Room - subsidised rate | N | Per hour minimum 3 hours | \$ - | 50% of venue hire rate for subsidised rates | ∞ | ∞ | Y | Pricing Policy | Accessible Pricing |
| Venue bump in fee - Main Hall - subsidised rate | N | Per hour minimum 3 hours | \$ - | 50% of venue hire rate for subsidised rates | ∞ | ∞ | Y | Pricing Policy | Accessible Pricing |
| Venue bump in fee - Chandelier Room - subsidised rate | N | Per hour minimum 3 hours | \$ - | 50% of venue hire rate for subsidised rates | ∞ | ∞ | Y | Pricing Policy | Accessible Pricing |
| Venue bump out fee - Main Hall - subsidised rate | N | Per hour minimum 3 hours | \$ - | 50% of venue hire rate for subsidised rates | ∞ | ∞ | Y | Pricing Policy | Accessible Pricing |
| Venue bump out fee - Chandelier Room - subsidised rate | N | Per hour minimum 3 hours | \$ - | 50% of venue hire rate for subsidised rates | ∞ | ∞ | Y | Pricing Policy | Accessible Pricing |
| Commentary for fees: Venue rehearsal fee and bump in/bump out fees have been introduced for premium performance rooms - Main Hall and Chandelier Room. A subsidy is proposed to be afforded to community organisations eligible for subsidised rates. | | | | | | | | | |

MINUTES ATTACHMENTS



Council

Monday 22 May 2023

Attachments as annexed to the resolution:

7.7 Recommendations of Audit and Risk Committee Meeting

Summary of reports tabled at Audit and Risk Committee meeting held 15 March 2023

| No | Report Title | Summary of Content | Recommended Council Resolution |
|------|--|--|---|
| A5.1 | Standard Questions for Tabling at the Audit and Risk Committee meetings. | Audit and Risk Committee Members were given the opportunity to: <ol style="list-style-type: none"> 1. Ask Auditors present, if their work had been obstructed in any way. Auditors present responded that no obstructions had been experienced. 2. Ask if there were any matters such as breach of legislation or practices that need to be brought to the attention of the Audit and Risk Committee. No matters were identified. 3. Request a discussion of any matter with the Auditors in the absence of management and other staff. No matters were identified, and no discussion was held. | Council note the Officers, Auditors and Members had no matters to raise in response to the standard questions outlined in this report. |
| A5.2 | Business Arising | This report updated the Audit and Risk Committee on matters raised at previous meetings and provided follow up information on queries raised by Committee members. The Committee noted the actions taken in response to matters arising from the minutes of the previous meeting. | Council note the actions taken in response to matters arising from the minutes of previous meetings as outlined in Attachment 1 (as annexed to the Audit and Risk Committee minutes). |
| A5.3 | Audit and Risk Committee Administrative Matters | This report updated the Audit and Risk Committee regarding administrative matters identified at previous Audit and Risk Committee meetings. | Council receive and note the report. |
| A5.4 | Kew Recreation Centre | This verbal report updated the Audit and Risk Committee on the status of the Kew Recreation Centre. | Council receive and note the report. |
| A5.5 | Check-in survey Engagement Update | The report updates the Audit and Risk Committee on Council's Pulse Survey, measuring employee engagement. The Pulse Survey was completed in November 2022 with results provided to the organisation in December. | Council receive and note the report. |

Summary of reports tabled at Audit and Risk Committee meeting held 15 March 2023

| No | Report Title | Summary of Content | Recommended Council Resolution |
|-----------------|--|---|---|
| A5.6 | COVID-19 Update | This item is included in the agenda for the Audit and Risk Committee meeting to allow the Audit and Risk Committee to be briefed on Council's response to the COVID-19 Pandemic. | Council receive and note the report. |
| A5.7 | December 2022 Quarterly Performance Report | The Quarterly Performance Report is presented to Council at the end of each quarter, providing reporting on Council performance in key areas including Operating, Capital and Priority Project budgets and performance against Major Initiatives. | Council receive and note the report. |
| A5.8 | External Audit Strategy Memorandum for FY 22/23 | VAGO informed the Audit and Risk Committee as to the nature, scope and extent of audit fieldwork to be conducted as part of the 30 June 2023 audit of Council's Financial and Performance Statements. | Council receive and note the report. |
| A5.9 | IT Cyber security roadmap and status | This report updated the Audit and Risk Committee on the progress of the IT Cyber security roadmap and status. | Council receive and note the report. |
| A5.10 and A5.11 | Risk Management Update and Progress Review - Business continuity planning | <p>The Chairperson decided to discuss and resolve items 5.10 and 5.11 concurrently.</p> <p>The two reports update the Audit and Risk Committee about Council's risk management strategies, particularly in relation to Business Continuity Planning. The BCP report updated the Committee about recent steps taken by Council including implementing recommendations from an Internal Audit about business continuity planning.</p> | Council receive and note the report. |
| A5.12 | Internal audit - Introduction to internal auditors and internal audit plan | This report updates the Audit and Risk Committee on the progress of the status of audit recommendations arising from finalised internal audit reports. | Council receive and note the internal audit report and adopt the Strategic Internal Audit Plan 2020-23. |