



**MINUTES**

**COUNCIL MEETING**

**MAROONDAH CITY COUNCIL**

**MONDAY**

**15 FEBRUARY 2016**

Minutes of the Council Meeting held in the Council Chamber, Braeside Avenue, Ringwood, on Monday 15 February 2016 at 7:30pm.

## PRESENT

Cr Natalie Thomas (Mayor)	Arrabri Ward
Cr Christina Gleeson	Arrabri Ward
Cr Liam Fitzgerald	Wyreena Ward
Cr Mary-Anne Lowe	Mullum Ward
Cr Nora Lamont	Mullum Ward
Cr Rob Steane	Wyreena Ward
Steve Kozlowski	Chief Executive Officer
Marianne Di Giallonardo	Director Corporate Services
Phil Turner	Director Planning & Community
Trevor Welsh	Director Operations, Infrastructure & Leisure
Stephen Onans	Team Leader Governance

The prayer was read by Rev Stan Clarke from Uniting Church Australia

The Acknowledgement of Country was read by the Mayor.

## APOLOGIES

Cr Les Willmott, JP	Wyreena Ward
Cr Samantha Marks	Mullum Ward
Cr Tony Dib, JP	Arrabri Ward

## DECLARATION OF INTERESTS

Nil

## CONFIRMATION OF MINUTES

MOVED CR STEANE, SECONDED CR LAMONT 1/16

**THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON MONDAY, 14 DECEMBER 2015 BE CONFIRMED.**

**CARRIED**

## ORDER OF BUSINESS

MOVED CR FITZGERALD, SECONDED CR LOWE 2/16

**THAT THE ORDER OF BUSINESS BE ALTERED TO DEAL WITH ITEM 8 – DOCUMENTS FOR SEALING**

**CARRIED**

**DOCUMENTS FOR SEALING**

LETTERS UNDER SEAL - RECOGNITION OF 2016 AUSTRALIA DAY HONOURS ITEM 1

MOVED CR GLEESON, SECONDED CR STEANE 3/16

**THAT COUNCIL SIGNS AND SEALS LETTERS OF CONGRATULATIONS IN RECOGNITION OF THE 2016 AUSTRALIA DAY HONOURS AWARDED TO:**

- **REVEREND CANON GRAEME JAMES WINTERTON – MEMBER OF ORDER OF AUSTRALIA**
- **MR DAVID GEORGE DWYER – MEDAL OF ORDER OF AUSTRALIA**
- **MRS ANNE PATRICIA OUGHTIBRIDGE – MEDAL OF ORDER OF AUSTRALIA**
- **MR BRIAN CAMERON NIVEN – MEDAL OF ORDER OF AUSTRALIA**
- **MR KEVIN CHARLES POILE – EMERGENCY SERVICE MEDAL**

**CARRIED**

SUSPENSION OF STANDING ORDERS

MOVED CR FITZGERALD, SECONDED CR GLEESON 4/16

**THAT STANDING ORDERS BE SUSPENDED TO PRESENT LETTERS UNDER SEAL****CARRIED****PRESENTATION OF LETTERS UNDER SEAL**

The Mayor presented Letters Under Seal congratulating Reverend Canon Graeme James Winterton, Mr David George Dwyer, Mrs Anne Patricia Oughtibridge, Mr Brian Cameron Niven and Mr Kevin Charles Poile in recognition of the 2016 Australia Day Honours recently awarded to them.

RESUMPTION OF STANDING ORDERS

MOVED CR STEANE, SECONDED CR LAMONT 5/16

**THAT STANDING ORDERS BE RESUMED****CARRIED**

**PUBLIC QUESTION TIME**

Nil

**OFFICERS' REPORTS****DIRECTOR CORPORATE SERVICES**

## ATTENDANCE REPORTS

ITEM 1

Cr Rob Steane

26 Jan Australia Day Celebrations & Citizenship Ceremony 2016  
08 Feb Wyreena Ward Councillors - Public Consultation Croydon  
12 Feb Croydon Traders meeting regarding Maroondah Festival  
13 Feb '*Celebrate Maroondah*' event at Wyreena Arts Centre  
15 Feb Maroondah Foundation Board meeting

Cr Mary-Anne Lowe

13 Jan Maroondah Toy Library meeting  
18 Jan Maroondah Citizens Advice Bureau meeting  
26 Jan Australia Day Celebrations & Citizenship Ceremony 2016  
09 Feb Ringwood Chamber of Commerce February meeting - Social Media  
10 Feb North Ringwood Senior Citizens meeting  
11 Feb Ringwood Ballet meeting  
15 Feb Maroondah Citizens Advice Bureau meeting  
15 Feb Meeting at Realm  
15 Feb Maroondah Foundation Board meeting

Cr Nora Lamont

16 Dec Disability Action Group Eastern Region meeting  
19 Dec Ringwood RSL Presidents & Volunteers dinner  
22 Jan Victims of Crime Assistance League meeting  
26 Jan Australia Day Celebrations & Citizenship Ceremony 2016  
27 Jan Women's Health East Board meeting  
30 Jan Maroondah Gift - The Maroondah Cup (sponsored by Council)  
03 Feb Meeting with Thomas Docking - Dads Group Inc  
04 Feb Meeting to help organize a Women in Local Government Forum being held at  
Karralyka  
09 Feb Ringwood Chamber of Commerce February meeting - Social Media  
15 Feb Maroondah Foundation Board meeting

Cr Christina Gleeson

19 Dec Arrabri Ward Councillors - Chin Community Family Christmas Get Together  
15 Jan Meeting with Heathmont residents  
19 Jan Eastern Regional Libraries Author Talk at Realm  
26 Jan Australia Day Celebrations & Citizenship Ceremony 2016  
31 Jan Victorian Pride March 2016  
06 Feb Cheong Park Official Opening of Cricket Nets  
15 Feb Maroondah Foundation Board meeting

## Cr Liam Fitzgerald

- 26 Jan Australia Day Celebrations & Citizenship Ceremony 2016
- 08 Feb Wyreena Ward Councillors - Public Consultation - Croydon
- 13 Feb *'Celebrate Maroondah'* event at Wyreena Arts Centre
- 15 Feb FReeZA Graduation
- 15 Feb Maroondah Foundation Board meeting

## Cr Natalie Thomas

- 15 Dec Christmas event with The Hon David Hodggett MP
- 15 Dec FReeZA Graduation
- 16 Dec Maroondah Leader media briefing
- 16 Dec Croydon Bowls Club Synthetic Green – Official Opening
- 16 Dec Meeting with Mrs Clare Grundy from Eastern Volunteers
- 24 Dec Christmas Eve activities at Ringwood Town Square
- 04 Jan Meeting with Mrs Alicia Stephenson from Active Playgroup
- 04 Jan Meeting with The Active Training Group
- 17 Jan Cricket One Day International Game with Cricket Victoria
- 19 Jan Eastern Regional Libraries Author Talk at Realm
- 26 Jan Australia Day Celebrations & Citizenship Ceremony 2016
- 29 Jan Ringwood Station tour / community event
- 31 Jan Victorian Pride March 2016
- 03 Feb Maroondah Photographic Society BBQ
- 04 Feb Eastern FM Radio Broadcast (Eastern FM 25th Anniversary on 24 Feb 2016)
- 04 Feb Meeting with Mr Tim Pitt from EACH
- 05 Feb External Audit & Risk Advisory Committee Member Interviews
- 05 Feb First opening in 2016 for ArtSpace Realm – *'Mind Craft Play'* and Invention in Art
- 06 Feb Cheong Park Official Opening of Cricket Nets
- 07 Feb The Spirit of ANZAC Centenary Experience
- 09 Feb *'Pancake Day'* at Glen Park Community Centre
- 09 Feb Meeting regarding developing a Resilient Melbourne Plan & Strategy across Council
- 09 Feb Ringwood Chamber of Commerce meeting
- 10 Feb Metro East MAV Region Mayor's & CEO's meeting
- 10 Feb Dedication of the Eva Burrows Library at Catherine Booth College (The Salvation Army)
- 10 Feb *'Culture Tracks'* Launch 2016 at Yarra Ranges Council
- 11 Feb Meeting with Ms Pam Yarra (Croydon Conservation Society) regarding sustainability issues
- 11 Feb Meeting regarding Barclay's Cafe Heathmont
- 11 Feb Eastern Affordable Housing Alliance Executive Meeting
- 12 Feb Heathmont East Primary School visit with Grade 3 and 4 students
- 15 Feb Maroondah Foundation Board meeting

## Cr Les Willmott (submitted prior to the meeting)

- 15 Dec Eastern Alliance for Greenhouse Action Group meeting
- 17 Dec Meeting to Discuss Metropolitan Waste and Resource Recovery Group - Next Steps
- 17 Dec CEO Review Metropolitan Waste and Resource Recovery Group
- 17 Dec Metropolitan Waste and Resource Recovery Group Board meeting
- 14 Jan Tour of Eastland Waste Facilities
- 15 Jan Development meeting with Croydon Residents
- 04 Feb Metropolitan Waste and Resource Recovery Group Risk Workshop

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04 Feb	Audit Financial Risk Management committee meeting
05 Feb	External Audit & Risk Advisory Committee Member Interviews
08 Feb	Wyreena Ward Councillors - Public Consultation - Croydon
09 Feb	Maroondah Environment Advisory Committee meeting
10 Feb	Metro East MAV Region Mayor's & CEO's meeting
11 Feb	Meeting of Waste & Resource Recovery Group (WRRG) Chairs and Executive Director, Climate Change
11 Feb	Metropolitan Local Government Waste Forum
11 Feb	Meeting with Mr Anthony Carbines, Parliamentary Secretary to the Minister of Environment
11 Feb	Metropolitan Local Government Waste Forum Dates meeting
13 Feb	'Celebrate Maroondah' event at Wyreena Arts Centre

**ATTENDANCE REPORTS** ITEM 1MOVED CR STEANE, SECONDED CR LOWE 6/16**THAT COUNCIL RECEIVES AND NOTES THE REPORTS AS PRESENTED BY COUNCILLORS****CARRIED**

Crs who spoke to their reports: Steane, Gleeson, Fitzgerald, Thomas

**REPORTS OF ASSEMBLY OF COUNCILLORS** ITEM 2MOVED CR FITZGERALD, SECONDED CR GLEESON 7/16**THAT COUNCIL RECEIVES AND NOTES THE PUBLIC RECORD OF THE ASSEMBLY OF COUNCILLORS BRIEFING HELD ON 1 FEBRUARY 2016****CARRIED****COUNCILLOR REPRESENTATION REPORTS** ITEM 3MOVED CR GLEESON, SECONDED CR FITZGERALD 8/16**THAT COUNCIL RECEIVES AND NOTES THE MINUTES OF THE MAROONDAH PARTNERS IN COMMUNITY WELLBEING COMMITTEE MEETING HELD 30 NOVEMBER 2015****CARRIED**

LOCAL LAW NO 12 - MEETINGS PROCEDURE AND USE OF COMMON SEAL      ITEM 4

MOVED CR LAMONT, SECONDED CR STEANE      9/16

**THAT WITH RESPECT TO PROPOSED LOCAL LAW NO. 12 – MEETINGS PROCEDURE AND COUNCIL SEAL – COUNCIL:-**

- 1. PURSUANT TO SECTION 111 OF THE LOCAL GOVERNMENT ACT 1989 ('THE ACT') GIVES NOTICE OF ITS INTENTION TO MAKE LOCAL LAW NO. 12 FOR THE PURPOSES OF:**
  - i. PROCEEDINGS OF ORDINARY AND SPECIAL MEETINGS OF COUNCIL**
  - ii. ELECTION OF MAYOR AND ACTING CHAIRMAN**
  - iii. USE OF THE COMMON SEAL OF COUNCIL**
  - iv. PROCEEDING OF SPECIAL COMMITTEES AND**

**RESOLVES TO COMMENCE THE STATUTORY PROCEDURES**
- 2. HERBY GIVES PUBLIC NOTICE IN THE VICTORIA GOVERNMENT GAZETTE, THE AGE AND MAROONDAH LEADER NEWSPAPER, SEEKING SUBMISSIONS ON THE PROPOSED LOCAL LAW IN ACCORDANCE WITH SECTIONS 119 AND 223 OF THE ACT**
- 3. IN ACCORDANCE WITH SECTION 223 OF THE ACT:**
  - i. APPOINTS A COMMITTEE COMPRISING COUNCILLORS LOWE, THOMAS AND WILLMOTT TO HEAR ANY PERSON WISHING TO BE HEARD IN SUPPORT OF THEIR SUBMISSION, ON A DATE TO BE DETERMINED**
  - ii. SHALL CONSIDER ALL WRITTEN SUBMISSIONS AT A SUBSEQUENT MEETING OF COUNCIL, INCLUDING A WRITTEN REPORT ON THE PROCEEDINGS OF ANY COMMITTEE HEARING CONDUCTED, FOLLOWING WHICH IT WILL DETERMINE WHETHER OR NOT TO MAKE LOCAL LAW NO. 12**
- 4. NOTES THAT IF NO SUBMISSIONS ARE RECEIVED COUNCIL SHALL CONSIDER A RECOMMENDATION TO MAKE LOCAL LAW NO. 12 AT A SUBSEQUENT MEETING OF COUNCIL**
- 5. AUTHORISES THE DIRECTOR CORPORATE SERVICES TO UNDERTAKE THE ADMINISTRATIVE PROCEDURES NECESSARY TO ENABLE COUNCIL TO CARRY OUT ITS FUNCTIONS UNDER SECTION 223 OF THE ACT IN RELATION TO THIS MATTER**
- 6. GIVES PRELIMINARY NOTICE OF INTENTION TO:-**
  - i. REVOKE BOTH LOCAL LAWS NO. 7 & NO. 9 - EFFECTIVE AS AT THIRTIETH DAY OF SEPTEMBER 2016 AND**
  - ii. MAKE PROPOSED LOCAL LAW NO. 12 OPERATIVE AS FROM FIRST DAY OF OCTOBER 2016.**

**CARRIED**

FINANCIAL REPORT: SIX MONTHS ENDING 31 DECEMBER 2015 ITEM 5

MOVED CR STEANE, SECONDED CR LOWE 10/16

**THAT COUNCIL RECEIVES AND NOTES THE REPORT ON THE FINANCIAL PERFORMANCE AGAINST BUDGET FOR THE SIX MONTHS ENDING 31 DECEMBER 2015**

**CARRIED**

COUNCILLORS PROFESSIONAL DEVELOPMENT QUARTERLY REPORT - OCTOBER TO DECEMBER 2015 ITEM 6

MOVED CR STEANE, SECONDED CR FITZGERALD 11/16

**THAT COUNCIL NOTES THE COUNCILLORS QUARTERLY PROFESSIONAL DEVELOPMENT REPORT FOR OCTOBER 2015 – DECEMBER 2015**

**CARRIED**

ELECTION PERIOD POLICY (CARETAKER) ITEM 7

MOVED CR GLEESON, SECONDED CR LOWE 12/16

**THAT WITH RESPECT TO THE STATUTORY REQUIREMENT FOR ALL VICTORIAN COUNCILS TO ADOPT AN ELECTION PERIOD POLICY MAROONDAH CITY COUNCIL ADOPTS THE ELECTION PERIOD POLICY FOR 2016 AS ATTACHED TO THE REPORT OF THE DIRECTOR CORPORATE SERVICES SUBMITTED TO THE COUNCIL MEETING HELD ON MONDAY 15 FEBRUARY 2016.**

**CARRIED**

#### **DIRECTOR OPERATIONS, INFRASTRUCTURE & LEISURE**

LEASE RENEWAL AGREEMENT - RINGWOOD BOWLS CLUB INC. ITEM 1

MOVED CR LAMONT, SECONDED CR LOWE 13/16

#### **THAT COUNCIL**

- 1. AGREES TO RENEW A FIVE YEAR LEASE AGREEMENT WITH THE RINGWOOD BOWLS CLUB INC. AT AN ANNUAL RENTAL OF \$555.50 (INCLUSIVE OF GST)**
- 2. SIGNS AND SEALS THE NEW LEASE AGREEMENT UPON THE TERMS AND CONDITIONS SET OUT IN THIS REPORT.**

**CARRIED**



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SCOUT ASSOCIATION OF AUSTRALIA VICTORIAN BRANCH - DEED OF SURRENDER OF LEASE FOR BEDFORD PARK SCOUT HALL

ITEM 2

MOVED CR LOWE, SECONDED CR LAMONT

14/16

**THAT COUNCIL**

- 1. APPROVES AND AUTHORISES THE SURRENDER OF A LEASE AGREEMENT BETWEEN MAROONDAH CITY COUNCIL AND THE SCOUT ASSOCIATION OF AUSTRALIA VICTORIAN BRANCH FOR BEDFORD PARK SCOUT HALL, BEDFORD PARK, RINGWOOD**
- 2. SIGNS AND SEALS ALL DOCUMENTATION RELATING TO THE DEED OF SURRENDER OF THE LEASE FOR BEDFORD PARK SCOUT HALL, BEDFORD PARK, RINGWOOD.**

**CARRIED**

## SUB LEASE AGREEMENTS FOR PARKWOOD

ITEM 3

MOVED CR LAMONT, SECONDED CR LOWE

15/16

**THAT COUNCIL**

- 1. GRANTS SUB LEASES TO THE RINGWOOD MEN'S SHED INC, RINGWOOD HISTORICAL SOCIETY INC, U3A RINGWOOD INC, PENUMBRA CENTRE INC, MAROONDAH TOY LIBRARY INC AND THE NORTH RINGWOOD COMMUNITY HOUSE INC FOR OCCUPANCY OF THE PARKWOOD FACILITY.**
- 2. SIGNS AND SEALS THE SUBLEASES REFERRED TO IN PART 1 OF THIS RESOLUTION**

**CARRIED**

## THE MALL, CROYDON SOUTH - REQUEST FOR ADDITIONAL PARKING

ITEM 4

MOVED CR GLEESON, SECONDED CR FITZGERALD

16/16

**THAT COUNCIL**

- 1. RECEIVES AND NOTES THE REPORT ON THE CURRENT PARKING DEMAND AND CAPACITY OF THE EASTFIELD MALL, CROYDON SOUTH SHOPPING PRECINCT**
- 2. DOES NOT SUPPORT THE PETITIONERS' REQUEST FOR THE CONSTRUCTION OF ADDITIONAL CAR PARKING SPACES (EXCLUDING DISABLED PARKING SPACES) AT THE EASTFIELD MALL SHOPPING CENTRE**
- 3. REFERS THE CONSTRUCTION OF ADDITIONAL DISABLED PARKING SPACES AT THE EASTFIELD MALL SHOPPING CENTRE TO THE CAPITAL WORKS DDA PROGRAM**

4. **DIRECTS ENGINEERING STAFF TO CONTINUE TO MONITOR PARKING LEVELS WITHIN THE PARKING AREAS OF THE EASTFIELD MALL SHOPPING CENTRE**
5. **ADVISE THE LEAD PETITIONER ACCORDINGLY**

**CARRIED**

COMMUNITY ASSISTANCE FUND

ITEM 5

MOVED CR STEANE, SECONDED CR FITZGERALD

17/16

**THAT COUNCIL RECEIVES AND NOTES THIS REPORT**

**CARRIED**

DRAFT COMMUNITY FACILITIES DEDICATION POLICY

ITEM 6

MOVED CR LAMONT, SECONDED CR FITZGERALD

**THAT COUNCIL**

18/16

1. **PLACES THE DRAFT COMMUNITY FACILITIES DEDICATION POLICY ON PUBLIC EXHIBITION FROM 20 FEBRUARY TO 20 MARCH 2016, INVITING SUBMISSION WHICH WILL BE CONSIDERED IN ACCORDANCE WITH SECTION 223A OF THE LOCAL GOVERNMENT ACT 1989**
2. **APPOINTS A COMMITTEE COMPRISING COUNCILLORS LAMONT , FITZGERALD AND GLEESON TO HEAR ANY PERSON WISHING TO BE HEARD IN SUPPORTING THEIR SUBMISSION, ON A DATE TO BE DETERMINED, FOLLOWING WHICH THE MATTER BE CONSIDERED AT A SUBSEQUENT MEETING OF COUNCIL WITH A VIEW TO ADOPTING THE DRAFT COMMUNITY FACILITIES DEDICATION POLICY WITH OR WITHOUT MODIFICATION OR ALTERATION**
3. **AUTHORISES DIRECTOR OPERATIONS, INFRASTRUCTURE & LEISURE TO UNDERTAKE ADMINISTRATIVE PROCEDURES NECESSARY IN RELATION TO THIS MATTER**

**CARRIED**

#### **DIRECTOR PLANNING & COMMUNITY**

LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK - QUARTER 2 RESULTS 2015/16

ITEM 1

MOVED CR STEANE, SECONDED CR GLEESON

19/16

**THAT COUNCIL NOTES THE REPORT ON LOCAL GOVERNMENT PERFORMANCE REPORTING FRAMEWORK SERVICE PERFORMANCE INDICATORS FOR QUARTER 2, 2015/16.**

**CARRIED**

**DOCUMENTS FOR SEALING**

(Item dealt with earlier in the meeting)

**MOTIONS TO REVIEW**

Nil

**LATE ITEM**

Nil

**REQUESTS / LEAVE OF ABSENCE**

Nil

**IN CAMERA**

MOVED CR STEANE, SECONDED CR FITZGERALD

20/16

**THAT IN ACCORDANCE WITH SECTION 89(2) OF THE LOCAL GOVERNMENT ACT 1989 COUNCIL RESOLVES TO MEET IN CAMERA AS THE MATTERS TO BE DISCUSSED MAY PREJUDICE THE COUNCIL OR SOME OTHER PERSON.**

**CARRIED**

*COUNCIL RESOLVED THAT THE FOLLOWING DECISIONS BE REFLECTED IN THE MINUTES OF THE OPEN FORUM.*

**CHIEF EXECUTIVE OFFICER**

*AUDIT AND RISK ADVISORY COMMITTEE*

*ITEM 1*

*THAT*

- 1. THE FOLLOWING APPOINTMENT BE MADE TO THE MAROONDAH CITY COUNCIL AUDIT AND RISK ADVISORY COMMITTEE:*

*MR. JOHN WATSON AS INDEPENDENT MEMBER AND CHAIRPERSON FOR A THREE YEAR TERM.*

- 2. THIS REPORT IS TO REMAIN CONFIDENTIAL INDEFINITELY*

**DIRECTOR CORPORATE SERVICES**

*INSTRUMENTS OF APPOINTMENT AND AUTHORISATION* *ITEM 1*

*THAT THIS RESOLUTION AND REPORT ARE TO REMAIN CONFIDENTIAL INDEFINITELY – UNLESS REQUIRED IN A COURT OF LAW OR BY A LAW ENFORCEMENT AGENCY*

**DIRECTOR OPERATIONS, INFRASTRUCTURE AND LEISURE**

*TENDER EVALUATION REPORT - CONTRACT 1906/0625 - RETAIL ELECTRICITY, NATURAL GAS, PUBLIC LIGHTING & ASSOCIATED SERVICES (THROUGH PROCUREMENT AUSTRALIA)* *ITEM 1*

*THAT THIS REPORT AND ALL DISCUSSIONS IN RELATION TO IT REMAINS CONFIDENTIAL INDEFINITELY AND THIS RESOLUTION REMAINS CONFIDENTIAL UNTIL THE EXECUTION OF THIS CONTRACT AT WHICH TIME THE RESOLUTION BE MADE PUBLIC*

The open forum closed at 8.23pm.

Confirmed .....

Date .....