

7.5 December 2023 Quarterly Performance Report

Executive Summary

Purpose

The purpose of this report is to present to Council for adoption the December 2023 Quarterly Performance Report for the period ended 31 December 2023 (refer to **Attachment 1**). This report is designed to provide performance reporting on both the 2023-24 Annual Budget and Boroondara Community Plan 2021-31 (incorporating the Community Vision, Council Plan 2021-25 and Municipal Public Health and Wellbeing Plan 2021-25). Council is also requested to adopt the amendments to the 2023-24 Fees and Charges schedule (refer to **Attachment 2**).

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 2023-24 Amended Budget, approved by Council on 23 October 2023, which includes the carry forward funding from 2022-23 priority projects and capital works forward commitments.

Key Issues

Financial performance

Year to date actual vs. year to date 2023-24 Amended Budget

Council's favourable operating result against year to date budget of \$123.27 million is \$6.30 million above the 2023-24 Amended Budget of \$116.97 million primarily due to a number of factors which are outlined in **Attachment 1**.

Capital works actual expenditure is \$25.64 million, which is \$1.72 million below year to date budget phasing of \$27.36 million. Priority projects expenditure of \$9.78 million is \$3.17 million below year to date budget of \$12.95 million.

Council's Balance Sheet and cash position are sound and depict a satisfactory result. At the end of December, Council's cash position stood at \$143.39 million or \$17.45 million above the year to date budget.

The overall financial position at 31 December 2023 is satisfactory with a working capital ratio of 4.58 to 1 (includes reserve funds of \$25.57 million and 0.5% cash contingency for emergency response works).

Please refer to **Attachment 1** (pages 64 to 65 and 71) for further detail.

Non-financial performance

Major Initiatives

The 2023-24 Annual Budget contains 43 major initiatives.

For the quarter ending December 2023, 9% (4 out of 43) of the 2023-24 major initiatives have been completed. A total of 91% (39 out of 43) of the major initiatives have commenced and are on track to be completed by the end of the financial year. Further details can be found in **Attachment 1** (pages 14 to 57).

Strategic Indicators

For the quarter ending December 2023, 70% (14 out of 20) of the strategic indicators are on track. A total of 15% (3 out of 20) are being monitored and are anticipated to achieve the target by the end of the financial year. A further 15% (3 out of 20) of the strategic indicators are At Risk and not on track to achieve target by the end of the financial year, with a comment provided below. Further details can be found in **Attachment 1** (pages 13 to 55).

Details of the strategic indicators At Risk and not on track to meet target at end of the financial year:

Strategic Indicator	Q2 YTD Result	Annual Target	Comments
Number of vaccinations administered.	7,086	20,400 - 20,600	Immunisation vaccines administered in Quarter 2 have consistently trended lower due to immunisation service programming. There is no flu program during this quarter. Central Immunisation Records Victoria (CIRV) software was rolled out in Quarter 1 and appointments continue to be reduced due to transitioning to this new software.
Percentage of graffiti removed from Council-owned assets within one business day of notification.	97%	100%	The Quarter 2 result has improved since last quarter. The year to date result and annual target delays are primarily due to the wet weather and contractor staff shortages.
Number of calls abandoned when customers are trying to reach Council's customer service.	4.03%	Less than or equal to 3.50%	The number of calls abandoned is currently 0.53% higher than the annual target of 3.50%. Work is being completed to understand how this can be improved to meet our target noting around 45% of callers who abandon, do so within 45 seconds of calling.

Local Government Performance Reporting Framework (LGPRF)

There are 59 mandatory performance indicators included in the LGPRF under 3 thematic areas:

- Service Performance Indicators
- Financial Performance Indicators
- Sustainable Capacity Indicators.

Of these LGPRF measures, 28 will be audited and included in Council's performance statement.

For the quarter ending December 2023, 95% (36 out of 38) of the non-financial LGPRF measures are on track. A total of 5% (2 out of 38) are being monitored and are anticipated to achieve the target by the end of the financial year.

There are currently no non-financial LGPRF measures which are not on track to achieve target by the end of the financial year. Further details can be found in **Attachment 1** (pages 18 to 58).

Amendments to the 2023-24 Fees and Charges schedule can be found in **Attachment 2**. This includes amendments to existing fees and charges and two new fees linked to the introduction of electric vehicle charging stations.

Officers' recommendation

That Council resolve to:

1. Adopt the Quarterly Performance Report for December 2023 (Attachment 1).
2. Adopt the amendments to the 2023-24 Fees and Charges Schedule (Attachment 2).

Responsible director: **Amy Montalti, Chief Financial Officer**

1. Purpose

The purpose of this report is to present to Council for adoption the December 2023 Quarterly Performance Report for the period ended 31 December 2023 (refer to **Attachment 1**). This report is designed to provide performance reporting on both the 2023-24 Annual Budget and Boroondara Community Plan 2021-31 (incorporating the Community Vision, Council Plan 2021-25 and Municipal Public Health and Wellbeing Plan 2021-25). Council is also requested to adopt the amendments to the 2023-24 Fees and Charges schedule (refer to **Attachment 2**).

2. Policy implications and relevance to community plan and council plan

This report is consistent with the Boroondara Community Plan 2021-2031. In particular, Theme 7: Leadership and Governance:

- Strategy 7.1: Decision-making is transparent and accountable through open governance processes with timely communication and reporting.
- Strategy 7.2: Resources are responsibly allocated and used through sound financial and asset planning, procurement and risk management practices.

3. Background

The December 2023 Quarterly Performance Report provides detailed reporting on financial and non-financial performance against both the 2023-24 Annual Budget and Boroondara Community Plan 2021-31 (incorporating the Council Plan 2021-25 and Municipal Public Health and Wellbeing Plan 2021-25) for the year.

The year to date and annual budget figures referred to in this report reflects the 2023-24 Amended Budget, approved by Council on 23 October 2023.

Attachment 1: December 2023 Quarterly Performance Report (incorporating major initiatives, Boroondara Community Plan performance, Financial Performance and Local Government Performance Reporting Framework measures).

Attachment 2: Amendments to the 2023-24 Fees and Charges Schedule.

4. Outline of key issues/options

Financial performance

Year to date actual vs. year to date 2023-24 Amended Budget

The year to date surplus result of \$123.27 million as per the budget is due to the striking of full year annual rates in August 2023. 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 \$6.30 million or 5% is due to timing differences for income and expenditure across Council.

Balance Sheet and Cash Flow Statement

Cash and investment holdings are \$143.39 million as at 31 December 2023, which has decreased by \$2.86 million from 30 June 2023.

The Balance Sheet as at 31 December 2023 indicates a satisfactory result, with total current assets of \$274.62 million and total current liabilities of \$59.98 million.

Please refer to **Attachment 1** (pages 64 to 65 and 71) for further detail.

Capital works

Council's year to date performance in gross capital works expenditure is \$25.64 million which is \$1.72 million below year to date budget phasing of \$27.36 million. Capital works committed expenditure as at 31 December 2023 is \$34.68 million (year to date actual and commitments equates to \$60.32 million).

Priority projects

Council's year to date performance in gross priority project expenditure is \$9.78 million which is \$3.17 million below year to date budget phasing of \$12.95 million. The difference relates to timing of expenditure on various projects. Priority projects committed expenditure as at 31 December 2023 is \$16.67 million (year to date actual and commitments equates to \$26.45 million).

Refer to **Attachment 1** (pages 6 and 7) for graphical representation of capital works and priority projects year to date budget, actual and committed expenditure.

Further information on capital works and priority projects is detailed in **Attachment 1** (pages 72 to 75).

Non-financial performance

Major Initiatives

The 2023-24 Budget contains 43 major initiatives.

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For the quarter ending December 2023, 95% (36 out of 38) of the non-financial LGPRF measures are on track. A total of 5% (2 out of 38) are being monitored and are anticipated to achieve the target by the end of the financial year. There are currently no non-financial LGPRF measures that are not on track to achieve target by the end of the financial year. Further details can be found in **Attachment 1** (pages 18 to 58).

Amendments to the 2023-24 Fees and Charges Schedule can be found in **Attachment 2**. This includes amendments to existing fees and charges and two new fees linked to the introduction of electric vehicle charging stations.

5. Consultation/communication

The Executive Leadership Team has reviewed and approved the report.

6. Financial and resource implications

Council's current operating and cash flow position is sound. Council continues to monitor and review the financial impacts of COVID-19 on Council's operating budget.

7. Governance issues

The implications of this report have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities. No officers involved in the preparation of this report have a general or material conflict of interest requiring disclosure under chapter 5 of the Governance Rules of Boroondara City Council.

The recommendation contained in this report is compatible with the Charter of Human Rights and Responsibilities 2006 as it does not raise any human rights issues.

8. Social and environmental issues

There are no direct impacts resulting from this report.

Manager: **Nicole White, Manager Strategy and Performance**
Amy Montalti, Chief Financial Officer

Report officer: Freda Duraku, Corporate Reporting Lead
Sapphire Allan, Coordinator Management Accounting



Quarterly Performance Report

October to December 2023

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1. Executive overview and key highlights

1.1 Introduction

The December 2023 Quarterly Performance Report provides detailed reporting on performance against both the 2023-24 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 - Non-Financial Performance** 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 2023-24 Amended Budget approved by Council on 23 October 2023, which includes the carry forward funding for the final 2022-23 priority projects and capital works forward commitments.

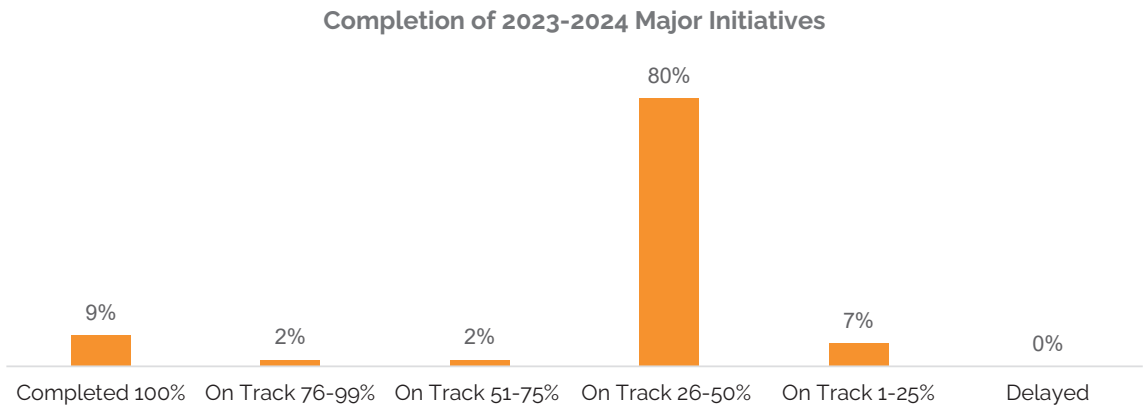
In accordance with Section 97(3) of the *Local Government Act 2020* the Chief Executive Officer is of the view that a revised budget is not required for the financial reporting period 31 December 2023. No variations have been made to the declared rates and charges or loan borrowings other than what has been approved in the 2023-24 Adopted Budget. Council's financial position is sound with a working capital of 4.58 as at 31 December 2023.

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1.2 Performance against Major Initiatives

There are 43 major initiatives for the financial year FY2023-24. For the quarter ending December 2023, 9% of initiatives have been completed. A total of 91% of the major initiatives have commenced and are on track to be completed by the end of the financial year.

The progress of achieving the major initiatives has been reported as per the following chart:



Please refer to **Section 3, pages 14 to 57** for further details.

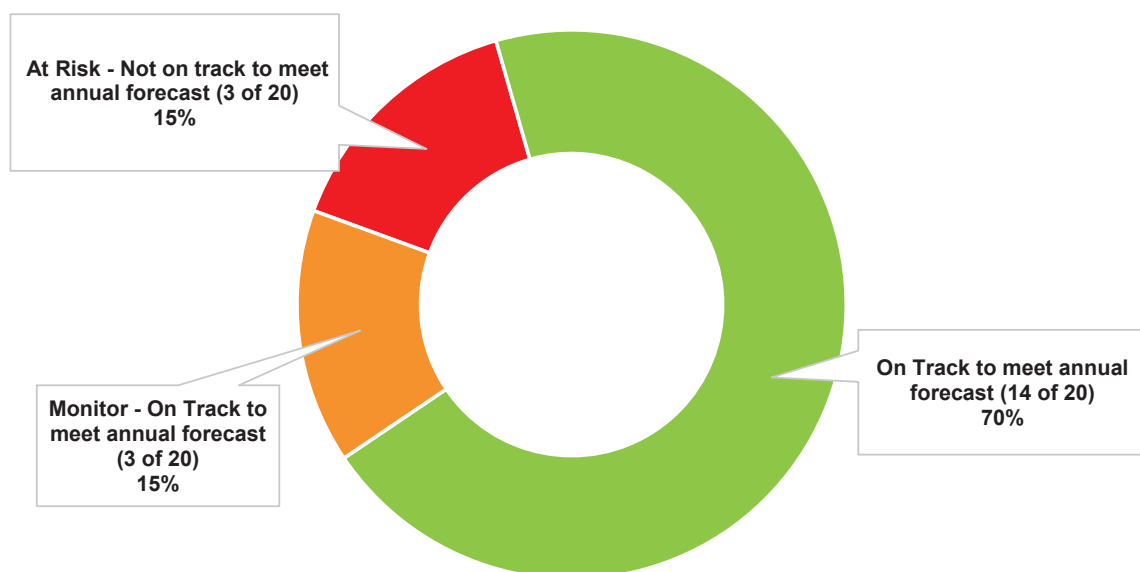
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1.3 Performance of Strategic Indicators

The Boroondara Community Plan 2021-31 contains 52 strategic indicators, of which 32 are annual measures. The remaining 20 are reported on a quarterly basis, with data being available quarterly on the progress towards the annual forecast.

For the quarter ending December 2023, 14 of the strategic indicators are on track to achieve target by the end of the financial year. Three of the strategic indicators are being monitored and anticipated to achieve target by the end of the financial year. Three of the strategic indicators are not on track to achieve the annual target by the end of the financial year.

Strategic Indicators reported on a quarterly basis (20 of 52 strategic indicators)



Please refer to **Section 3, pages 13 to 55** for further details and explanations.

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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	2023-24 AMENDED BUDGET (3) \$'000
Surplus/(Deficit) for the year	14,366	123,269	116,973	6,296	5%	✓	5,049
Recurrent income	271,435	241,369	240,044	1,325	1%	✓	265,028
Recurrent expenditure	233,216	112,889	115,117	2,228	2%	✓	237,591
Capital works							
Expenditure *	80,595	25,644	27,362	1,718	6%	✓	72,407
Priority projects							
Expenditure *	25,158	9,784	12,949	3,165	24%	✓	31,188
Closing cash and investments **	106,651	143,388	125,934	17,454	14%	✓	114,433

* Please refer to pages 69 & 75 for further explanation of variances.

** Refer to page 71 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 December 2023 is satisfactory with a working capital ratio of 4.58 to 1 (includes cash contingency for emergency response works and reserve funds of \$25.57 million).

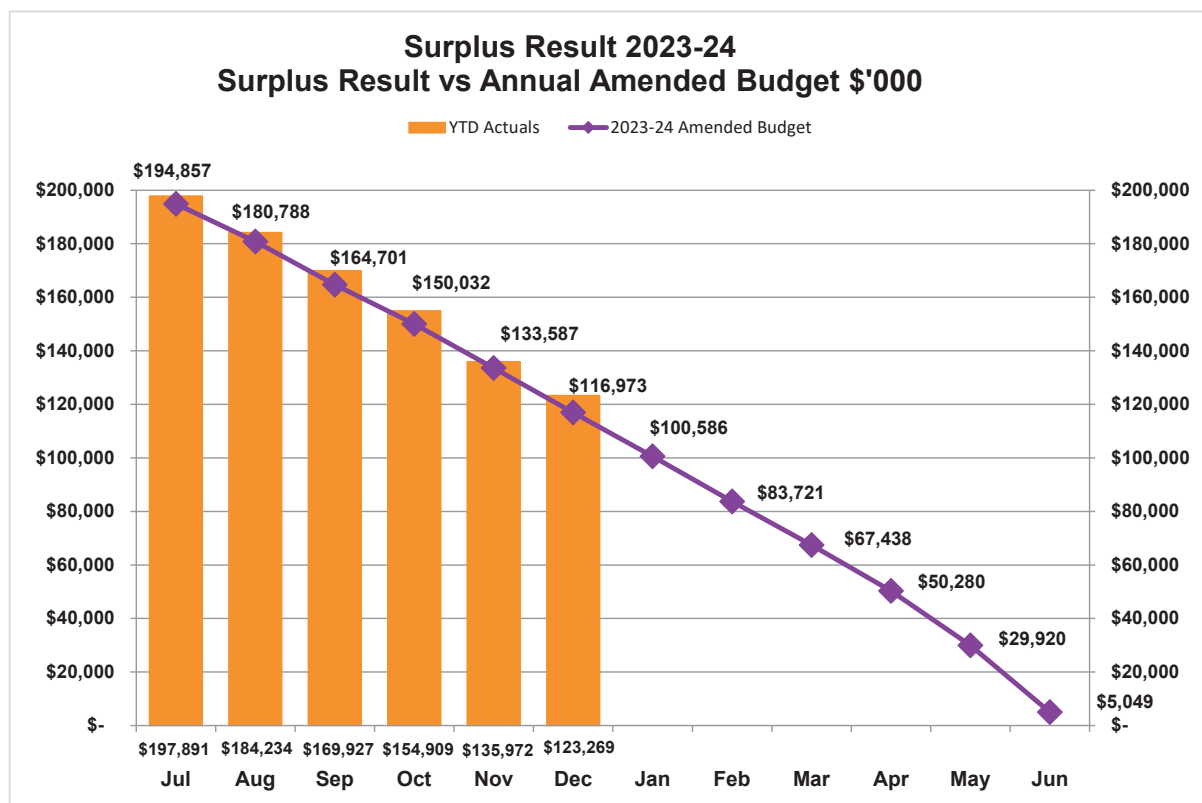
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2.1 Surplus Result

Year to date actual vs. Year to date 2023-24 Amended Budget

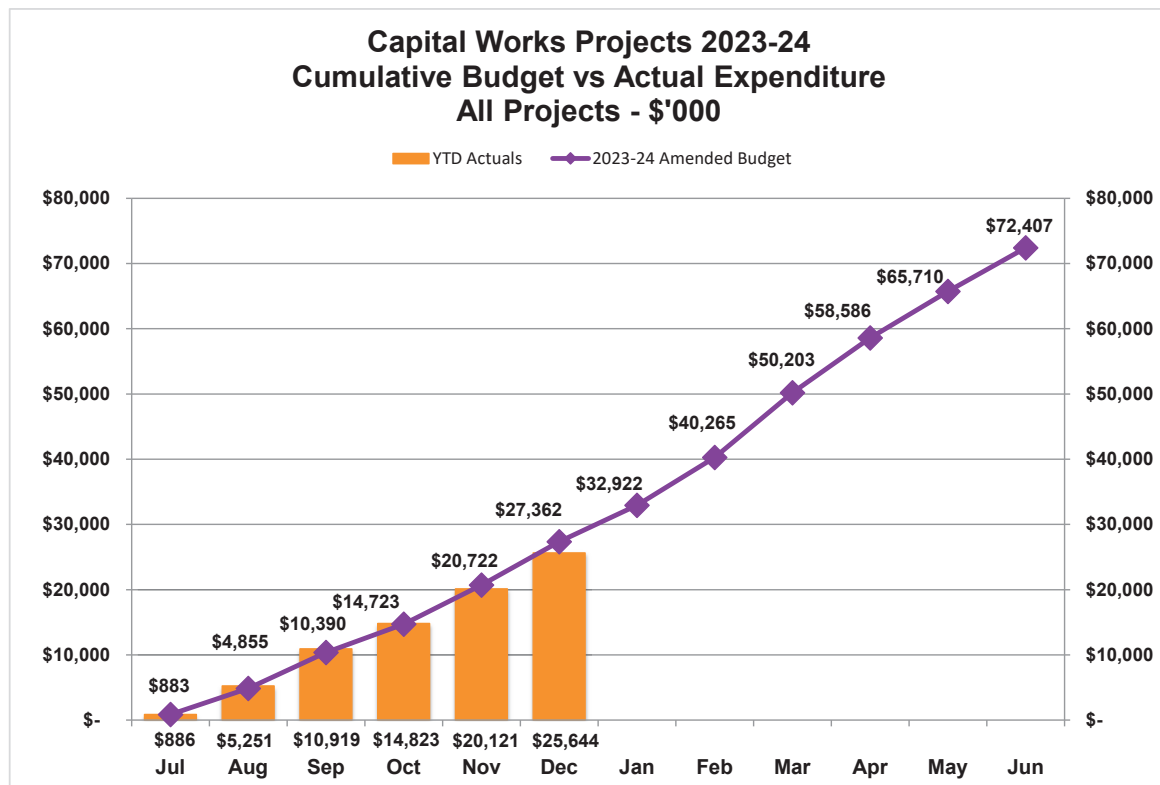
The year to date surplus result of \$123.27 million as per the budget is due to the striking of full year annual rates in August 2023. The surplus result will reduce over the course of the year as Council delivers services to the community. In addition, the favourable result against year to date budget of \$6.30 million or 5% is due to timing differences for income and expenditure across Council. Refer to **Section 4 Financial Performance** for details on Council's financial performance.

Please refer to the graphical representation below of actual year to date surplus result versus the 2023-24 Amended Budget.



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2.2 Capital Works



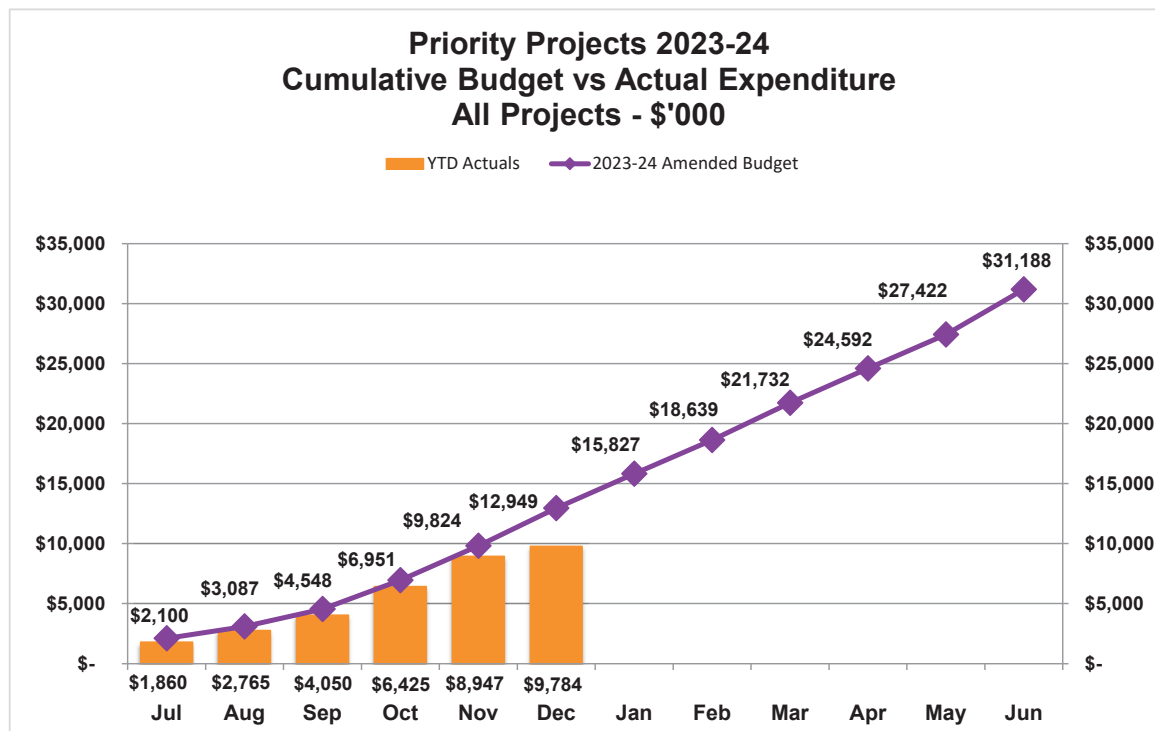
Council's year to date performance in gross capital works expenditure is \$25.64 million which is \$1.72 million below year to date budget phasing of \$27.36 million.

Capital works committed expenditure as at 31 December 2023 is \$34.68 million (year to date actual and commitments equates to \$60.32 million) and includes committed expenditure for multi-year projects with the most significant being Kew Recreation Centre, Willsmere Park pavilion, Lynden Park and the Park playground replacement program.

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

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2.3 Priority Projects



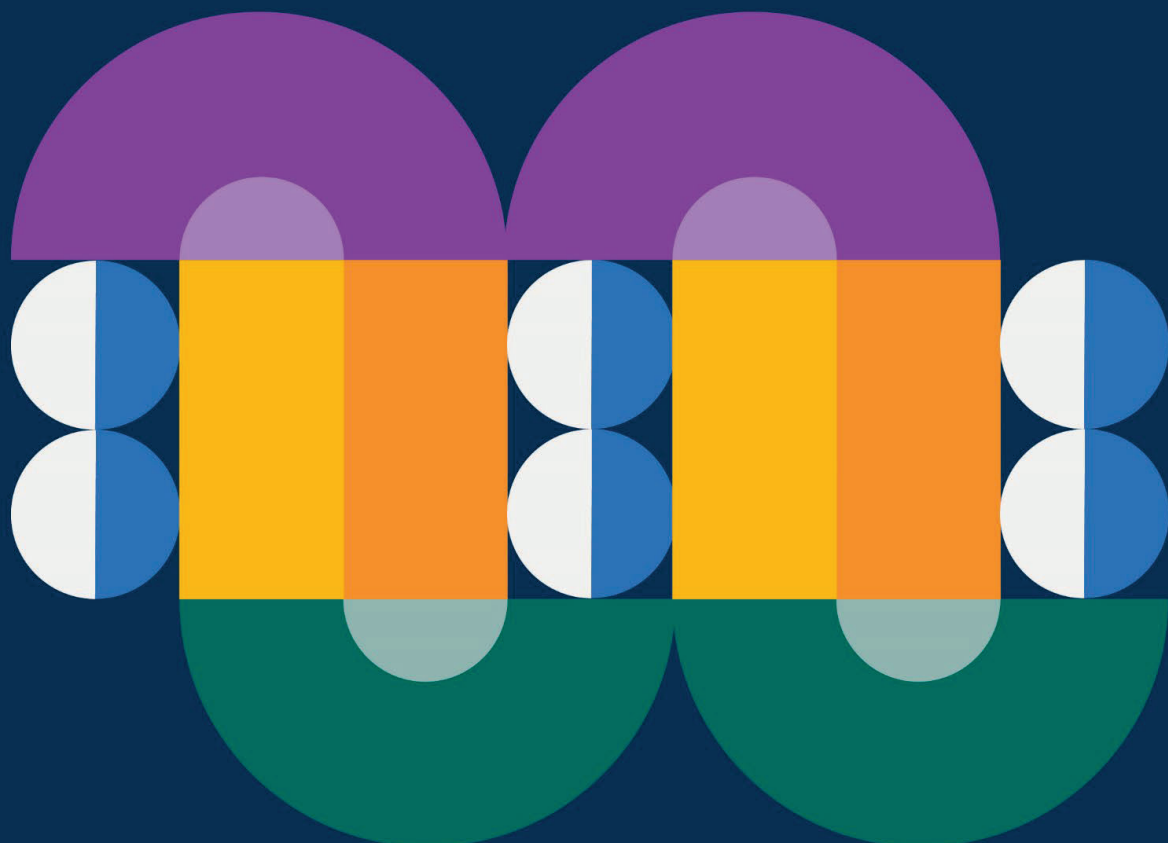
Council's year to date performance in gross priority project expenditure is \$9.78 million which is \$3.17 million below year to date budget phasing of \$12.95 million. The difference relates to timing of expenditure on various projects.

Priority projects committed expenditure as at 31 December 2023 is \$16.67 million (year to date actual and commitments equates to \$26.45 million).

Completion rate for Priority Projects is currently at 76% against the year to date budget. The organisation is currently working through a process to identify any potential carry forwards to the 2024-25 year.

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

Our Performance



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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 2023-24 adopted by Council in June 2023 outlines Council's major initiatives and strategic indicator targets for the 2023-24 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 three ways:

- results of strategic indicators set out in the Annual Budget 2023-24
- progress of major initiatives set out in the Annual Budget 2023-24
- results of legislatively prescribed services performance indicators and measures.

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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.



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Community, Services and Facilities highlights

- Launch of inaugural Summer Salon Community Exhibition, in celebration of the 10-year anniversary of the Town Hall Gallery Community Exhibitions Program - featuring local artists and showcasing the breadth of talent our community has to offer.
- The completion of the 'Universally Repaired' community art project, which engaged more than 700 people in the second half of the year through workshops, social circles, student classrooms, panel discussions and community days.
- The Anderson Park Community Hub was officially reopened on 13 November 2023 following refurbishment. The hub is home to Auburn South Preschool, Auburn South Maternal and Child Health, and includes sporting change rooms and community spaces.
- Boroondara Literary Awards were held in October 2023, with attendance from Mayor Councillor Sinfield, the Balwyn Rotary president and the judges. Over 100 people attended and over 420 entries were received. This year we also had multiple schools join the writers for a school's program as part of the Literary Awards.
- The library Gift Giving Tree campaign was a success. Nearly 400 new books were donated to our libraries for "You Matter" a charity supporting women and children who have experienced family violence.
- The Boroondara Disability Access and Inclusion Plan 2024-28 was endorsed by councillors at the Council meeting on 18 December 2023. The Plan was informed by an extensive community consultation process and builds on the work of Council's previous disability action plans. A launch event will be held in early 2024.
- To mark International Volunteer Day in 2023, a celebration was held at Hawthorn Art Centre on 7 December 2023. The theme was celebrating cultural diversity in volunteering and included musical performances from Jason Khaw and Phil Sheppard. Through his music and reflections, Jason shared his experiences as a migrant and his journey to finding a sense of belonging and feeling at home in Australia. The event also included a keynote presentation from Daizy Mann, reflecting on her own personal experiences as a Boroondara local and international volunteer.
- Successful completion of the North Balwyn Seniors Centre Upgrade, with the official reopening event in October 2023 to coincide with the Seniors Festival.
- The second annual Boroondara Seniors Film Festival was held with six screenings, over three days, at the three partnering cinemas in October. It was a sold-out event with around 1,500 people attending. The festival was open to community short film submissions and around 200 appropriate submissions were received from all over the world.

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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
Number of attendances by young people at youth programs or services	On Track	8,188	8,500 - 13,000	Youth programs and services continue to evolve in order to promote high levels of engagement with young people.
Number of vaccinations administered	At Risk	7,086	20,400 - 20,600	Immunisation vaccines administered in Quarter 2 have consistently trended lower due to immunisation service programming. There is no flu program during this quarter. Central Immunisation Records Victoria (CIRV) software was rolled out in Quarter 1 and appointments continue to be reduced due to transitioning to this new software.
Number of arts and cultural community events delivered or supported by Council	On Track	107	120 - 150	Boroondara Arts delivered the final calendar of events for 2023, with increased numbers in Quarter 2 resulting from additional events added to accommodate wider community interest and engagement with the sustainability project Universally Repaired. Other arts and cultural events continued to be delivered at Town Hall Gallery, Hawthorn Arts Centre, Kew Court House and at local shopping precincts.
Attendance at Boroondara Arts curated program	Monitor	6,923	15,000	Quarter 2 numbers are less than quarterly target due to reduced delivery of cultural events in December and January allowing for the Christmas, New Year and School Holiday break. Annual target is still on track.
Overall participation in library services (includes loans, returns, visits programs attendance, e-books and	On Track	3,681,456	5,000,000 - 5,700,000	Library participation remains strong and above target. Higher levels of programming continues to encourage customers to

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Strategic Indicator	Status	YTD Actual Result	Annual Forecast	Comments
audio loans, enquiries, reservations, Wi-Fi and virtual visits)				use the library service. Boroondara Libraries E-Resource collection is also very popular.
Percentage of graffiti removed from Council-owned assets within one business day of notification	At Risk	97%	100%	The Quarter 2 result has improved since last quarter. The year to date result and annual target delays are primarily due to the wet weather and contractor staff shortages.
Number of community events and activities (workshops, talks, forums) offered to promote health and wellbeing, diversity and inclusion (culturally and linguistically diverse, First Nations, disability, gender and LGBTQIA+), and community safety	On Track	68	45 - 47	The Community Support directorate delivered 32 health and wellbeing events this quarter. These included activities for Community Safety Month, Mental Health Month, 16 days of Activism Against Gender Based Violence, International Day of People with Disability, International Volunteer Day, Victorian Seniors Festival, LGBTQIA+ Community Roundtable, two sessions for volunteer managers, parent information sessions, menopause information sessions and author talks.

Progress of Major Initiatives

	Our Initiatives	Status	Progress	Comments
1.1	Analyse and share demographic changes to the Boroondara community since 2016, by presenting the revised 2021 Census data and reviewing the social statistics pages on Council's website	Complete	100%	A review of the social statistics pages on Council's website was conducted using heat maps to assess areas of community interest. Based on this, the content has been revised and information updated to reflect the 2021 Census data. The updated web pages were available on Council's website in late 2023.
1.2	Plan and deliver events, projects, advocacy and education activities to improve community health and wellbeing by raising awareness of community	On Track	50%	Five events were delivered during Community Safety Month in October. These included:

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	Our Initiatives	Status	Progress	Comments
	safety issues, including prevention of violence against women, and building community resilience			<ul style="list-style-type: none"> three Community Safety Pop-Ups one safety themed story time the Emergency Services Family Fun Day. <p>Three events were also delivered during 16 Days of Activism against Gender Based Violence between 25 November 2023 and 10 December 2023. These included a workshop with Swinburne University students on respectful relationships, a money morning tea for women, and a dad and children's cooking demonstration.</p> <p>These events provided an opportunity for the community to connect with local organisations and emergency services, access information and build their knowledge on a range of issues including crime prevention, family violence and respectful relationships, financial safety, and social and community support.</p>
1.3	Support older people to understand, access and navigate the range of Council and other aged care services available to them through the provision of information sessions, dissemination of accessible digital and printed resources and connecting individuals with services where required	On Track	50%	In the last quarter, Active Ageing delivered two aged care information sessions to a seniors group and public housing estate residents, with 10 and 33 attendees respectively. Two client newsletters were disseminated to 279 clients and three monthly Seniors Clubs newsletters were disseminated to a total of 37 clubs. The Regional Assessment Service continues to link older residents into services available via My Aged Care and 1:1 additional assistance is offered where needed by the aged care navigator service.
1.4	Enhance community spaces by demolishing the Ferguson Stand to improve the visual and physical connection from Glenferrie Precinct to Grace Park	On Track	60%	Demolition of the Ferguson Stand is complete. Supporting landscape enhancement works will commence construction in early 2024. This includes pedestrian pathway connections, installation of turf, erection of

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	Our Initiatives	Status	Progress	Comments
				interpretative historical I-beams (from the original Ferguson Stand). Other public realm improvements will also be delivered in 2023-24.
1.5	Plan a contemporary and integrated Library experience by developing a concept design for the Kew Library project	On Track	20%	The community has been consulted on a Vision and Design Brief for the project. Officers have commenced a procurement process to engage a suitably qualified and experienced architectural design consultant to prepare the building design.
1.6	Enhance diversity and inclusion of sports facilities by commencing the construction of the Canterbury Sportsground, and Ferndale Park, Frog Hollow and Willsmere Pavilions	On Track	40%	Construction contracts for renewal and upgrade works at Willsmere Park and Canterbury Sports Group pavilions have been awarded by Council. Design and documentation for both Ferndale Park and Frog Hollow continue to be developed, with works contracts to be tendered in 2024.
1.7	Consider the needs and aspirations of our multicultural community identified through community consultation, by presenting to Council for endorsement a draft of the Multicultural Action Plan 2024-28	On Track	40%	The findings from the community consultation undertaken between March and June 2023, including a community survey, an organisational survey and meeting with multicultural groups, have been analysed. The findings will be used to help inform the development of the draft Multicultural Action Plan, which will be presented to Council for endorsement for public exhibition in 2024.
1.8	Build strong partnerships with neighbourhood houses to deliver community activities and programs which respond to community need by implementing year 1 actions in the Neighbourhood House Framework	On Track	50%	Council departments continued to build strong relationships with neighbourhood houses to deliver community programs, which respond to community need. Neighbourhood houses worked in partnership to create an annual action plan in response to the Neighbourhood House Framework Action Plan 2023-27. Each

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	Our Initiatives	Status	Progress	Comments
				<p>Neighbourhood house nominated a priority action to progress in 2023-24.</p> <p>In Quarter 2, activities and programs included:</p> <ul style="list-style-type: none"> Alamein Neighbourhood & Learning and Ashburton community Centre worked in collaboration to schedule Chatty Cafe's in Ashburton on Wednesdays and Thursdays weekly Alamein Neighbourhood & Learning and Craig Family Centre worked with the Boroondara Volunteer Resource Centre (BVRC) to source volunteers for the Committee of Management and tutoring positions Kew Neighbourhood Learning Centre and Alamein Neighbourhood & Learning partnered with Local Economies on the development of the Disability Inclusive Employment Program Trentwood at the Hub introduced a new program called 'Confidence Blossoms Life,' an English conversation class for local mandarin-speaking community members. The classes were planned with input from Women's Health East to ensure content and delivery are culturally appropriate, with Hub staff completing cultural competency training. There is high demand for classes and additional regular sessions were scheduled in term 4.
1.9	Support the equitable allocation of Council's sportsgrounds by presenting a draft Allocations and Fees and Charges Policy to Council for endorsement	On Track	50%	A draft policy was presented to councillors for feedback in November 2023. Club forums were held on 29 November 2023 and 4 December 2023 to provide an update on the development of the policy. Officers are collating club

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	Our Initiatives	Status	Progress	Comments
				feedback that will inform the draft policy, which will be considered by Council for community consultation.
1.10	Celebrate and promote the achievements of young people and those who work with young people by delivering the Boroondara Youth Awards	Complete	100%	The 2023 Boroondara Youth Awards celebration ceremony was held on Friday 22 September 2023. Winners were recognised across five categories: leadership, environment and sustainability, creative arts, inclusive program, and community work. A total of 31 nominations were received and 80 people attended the awards ceremony.
1.11	Commence renewal of the Tuck Stand with structural rectification works and continue the design and consultation for the full renewal	On Track	20%	Documentation for the structural rectification works of the Tuck Stand is progressing well and tenders will be invited in early 2024 for the construction works. In December 2023 Council endorsed the Vision & Design brief for the renewal of the Tuck Stand, enabling the procurement of a design consultant to progress.

Local Government Performance Indicators - Service Performance Indicators

Animal Management

Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 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	1.01	1.05	0.00 - 2.50	Measure is on track to meet target.

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Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
AM2 - Animals reclaimed (The percentage of collected registrable animals under the <i>Domestic Animals Act 1994</i> reclaimed)	On Track	66.45%	61.59%	36 - 56%	High re-claim rate with four dogs out of the 40 animals reclaimed requiring registration upon release.
AM5 - Animals rehomed (The percentage of unclaimed collected registrable animals under the <i>Domestic Animals Act 1994</i> that are rehomed)	On Track	43.42%	49.21%	25 - 45%	High rehoming rate due with cats exceeding expectations. RSPCA reports that cats are commonly easier to rehome.
AM6 - Cost of animal management service per population (The direct cost of the animal management service per municipal population)	On Track	\$3.50	\$4.34	\$7.57 - \$9.57	Cost of Animal Management service was higher in Quarter 2 to offset the low Quarter 1 result. This was due to a delay in expenses being processed into the team account. Animal Levies charge payable to Department of Agriculture has also been processed this quarter. YTD Actual is on Track.
AM7 - Animal management prosecutions (AUDITED) (The percentage of successful animal management prosecutions)	On Track	100%	100%	80 - 100%	Measure is on track to meet target.

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Aquatic Facilities

Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
AF2 - Health inspections of aquatic facilities (The number of inspections by an authorised officer within the meaning of the <i>Public Health and Wellbeing Act 2008</i> carried out per Council aquatic facility)	On Track	1.00	2.33	0.00 - 2.00	Boroondara conducted five inspections at three facilities. Boroondara Sports Complex and Hawthorn Aquatic and Leisure Centre were inspected twice this quarter as part of training for new officers.
AF6 - Utilisation of aquatic facilities (AUDITED) (Number of visits to aquatic facilities per head of Municipal population)	On Track	6.77	7.54	10.90 - 16.90	Measure is on track to meet target.
AF7 - Cost of aquatic facilities (The direct cost less any income received of providing aquatic facilities per visit)	On Track	(\$0.03)	(\$0.73)	(\$1.03) - \$0.97	Measure is on track to meet target.

Food Safety

Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
FS3 - Cost of food safety service (The direct cost of the food safety service per food premises registered)	On Track	\$145.82	\$162.19	\$224.32 - \$374.32	Measure is on track to meet target.

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Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
by Council, or for which Council has received notification, during the year)					

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

Measure	Status	Last Year Result (Q4 YTD)	This Year Result (Q4 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	1.57	2.20	1 - 4	Annual Target has been met.
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%	Annual Target has been met.
FS4 - Critical and major non-compliance outcome notifications (AUDITED) (The percentage of critical and major non-compliance outcome notifications that are followed up by Council)	On Track	98.20%	98.11%	88 - 100%	Annual Target has been met.

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Measure	Status	Last Year Result (Q4 YTD)	This Year Result (Q4 YTD)	Annual Target	Comments
FS5 - Food safety samples (The percentage of food samples obtained per required number of food samples)	On Track	N/A	101.24%	100%	New Measure for FY2023-24. The year end result has exceeded expectation as additional inspections were carried out as deemed necessary by the team. Annual Target has been met.

Maternal and Child Health

Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
MC2 - Infant enrolments in MCH service (The percentage of infants enrolled in the MCH service)	On Track	100.90%	100.84%	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	\$75.48	\$80.16	\$64.12 - \$94.12	Measure is on track to meet target.
MC4 - Participation in the MCH service (AUDITED) (The percentage of children enrolled who participate in the MCH service (YTD))	On Track	71.21%	72.74%	73 - 93%	Not all children are due for a key age and stage visit for this quarter. Participation is on track for annual target.

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Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
MC5 - Participation in the MCH service by Aboriginal children (AUDITED) (The percentage of Aboriginal children enrolled who participate in the MCH service (YTD))	On Track	82.98%	88.24%	80 - 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	100.36%	99.66%	90 - 100%	Measure is on track to meet target.

Libraries

Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
LB2 - Recently purchased library collection (The percentage of the library collection that has been purchased in the last 5 years)	On Track	68.06%	62.32%	56.74 - 71.74%	Measure is on track to meet target.
LB5 - Cost of library service per population (The direct cost of the library service per population)	On Track	\$27.79	\$30.39	\$46.18 - \$66.18	Measure is on track to meet target.

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Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
LB6 - Library loans per population (The number of collection item loans per population)	On Track	N/A	6.15	New Measure - no target set for 2023-24	New Measure for FY2023-24.
LB7 - Library membership (AUDITED) (The percentage of resident municipal population who are registered library members)	On Track	N/A	40.25%	New Measure - no target set for 2023-24	New Measure for FY2023-24.
LB8 - Library visits per population (The number of library visits per head of population)	On Track	N/A	2.63	New Measure - no target set for 2023-24	New Measure for FY2023-24.



Theme 2

Parks and Green Spaces

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



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Parks and Green Spaces highlights

- Record number of approximately 32,000 rounds of golf were played at the Freeway Golf Course across first half of this financial year.
- Construction works are underway at Lynden Park East, Victoria Road Reserve and Ashburton Park to renew the sports ground surfaces including new drainage, irrigation system and drought resistant turf. These renewals will provide higher quality playing surfaces that will allow increased participation.
- Construction works on the playground renewal at Hays Paddock commenced in late August 2023. Anticipated completion is mid 2024.

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Progress of Major Initiatives

	Our Initiatives	Status	Progress	Comments
2.1	Enhance recreational opportunities for children and families by completing construction of the local play space at Kate Campbell Reserve	On Track	15%	Construction works for the Kate Campbell project are scheduled to commence in late January 2024 and be completed by June 2024.
2.2	Enhance recreational opportunities for children and families by completing construction of the regional play space at Hays Paddock	On Track	30%	Hays Paddock playground upgrade works commenced in August 2023 and are progressing well. Demolition, salvage and site preparation works are complete, and steel works for the main custom play unit are nearing completion. The works are expected to be completed by mid-2024.
2.3	Improve the sporting experience in Boroondara by completing full sportsground reconstructions at Ashburton Park and Lynden Park East	On Track	50%	Works commenced on both projects during this quarter and are progressing well.
2.4	Consult with the community to develop the Macleay Park Master Plan to be endorsed by Council with a focus on improving community access and park experience	On Track	35%	Draft master plan has been prepared for Council approval prior to consultation.
2.5	Enhance social connection and the appreciation of Boroondara's parks and gardens through engagement with artists and the delivery of community events using the 2024 Summer in the Park series	On Track	50%	Summer in the Park 2024 program was launched, including five major headline events plus seven smaller 'bite-sized' events across the municipality. The program runs from Saturday 3 February 2024 until Sunday 10 March 2024, with information available on the City of Boroondara website and in the Boroondara Arts Season 1 program.
2.6	Provide sportsgrounds that are suitable for the use of community sporting clubs through an increased	On Track	50%	Grounds received extensive renovations over the September period resulting in all grounds going into

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	Our Initiatives	Status	Progress	Comments
	focus on maintenance and renewal of ground surfaces			spring and summer with a full turf coverage. Work is continuing on the development of a maintenance plan to place all grounds in a hierarchy and allocate a level of maintenance to each.



Theme 3

The Environment

The environment is considered in all decision-making.



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The Environment highlights

- Integrated the bundled green waste collections with Council's hard waste collection GIS system to facilitate more efficient operations.
- Facilitated the annual Detox your Home event at the Boroondara Waste and Recycling Centre in December 2023 in conjunction with Sustainability Victoria.

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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	72.11%	72 - 73%	Measure is on track to meet target.

Progress of our Major Initiatives

	Our Initiatives	Status	Progress	Comments
3.1	Reduce the volume of virgin construction materials on Council road projects, by using a minimum of 20% recycled materials including glass, plastics, and toners in our asphalt products to resurface roads	On Track	50%	All crushed rock used in Council's road projects is produced from recycled concrete and asphalt, using a minimum of 20% recycled material.
3.2	Progress towards meeting the targets of the Climate Action Plan to reduce Council and community emissions by implementing the 2023-24 actions of the Climate Action Plan Implementation Plan	On Track	30%	Council is net carbon neutral and multiple actions are underway to reduce our corporate energy use, such as installation of solar photovoltaics at Council buildings and electric vehicle chargers for Council Fleet. Community facing actions such as Solar Savers, Energy Savers and our Living for Our Future workshop program

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	Our Initiatives	Status	Progress	Comments
				<p>are being delivered to support the community to reduce emissions.</p> <p>The Climate Action Plan reported total municipal emissions as 1,804,000 tonnes CO₂-e for the 2019 year using the SnapShot community emissions tool. Since the Plan was published, the methodology has been refined and the emissions for 2019 were revised to 1,643,000 tonnes CO₂-e. The most recent data, for FY2020-21 has seen Boroondara municipal emissions decrease to 1,466,000 tonnes CO₂-e.</p>
3.3	Improve the green canopy coverage in our urban environment for the enjoyment of future generations by presenting the Urban Greening Strategy to Council for endorsement	On Track	35%	The draft strategy has been developed. The draft will be presented to councillors for approval in the first half of 2024 before it goes out for community consultation.
3.4	Improve the community's ability to access biodiversity and indigenous vegetation now and into the future by finalising the Biodiversity Asset Management Plan	On Track	90%	The Biodiversity Asset Management Plan is in draft form and almost complete. It will undergo community consultation as part of the Urban Biodiversity Strategy consultation in early 2024.
3.5	Identify options to support the uptake of electric vehicles and low emission vehicles by the Boroondara community through the implementation of electric vehicle charging stations in shopping centre carparks	On Track	30%	Electronic vehicle (EV) charging stations have now been installed at Hawthorn Aquatic and Leisure Centre and are awaiting line marking. Works are planned for Burwood Village and will begin January 2024. Agreements are being finalised for a commercial EV charging provider to install chargers in Camberwell. Negotiations are progressing for power pole mounted charger trials in Ashburton to be undertaken by United Energy.

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Local Government Performance Indicators - Service Performance Indicators

Waste Collection

Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
WC2 - Kerbside collection bins missed (The number of kerbside collection bins missed per 10,000 scheduled kerbside collection bin lifts)	On Track	12.16	4.68	4.28 - 14.28	The Quarter 2 result of 2023-24 is a substantial improvement from the Quarter 2 result of 2022-23. This is largely due to improved performance by the kerbside recycling collections contractor. The kerbside recycling collections contractor commenced service in Boroondara on 1 November 2023, and the previous year's Quarter 2 survey results covered the Contractor's service initialisation period.
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	\$61.97	\$50.68	\$107 - \$147	The cost associated with this measure is slightly lower this quarter than previous results. This is due to the removal of FOGO from this measure following an assessment of what constitutes kerbside garbage. Therefore, the figure for this quarter more accurately represents the cost of kerbside garbage bin collection service per kerbside garbage collection bin.
WC4 - Cost of kerbside recyclables bin collection service (The direct cost of the kerbside recyclables collection service)	On Track	\$42.86	\$49.35	\$84 - \$104	Measure is on track to meet target.

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Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
(including the contract cost of collection) per kerbside recyclables collection bin)					
WC5 - Kerbside collection waste diverted from landfill (AUDITED) (The percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	On Track	71.54%	72.11%	65 - 79%	Measure is on track to meet target.

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Clayton Landfill performance

31 December 2023	YTD Actuals	YTD Budget	Variance	% Variance
Income	\$1,083,062	\$20,000	\$1,063,062	5315%
Expenditure	\$485,270	\$1,109,820	(\$624,550)	(56%)
Net Profit	\$597,792	(\$1,089,820)	\$1,687,612	155%

The income variance is due to contributions from member councils being ahead of planned budgeted phasing. This is for capital works and post closure maintenance costs for 2023-24 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 (\$600,000).



Theme 4

Neighbourhood Character and Heritage

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



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Neighbourhood Character and Heritage highlights

- Building Services processed 192 Building Plan requests in the October-December quarter compared to 156 applications in the previous quarter.
- Building Services investigated and inspected 292 complaints in this quarter compared to 262 in the July - September quarter.
- Assessment of the first round of community heritage nominations is underway.
- Proactively responded to fire damage at individually significant heritage property at 7 Mangarra Road, Canterbury and progressed actions to address the issues and future of the site.
- Responded to the Victorian State Government Housing Statement with a submission that suggests changes to proposed planning reforms and reiterated the Boroondara position that Local Government is best placed to make planning decisions that affect the municipality.
- Council commenced an update to the tree protection local law to improve the way the local law protects the tree character of the municipality.

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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	32	30 - 40	Measure is on track to meet target.
Percentage of 'demolition consents' under section 29A of the Building Act 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	68.97%	45 - 55%	Council was able to settle a high proportion of applications prior to a hearing during this reporting period. The applications which proceeded to a merits hearing were often the consequence of other parties unwilling to resolve application flaws, meaning Council enjoyed a high prospect of success in those matters.
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	2	5 - 10	The number of 'out of time' appeals received is consistent with the previous quarter and improvement on the comparison to the same quarter in the previous financial year.

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Progress of our Major Initiatives

	Our Initiatives	Status	Progress	Comments
4.1	Continue to protect the heritage and history of Boroondara through presenting the revised Heritage Action Plan to Council for endorsement and commencing implementation of the plan	On Track	50%	Council has completed its review of the Heritage Action Plan 2016, which was presented to the Urban Planning Delegated Committee (UPDC). The Committee resolved to proceed with preparing a Heritage Strategy. Work is underway on the new Strategy and will continue into 2024.
4.2	Support appropriate housing in Boroondara through presenting the Boroondara Housing Strategy to Council for endorsement and consider associated planning scheme amendments	Complete	100%	The Boroondara Housing Strategy was formally adopted by Council in September 2023 and implementation has commenced.
4.3	Assist with protecting and celebrating Boroondara's heritage by commencing implementation of a Community Heritage Nomination Process	On Track	50%	The Community Heritage Nomination Process has been adopted by Council, staff have been recruited to key positions and application forms are now live on Council's website. The first round of community nominations is now being assessed.
4.4	Improve the experience for all participants in the statutory planning process by enhancing technologies and additional online capabilities	On Track	50%	Consultants assisted in preparing a Planning Permit application form as part of the Oracle CRM implementation.
4.5	Improve public and occupant safety by completing fire safety inspections of buildings that contain combustible cladding in response to referrals from the Victoria Building Authority	On Track	50%	Building Services has conducted 11 Essential Safety Measures inspections in this quarter compared to four in the previous quarter.

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	Our Initiatives	Status	Progress	Comments
				Building Surveyors from the Building Services Team have also attended a number of meetings with Cladding Safety Victoria (CSV) to discuss and resolve buildings containing combustible cladding.
4.6	Contribute to shaping Boroondara to be more liveable, safe, enjoyable and sustainable through enhanced enforcement of public amenity, construction activities and health standards. This includes increasing capability through technology, systems and complementing enforcement practices	On Track	50%	<p>Key highlights for Quarter 2 include:</p> <ul style="list-style-type: none"> Enforcement approaches and procedures: <ul style="list-style-type: none"> Parking operating procedures to begin monthly reviews and refresh starting February 2024. Technology research updates: <ul style="list-style-type: none"> Parking sensor technology has successfully appointed a vendor, with a contract award resolved by Council on 18 December 2023. New sensor network rollout will commence early 2024 PinForce software version update on launch pad for Quarter 4.

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Local Government Performance Indicators - Service Performance Indicators

Statutory Planning

Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 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)	On Track	104.50	99.50	82 - 122	Measure is on track to meet 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	54.94%	64.96%	65%	Measure is on track to meet target.
SP3 - Cost of statutory planning service (Direct cost of the statutory planning service / Number of planning applications received)	On Track	\$3,901.50	\$3,492.02	\$3,751.67 - \$4,451.67	The result is within the target range and reflects a higher number of applications received during the quarter.

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Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
SP4 - Council planning decisions upheld at VCAT(AUDITED) (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	40%	66.67%	34 - 54%	<p>The Urban Planning team was able to settle a high proportion of applications prior to a hearing during this reporting period. Where an agreement is reached between parties, this translates to a consent order being issued by the Tribunal and these outcomes are not captured in this indicator.</p> <p>The applications that proceeded to a merits hearing were often the consequence of other parties unwilling to resolve application flaws, and in the quarter, there was a higher success in those matters which has contributed to a result that sits favourably above the target range.</p>



Theme 5

Moving Around

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



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Moving Around highlights

- The Walmer Street Bridge opened to the public on 21 December 2023, in conjunction with the City of Yarra.
- Council has advocated to the North East Link Program to ensure the community and Council interests are taken into account. This included a review of the Burke Road to Tram Road Urban Design and Landscape Plan (UDLP) and the preparation of a submission about the UDLP, which was adopted by Council on 27 November 2023.
- Completion of the main works at Union Road by the Level Crossing Removal Project and opening of the public open space.
- The Parking Sensor Technology project has successfully appointed a vendor. This project will enable a sensor rollout plan to be developed and implemented for the City of Boroondara over the next several years, which will improve parking compliance service provision to the community to achieve vehicle turnover, maintain safety and keep traffic moving in line with parking restrictions.

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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	Monitor	88	200 - 220	The second quarter was impacted by the December holiday period. No traffic counts or surveys are scheduled during December as traffic conditions are not representative.
Average daily bicycle users for Gardiners Creek Trail, the Anniversary Trail, Koonung Trail and Main Yarra Trail	Monitor	2,868	3,900 - 4,500	For the Gardiners Creek Trail, the average daily use was 1,569. The Anniversary Trail recorded an average daily use of 289, the Koonung Trail 509, and the Main Yarra Trail near Chandler Highway, 578. Commuter bike use has decreased during and post pandemic, and figures now likely reflect a hybrid working environment with lower commuter use.

Progress of our Major Initiatives

	Our Initiatives	Status	Progress	Comments
5.1	Improve safety, driver awareness and wayfinding of routes by installing shared lane markings along select informal bicycle routes identified in Boroondara's TravelSmart map and adopted Bicycle Strategy	On Track	50%	<p>Proposals for shared lane markings (bike sharrows) for the below mentioned locations have been prepared:</p> <ul style="list-style-type: none"> Prospect Hill Road at Highfield Road Bowler Street Roundabouts of Durham Rd / Kent Rd, Dent St / Albion Rd / Dunlop St and Dent St / Munro Ave. <p>These are due to be installed by April 2024. Other routes will also be examined.</p>

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	Our Initiatives	Status	Progress	Comments
5.2	Encourage use, improve safety and security of shared paths by progressively installing energy efficient lighting along the Anniversary Trail between Whitehorse Road and Canterbury Road	On Track	50%	<p>Installation of lighting for the Anniversary Trail between Whitehorse Road and Mont Albert Road commenced in mid-November 2023. All works are due to be completed by March 2024.</p> <p>A contract has been awarded for lighting of the Anniversary Trail between Mont Albert Road and Canterbury Road. These works will be completed during 2024.</p>
5.3	Provide an improved integrated bicycle network, by progressively implementing a range of on-road infrastructure initiatives	On Track	50%	<p>Preliminary designs to improve safety along three Council managed road sections, namely Auburn Road between Riversdale Road and Toorak Road, Kilby Road including Willsmere Road and Robinson Road have been prepared.</p> <p>Tee-intersections treatments involving signage, line marking, and green pavement markings have been prepared to improve the level of safety and access for cyclists. These are intended to be used on the existing on-road bike lanes in Union Road, Greythorn Road, Highfield Road and Willsmere Road. For the current financial year, the focus will be on treating intersections along Highfield Road and Willsmere Road.</p> <p>Concept plans have been prepared for Kilby Road and Willsmere Road involving physical separation for one section and a unique line marking treatment for the divided section of Kilby Road. These works are due to commence in March 2024 and completed by end June 2024.</p>
5.4	Represent the Boroondara community in decision making by advocating to the Victorian government	On Track	50%	Council has advocated to the North East Link Program (NELP) to ensure community and Council interests are

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	Our Initiatives	Status	Progress	Comments
	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 projects			<p>taken into account. Key issues and concerns in Quarter 2 of 2023-24 include review of the Burke Road to Tram Road Urban Design and Landscape Plan (UDLP), preparation of a submission about the UDLP, which was adopted by Council on 27 November 2023. Other matters include traffic management, vegetation retention, planting and site investigations in local parks and roads.</p> <p>Through the second quarter of 2023-24, officers have continued working with the Level Crossing Removal Project (LXRP) as their main works come to an end and the defects period commences.</p>

Local Government Performance Indicators - Service Performance Indicators

Roads

Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
R1 - Sealed local road requests (The number of sealed local road requests per 100 kilometres of sealed local road)	On Track	55.68	42.12	77.22 - 117.22	Measure is on track to meet target.
R2 - Sealed local roads maintained to condition standards (AUDITED) (The percentage of sealed local roads that are below the renewal	On Track	91.14%	90.87%	82 - 100%	Measure is on track to meet target.

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Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
intervention level set by Council and not requiring renewal)					
R3 - Cost of sealed local road reconstruction (Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed)	Monitor	\$107.18	\$130.52	\$89.85 - \$139.85	The current market rates for civil works relating to road reconstruction and resealing have increased over the past 12 months.
R4 - Cost of sealed local road resealing (Direct cost of sealed local road resealing / Square metres of sealed local roads resealed)	Monitor	\$27.17	\$34.66	\$19.74 - \$39.74	The current market rates for civil works relating to road reconstruction and resealing have increased over the past 12 months.



Theme 6

Local Economy

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



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Local Economy highlights

- The Glenferrie Place Plan was adopted by Council in December 2023.
- Successful completion of community consultation on the draft Camberwell Junction Structure and Place Plan.
- The draft Economic Development Strategy has undergone a public consultation phase and is expected to be endorsed at Council in February 2024.
- Council's 2023 Christmas decoration program was successfully delivered. A total of 2,500 decorations were installed throughout the municipality, including 501 pole wreaths, tree guards, flags and pedestrian crossing signage, adorning 53 shopping centres. Camberwell Civic Centre, Kew Court House, and Hawthorn Arts Centre were decorated with large wreaths, garlands, and lighting displays. Decorations communicated a traditional Christmas message of Love Peace Hope Joy - Christmas. Three traditional nativity scenes were also installed at the Camberwell Civic Centre and Hawthorn and Kew Libraries.

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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 proactive strip shopping centre maintenance inspections completed	On Track	647	1,250 - 1,350	Measure is on track to meet target.

Progress of our Major Initiatives

	Our Initiatives	Status	Progress	Comments
6.1	Enhance the economic sustainability of the local economy through the adoption of the Economic Development and Tourism Strategy and the implementation of the year one actions	On Track	35%	The Economic Development and Visitor Attraction Strategy is expected to be endorsed at Council in early 2024. Implementation of several year 1 actions have commenced.
6.2	Stimulate economic recovery and enhance the Glenferrie Road Precinct visitor experience by implementing the approved 2023-24 projects in the Glenferrie Place Plan	On Track	50%	Council formally adopted the Glenferrie Place Plan in December 2023. Work has commenced on Columbia Street upgrade design, which is currently being progressed by consultants with progress subject to VicTrack approvals.
6.3	Increase the vibrancy of the Camberwell Junction precinct by presenting to Council for endorsement the Camberwell Junction Structure and Place Plan, commencement of work on associated	On Track	50%	Consultation on the draft Camberwell Junction Structure and Place Plan was completed in December 2023 and work has already commenced on revisions to the plan based on community feedback.

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	Our Initiatives	Status	Progress	Comments
	planning scheme amendments and implementation of short-term initiatives			
6.4	Provide enhanced support to traders associations to ensure their long term viability through good governance practices and the provision of customised training and support materials	On Track	50%	<p>Eight traders' associations with a special rate and charge scheme are embarking on a new, online reporting platform in SmartyGrants. To support this change, the Local Economies Team has provided customised training and support materials. The development of the online reporting templates was underpinned by the outcomes of various stakeholder consultations, an online governance questionnaire, face to face engagement, and group and one-on-one user test training. The online platform is now live and ready for submissions of the first online report in February 2024.</p> <p>Further good governance advice and support has been provided in supporting associations with their AGM meetings and the transition of new committee members and marketing coordinators.</p>
6.5	Deliver the annual parklet program for hospitality businesses to enhance outdoor dining opportunities to support strong and activated shopping precincts	On Track	50%	<p>As part of the Council parklet program, 11 parklets are in place. This includes 10 individual parklets and one mega parklet on Camberwell Road comprising eight traders. One new trader parklet was activated during the reporting period and two public space parklets were activated in side street locations to support community use. These Council owned parklets were installed in Greythorn and Burwood Village and are expected to remain in place for 12-18 months, pending relocation to other parts of the municipality.</p>



Theme 7

Leadership and Governance

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



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Leadership and Governance highlights

- Upgrades to Council's website has resulted in improvements to accessibility and searchability, supporting customers to find the information and transact with Council more easily.
- The Transformation and Technology team moved into the first round of testing for the new finance system, replacing Council's outdated system with a cloud-based solution which will improve and streamline financial management.
- Council was a finalist in the Australian Access Awards 2023, within the government website category. The application focused on our efforts to improve accessibility and inclusion of our community's digital experience.
- Community members visiting our consultation website, Engage Boroondara, reached an all-time high of 22,224 unique individuals in Quarter 2. This is attributed to proactive campaigns to increase awareness of Boroondara's consultations.
- The Strategic Asset Management Team have prepared the draft Public Toilet Strategy, which is now undergoing the first round of community consultation in preparation for presentation to Councillors for adoption mid-2024.
- Delivery of two citizenship ceremonies on Saturday 28 October 2023, which conferred 280 citizens.

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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	At Risk	4.03%	Less than or equal to 3.50%	The number of calls abandoned is currently 0.53% higher than the annual target of 3.50%. Work is being completed to understand how this can be improved to meet our target noting around 45% of callers who abandon, do so within 45 seconds of calling.
Average time callers wait before their call is answered	On Track	36 seconds	45 - 60 seconds	Measure is on track to meet target.
Number of cyber security incidents that compromise user data	On Track	0	0	Measure is on track to meet target.
Number of visits to Council's website	On Track	545,017	1,000,000 - 1,100,000	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 2024-25 (plus three subsequent	On Track	40%	The Draft Target Budget for 2024-25 has been developed and reviewed by all Council departments. Proposed fees and charges for 2024-25 have been drafted and will be

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	Our Initiatives	Status	Progress	Comments
	financial years) in-line with statutory requirements and present to Council for endorsement			presented to the community as part of the Annual Budget mid-2024.
7.2	Progress reconciliation locally through activities and events in collaboration with community groups, service providers, networks and local schools by implementing year 2 actions of the Boroondara Reconciliation Strategy 2022-26	On Track	50%	<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 2 actions of the Boroondara Reconciliation Strategy 2022-26 (the Strategy).</p> <p>Key highlights in Quarter 2 include:</p> <ul style="list-style-type: none"> Engagement/collaboration with various stakeholders in the local Aboriginal and Torres Strait Islander sector about actions in the Strategy, including the newly formed Murnong First Peoples Gathering Place Steering Committee; Department of Families, Fairness and Housing, Mullum Mullum Indigenous Gathering Place; Inner East Local Aboriginal Network; Reconciliation Officers at councils in the Eastern Metropolitan Region, and individual stakeholders in the local Aboriginal and Torres Strait Islander sector Convening the 10th meeting of the internal Boroondara Reconciliation Advisory Committee on 27 November 2023 in-person at the new Murnong First Peoples Gathering Place in Glen Iris, with special guests attending from the Murnong First Peoples Gathering Place Steering Committee and Wurundjeri Woi-wurrung Elders Holding a cultural consultation session with Wurundjeri Woi-wurrung Elders on 5 October 2023 to discuss Council's Urban Biodiversity Strategy and Kew Library Redevelopment

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	Our Initiatives	Status	Progress	Comments
				<ul style="list-style-type: none"> Collaborative planning and delivery of the Eastern Region First Nations Employment and Cultural Safety Forum with six other local councils in the Eastern Metropolitan Region Disseminating the second issue of the Boroondara Reconciliation e-newsletter in December 2023.
7.3	Drive continued delivery of the Boroondara Community Plan 2021-31 by implementing a new Strategy Framework that provides an updated approach to strategy development, delivery, monitoring and evaluation	On Track	40%	<p>A future state Strategy Framework has been drafted for feedback and approval. Following the presentation and discussion, Strategy and Performance will commence the next steps to develop a report to take to councillors for endorsement.</p> <p>The major initiatives and capital works program are on track to deliver the initiatives identified which will deliver against the Boroondara Community Plan objectives.</p>
7.4	Enable effective strategic management of Council Assets by completing the detailed design and commencing the build of our new Strategic Asset management system	Complete	100%	The delivery of this project is now complete.
7.5	Protect customer and Council data by increasing our Cyber Security maturity against ISO27001 framework to minimise service disruptions and the risk of data security breaches	On Track	50%	Maturity continues to be improved through environment scans, phishing campaigns and updates to software versions.
7.6	Upgrade Council's telephony system to a cloud-based system to improve reliability, support hybrid working and enable future enhancement of customer service delivery	On Track	50%	Collaboration with other councils who have transitioned to a unified communications model has started, the project will begin early 2024.

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Local Government Performance Indicators - Service Performance Indicators

Governance

Measure	Status	Last Year Result (Q2 YTD)	This Year Result (Q2 YTD)	Annual Target	Comments
G1 - Council decisions made at meetings closed to the public (The percentage of Council resolutions made at a meeting of Council, or at a meeting of a delegated committee consisting only of Councillors, closed to the public under section 66(1) of the Act))	On Track	5.80%	3.74%	2 - 8%	Measure is on track to meet target.
G3 - Councillor attendance at Council meetings (The percentage of attendance at Council meetings by Councillors)	On Track	98.60%	94.32%	88 - 100%	Measure is on track to meet target.
G4 - Cost of elected representation (The direct cost of delivering council's governance service per councillor)	On Track	\$26,605.26	\$28,098.99	\$49,403 - \$59,403	Measure is on track to meet target.

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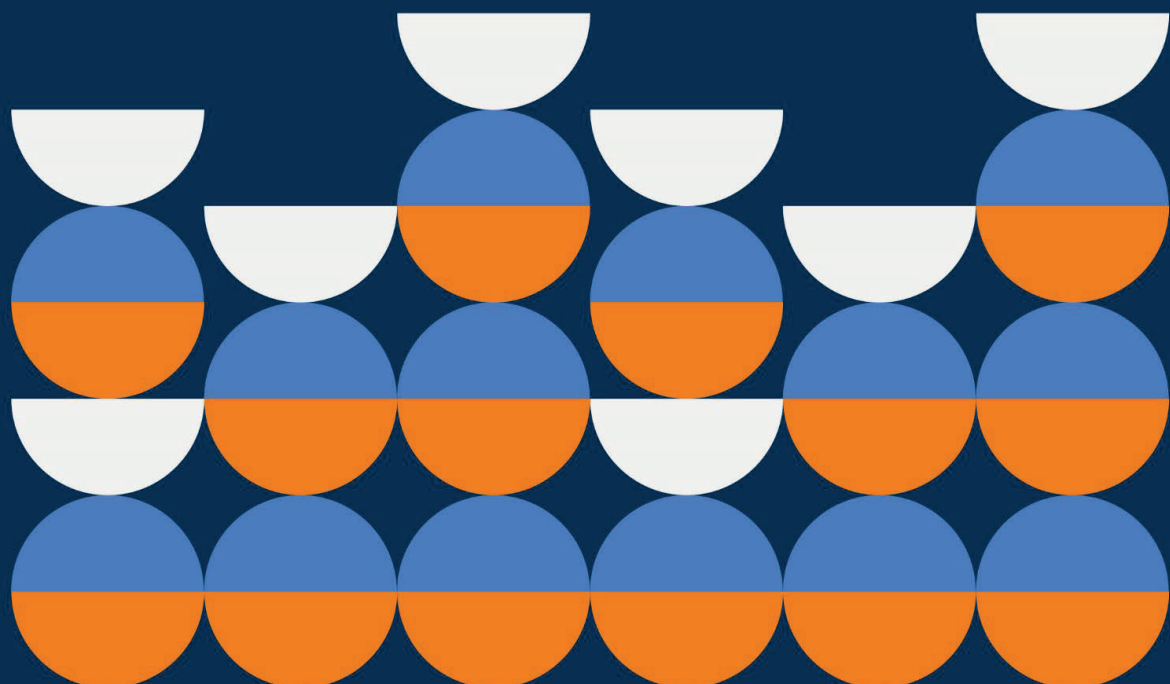
LGPRF Performance Indicators - Sustainable Capacity and Financial Performance Indicators				
For the period ending 31 December 2023				
Indicator/measure	Annual 2022-23	Q2 YTD 2022-23	Q2 YTD 2023-24	Q2 YTD Difference
Sustainable Capacity Indicators				
Population				
Expenses per head of municipal population [Total expenses / Municipal population]	\$1,518	\$683	\$725	\$42
Infrastructure per head of municipal population [Value of infrastructure / Municipal population]	\$6,227	\$5,582	\$6,267	\$686
Population density per length of road [Municipal population / Kilometres of local roads]	258.29	310.43	258.29	-\$52
The length of road used in the Q2 2022-23 result excluded the additional 95 kms of laneways Council agreed to include as part of the Road Management Plan review in 2021. The adjusted YTD result for 2022-23 was 269.92 with YTD difference of 12.				
Own-source revenue				
Own-source revenue per head of municipal population [Own-source revenue / Municipal population]	\$1,479	\$1,254	\$1,387	\$133
Recurrent grants				
Recurrent grants per head of municipal population [Recurrent grants / Municipal population]	\$78	\$27	\$16	-\$11
Disadvantage				
Relative Socio-Economic Disadvantage [Index of Relative Socio-Economic Disadvantage by decile]	10.00	10.00	10.00	0
Workforce turnover				
Percentage of staff turnover [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	18.8%	13.7%	6.6%	-7.1%
The current turnover rate for Quarter 2 (Q2) is lower than expected, highlighting less staff turnover in the current period. The overall 2022-23 Year to Date (YTD) workforce turnover was impacted by the transfer of in home aged care services to MECWA as part of the Commonwealth Home Support Programme from 31 July 2022. The 2023-24 YTD result is currently trending less than the 2021-22 years Q2 result of 9%. Turnover continues to be closely monitored.				

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LGPRF Performance Indicators - Sustainable Capacity and Financial Performance Indicators				
For the period ending 31 December 2023				
Financial Performance Indicators				
Indicator/measure	Annual 2022-23	Q2 YTD 2022-23	Q2 YTD 2023-24	Q2 YTD Difference
Efficiency				
Expenditure level *				
Expenses per property assessment [Total expenses / Number of property assessments]	\$3,214	\$1,513	\$1,534	\$21
Revenue level *				
Average rate per property assessment [General rates and Municipal charges / Number of property assessments]	\$2,119	\$2,128	\$2,212	\$84
Liquidity				
Working capital				
Current assets compared to current liabilities [Current assets / Current liabilities] x100	224.1%	417.8%	457.9%	40%
Unrestricted cash				
Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	20.6%	200.0%	184.8%	-15%
Obligations				
Loans and borrowings				
Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100	42.2%	43.6%	38.6%	-5%
Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	14.8%	2.9%	2.7%	0%
Indebtedness				
Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	36.4%	43.6%	38.5%	-5%
Asset renewal and upgrade *				
Asset renewal and upgrade compared to depreciation [Asset renewal and asset upgrade expense / Asset depreciation]	125.5%	96.4%	112.9%	16%
Operating position				
Adjusted underlying result *				
Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100	3.4%	47.0%	48.6%	2%
Stability				
Rates concentration *				
Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x100	76.1%	88.6%	88.2%	0%
Rates effort				
Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.15%	0.15%	0.15%	0%

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

Financial Performance



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4. Financial and performance statements

4.1 Income Statement

	ANNUAL ORIGINAL BUDGET	YTD ACTUAL (1)	YTD BUDGET (2)	YTD VARIANCE (1) - (2)	YTD VARIANCE	2023-24 AMENDED BUDGET (3)
	\$'000s	\$'000s	\$'000s	\$'000s	%	\$'000s
Recurrent income						
Rates and charges	212,058	212,330	211,783	547	0%	212,058
Statutory fees and fines	16,821	8,254	8,487	(233)	-3%	16,640
User fees	15,423	7,151	6,582	569	9%	13,309
Grants - operating	10,726	2,518	3,966	(1,448)	-37%	5,800
Contributions - cash	5,239	4,006	2,736	1,270	46%	5,239
Rental income	2,998	1,163	1,529	(366)	-24%	2,998
Other income	3,670	2,108	1,898	210	11%	3,670
Interest	4,500	3,839	3,063	776	25%	5,314
Total recurrent income	271,435	241,369	240,044	1,325	1%	265,028
Recurrent expenditure						
Employee costs	98,791	46,001	47,002	1,001	2%	98,212
Materials and services	77,284	38,284	39,583	1,299	3%	78,677
Bad and doubtful debts	2,357	444	511	67	13%	4,762
Depreciation and amortisation ¹	38,846	19,985	19,985	-	0%	39,987
Amortisation - right of use assets	4,399	2,203	2,203	-	0%	4,399
Borrowing costs	3,408	1,743	1,743	-	0%	3,408
Finance costs - leases	313	157	157	-	0%	313
Other expenses	7,818	4,072	3,933	(139)	-4%	7,833
Total recurrent expenditure	233,216	112,889	115,117	2,228	2%	237,591
Net recurrent operating surplus	38,219	128,480	124,927	3,553	3%	27,437
Non-recurrent income						
Priority projects income	830	1,372	1,470	(98)	-7%	2,914
Capital works income	3,238	3,296	3,525	(229)	-6%	8,649
Total non-recurrent income	4,068	4,668	4,995	(327)	-7%	11,563
Non-recurrent expenditure						
Priority projects expenditure	25,158	9,784	12,949	3,165	24%	31,188
Total non-recurrent expenditure	25,158	9,784	12,949	3,165	24%	31,188
Net non recurrent operating surplus (deficit)	(21,090)	(5,116)	(7,954)	2,838	-36%	(19,625)
Net gain (loss) on disposal of property, infrastructure, plant and equipment	(2,763)	(95)	-	(95)	100%	(2,763)
Surplus/(Deficit) for the year ²	14,366	123,269	116,973	6,296	5%	5,049

Note: All numbers are rounded to the nearest thousand.

1. Depreciation and amortisation primarily relates to property, plant, equipment and infrastructure assets.
2. The year to date surplus result of \$123.27 million as per the budget is due to the striking of full year annual rates in August 2023. 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 \$6.30 million or 5% is due to timing differences for income and expenditure. Refer to **Section 4.5 Financial Performance** for details on Council's financial performance.

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4.2 Income Statement by Directorate

	ANNUAL ORIGINAL BUDGET	YTD ACTUAL	YTD BUDGET	YTD VARIANCE	YTD VARIANCE	2023-24 AMENDED BUDGET
	\$'000s	(1) \$'000s	(2) \$'000s	(1) - (2) \$'000s	%	(3) \$'000s
Income						
Rates and waste charges *	210,609	210,823	210,334	489	0%	210,609
Places & Spaces	3,008	1,775	1,497	278	19%	3,008
Community Support	11,193	4,973	6,306	(1,333)	-21%	9,585
Urban Living	28,490	13,968	14,489	(521)	-4%	27,909
CEO's Office	52	28	26	2	8%	52
Chief Financial Office	3,251	1,698	1,680	18	1%	3,251
Total income	256,603	233,265	234,332	(1,067)	0%	254,414
Expenditure						
Places & Spaces	76,350	38,209	37,814	(395)	-1%	76,636
Community Support	34,976	16,917	17,564	647	4%	35,258
Urban Living	27,853	12,070	12,881	811	6%	30,460
Customer & Transformation	28,295	14,437	15,134	697	5%	28,541
CEO's Office	6,570	4,190	4,341	151	3%	6,584
Chief Financial Office	6,280	2,785	3,094	309	10%	6,307
People, Culture & Development	3,887	1,839	1,930	91	5%	3,907
Depreciation and amortisation **	38,846	19,985	19,985	-	0%	39,987
Total expenditure	223,057	110,432	112,743	2,311	2%	227,680
Net non departmental ***	4,673	5,647	3,338	(2,309)	-69%	703
Net loss on disposal of property, infrastructure, plant and equipment	(2,763)	(95)	-	95	100%	(2,763)
Capital income	3,238	3,296	3,525	(229)	-6%	8,649
Net priority projects	(24,328)	(8,412)	(11,479)	3,263	-28%	(28,274)
Surplus/(Deficit) for the year	14,366	123,269	116,973	6,296	5%	5,049

* Rate income includes interest on rates but excludes special rates which are included under the Community Support 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.

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4.3 Balance Sheet

	31 Dec 2023	30 Jun 2023	31 Dec 2022
	\$'000	\$'000	\$'000
Current assets			
Cash and cash equivalents ¹	143,388	66,751	143,693
Other financial assets ¹	-	79,500	-
Trade and other receivables	129,949	24,135	120,435
Prepayments	1,284	3,177	897
Total current assets	274,621	173,563	265,025
Non-current assets			
Financial assets	4	4	4
Property, plant and equipment, infrastructure	4,454,072	4,442,982	4,416,077
Right of use assets	6,090	7,176	7,136
Intangible assets	15	15	269
Investment property	18,105	18,105	8,756
Total non-current assets	4,478,286	4,468,282	4,432,242
Total assets	4,752,907	4,641,845	4,697,267
Current liabilities			
Trade and other payables	10,656	22,505	10,949
Interest-bearing liabilities	4,100	8,117	3,846
Provisions	19,777	19,844	19,348
Trust funds and deposits	16,923	16,032	14,265
Unearned income	5,543	7,981	11,921
Lease liabilities	2,980	2,980	7,614
Total current liabilities	59,979	77,459	67,943
Non-current liabilities			
Provisions	2,244	2,244	2,120
Interest-bearing liabilities	77,216	77,216	83,960
Provision for investments in joint ventures	7,557	7,557	6,040
Lease liabilities	3,536	4,266	-
Total non-current liabilities	90,553	91,283	92,120
Total liabilities	150,532	168,742	160,063
Net assets	4,602,375	4,473,103	4,537,204
Equity			
Accumulated surplus	1,082,112	958,843	1,047,241
Asset revaluation reserve	3,494,696	3,488,693	3,466,496
Reserves ²	25,567	25,567	23,467
Total equity	4,602,375	4,473,103	4,537,204
Working capital ratio	4.58		

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 (\$15.63 million) and Defined Benefits Superannuation future call up reserve (\$9.50 million).

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4.4 Statement of Cash Flows

	ANNUAL ORIGINAL BUDGET	YEAR TO DATE			2023-24 AMENDED BUDGET
		ACTUAL (1) \$'000	YTD ANNUAL BUDGET (2) \$'000	VARIANCE (unfav) (1) - (2) \$'000	
Cash flows from operating activities					
Rates and waste charges ¹	214,458	104,603	99,667	4,936	210,050
Statutory fees and fines ²	13,794	6,645	7,976	(1,331)	11,408
User charges and other fines	16,965	6,617	7,243	(626)	14,643
Grants - operating ³	12,208	4,037	5,972	(1,935)	3,534
Grants - capital ⁴	3,238	762	3,525	(2,763)	8,495
Contributions - monetary ⁵	5,239	4,246	2,738	1,508	5,239
Interest received	4,500	2,946	3,064	(118)	5,314
Other receipts	7,335	3,461	3,774	(313)	7,515
Net GST refund	15,292	7,984	7,541	443	15,657
Trust funds and deposits taken	100	891	-	891	100
Employee costs ⁶	(105,444)	(49,963)	(54,392)	4,429	(108,998)
Materials and services ⁷	(106,654)	(55,080)	(62,074)	6,994	(112,499)
Short-term, low value and variable lease payments	(589)	(398)	(294)	(104)	(589)
Other payments	(8,118)	(4,105)	(4,031)	(74)	(8,160)
Net cash provided by/(used in) operating activities	72,324	32,645	20,709	11,936	51,709
Cash flows from investing activities					
Payments for property, infrastructure, plant and equipment ⁸	(80,595)	(27,718)	(32,656)	4,938	(72,407)
Proceeds from sale of property, plant and equipment	4,720	(4)	-	(4)	4,720
Net proceeds / (payments) for investments	-	79,500	79,500	-	79,500
Net cash used in investing activities	(75,875)	51,778	46,844	4,934	11,813
Cash flows from financing activities					
Finance costs	(3,408)	(1,752)	(2,341)	589	(3,699)
Repayment of borrowings	(8,117)	(4,017)	(4,017)	-	(8,117)
Interest paid - lease liability	(313)	(158)	(158)	-	(315)
Repayment of lease liabilities	(6,130)	(1,859)	(1,854)	(5)	(3,709)
Net cash provided by (used in) financing activities	(17,968)	(7,786)	(8,370)	584	(15,840)
Net increase (decrease) in cash and cash equivalents	(21,519)	76,637	59,183	17,454	47,682
Cash and cash equivalents at beginning of year	128,170	66,751	66,751	-	66,751
Cash and cash equivalents at end of year	106,651	143,388	125,934	17,454	114,433

Note: All numbers are rounded to the nearest thousand.

1. Rates and waste charges are higher than budget due to timing and a higher collection rate (48.99%) than anticipated (47%).
2. Statutory fees and fines are \$1.33 million lower than budget primarily due to parking related income.
3. Grants operating are \$1.94 million lower than budget due to timing.
4. Grants capital are \$2.76 million lower than budget due to timing being behind planned budget phasing.
5. Higher than budgeted development open space contributions \$1.51 million due to timing.
6. Employee costs are \$4.43 million lower than budgeted primarily due to staff vacancies across the organisation.
7. Materials and Services are lower than budget due to timing of cash outflows \$6.99 million.
8. Payments for property, infrastructure, plant and equipment differs from that presented in the capital works statement due to settlement of the 30 June 2023 creditors and forward commitment expenditure. Works delivered in the 2022-23 financial year have previously been brought to account and accrued against the 2022-23 capital works statement.

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4.5 Overview

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

The annual budget referred to in this report reflects the 2023-24 Amended Budget approved by Council on 23 October 2023.

Operating budget

The year to date surplus result of \$123.27 million is \$6.30 million above the Amended Budget surplus of \$116.97 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 \$1.00 million comprising recurrent income of \$1.33 million and non-recurrent income of (\$327,000), while year to date total recurrent and non-recurrent expenditure is \$5.40 million (\$2.23 million + \$3.17 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
Rates and charges \$547,000	T	Higher than budgeted income: <ul style="list-style-type: none"> \$547,000 - rates and charges income, primarily in supplementary rates.

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Income		
Income line	Expected variance (P)ermanent (T)iming	Explanation Year to date actual vs year to date budget variations
Statutory fees and fines (\$233,000)	T T T T T	Lower than budgeted income: <ul style="list-style-type: none"> • (\$279,000) - parking management income. • (\$76,000) - local laws income. Offset by higher than budgeted income: <ul style="list-style-type: none"> • \$82,000 - skip bins income. • \$78,000 - trade permits income. • \$78,000 - lodgement fee income - primarily in scheme control income.
User Fees \$569,000	T T T T T	Higher than budgeted income: <ul style="list-style-type: none"> • \$785,000 - service fees and charges primarily in leisure and aquatic services management and Freeway golf course. • \$104,000 - parking meter charges. Offset by lower than budgeted income: <ul style="list-style-type: none"> • (\$156,000) - fines income primarily in revenue and property services. • (\$91,000) - other charges income primarily in transfer station. • (\$77,000) - registrations income primarily in animal registrations behind planned budget phasing.
Grants - operating (\$1.45 million)	T T T T T/P	Lower than budgeted income: <ul style="list-style-type: none"> • (\$1.16 million) - public libraries grant funding due to timing. • (\$203,000) - Community transport funding received lower than planned budget phasing. • (\$96,000) - maternal and child health sleep and settling received lower than planned budget phasing. • (\$87,000) - immunisation services due to timing. Offset by higher than budgeted income: <ul style="list-style-type: none"> • \$122,000 - Victorian Local Government Grants Commission funding received higher than planned budget phasing.
Contributions - Cash \$1.27 million	T T	Higher than budgeted income: <ul style="list-style-type: none"> • \$1.47 million - developers open space contributions received higher than planned budget phasing. Offset by lower than budgeted income: <ul style="list-style-type: none"> • (\$195,000) - local contributions primarily associated with Balwyn Rotary contribution to small annual community grants.

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Income		
Income line	Expected variance (P)ermanent (T)iming	Explanation Year to date actual vs year to date budget variations
Rental income (\$366,000)	T T T T	Lower than budgeted income: <ul style="list-style-type: none"> • (\$324,000) - sportsgrounds winter and summer tenancy income due to timing. • (\$126,000) - Camberwell Fresh Food Market lease income lower than planned budget phasing. • (\$121,000) - lease income of council premises lower than planned budget phasing. Offset by higher than budgeted income: <ul style="list-style-type: none"> • \$221,000 - Hawthorn arts centre lease income.
Other income \$210,000	T/P T T	Higher than budgeted income: <ul style="list-style-type: none"> • \$420,000 - other income due to the sale of right of ways. • \$80,000 - employee costs, training and professional development reimbursements at Hawthorn Arts Centre. Offset by lower than budgeted income: <ul style="list-style-type: none"> • (\$213,000) - road and footpath occupation income lower than planned budget phasing.
Interest \$776,000	T	Higher than budgeted income: <ul style="list-style-type: none"> • \$776,000 - managed interest - due to interest on investments.

Expenditure		
Expense line	Expected variance (P)ermanent (T)iming	Explanation Year to date actual vs year to date budget variations
Employee costs \$1.00 million	T T T T	Lower than budgeted expenditure: <ul style="list-style-type: none"> • \$2.79 million - salaries and associated costs primarily due to staff vacancies across the organisation. • \$102,000 - apprenticeships/traineeships. Offset by higher than budgeted expenditure: <ul style="list-style-type: none"> • (\$1.25 million) - temporary staff filling vacancies across the organisation. • (\$637,000) - overtime and casuals and relievers filling vacancies across the organisation.

Expenditure		
Expense line	Expected variance (P)ermanent (T)iming	Explanation Year to date actual vs year to date budget variations
Materials and services \$1.30 million	<p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T/P</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T</p> <p>T/P</p> <p>T/P</p> <p>T/P</p> <p>T/P</p> <p>T</p> <p>T/P</p> <p>T/P</p> <p>T</p> <p>T</p>	<p>Lower than budgeted expenditure:</p> <ul style="list-style-type: none"> \$821,000 - trade services across the organisation. \$554,000 - professional services and advice. \$296,000 - legal fees expense. \$241,000 - application support expense. \$219,000 - waste/recycling disposal expense. \$168,000 - specialist tree work, high voltage works, block, park and root tree pruning in Environmental Sustainability and Open Space. \$167,000 - cleaning buildings internal expense. \$153,000 - telephone/internet/data sim cards expense. \$132,000 - security/cash collections expense. \$129,000 - water supply expense. \$117,000 - painting services expense. \$112,000 - consultants expense. \$93,000 - insurance premium other expense. \$92,000 - printing expense. \$88,000 - other rates and taxes expense. \$86,000 - postage expense. \$79,000 - processing and mending materials expense. \$77,000 - vandalism and graffiti removal expense. <p>Offset by higher than budgeted expenditure:</p> <ul style="list-style-type: none"> (\$569,000) - instant turf expense. (\$358,000) - licensing and maintenance contracts expense. (\$238,000) - concrete expense. (\$226,000) - plumbing services expense. (216,000) - capital works in progress (items expensed due to not meeting the asset capitalisation criteria - this is a non-cash accounting-entry). (\$207,000) - open space contract variation expense. (\$147,000) - website license hosting expense. (\$143,000) - tyres expense. (\$92,000) - quarry products expense. (\$90,000) - mechanical equipment maintenance expense. (\$90,000) - pool filtration equipment maintenance expense. (\$89,000) - turf renovations expense. (\$84,000) - tipping fees expense. (\$84,000) - management fee expense.
Other expenses (\$139,000)	T	<p>Lower than budgeted expenditure:</p> <ul style="list-style-type: none"> \$142,000 - conferences seminars and training expense across the organisation.

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Expenditure		
Expense line	Expected variance (P)ermanent (T)iming	Explanation Year to date actual vs year to date budget variations
Other expenses cont.	T T	Offset by higher than budgeted expenditure: <ul style="list-style-type: none"> • (\$200,000) - grants and subsidies ahead of planned budget phasing primarily in community grants small annual and senior citizens centres. • (\$124,000) - lease assets across the organisation that are short term (less than 12 months) or low value in nature. In accordance with the requirements of accounting standard AASB 16 - Leases short term or low value leases will be expensed to the income statement.

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4.6 Balance Sheet and Cash Flow Statement

Cash and investment holdings are \$143.39 million as at 31 December 2023 which has decreased by \$2.86 million from 30 June 2023.

Total cash and investment holdings are \$17.45 million higher than year to date budget primarily due to:

- Lower payments for materials and services of \$6.99 million due to timing of cash outflows.
- Higher than budgeted rates and charges of \$4.94 million due to timing and a higher collection rate (48.99%) than anticipated of (47%).
- Property, infrastructure, plant and equipment of \$4.94 million due to timing of cash outflows relating to the capital works program.
- Higher than budgeted development open space contributions of \$1.51 million due to timing.
- Employee costs are lower than budget due to staff vacancies across the organisation.

partially offset by:

- Lower than budgeted capital grants income of (\$2.76 million) due to timing.
- Lower than budgeted grants operating of (\$1.94 million) due to timing.
- Lower than budgeted statutory fees and fines of (\$1.33 million) primarily due to parking related income.

The Balance Sheet as at 31 December 2023 indicates a satisfactory result with total current assets of \$274.62 million and total current liabilities of \$59.98 million.

The working capital ratio of 4.58 to 1 (includes a 0.5% or \$885,000 cash contingency for emergency response works and reserve funds of \$25.57 million) reflects the increase in current debtors resulting from the striking of the rates which will reduce by 30 June 2024 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.

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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	2023-24 AMENDED BUDGET (3)
	\$'000s	\$'000s	\$'000s	\$'000s	%	\$'000s	\$'000s
Infrastructure							
Bridges	67	884	905	21	2%	208	952
Drainage	5,244	3,171	3,358	187	6%	1,339	6,271
Footpaths and cycleways	2,388	938	1,126	188	17%	81	2,904
Off street carparks	852	112	571	459	80%	61	852
Parks, open space and streetscapes	6,537	3,308	3,817	509	13%	3,533	8,833
Recreational, leisure & com facilities	7,321	1,455	1,401	(54)	-4%	2,407	8,114
Roads	13,830	6,773	5,863	(910)	-16%	1,659	14,266
Total Infrastructure	36,239	16,641	17,041	400	2%	9,288	42,192
Plant and Equipment							
Computers and telecommunications	1,267	380	408	28	7%	163	1,673
Fixtures, fittings and furniture	1,682	312	361	49	14%	712	2,306
Library books	1,000	490	481	(9)	-2%	143	1,000
Plant machinery and equipment	1,269	441	393	(48)	-12%	4	1,269
Total Plant and Equipment	5,218	1,623	1,643	20	1%	1,022	6,248
Property							
Building	21,194	6,559	7,480	921	12%	10,096	19,020
Building improvements	352	21	60	39	65%	5	352
Major Projects	17,592	800	1,138	338	30%	14,273	4,595
Total Property	39,138	7,380	8,678	1,298	15%	24,374	23,967
Total capital works expenditure	80,595	25,644	27,362	1,718	6%	34,684	72,407
Represented by:							
Asset renewal expenditure	54,456	21,443	22,300	857	4%	25,786	54,243
Asset upgrade expenditure	1,587	1,127	1,125	(2)	0%	360	3,641
New asset expenditure	17,187	2,427	3,512	1,085	31%	6,182	11,913
Asset expansion expenditure	7,365	647	425	(222)	-52%	2,356	2,610
Total capital works expenditure	80,595	25,644	27,362	1,718	6%	34,684	72,407

Note: All numbers are rounded to the nearest thousand.

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4.7.2 Capital Works performance versus budget

Commentary (by exception)

Year to date actual vs. year to date 2023-24 Amended Budget

Council's year to date performance in gross capital works expenditure is \$25.64 million which is \$1.72 million below year to date budget phasing of \$27.36 million. The most significant variances being:

- **71636. Roads Resheeting - \$608,000**
Project has been delayed pending finalisation of the priority locations requiring works to be undertaken. Works will commence shortly across a range of sites and are anticipated to be completed by June 2024.
- **72935. Lynden Park - \$531,000**
Commencement of works was delayed while temporary accommodation options for tenants were resolved. Construction is now underway and is scheduled for completion by June 2024.
- **71866. Park playground replacement program implementation - \$438,000**
Hays Paddock was initially delayed due to contractor availability to undertake works. Construction commenced in August 2023 and are anticipated for completion June 2024. Works at Kate Campbell are scheduled to commence in March 2024.

Capital works committed expenditure as at 31 December 2023 is \$34.68 million (year to date actual and commitments equates to \$60.32 million).

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4.7.3 Major Projects Capital Works performance

Major Projects - Progress Update
Expenditure
For the period ending 31 December 2023

		YEAR TO DATE			ANNUAL
		ACTUALS	2023-24 AMENDED BUDGET	VARIANCE	2023-24 AMENDED BUDGET
Kew Recreation Centre	1	46,780	188,869	142,089	1,500,000
Tuck Stand	2	350,807	473,270	122,463	1,287,301
Library Redevelopment Kew	3	39,385	43,816	4,431	423,370
Canterbury Precinct	4	325,761	282,491	(43,270)	923,949
Total		436,972	705,955	268,983	3,210,671

All projects overseen by Project Control Groups.

1. Kew Recreation Centre

This is a multi-year project. Works have been delayed following a partial collapse of the steel roof structure on the 20 October 2022. Demolition of the partially collapsed steel roof structure has been completed. Further minor works will be undertaken on site while expert investigations continue and planning is undertaken for re-build. Industry experts will support planning to ensure all elements of this project are examined before construction resumes. Once a revised construction timeframe is confirmed, we will update the community.

2. Tuck Stand

This is a multi-year project. The project has been delayed due to ongoing condition and compliance investigations and scope confirmation. The estimated construction commencement date for this project is early 2026, with several minor works packages planned in the interim to address structural issues with the existing building.

3. Library Redevelopment Kew

This is a multi-year project. The project design brief is currently being finalised. It is anticipated that a consultant team will be engaged early in the 2024 calendar year.

4. Canterbury Community Precinct

This is a multi-year project. Stage 1 works were completed in March 2023 after initial delays caused by COVID-19, industry supply chain shortages and latent conditions. Stage 2 works have commenced, with some delays due to latent conditions and are expected to be completed by February 2024.

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4.8 Priority Projects

Commentary (by exception)

Year to date actual vs. year to date 2023-24 Amended Budget

Council's year to date performance in gross priority project expenditure is \$9.78 million which is \$3.17 million below year to date budget phasing of \$12.95 million. The most significant variances being:

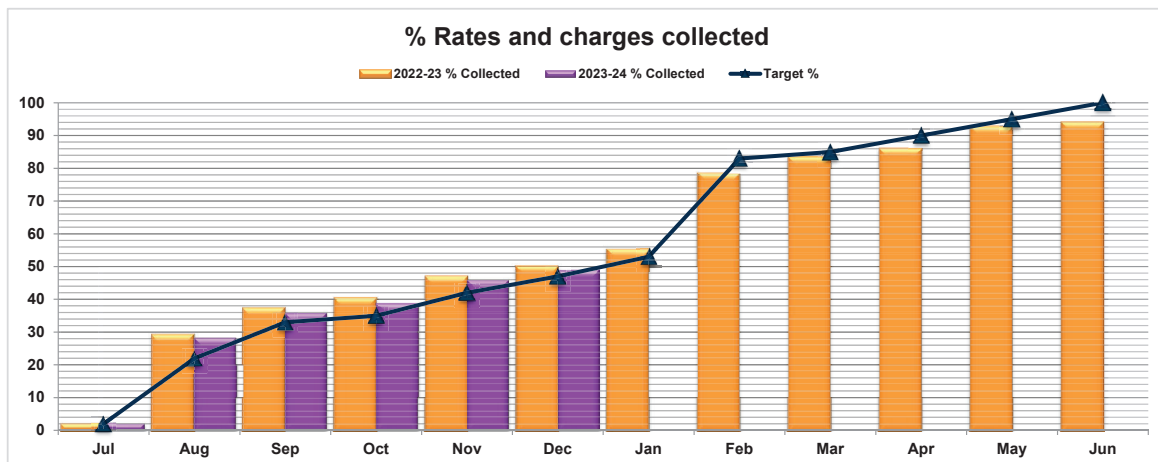
- **81084. System development and implementation - \$1.98 million**
In October 2022, the Transforming Boroondara Program Board and Transforming Boroondara Steering Committee endorsed a change request to re-baseline the Program. The revised schedule resulted in a change to the payment milestones, which has attributed to the variance.
- **81082. Program resources - \$255,000**
The existing variance primarily stems from the deferment of resourcing commitments to accommodate the later-than-expected commencement of the core systems implementation work. The variance will be carried forward to the next year to cater for Core projects Go-Live.

Priority projects committed expenditure as at 31 December 2023 is \$16.67 million (year to date actual and commitments equates to \$26.45 million).

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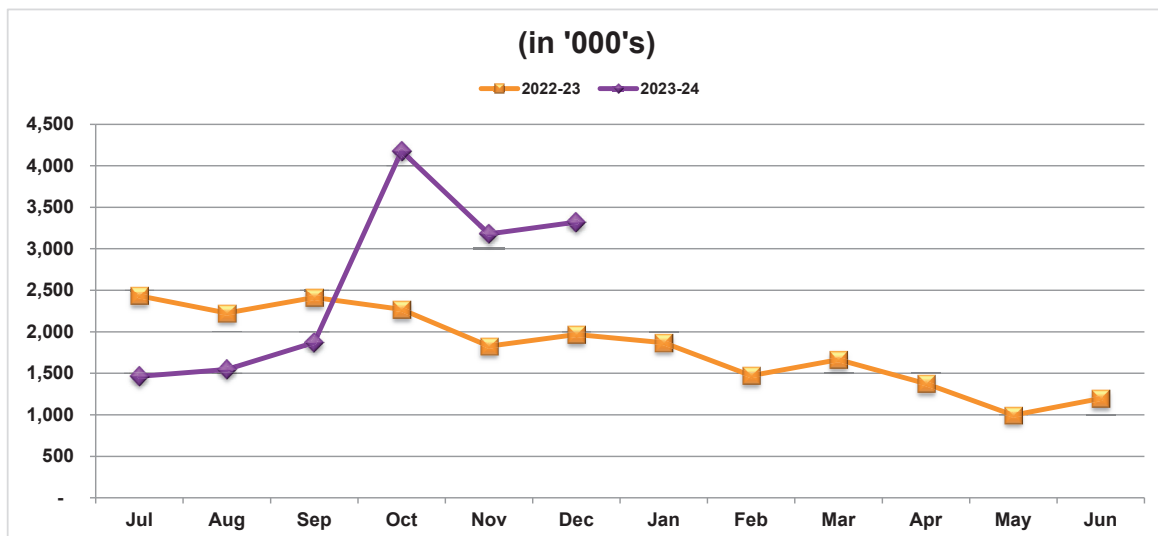
4.9 Debtors

4.9.1 Rate debtors



Rates and charges collection percentage at the end of December 2023 is 48.99% and is higher than the anticipated target of 47%. This is down from the 2022-23 year to date result of 50.23%.

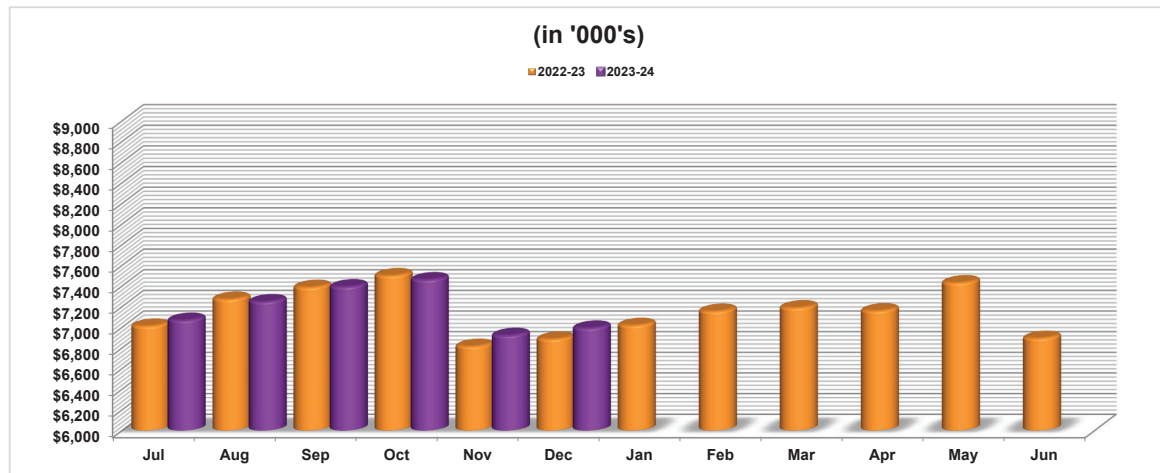
4.9.2 Sundry debtors



The sundry debtors balance at the end of 31 December 2023 is \$3.32 million and is \$1.35 million higher than the prior year. Balances will vary from year to year depending on individual transactions processed.

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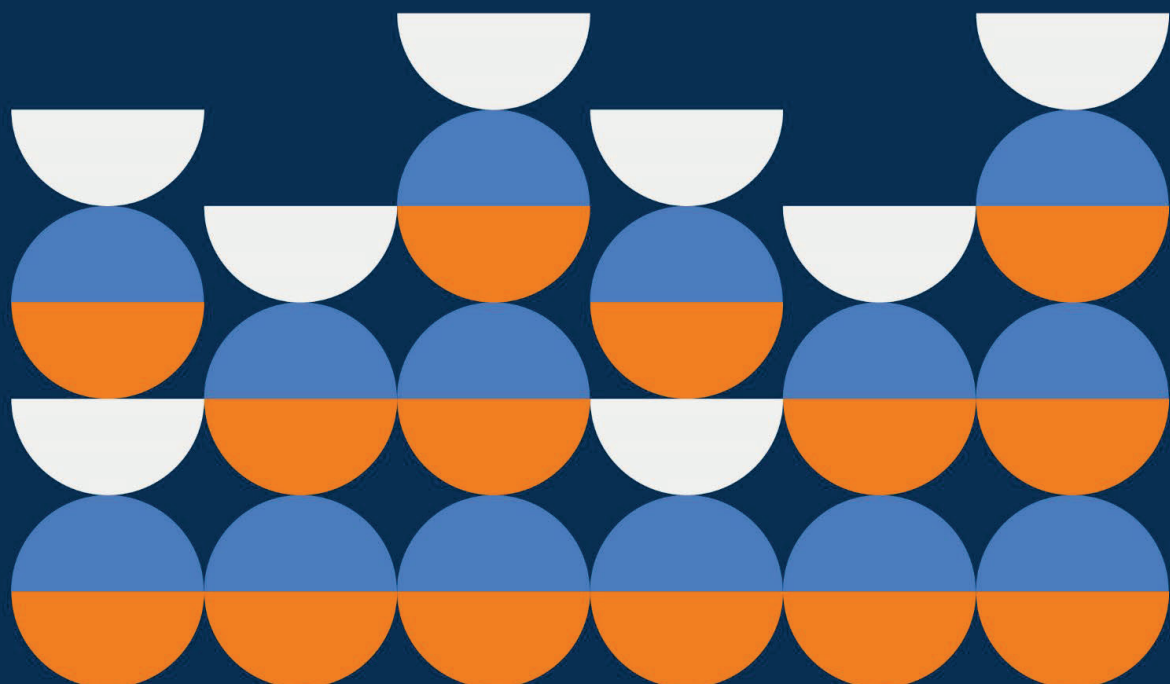
4.9.3 Infringement debtors



The outstanding 'infringement debtors' balance of \$6.99 million is \$107,000 higher 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



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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 second quarter of 2023-24 (1 October 2023 - 31 December 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)
2023/14	Carpet & Joinery Services - Annual Supply	Supply and delivery of a range of Carpet & Joinery services	Schedule of Rates	23 October 2023	Council	Panel Contract <ul style="list-style-type: none"> • Blended Services Group Pty Ltd • Building Impressions Pty Ltd • Impakt Constructions Pty Ltd • Keon Constructions Pty Ltd • Total Construction Maintenance Solutions 	A mixture of existing and new suppliers	3 years + 3x1 year optional extension.	\$2,720,765 and includes an allowance of 5% annually for CPI adjustment.
2023/58	Roofing Services - Panel	<ul style="list-style-type: none"> • Maintenance and repair, minor refurbishments of roofs, on Council buildings, and • Roof replacements 	Schedule of Rates	27 November 2023	Council	Panel Contract <ul style="list-style-type: none"> • CD Roofing Online • New Plumbing Solutions 	A mixture of existing and new suppliers	3 years + 2 year extension option.	\$3,564,032 and includes an allowance of 5% annually for

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Contract	Contract Name	Description	Contract Type	Award Date	Awarded By	Contractor	Contractor History	Contract Term	Contract Value (ex GST)
						<ul style="list-style-type: none"> • Reed Plumbing & Drainage Solutions Pty Ltd • Shield Plumbing Pty Ltd 			CPI adjustment.
2023/36	Dorothy Laver West Reserve - Playing Surface Renewal	Renewal of playing surface including new sand pit and adjustment to existing irrigation systems.	Lump Sum	27 November 2023	Council	Hendriksen Contractors Pty Ltd	Existing Supplier to Council	Approx. 3 months construction, plus 12 months for defects liability.	\$780,021
2023/159	Willsmere Park Pavilion - Building Construction	Upgrade the facilities in the existing pavilion building, including the changerooms and public toilet.	Lump Sum	27 November 2023	Council	Peach Construction Enterprise Pty Ltd	New Supplier to Council	Approx. 18 months.	\$3,870,692
2023/115	JJ McMahon Kindergarten Building Renewal	Renewal of kindergarten, new facilities and amenities, including refurbishments and partial landscaping.	Lump Sum	27 November 2023	Council	Bowden Corp Pty Ltd	Existing Supplier to Council	Approx. 12 months, not including defects liability.	\$2,371,645

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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 December 2023 are reported below:

	Ward	TOTAL FOR WARD	Information and Communication	Fares/Cabcharge/ Parking	Travel/Vehicle/ Accomm	Other Expenses	Professional Development	Councillor Allowances
YTD DEC 2023	Cr Jim Parke - Bellevue Ward	\$ 24,867	\$ 509	\$ 80	\$ -	\$ -	\$ 5,456	\$ 18,822
	Cr Felicity Sinfield - Cotham Ward*	\$ 65,300	\$ 316	\$ 149	\$ 9,207	\$ 418	\$ -	\$ 55,210
	Cr Victor Franco - Gardiner Ward	\$ 19,059	\$ 237	\$ -	\$ -	\$ -	\$ -	\$ 18,822
	Cr Wes Gault - Glenferrie Ward	\$ 19,827	\$ 316	\$ 266	\$ -	\$ 423	\$ -	\$ 18,822
	Cr Di Gillies - Junction Ward	\$ 19,188	\$ 225	\$ 32	\$ -	\$ 109	\$ -	\$ 18,822
	Cr Lisa Hollingsworth - Lynden Ward (Mayor)*	\$ 39,463	\$ 316	\$ -	\$ -	\$ 197	\$ 618	\$ 38,332
	Cr Jane Addis - Maling Ward	\$ 19,400	\$ 494	\$ -	\$ 84	\$ -	\$ -	\$ 18,822
	Cr Cynthia Watson - Maranoa Ward	\$ 21,125	\$ 240	\$ 317	\$ 356	\$ 790	\$ 600	\$ 18,822
	Cr Garry Thompson - Solway Ward	\$ 19,062	\$ 240	\$ -	\$ -	\$ -	\$ -	\$ 18,822
	Cr Nick Stavrou - Studley Ward	\$ 19,283	\$ 316	\$ -	\$ -	\$ 145	\$ -	\$ 18,822
	Cr Susan Biggar - Riversdale Ward	\$ 19,123	\$ 301	\$ -	\$ -	\$ -	\$ -	\$ 18,822
	Year to date total	\$ 285,697	\$ 3,510	\$ 844	\$ 9,647	\$ 2,082	\$ 6,674	\$ 262,940

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 Mayor Felicity Sinfield is \$9,207 and Mayor Lisa Hollingsworth is nil.

Please Note

* Councillor for Lynden Ward - Mayor from 20 November 2023 (current)

* Councillor for Cotham Ward - Mayor up to 19 November 2023

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5.3 Chief Executive Officer expenses

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

YTD DEC 2023		TOTAL	Information and Communication	Fares/Cabcharge /Parking	Travel/Vehicle/ Accom	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	2022-23 YTD Results	2023-24 YTD Results
Employees with more than 40 days annual leave		
Total number	32	29
Percentage	3.32%	2.97%

5.6 Confidentiality agreements

There were no confidentiality agreements entered into for Quarter 2.

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5.7 Council advisory committees

This section provides an update on work undertaken by Council's external advisory committees.

Arts and Culture

Council Advisory Committee	Purpose of Committee	Comments
Boroondara Arts Advisory Committee	To provide feedback to support the promotion and delivery of arts programs in Boroondara.	No Boroondara Arts Advisory Committee meetings were held this quarter.
Boroondara Eisteddfod Advisory Committee	To provide support to Council in presenting the Boroondara Eisteddfod.	<p>Boroondara Eisteddfod Advisory Committee met on Friday 17 November 2023, 4:30-5:30pm via MS Teams. The following was discussed:</p> <ul style="list-style-type: none"> • 2023 Eisteddfod Report including review of 2023 program of events presented to Committee • five opportunities for Boroondara Eisteddfod winners and alumni to perform in 2023 at Council events and with Council partners were presented • 2024 Eisteddfod program was presented for approval, including: <ul style="list-style-type: none"> - competition schedule - marketing schedule - potential adjudicators - finals structure - additional recommendations for improvement • 2024 Eisteddfod Advisory Committee dates were tabled • advice to committee regarding end of tenure for outgoing committee member.

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Community Planning and Development

Council Advisory Committee	Purpose of Committee	Comments
Boroondara Community Safety Advisory Committee	To foster a partnership approach to enhance safer communities by responding and providing feedback and information on community safety issues of concern to the community.	<p>The Boroondara Community Safety Advisory Committee (BCSAC) met on 23 August 2023. The meeting included:</p> <ul style="list-style-type: none"> • a presentation on the National Anti-Scam Centre • an update on Council's activities related to graffiti management • an update from Victoria Police about current crime and safety issues in Boroondara • an update from members about their current activities and emerging priorities. <p>BCSAC also met on 22 November 2023. The meeting included:</p> <ul style="list-style-type: none"> • presentations on the draft Camberwell Junction Structure Plan that focused on Crime Prevention through Environmental Design (CPTED) • an evaluation of the 2023 Community Safety Month campaign • an update on Council's activities related to graffiti management • an update from Victoria Police about current crime and safety issues in Boroondara • an update from members about their current activities and emerging priorities.

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Council Advisory Committee	Purpose of Committee	Comments
Boroondara Community Strengthening Grants Assessment Panel	To assess applications received through the Annual Community Strengthening Grants and Boroondara Triennial Operational Grants categories and to recommend funding allocations to Council.	The Boroondara Community Strengthening Grants Assessment Panel met on 1, 3 and 8 August 2023 to assess the Annual Community Strengthening Grants recommendations. The recommended funding allocations were presented to Council on 9 October 2023 for endorsement.
Boroondara Public Health and Wellbeing Advisory Committee	<p>To provide feedback on current and emerging health and wellbeing issues and trends for all life stages.</p> <p>To provide advice on external stakeholder health and wellbeing projects, and opportunities for advocacy.</p>	<p>The Boroondara Public Health and Wellbeing Advisory Committee (BPHWAC) held a hybrid meeting on 28 August 2023. The agenda items included:</p> <ul style="list-style-type: none"> • a presentation and discussion on engaging with men in health and wellbeing activities • presentations on the Tuck Stand Redevelopment and the Kew Library Redevelopment • information sharing. <p>The BPHWAC also held a hybrid meeting on 13 November 2023. The agenda items included:</p> <ul style="list-style-type: none"> • an update on the Victorian Public Health and Wellbeing Plan 2023-27 • a presentation and discussion on Council's Mental Health and Wellbeing Initiative (LGBTQIA+ and target populations) • a presentation on the Draft Camberwell Junction Structure Plan • a discussion about the Wellbeing Conversations for 2024 • information sharing.

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Council Advisory Committee	Purpose of Committee	Comments
Community Disability Advisory Committee	To advise Council on strategies for identifying and addressing disability access and inclusion issues within the City of Boroondara.	<p>The Community Disability Advisory Committee (CDAC) met online on 18 October 2023. The agenda items included:</p> <ul style="list-style-type: none"> • an opportunity to provide final feedback on the draft Boroondara Disability Access and Inclusion Plan 2024-28 • presentations on Council's Disability Inclusive Employment Program and co-design pilot project • an update on the Disability Royal Commission Final Report and the Victorian Disability Inclusion Bill • an overview of Council programming for International Day of People with Disability • a discussion about the format of the final meeting for 2023. <p>CDAC also held a hybrid meeting on 6 December 2023. The agenda items included:</p> <ul style="list-style-type: none"> • an update on the adoption of the Boroondara Disability Access and Inclusion Plan 2024-28 • presentations on the Kew Library Redevelopment, the Draft Camberwell Junction Structure Plan, and the redevelopment of the Customer Service counter at the Council office at 8 Inglesby Road, Camberwell • a discussion on agenda items for 2024.

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Liveable Communities

Council Advisory Committee	Purpose of Committee	Comments
Marketplace Development Fund (MDF)	To determine on expenditure to promote Camberwell on Sundays and associated infrastructure with funds raised by Rotary.	The MDF Committee met twice during the reporting period, on 16 October 2023 and 13 November 2023. The MDF also delivered the second Kylie and Danni Day on 29 October 2023, in association with the Rotary Camberwell Sunday Market. The event was a great success and included Minogue impersonators, stilt walkers, DJ and trivia games.

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6. Governance and Management Checklist

Results of Council's assessment against the prescribed governance and management checklist:

Commitments	Status
1. Community engagement policy (Policy outlining Council's commitment to engaging with the community on matters of public interest)	Adopted in accordance with section 55 of the Act: Yes Date of operation of current policy: 22/02/2021
2. Community engagement guidelines (Guidelines to assist staff to determine when and how to engage with the community)	Guidelines: Yes Date of operation of current guidelines: 14/12/2022 The Community Engagement Policy 2021-26 was adopted in February 2021.
3. Financial Plan (Plan under section 91 of the Act outlining the financial and non-financial resources required for at least the next 10 financial years)	Adopted in accordance with section 91 of the Act: Yes Date of adoption: 25/10/2021
4. Asset Plan (Plan under section 92 of the Act setting out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years)	Adopted in accordance with section 92 of the Act: Yes Date of adoption: Boroondara Asset Plan 2022-23 to 2032-33: 27/06/2022
5. Revenue and Rating Plan (Plan under section 93 of the Act setting out the rating structure of Council to levy rates and charges)	Adopted in accordance with section 93 of the Act: Yes Date of adoption: 28/06/2021
6. Annual Budget (Plan under section 94 of the Act setting out the services to be provided and initiatives to be undertaken during the budget year and the funding and other resources required)	Adopted in accordance with section 94 of the Act: Yes Date of adoption: 19/06/2023

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Commitments	Status
7. Risk policy (Policy outlining Council's commitment and approach to minimising the risks to Council's operations)	Policy: Yes Date of operation of current policy: 23/05/2022
8. Fraud policy (Policy outlining Council's commitment and approach to minimising the risk of fraud)	Policy: Yes Date of commencement of current policy: 28/06/2021
9. Municipal emergency management planning (Council's participation in meetings of the Municipal Emergency Management Planning Committee (MEMPC))	Meetings attended: Yes Date of MEMPC meetings hosted by Council: 7/09/2023 and 14/12/2023
10. Procurement policy (Policy under section 108 of the Act outlining the principles, processes and procedures that will apply to the purchase of goods and services by the Council)	Adopted in accordance with section 108 of the Act: Yes Date of adoption: 13/12/2021
11. Business continuity plan (Plan setting out the actions that will be taken to ensure that key services continue to operate in the event of a disaster)	Plan: Yes Date of operation of current plans: <ul style="list-style-type: none"> Arts and Culture: 14/11/2023 Asset and Capital Planning: 16/11/2023 Building Services: 14/11/2023 Capital Projects: 16/11/2023 Chief Financial Officer: 16/11/2023 Civic Services: 14/11/2023 Community Planning and Development: 16/11/2023 Customer and Communication: 16/11/2023 Environmental Sustainability and Open Spaces: 16/11/2023 Governance and Legal: 16/11/2023 Health and Wellbeing Services: 16/11/2023

Commitments	Status
	<ul style="list-style-type: none"> Library Services: 14/11/2023 Liveable Communities: 14/11/2023 Major Project Interface: 14/11/2023 People, Culture and Development: 16/11/2023 Planning and Placemaking: 03/03/2023 Strategy and Performance: 14/11/2023 Traffic and Transport: 16/11/2023 Transformation and Technology: 14/11/2023 Facilities, Waste and Infrastructure: 16/11/2023
12. Disaster recovery plan (Plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster)	Plan: Yes Date of operation of current plan: 20/07/2023
13. Complaint policy (Policy under section 107 of the Act outlining Council's commitment and approach to managing complaints)	Policy developed in accordance with section 107 of the Act : Yes Date of commencement of policy: 06/12/2021
14. Workforce plan (Plan outlining Council's commitment and approach to planning the current and future workforce requirements of the organisation)	Plan developed in accordance with section 46 of the Act: Yes Date of commencement of current plan: 14/12/2021
15. Payment of rates and charges hardship policy (Policy outlining Council's commitment and approach to assisting ratepayers experiencing financial hardship or difficulty paying their rates)	Policy: Yes Date of commencement of current policy: 26/04/2021
16. Risk management framework (Framework outlining Council's approach to managing risks to the Council's operations)	Framework: Yes Date of operation of current framework: 23/05/2022

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Commitments	Status
17. Audit and Risk Committee (Advisory committee of Council under section 53 and section 54 of the Local Government Act whose role is to monitor the compliance of Council policies and procedures, monitor Council's financial reporting, monitor and provide advice on risk management, and provide oversight on internal and external audit functions)	Established in accordance with section 53 of the Act: Yes Date of establishment: 28/06/2021 Note: Council has had an Audit and Risk Committee from the date of its establishment. The Audit and Risk Committee Charter is reviewed annually. Councillor Committee members are nominated by Council on an annual basis. The current Audit and Risk Committee Charter was adopted by Council on 23/10/2023.
18. Internal audit (Independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls)	Engaged: Yes Date of engagement of current provider: 19/12/2022
19. Performance Reporting Framework (A set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 98 of the <i>Local Government Act 2020</i>)	Framework: Yes Date of operation of current framework: 25/10/2021
20. Council Plan Reporting (Report reviewing the performance of the Council against the Council Plan including the results in relation to the strategic indicators for the first six month of the financial year)	Report: Yes Date of operation of report: 27/11/2023
21. Quarterly budget reports (Quarterly reports presented to Council under section 97 of the <i>Local Government Act 2020</i> comparing actual and budgeted results and an explanation of any material variations)	Reports presented to the Council in accordance with section 97(1) of the Act: Yes Date reports presented: <ul style="list-style-type: none"> 21/08/2023 27/11/2023

Commitments	Status
22. Risk reports (Six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies)	Reports: Yes Date of reports: <ul style="list-style-type: none"> 23/10/2023 18/12/2023
23. Performance reports (Six-monthly reports of indicators measuring results against financial and non-financial performance including the performance indicators referred to in section 98 of the Act 2020)	Reports: Yes Date of reports: <ul style="list-style-type: none"> 27/02/2023 23/10/2023
24. Annual Report (Annual report under sections 98, 99 and 100 of the Act 2020 to the community containing a report of operations and audited financial and performance statements)	Considered at meeting of Council in accordance with section 100 of the Act 2020: Yes Date of consideration: 24/10/2022
25. Councillor Code of Conduct (Code under section 139 of the Act setting out the standards of conduct to be followed by Councillors and other matters)	Reviewed and adopted in accordance with section 139 of the Act: Date of review: 24/10/2022
26. Delegations (Documents setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff, in accordance with sections 11 and 47 of the Act)	Reviewed in accordance with section 11(7) of the Act and a register kept in accordance with sections 11(8) and 47(7) of the Act: Date of reviews: CEO powers, CEO (Powers VicSmart), CEO sub-delegation to Council staff, Council to Council staff all approved 18/12/2023 Council to CEO - approved 28/02/2022 Council to UPDC - 26/07/2021 Council to UPDC - 26/07/2021 Council to CEO Employment and Remuneration Delegated Committee - 9/03/2022 but then revoked on 18/12/2023

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Commitments	Status
27. Meeting Procedures (Governance Rules under section 60 of the Act governing the conduct of meetings of Council and delegated committees)	Governance Rules adopted in accordance with section 60 of the Act: Date the governance rules were adopted: 23/10/2023

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7. Grants Progress Report

Grant applications completed/pending for the December Quarter

Funding Body and Grant Program	Council Department	Council Project or Purpose	Closing Date Or Date submitted	Amount Requested	Status and amount granted
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	Unsuccessful
Department of Social Services (DSS) - Strong and Resilient Communities (SARC) Volunteering grant	Community Planning and Development	Volunteering Boroondara: strengthening diversity and inclusion.	12/05/2023	\$100,000	Successful
National Library of Australia - Community Heritage Grants 2023	Arts and Culture	Enhanced storage Town Hall Gallery Collection storerooms and conservation treatment for Collection items. This application seeks funding to purchase new shelving units for the Town Hall Gallery Collection storerooms and to undertake conservation treatment for a number of Collection items as recommended by Grimwade Conservation Services in the Town Hall Gallery Collection Preservation Needs Assessment 2021.	31/05/2023	\$13,531.25	Successful

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Funding Body and Grant Program	Council Department	Council Project or Purpose	Closing Date Or Date submitted	Amount Requested	Status and amount granted
Department of Education - Building Blocks Capacity Expansion	Health and Wellbeing Services	The JJ McMahon Memorial Kindergarten renewal includes the reconstruction of the original 1961 building, which is at the end of its life, securing kindergarten places for the future. The works will deliver safe, functional, and renewed infrastructure, providing the kindergarten a facility which will meet the growing needs of children and families in Kew. The project will secure and maintain existing capacity and provide additional capacity for licenced places in Kew.	23/06/2023	\$1,700,000	Pending
Department of Education - Building Blocks Inclusion	Health and Wellbeing Services	Funding for installation of children's toilet partitions at Boroondara Preschool was submitted through the Building Blocks Inclusion grant to the Victorian School Building Authority.	23/06/2023	\$8,654	Successful
Department of Education - Building Blocks Inclusion	Health and Wellbeing Services	Funding for installation of children's toilet partitions at The Merrell Kindergarten was submitted through the Building Blocks Inclusion grant to the Victorian School Building Authority.	23/06/2023	\$15,000	Successful
Department of Education - Building Blocks Improvement - 2023 Minor Infrastructure	Health and Wellbeing Services	West Hawthorn Early Childhood Centre Security upgrade. The planned works will include installation of duress alarm with electronic system controls to allow override switch in case of an emergency situation.	05/09/2023	\$9,332	Pending

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Funding Body and Grant Program	Council Department	Council Project or Purpose	Closing Date Or Date submitted	Amount Requested	Status and amount granted
Department of Education - Building Blocks Improvement Grant	Health and Wellbeing Services	Deepdene Preschool Renewal.	06/09/2023	\$750,000	Pending
Department of Education - Children's Week Grant - 2023	Health and Wellbeing Services	Boroondara Play Day - A special Boroondara Play Day at Kew Traffic School. With a range of fun activities on offer like art and craft, storytime and bike or scooter riding, the play sessions will showcase the 2023 theme by offering a range of play and relaxation opportunities.	12/09/2023	\$700	Pending
Safe and Equal - 16 Days of Activism Local Government Grassroots Initiative	Health and Wellbeing Services	16 Days of Activism Campaign 2023 - During 16 Days of Activism, City of Boroondara plans to deliver a suite of programs and activities to drive community awareness and build capacity in responding to gender-based violence.	12/09/2023	\$1,500	Successful
Linkages and Capacity Building - Department of Social Services	Health and Wellbeing Services	To further enhance Council's co-design project pilot outlined in the Boroondara Disability Access and Inclusion Plan 2024-28.	6/10/2023	\$313,674.41	Pending
National Australia Day Council	Governance and Legal	Australia Day Citizenship Ceremony.	26/10/2023	\$10,000	Successful
Multicultural Storytime Grant Program - Department of Health	Health and Wellbeing Services	Multicultural Storytime Grant will provide storytime in mandarin via three partner organisations across five locations. Storytime will have a health and wellbeing	16/11/2023	\$400,000	Pending

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Funding Body and Grant Program	Council Department	Council Project or Purpose	Closing Date Or Date submitted	Amount Requested	Status and amount granted
		theme, foster social connection and a connection to culture and language, as well as foster literacy and language skills.			
Local Sports Infrastructure Fund	Health and Wellbeing Services	Lighting three additional courts at City of Camberwell Tennis Club.	21/11/2023	\$44,200	Pending
Local Sports Infrastructure Fund	Health and Wellbeing Services	Conversion of lighting at Burwood Tennis Club to LED lighting.	21/11/2023	\$25,465	Pending
Local Sports Infrastructure Fund	Health and Wellbeing Services	Greythorn Park Pavilion Renewal - Design Phase.	28/11/2023	\$40,000	Pending
Local Sports Infrastructure Fund	Health and Wellbeing Services	Ferndale Park Pavilion Renewal - This project will inject renewal in the Ferndale pavilion to create a contemporary "fit for purpose" facility comprising upgraded amenities, flexible meeting spaces, umpire facilities, internal / external public toilets, first aid, kitchen and equipment storage and other key features that will improve pavilion function, accessibility, and sustainability for participants.	4/12/2023	\$150,000	Pending

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Funding Body and Grant Program	Council Department	Council Project or Purpose	Closing Date Or Date submitted	Amount Requested	Status and amount granted
Local Sports Infrastructure Fund	Health and Wellbeing Services	The Watson Park ground has been identified by Council for priority attention to address sub-standard oval drainage. Works will include installation of new sub-surface drainage, irrigation systems including a sand profile, new turf surface and reconstruction of the turf wicket and table.	4/12/2023	\$150,000	Pending
Green Links - DEECA	Environmental Sustainability and Open Spaces	Dorothy Laver Reserve West - biodiversity wetlands enhancement.	13/12/2023	\$25,000	Pending
Study Melbourne Inclusion Program	Health and Wellbeing Services	To create a series of videos covering a range of health and wellbeing topics to support international students studying and living in Victoria. Applied for in partnership with Swinburne University and the YMCA.	13/12/2023	\$65,000	Pending

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Grant Status	Number of Grants
Grant applications submitted	14
Successful grants	6
Unsuccessful grants	1
Grants pending	13

**Note: Totals provided in the table include grants submitted in the previous quarters and grants still pending outcome.*

Contact us

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Speak and Listen 1300 555 727

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Attachment 2

2023-24 FEES AND CHARGES SCHEDULE

Fees and charges to be changed	Statutory Fee	UNIT	ADOPTED GST inclusive 2023-24 fee \$	PROPOSED GST inclusive 2023-24 fee \$	Fee increase \$	Fee increase %	GST applied at 10%	Policy / Strategy Act / Regulation	Pricing Policy Category
AMENDED FEES									
Civic Services - Health Services									
Public Health and Wellbeing Act registration and renewal [Initial Registration]									
Medium Risk Beauty Therapies [Initial Registration]. <i>Previously named 'Single operation - Skin penetration/Beauty therapies [Initial Registration]'.</i>	N	Per Premises	\$ 255.00	\$ 255.00	∞	∞	N	Pricing Policy	Market Pricing
High Risk Skin Penetration [Initial Registration] <i>Previously named 'Multiple operation - Hairdresser/Skin penetration/Beauty therapies [Initial Registration]'.</i>	N	Per Premises	\$ 296.00	\$ 296.00	∞	∞	N	Pricing Policy	Market Pricing
Public Health and Wellbeing Act registration and renewal [Renewal Registration]									
Medium Risk Beauty Therapies [Renwal Registration] <i>Previously named 'Single operation - Skin penetration/Beauty therapies [Renewal Registration]'.</i>	N	Per Premises	\$ 174.00	\$ 174.00	∞	∞	N	Pricing Policy	Market Pricing
High Risk Skin Penetration [Renwal Registration] <i>Previously named 'Multiple operation - Hairdresser/Skin penetration/Beauty therapies [Renewal Registration]'.</i>	N	Per Premises	\$ 208.00	\$ 208.00	∞	∞	N	Pricing Policy	Market Pricing
Commentary for amended fees: <i>The change in name is more customer-centric as it aligns with risk, instead of the number of practices. Each similar risk-based practice has common processes and can be grouped together during an inspection.</i>									

Attachment 2

2023-24 FEES AND CHARGES SCHEDULE

Fees and charges to be changed	Statutory Fee	UNIT	ADOPTED GST inclusive 2023-24 fee \$	PROPOSED GST inclusive 2023-24 fee \$	Fee increase \$	Fee increase %	GST applied at 10%	Policy / Strategy Act / Regulation	Pricing Policy Category
AMENDED FEES									
Community Support - Health and Wellbeing Services									
Meeting or Facility Room Hire									
Anderson Park Community Hub Small Meeting Room - Standard rate <i>Previously named 'Anderson Park Community Hub Small Meeting Room - Commercial Groups'.</i>	N	Per Hour	\$ 27.50	\$ 27.50	∞	∞	Y	Pricing Policy	Market Pricing
Anderson Park Community Hub Small Meeting Room - Discount Community rate <i>Previously named 'Anderson Park Community Hub Small Meeting Room - Community Groups'.</i>	N	Per Hour	\$ 4.50	\$ 4.50	∞	∞	Y	Pricing Policy	Accessible Pricing
Anderson Park Community Hub Large Meeting Room - Standard rate <i>Previously named 'Anderson Park Community Hub Large Meeting Room - Commercial Groups'.</i>	N	Per Hour	\$ 55.00	\$ 55.00	∞	∞	Y	Pricing Policy	Market Pricing
Anderson Park Community Hub Large Meeting - Discount Community rate <i>Previously named 'Anderson Park Community Hub Large Meeting - Community Groups'.</i>	N	Per Hour	\$ 8.00	\$ 8.00	∞	∞	Y	Pricing Policy	Accessible Pricing
Commentary for amended fees: Fee name change to align with other room hire categories across Council. Change from 'Commercial groups' to 'Standard rate' and 'Community groups' to 'Discount Community rate'.									

Attachment 2

2023-24 FEES AND CHARGES SCHEDULE

Fees and charges to be changed	Statutory Fee	UNIT	ADOPTED GST inclusive 2023-24 fee \$	PROPOSED GST inclusive 2023-24 fee \$	Fee increase \$	Fee increase %	GST applied at 10%	Policy / Strategy Act / Regulation	Pricing Policy Category
AMENDED FEES									
Booroondara Youth									
Boroondara Youth Hub hire - Not-for-profit youth providers- Monday to Friday normal business hours. <i>Previously named 'Boroondara Youth Hub hire - Not-for-profit youth providers'.</i>	N	Per Hour	No charge	No charge	∞	∞	Y	Pricing Policy	Accessible Pricing
Boroondara Youth Hub hire -For-profit youth providers- Monday to Friday normal business hours. <i>Previously named 'Boroondara Youth Hub Commerical hire - (Youth Related Programs only)'.</i>	N	Per Hour	\$ 72.50	\$ 72.50	∞	∞	Y	Pricing Policy	Market Pricing
Commentary for amended fees: <i>Fee name change to include days of the week and business hours.</i>									
Kindergarten Central Registration and Enrolment									
Kindergarten central registration and enrolment application fee - Three year old kindergarten.	N	Per Registration	\$ 29.00	No charge	\$ 29.00	100%	Y	Pricing Policy	Accessible Pricing
Kindergarten central registration and enrolment application fee - Four year old kindergarten.	N	Per Registration	\$ 29.00	No charge	\$ 29.00	100%	Y	Pricing Policy	Accessible Pricing
Commentary for amended fees: <i>Council have accepted an Administrative Support Grant from the State Government to cover costs for the current kindergarten central registration and enrolment application fee for three and four year old kindergarten. If the State Government's administrative support grant is not offered in future years, then Council may consider re-introduction of its kindergarten enrollment fee.</i>									

Attachment 2

2023-24 FEES AND CHARGES SCHEDULE

Fees and charges to be changed	Statutory Fee	UNIT	ADOPTED GST inclusive 2023-24 fee \$	PROPOSED GST inclusive 2023-24 fee \$	Fee increase \$	Fee increase %	GST applied at 10%	Policy / Strategy Act / Regulation	Pricing Policy Category
NEW FEES									
Community Support - Health and Wellbeing Services									
Boroondara Youth									
Boroondara Youth Hub hire - Supervising Youth Officer	N	Per hour minimum 3 hours	\$ -	\$ 69.00	∞	∞	Y	Pricing Policy	Market Pricing
Boroondara Youth Hub hire - Security Guard	N	Per hour per guard	\$ -	Up to a maximum of \$70	∞	∞	Y	Pricing Policy	Market Pricing
Boroondara Youth Hub hire - Public holiday staffing surcharge	N	Per Hour	\$ -	An additional 50% of staff cost rate	∞	∞	Y	Pricing Policy	Market Pricing
Boroondara Youth Hub hire - For-profit youth providers - Mon to Friday after hours (+ additional staffing charges)	N	Per Hour	\$ -	\$ 72.50	∞	∞	Y	Pricing Policy	Market Pricing
Boroondara Youth Hub hire - For-profit youth providers - Sat to Sun and Public Holidays (+ additional staffing charges)	N	Per Hour	\$ -	\$ 88.50	∞	∞	Y	Pricing Policy	Market Pricing
Boroondara Youth Hub hire - Not-for-profit youth providers - Sat to Sun and Public Holidays (+ additional staffing charges)	N	Per Hour	\$ -	\$ 44.50	∞	∞	Y	Pricing Policy	Accessible Pricing
Boroondara Youth Hub hire - Not-for-profit youth providers - Mon to Fri after hours (+ additional staffing charges)	N	Per Hour	\$ -	No Charge	∞	∞	Y	Pricing Policy	Accessible Pricing
Additional cleaning to Boroondara Youth Hub spaces	N	Per Booking	\$ -	Cost Recovery	∞	∞	Y	Pricing Policy	Full Cost Recovery Pricing
Damage or loss of Boroondara Youth Hub equipment	N	Per Booking	\$ -	Cost Recovery	∞	∞	Y	Pricing Policy	Full Cost Recovery Pricing
Commentary for new fees: New fees introduced to enable hiring of the Boroondara Youth Hub to youth providers and for profit youth providers outside of standard Youth Hub business hours. Staffing is required for all outside standard business hours usage of the Boroondara Youth Hub. Staffing is determined by the hirers' event requirements and considers other events occurring across the Hawthorn Arts Centre. Staffing charges are additional to the hub hire fee. Cleaning charge to be charged to hirer on a cost recovery basis if excessive cleaning required, at Council's discretion. Damage or loss of equipment to be charged to hirer on a cost recovery basis, at Council's discretion.									

Attachment 2

2023-24 FEES AND CHARGES SCHEDULE

Fees and charges to be changed	Statutory Fee	UNIT	ADOPTED GST inclusive 2023-24 fee \$	PROPOSED GST inclusive 2023-24 fee \$	Fee increase \$	Fee increase %	GST applied at 10%	Policy / Strategy Act / Regulation	Pricing Policy Category
NEW FEES									
Places and Spaces - Environmental Sustainability and Open Space									
Electric Vehicle Charging Stations									
Electric Vehicle Charging - DC Chargers	N	Per kWh	\$ -	\$ 0.44	∞	∞	Y	Pricing Policy	Market Pricing
Electric Vehicle Charging - AC Chargers	N	Per kWh	\$ -	\$ 0.22	∞	∞	Y	Pricing Policy	Market Pricing
Commentary for new fees: Council is installing Electric Vehicle (EV) chargers at major activity centres. The charging of a fee is primarily aiming for recovery of electricity and operational expenditure costs. The proposed charging rates of \$0.44/kWh and \$0.22/kWh for DC (50kW) and AC (22kW) chargers (incl. GST), respectively, are comparable with other Local government authorities (LGAs) while lower than most commercial service providers such as ENGIE and EVIE Networks. A typical transaction will be between \$5 and \$25.									