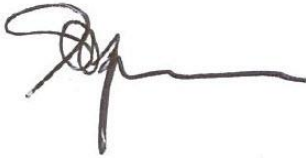


Councillor
(as addressed)

The next Council Meeting will be held in the Council Chamber, Braeside Avenue, Ringwood, on Monday 23 April 2018, commencing at 7:30pm and your presence is requested.

Yours faithfully



Steve Kozlowski
CHIEF EXECUTIVE OFFICER

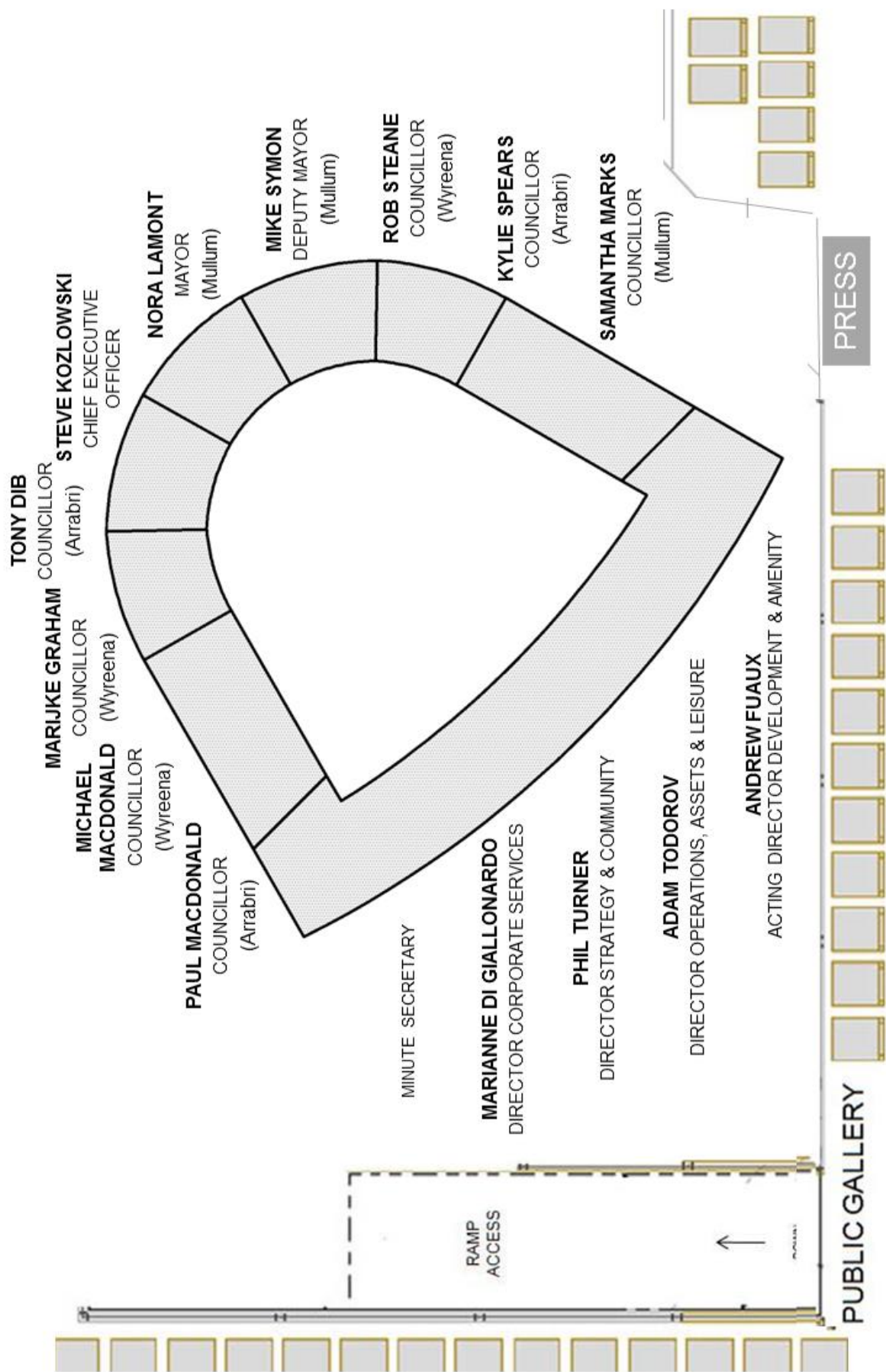
Note:
This meeting is being streamed live on the internet and recorded.
Every care is taken to maintain privacy and attendees are advised they may be recorded.



COUNCIL CHAMBER
IS FITTED WITH A HEARING AID
INDUCTION LOOP

**SWITCH HEARING AID TO 'T' FOR
RECEPTION**

City Offices	Braeside Avenue, Ringwood, 3134
Postal	PO Box 156, Ringwood 3134 DX 38068, Ringwood
Telephone	1300 88 22 33 Translating and Interpreting Service (TIS): 131 450 National Relay Service (NRS): 133 677
Facsimile	(03) 9298 4345
Email	maroondah@maroondah.vic.gov.au
Web	www.maroondah.vic.gov.au
Service Centres	Croydon: Civic Square REALM: 179 Maroondah Hwy, Ringwood



ORDER OF BUSINESS

1. Prayer
2. Acknowledgment of Country
3. Apologies
4. Declaration of Interests
5. Confirmation of Minutes of the Ordinary Council Meeting held on Monday 19 March 2018 and the Special Council Meeting held on Monday 9 April 2018.
6. Public Questions
7. Officers' Reports
 - Director Corporate Services
 1. Attendance Report 5
 2. Reports of Assembly of Councillors 7
 3. Councillor Representation Reports 10
 4. Councillors Quarterly Expense and Reimbursement Report - January to March 2018 12
 5. Eastern Regional Libraries Corporation October 2017 - January 2018 Report on the Provision of Library Services 15
 6. Municipal Association of Victoria State Council Meeting - Motions 25
 - Director Operations, Assets & Leisure
 1. Community Facilities Lease Agreement for Returned Services League - Croydon Sub Branch 30
 2. Community Facilities Dedication Nomination 33
 - Acting Director Development & Amenity
 1. Smoke-Free Ringwood Town Square - Consultation Findings and Proposed Options 36
8. Documents for Sealing
 1. Letters Under Seal - Maroondah Singers 43
9. Motions to Review
10. Late Item
11. Requests / Leave of Absence
12. In Camera
 - Director Operations, Assets & Leisure
 1. Tender Evaluation Report - Contract 20876 Electronic Security & CCTV Services

Acting Director Development & Amenity

1. Tender Evaluation Report - Contract 20875 Lincoln Road Upgrades & Reconstruction (Stage 1)

ATTENDANCE REPORT

ITEM 1

PURPOSE

To provide an opportunity for Councillors to report on Council activities undertaken since the last Ordinary Meeting of Council and forthcoming ward activities.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 1: 2017-2018) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A well governed and empowered community

Our Vision: Maroondah is an effectively empowered community that is actively engaged in Council decision making through processes that ensure their voice is heard and considered. Council provides strong and responsive leadership, ensures transparent processes and works with the community to advocate and champion their needs

Key Directions 2017 – 2018:

8.1 Provide enhanced governance that is transparent, accessible, inclusive and accountable

BACKGROUND

Not Applicable

ISSUE / DISCUSSION

It is intended that the Mayor and Councillors be given the opportunity to present a verbal or written report updating Council on the activities they have undertaken in their role as Councillors and forthcoming ward activities.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

CONCLUSION

It is appropriate that Councillors formally report to Council upon the activities they have undertaken in their role as Councillors.

ATTENDANCE REPORT Cont'd

ITEM 1

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

**THAT COUNCIL RECEIVES AND NOTES THE REPORTS AS PRESENTED BY
COUNCILLORS**

REPORTS OF ASSEMBLY OF COUNCILLORS

ITEM 2

PURPOSE

To present the 'Public Record' of those Assembly of Councillors briefings which are attended by all Councillors and generally held on Monday evenings at the City Offices Ringwood, usually two weeks prior to the formal Council Meeting, and to note the issues discussed.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 1: 2017-2018) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A well governed and empowered community

Our Vision: Maroondah is an effectively empowered community that is actively engaged in Council decision making through processes that ensure their voice is heard and considered. Council provides strong and responsive leadership, ensures transparent processes and works with the community to advocate and champion their needs

Key Directions 2017 – 2018:

8.1 Provide enhanced governance that is transparent, accessible, inclusive and accountable

BACKGROUND

An Assembly of Councillors, as defined under the Local Government Act 1989 [s.3], is a planned or scheduled meeting, comprising at least five (5) Councillors and one (1) member of Council staff, that considers matters that are intended or likely to be:

- the subject of a decision of the Council; or
- subject to the exercise of a delegated function, duty or power of Council

Examples of an Assembly of Councillors may include:

- Councillor Briefings (which are attended by all Councillors and generally held on Monday evenings),
- On-site inspections,
- Consultative Meetings with residents, developers, consultants,
- Panel Hearings conducted under s223 of the Act,
- Meetings with local organisations, Government Departments, statutory authorities, and local politicians

ISSUE / DISCUSSION

As part of decision making processes at Maroondah, it is essential that Councillors are briefed on a range of issues which come before Council for consideration. As a means of providing this information, Assembly of Councillors briefings are conducted.

REPORTS OF ASSEMBLY OF COUNCILLORS Cont'd

ITEM 2

Assemblies are also attended by Council Officers, and sometimes other specific advisors, to provide Councillors with a detailed knowledge and understanding of issues under consideration to a level of detail that would inhibit timely decision-making, that would not be possible in an open Council meeting, where decision-making related debate is governed by strict meeting procedures.

The intent of this report is to present the 'Public Record' of those Assembly of Councillors briefings which are attended by all Councillors and generally held on Monday evenings, and to note the items discussed. This information is already available to the public upon request in accordance with the Local Government Act [s.80A].

This report and attachments formally table the information items previously covered by Councillors.

The 'Public Record' of the Assembly of Councillors briefings held on 19 March 2018 and 9 April 2018 is attached for information.

The items contained therein were noted.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

CONCLUSION



Assembly of Councillors briefings are important forums for advice and discussion, on what are often complex issues facing the municipality, in the lead up to formal decisions being made by Councillors at Council Meetings. At Assemblies, or outside them, Councillors also have the opportunity of requesting additional information to assist in the decision making process.

It is appropriate that the 'Public Record' of those Assembly of Councillors briefings which are attended by all Councillors and generally held on Monday evenings at the City Offices Ringwood, usually two weeks prior to the formal Council Meeting, be noted at a formal meeting of Council.

REPORTS OF ASSEMBLY OF COUNCILLORS Cont'd

ITEM 2

ATTACHMENTS

1.  2018 March 19 - Assembly of Councillors Public Record
2.  2018 April 09 - Assembly of Councillors Public Record

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE PUBLIC RECORD OF THE ASSEMBLY OF COUNCILLORS BRIEFINGS HELD ON 19 MARCH 2018 AND 9 APRIL 2018

COUNCILLOR REPRESENTATION REPORTS

ITEM 3

PURPOSE

To receive and note the following meeting minutes.

- Maroondah Partners In Community Wellbeing Committee (MPIC) held on 27 March 2018

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 1: 2017-2018) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A well governed and empowered community

Our Vision: Maroondah is an effectively empowered community that is actively engaged in Council decision making through processes that ensure their voice is heard and considered. Council provides strong and responsive leadership, ensures transparent processes and works with the community to advocate and champion their needs

Key Directions 2017 – 2018:

8.1 Provide enhanced governance that is transparent, accessible, inclusive and accountable.

BACKGROUND

As part of Council's commitment to the principles and practice of good governance, it is appropriate that Councillors and the Community are formally updated on the actions and activities of the various organisations bodies/advisory groups upon which it is represented.

ISSUE / DISCUSSION

Council is represented on numerous Boards and Organisations. Appointments are made annually by Council at the commencement of the new Mayoral term.

Crs Graham and Marks are Council's representatives on the Maroondah Partners In Community Wellbeing Committee.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable


COUNCILLOR REPRESENTATION REPORTS Cont'd

ITEM 3

CONCLUSION

It is appropriate that Councillors and the Community are formally updated on the actions and activities of the various organisations bodies/advisory groups upon which Council is represented.

ATTACHMENTS

1.  [Maroondah Partners In Community Wellbeing Committee \(MPIC\) Minutes - 27 March 2018](#)

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES MINUTES OF THE MAROONDAH PARTNERS IN COMMUNITY WELLBEING COMMITTEE HELD ON 27 MARCH 2018

COUNCILLORS QUARTERLY EXPENSE AND REIMBURSEMENT REPORT - JANUARY TO MARCH 2018

ITEM 4

PURPOSE

To provide a report to the community on Councillor expenses.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 1: 2017-2018) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A well governed and empowered community.

Our Vision: In 2040, Maroondah will be an empowered community that is actively engaged in council decision making through processes that consider the needs and aspirations of all ages and population groups. Council will provide strong and responsive leadership, ensuring transparency, while working with the community to advocate for and 'champion' local needs.

Key Directions 2017 – 2018:

8.1 Provide enhanced governance that is transparent, accessible, inclusive and accountable.

BACKGROUND

The Councillor Expenses, Support and Reimbursement Policy was adopted by Council on 27 March 2017.

In accordance with Section 75 of the Local Government Act 1989, Council is required to reimburse a Councillor for expenses incurred whilst performing his or her duties as a Councillor. Council is also required to adopt and maintain a Policy in relation to the reimbursement of expenses for Councillors. The Policy provides guidance for the payment of reimbursements of expenses and the provision of resources, facilities and other support to the Mayor and Councillors to enable them to discharge their duties.

Council also publishes in its Annual Report the details of the expenses, including reimbursement of expenses for each Councillor and member of a Council Committee paid by the Council. The details of the expenses for the 2016/17 financial year are set out in the 2016/17 Annual Report.

ISSUE / DISCUSSION

This is a standard Governance reporting item.

FINANCIAL / ECONOMIC ISSUES

A budget of \$102,000 in the 2017/2018 financial year exists for the expenses and reimbursement of Councillors. A budget of \$12,000 is allocated to the Office of the Mayor for the provision of a vehicle.

DIRECTOR CORPORATE SERVICES – MARIANNE DI GIALONARDO

COUNCILLORS QUARTERLY EXPENSE AND REIMBURSEMENT REPORT - JANUARY TO MARCH 2018
Cont'd

ITEM 4

<i>Councillor</i>	<i>TR (\$)</i>	<i>CM (\$)</i>	<i>CC (\$)</i>	<i>IC (\$)</i>	<i>CT (\$)</i>	<i>CCA (\$)</i>	<i>Total Jan to March (\$)</i>	<i>YTD Total July to March \$</i>
Tony Dib JP	0	0	0	139.10	0	20.00	159.10	8,624.09*
Paul Macdonald	0	0	0	121.44	0	596.09	717.53	1,813.37
Kylie Spears	0	0	0	96.39	0	281.82	378.21	1,038.78
Nora Lamont Mayor	0	3,000.00*	0	123.78	0	251.82	375.60	3,751.20*
Samantha Marks	0	0	0	95.41	0	0	95.41	196.06
Mike Symon Deputy Mayor	27.36	471.12	0	96.89	4,545.00	40.00	5,180.37	9,219.47
Marijke Graham	48.91	0	0	76.61	440.00	458.00	1,023.52	2,385.25
Michael Macdonald	0	0	0	68.21	0	242.00	310.21	912.83
Rob Steane	0	191.88	0	78.28	0	2,006.00	2,276.16	4,329.44
TOTAL	\$76.27	\$3,663.00	0	\$896.11	\$4,985	\$3,895.73	\$10,516.11	\$32,270.49

Legend: TR-Travel, CM-Car Mileage (* a budget allocation of \$12,000 is allocated to the Office of the Mayor for the provision of a vehicle for the Nov 17 – Nov 18 Mayoral term), CC-Child Care, IC-Information and Communication expenses, CT- Conferences and Training expenses, CCA-Civic and Community Attendance

Note: No expenses were paid by Council including reimbursements to members of Council Committees during the year.

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

**COUNCILLORS QUARTERLY EXPENSE AND
REIMBURSEMENT REPORT - JANUARY TO MARCH 2018
Cont'd**

ITEM 4

CONCLUSION

Not Applicable

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

**THAT COUNCIL NOTES THE COUNCILLORS EXPENSE AND REIMBURSEMENT
REPORT FOR JANUARY TO MARCH 2018**

EASTERN REGIONAL LIBRARIES CORPORATION OCTOBER 2017 - JANUARY 2018 REPORT ON THE PROVISION OF LIBRARY SERVICES **ITEM 5**

PURPOSE

To outline the activity of this service for this period, given the significant partnership and service to Maroondah residents, ratepayers and visitors.

STRATEGIC / POLICY ISSUES

The Council Plan 2017-2021 provides the strategic framework that underpins the purpose of this report which has been developed from the Maroondah 2040 Our Future Together Community Consultation process.

Outcome Areas:

- A safe, healthy and active community
- A prosperous and learning community
- A vibrant and culturally rich community
- A clean, green sustainable community
- An accessible and connected community
- An attractive, thriving and well-built community
- An inclusive and diverse community
- A well governed and empowered community

Our Vision: Maroondah will be a vibrant and diverse city with a healthy and active community, living in green and leafy neighbourhoods which are connected to thriving and accessible activity centres contributing to a prosperous economy within a safe, inclusive and sustainable environment.

Key Directions 2017-2021:

- 1.3 Promote and facilitate safer cultures relating to issues of alcohol, drugs, tobacco, gambling, child abuse and family violence.
- 1.5 Facilitate the provision of affordable, accessible and responsive services, resources and initiatives that support the physical and mental health and wellbeing of the community.
- 1.6 Actively promote health and wellbeing principles and initiatives within the community.
- 2.15 Facilitate and encourage the provision of world-class life-long learning opportunities in Maroondah, from early learning through to adult and tertiary levels.
- 2.17 Facilitate and encourage places, spaces and programming that provide for a third place of community connection beyond home and work.
- 3.5 Support and celebrate the unique cultures of emerging communities in Maroondah.

EASTERN REGIONAL LIBRARIES CORPORATION OCTOBER 2017 - JANUARY 2018 REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd **ITEM 5**

BACKGROUND

Maroondah City Council's library services are provided by the Eastern Regional Libraries Corporation (ERLC). As part of a Regional Library Agreement, ERLC provides library services also to Knox City and Yarra Ranges Councils. The estimated population of its Member Councils (approximately 410,000) makes ERLC the largest public library service in Victoria.

Based on the results of the annual survey of Victorian Public Libraries (of which there are 46) ERLC is also number 1 based on per annum:

- Library Visits – 2,025,908
- Turnover Rate (Physical Items) - each item in our collection goes out an average of 9.2 times per year. The average for Victoria is 5.2
- Loans — 3,389,560 - when you add together the number of loans of physical items (2,992,906) with the number of e-loans of Items (396,654)

The independent annual Syndicate Survey for 2015/16 (next biannual survey is 2017/18) shows that 57% of users rate ERLC's service as between 9 and 10 (where 10 is very satisfied). The overall rating was 8.42 out of 10 for the key areas of courtesy, helpfulness, knowledge, reference and information services, up on the 8.24 of 2014/15.

From the results of the annual survey of Victorian Public Libraries, these results were achieved where for ERLC the:

- cost library service per capita is \$31.40 compared to the State average of \$40.95;
- cost library service per visit is \$4.92 compared to the State average of \$6.49; and
- number of Equivalent Full Time (EFT) staff is 0.22 compared to the State average of 0.30

ISSUE / DISCUSSION

Overall Maroondah library services are experiencing considerable growth. The major reason for this growth is the opening of the new Realm Library in October 2015.

During the temporary relocation of the Ringwood Library to Warrandyte Road, Ringwood Library lost its position at the highest ranked library branch in the Region for almost every service area. Since the opening of Realm, it has resumed its No 1 position in most service areas. Croydon library which gained some 'business' from the relocated library has maintained its very strong position in relation to the Region. Only Knox Library, which is based in a major Westfield Shopping Centre, comes between either Realm and Croydon being the No 1 or 2 library branch for the Region in all service areas.

Based on ERLC regional Year to Date (YTD) statistics, Realm and Croydon rank as follows.

Memberships YTD: Realm is ranked No 1 - 36,809, and Croydon No 3 – 25,982
Maroondah memberships have increased by 13.75% year to date.

EASTERN REGIONAL LIBRARIES CORPORATION OCTOBER 2017 - JANUARY 2018 REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd **ITEM 5**

	17/18	16/17
Croydon	25,982	24,226
Realm	36,809	30,974
Maroondah Total	62,791	55,200

Visits YTD: Realm (No 1) and Croydon (No 2) are the busiest branches in the region with Visits having increased by 4.45% in a YTD comparison.

	17/18	16/17
Croydon	170,201	184,639
Realm	312,017	277,027
Maroondah Total	482,218	461,666

Loans YTD: Croydon is ranked No 1 – 317,580 and Realm No 3 – 226,459 Loans overall have increased by 1.92% in a YTD comparison.

	17/18	16/17
Croydon	317,580	315,990
Realm	226,459	217,817
Maroondah Total	544,039	533,807

Public Enquiries: Realm is ranked No 2 – 18,702 and Croydon No 3 – 17,844 Enquiries overall have gone down 4.64%. This is consistent with the statistics (-4.74%) for the entire Region.

	17/18	16/17
Croydon	17,844	20,187
Realm	18,702	18,136
Maroondah Total	36,546	38,323

Public PCs Sessions: Realm is ranked No 1 — 25,512 and Croydon No 3 — 15,324

While Croydon is down slightly, Realm has increased and overall PC sessions are up YTD by 7.58%.

	17/18	16/17
Croydon	15,324	16,210
Realm	25,512	21,750
Maroondah Total	40,836	37,960

EASTERN REGIONAL LIBRARIES CORPORATION OCTOBER 2017 - JANUARY 2018 REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd **ITEM 5**

WiFi Sessions: Realm ranks 1 and Croydon ranks No 3 in the region after Rowville. Overall sessions are up by 146.12%, which is partly due a new WiFi system that better records sessions.

	17/18	16/17
Croydon	18,311	8,540
Realm	76,799	30,103
Maroondah Total	95,110	38,643

Programs & Events

As can be seen from the statistics Maroondah libraries have proved to be very popular for adult, children's and youth programs and events. Over 2,480 adults and 9,783 children (accompanied by 7,408 adults) have attended various activities to date this year. Just some of these programs and events include:

Adult Programs Attendances YTD: Realm is ranked No 3 – 863 and Croydon at No 3 – 1,617.

Programs which run at either or both locations are:

- Author Talks/Workshops
- Book chat/Book club
- Family History
- Monthly Clubs
- Friendship Groups
- External Visits
- Military History

26:52 Reading Challenge – read 26 books in 52 weeks.

There has been a phenomenal response to the inaugural Reading Challenge – as of the first week of February over 700 members had taken up the gauntlet and are reading books outside their comfort zone.

Some of the challenges are: 'Read a book published before 1850', 'Read a book that is set in Asia' and 'Listen to an audiobook or eAudiobook'.

The oldest registered member is 96 years young. Those who complete the challenge will go into the draw for a literary lovers prize pack.

EASTERN REGIONAL LIBRARIES CORPORATION OCTOBER 2017 - JANUARY 2018 REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd **ITEM 5**

Children's and Youth Programs & Events

Children's & Youth Programs Attendances: Croydon at No. 1 — 8,760 and Realm is No. 3 — 8,431.

Programs for Adults/Juniors, Schools and Children which run at either or both locations include:

- Pre-school activities
- After School club
- Tiny Tots
- Toddlertime
- Holiday programs
- Teenage activities
- Other group visits to library
- Saturday story times
- Festivals
- External visits (to schools etc.)
- School visits to Library
- Pre-school visits to library

Storytimes

Storytime is popular at Realm and Croydon Library. 6,341 children (accompanied by 6,009 adults) have attended various activities to date this year.

Weekly Storytimes sessions are as follows:

		Croydon*	Realm**
Tinytots	0 – 12 months	1	1
Toddlers**	1 – 3 years	1	1
Preschoolers	3 – 5 years	1	1
Family	1 - 5 years		1
Family Saturday	1 - 5 years	1	1

* Croydon's Toddler's storytime is also presented through Auslan once a month.

** ** Storytimes are so popular at Realm that a booking system has had to be introduced.

EASTERN REGIONAL LIBRARIES CORPORATION OCTOBER 2017 - JANUARY 2018 REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd **ITEM 5**

School Holiday Program

The school holidays year to date were very busy with families wanting to participate in our (mostly) free activities. 986 children accompanied by 607 adults attended the events.

Traditionally the summer school holiday is a quieter program time at the branches as so many families go away, but this year there were lots of events with excellent attendance figures.

For the first time ERLC partnered with the National Gallery of Victoria to present the Kids on Tour program of art activities designed to tie-in with the Gallery's summer exhibitions. Kids on Tour was a series of six events and was offered at Realm and other branches.

Both Maroondah branches offered a range of craft activities, "all day" craft activities (where families can visit the branch at any time during the day to participate in the activities on offer) and STEAM related sessions.

The STEAM sessions ranging from Minecraft to Ozobots booked out very quickly and were very popular with the older primary age children.

Summer Read

Summer Read! was the theme of the 2017-18 Summer Reading Program, which started on 1st December 2017 and finished on the 19th January 2018.

Summer Read! encouraged children and their families to read over the Christmas/Summer break by completing a Bingo Game Card, and then all completed entries went into the draw for three iPads and three Puffing Billy family passes.

For the first time we also had an online version of Summer Read! through Beanstack, and we had over 300 children sign on to do the reading challenge this way, with over 600 returning their Bingo Cards to a branch

Maroondah Children's Week

On Friday 27th October, members of the Youth services team and our reading mascot, Rusty Arnold, attended the Maroondah Children's Week event in Croydon Town Park. The weather was absolutely perfect, and we spent two hours reading lots of stories as well as providing some fun craft activities and library information.

Bookchats

Croydon and Realm host two and one 'chats' respectively every month.

Bookclub Program

ERLC's Bookclub program provides sets of 10 books for Bookclubs to borrow. Both Croydon and Realm have 37 Bookclubs respectively.

Currently ERLC has over 400 Bookclub sets. 50-70 new sets are added to the collection each year. Titles include classic and contemporary fiction, memoirs, biographies and general non-fiction. We welcome suggestions for titles from the Bookclubs as well as ERLC staff members.

EASTERN REGIONAL LIBRARIES CORPORATION OCTOBER 2017 - JANUARY 2018 REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd **ITEM 5**

The Bookclub fee for 2017 is \$350 per Bookclub. This entitles the group to receive a Bookclub set, delivered to the branch of their choice, each month with a loan period of six weeks.

Author Talks

Judy Nunn

In partnership with Robinsons Bookshop we presented Judy Nunn to talk about her new book 'Sanctuary'. Judy signed copies for a very enthusiastic audience at Realm.

Book Bites at Croydon

Book Bites is a semi-regular author talk and light lunch hosted by Croydon Community Library. The last speaker of 2017 was the sometimes controversial Catherine Deveney, talking about her latest book "The happiness show' and all her other books.

The first speaker for 2018 was bibliophile Stuart Kells on his new book about libraries both real and imagined.

Social & Technology Events

Genie Exchanges

Sessions were held at Croydon to provide opportunities to meet fellow genealogists in the local area. Research stories were swapped, genealogists helped each other and in turn were helped with their own research.

Ask our Experts Sessions

Croydon offers one hour appointments with our specialised staff to receive help with:

- Family History searching
- Newspaper articles
- Library databases
- Research questions

Open Technology Q&A

Informal Q&A with ERLC's technology team every second Wednesday.

Conversation Cafe

Every Friday at Realm there is an opportunity for our community members for whom English is their second language to meet over a cuppa.

TECHNOLOGY

New Generation Events Calendar

Having received authorization from Knox City Council regarding online payment processing, ERLC's new events calendar went live to the public on Monday 26th February.

The calendar includes an array of features which will provide an incredible experience to our

EASTERN REGIONAL LIBRARIES CORPORATION OCTOBER 2017 - JANUARY 2018 REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd **ITEM 5**

members and employees. The solution far exceeds the abilities of what's on offer from any commercial provider, let alone what's in use elsewhere in the library industry.

Features include:

- Online payments for events at the time of booking
- Automatic event waiting list functionality
- The ability for members to log in with their library card to manage their bookings
- Unlimited event templates, drafts and cloning for employees
- Event reminders, cancellation time limits and automated member refunds
- The ERLC team have been trained this month and are ready to assist members of the public with the transition.

Email Newsletter Migration

ERLC's email newsletter boasts almost 70,000 recipients and has proven to be incredibly effective at promoting events and services.

Previously this functionality has been provided by MailChimp, who charge \$500 each month for the service.

In January our email newsletter platform was migrated to be managed by our website, in partnership with SendGrid who handle email delivery and spam.

The migration process was managed in-house and the ongoing costs associated with the email newsletter have shrunk to just \$19 each month.

Dementia Resources Library (hosted at Realm) Migration

In December ERLC took over the management and hosting of the Dementia Resources Library (DRL) library management system. The DRL provides resources for people living with dementia, often designed to help them connect with past memories.

This platform was originally managed by the Brotherhood of St Laurence and required the cost of an external provider for management. It is now included in our suite of hosted services at no additional cost.

It is an instance of the Koha open source library management system, which gives ERLC the opportunity to explore its features, and its suitability as a future library management system for our entire collection.

Print System Upgrade

In December we began the rollout of our new public document printing service.

EASTERN REGIONAL LIBRARIES CORPORATION OCTOBER 2017 - JANUARY 2018 REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd **ITEM 5**

Some components of the system remained the same however certain aspects have been completely remade to improve the experience for members. This includes the ability for members and employees to print documents privately by logging in with their library card.

Public PCs Refreshed Image

An upgraded version of our Public PC software has been successfully rolled out to all branch devices. The new version includes several usability updates to the machines along with updated software versions of most bundled apps.

Perhaps most importantly it addresses the slowness experienced by members over the last six months. The slowness was primarily caused by Windows 10 updates which were being installed over and over again due to the 'frozen' nature of the PCs. This has been addressed by having the PCs turn on overnight, install their updates, then switch themselves off.

The aim is to refresh the PC image every six months to ensure the devices are ready to meet members' increasing demands.

Realm's 100MB Fibre Internet Upgrade

The library at Realm had its new fibre internet connected in mid-February. The connection is three times faster than the old one, coming in at 100MB/100MB, which will result in a better experience for all members.

Partnerships

RingWORD

Author and artist Richard Holt shared his expertise with crafting a compelling plot to keep readers hooked. This series was suitable for writers at all levels.
'RingWORD at ArtSpace, where *you can celebrate words, interrogate them, and turn them all inside out.*'

FINANCIAL / ECONOMIC ISSUES

The Maroondah City Council contributes in the order of \$2.8m for this service for services at Croydon and Realm per annum.

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

As outlined under the Strategic/Policy Issues heading above, the library service is a very significant universal service for all members of the community. Council seeks to ensure increases in productivity and efficiencies don't impact on the services but continue to enhance the Maroondah residents library experience.

EASTERN REGIONAL LIBRARIES CORPORATION OCTOBER 2017 - JANUARY 2018 REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd **ITEM 5**

COMMUNITY CONSULTATION

Not Applicable.

CONCLUSION

Council's Library service provided by the Eastern Regional Library Service provides a highly valued universal service to the Maroondah Community at both Realm and Croydon sites as outlined. The first seven months reporting in the 17/18 year demonstrates high membership, visits, loans, public enquiries, public pc activities, Wi-Fi, adult, children and youth program attendance and program events continue to be well received and attended by the Maroondah community. These figures are some of the highest for the region and demonstrates Council's continued investment in this service is reaping significant benefits and rewards for the community.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL NOTES THE EASTERN REGIONAL LIBRARIES CORPORATION REPORT OCTOBER 2017 – JANUARY 2018

**MUNICIPAL ASSOCIATION OF VICTORIA STATE COUNCIL
MEETING - MOTIONS**

ITEM 6

PURPOSE

To consider two Maroondah motions for submission to the Municipal Association of Victoria State Council Meeting to be held on Friday 18 May 2018.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council plan 2017-2021 (Year 1: 2017-2018) provide the strategic framework that underpins the purpose in this report.

Outcome Area: A well governed and empowered community

Our Vision: Maroondah is an effectively empowered community that is actively engaged in Council decision making through processes that ensure their voice is heard and considered. Council provides strong and responsive leadership, ensures transparent processes and works with the community to advocate and champion their needs.

Key Directions 2017 – 2018:

8.1 Provide enhanced governance that is transparent, accessible, inclusive and accountable

BACKGROUND

The Municipal Association of Victoria's State Council Meeting will be held on Friday 18 May 2018. The two proposed Maroondah motions are viewed as being of significance across the Victorian Local Government sector and therefore of importance for debate and consideration by the State Council Meeting.

The Municipal Association of Victoria together with local members of parliament provides significant advocacy to the State Government on behalf of Maroondah residents and ratepayers.

ISSUE / DISCUSSION

The motion and rationale for each of the two motions is identified below:

Motion 1:- Container Deposit Scheme

Motion:- That the Municipal Association of Victoria:-

- Accelerate pursuing with the State Government the introduction of a Victorian container deposit scheme and reinforcing all the financial, social and environmental benefits in addition to the role such a scheme could play in the current recycling market;
- Continuously promotes the benefits that such a scheme would provide to the community;

**MUNICIPAL ASSOCIATION OF VICTORIA STATE COUNCIL
MEETING - MOTIONS Cont'd**

ITEM 6

- Acknowledge that Victoria in adopting such scheme could gain learnings from the implementation of the New South Wales scheme and thus allow for better planning and implementation for Victoria; and
- Pursue the option for Local Government to be able to set up return schemes should they choose to do so.

Rationale:- At the State Council Meeting held on 12 May 2017 the basis of this motion was moved in relation to the Container Deposit Scheme and its support for having the scheme introduced in the State of Victoria. Now nearly 12 months on there has been a lot of activity in the recycling market most of which has had a significant cost impact on Councils and its Communities in order to continue recycling in this State. Given the volatility of the recyclables commodity market it could be argued the current kerbside recyclable model is unsustainable hence the container deposit scheme enacted by several States could be investigated to assess the applicability to the Victorian situation. A scheme such as the Container Deposit Scheme may assist in alleviating pressure from the recycling market and at the same time produce positive recycling outcomes for the Community in general. Costs for the scheme must be borne by the companies.

New South Wales rolled out such a scheme in December 2017 and the positive aspects of the scheme are:

- Majority of NSW beverage containers between 150 millilitres and 3 litres in volume are eligible for a 10cent refund (some exceptions);
- There will be more than 500 collection points established and rolled out across NSW, including some priority collection areas;
- NSW has been divided into 7 zones, to facilitate collection in an orderly fashion;
- Collection points will include more than 800 reverse vending machines; and
- Eligible materials include; PET, HDPE, glass, aluminium, steel and liquid paperboard.

Two main areas of improvement have been identified with the implementation and functioning of the scheme, namely:

- Perceived lack of consultation with retailers/producers – where the cost of production may be significantly impacted by the new regulations – e.g. having to add new logos to bottles, costs that are higher per bottle to comply than the refund itself; and
- Where some container manufacturers (mainly soft drink producers) are retaining a portion of the refund and sending it straight to their bottom line.

With these learnings, as well as learnings from leading states in this field, we can at least be informed and diligent in our approach as a State and ensure a close to seamless implementation if all the key people are part of such a project. The introduction of such a scheme must come at no cost to Local Government with all costs being absorbed by industry and ultimately the consumer of the product.

**MUNICIPAL ASSOCIATION OF VICTORIA STATE COUNCIL
MEETING - MOTIONS Cont'd**

ITEM 6

The other possibility of note is, now that the cost for recycling has increased significantly for all Councils across the State, had such a scheme been introduced earlier, the possibility is that these costs for Councils may not have been as high, given some volume would have been managed via the scheme. Given this market failure in the recycling industry nationally and internationally, it does give rise to even more rationale to review this seriously and consider whether it will alleviate some material pressure from the overall recycling market.

Conclusion

In summary, this motion has considered matters relating to the introduction of a container deposit scheme in Victoria which has been the subject to numerous motions to the MAV over the years. The current volatility of the recyclables model linked to commodities markets is no longer an acceptable method given its high risk to Councils. An alternative model which is more financially, economically and ecologically viable and sustainable is sought with no cost to Local Government.

Motion 2:- Tiny Houses – Seeking Planning Changes Support Housing Affordability and Diversity

Motion:- That the Municipal Association of Victoria State Council urges the State Government to amend the Victorian Planning Provisions to better support small affordable housing as it would make a significant contribution to the policy aspirations of Plan Melbourne and Homes for Victorians.

Rationale:- Housing affordability has increasingly become an issue to Victorians with costs rising and more and more people being priced out of the housing market. Equally there are problems associated with insufficient housing diversity that deprives people of access to a range of housing types and options.

In response to these issues there has been a growing movement to design and construct very small, affordable, energy efficient homes. These have come to be known by some as 'tiny homes'. Whilst current and previous State Governments are committed to policies of increasing housing affordability, combined with a rising interest from Victorians for living in smaller spaces, there are however limited options for affordable land suitable for small homes generally.

The proposed motion would give prominence to the recommendations with the Plan Melbourne 2015 Review by the State Government's Ministerial Advisory Committee and there is a need to support 'secondary suites' and amend the planning controls to facilitate smaller scale infill housing programs such as accessory or ancillary units, granny flats, secondary suites or laneway units.

FINANCIAL / ECONOMIC ISSUES

Refer to rationale as highlighted under Issue / Discussion.

ENVIRONMENTAL / AMENITY ISSUES

Refer to rationale as highlighted under Issue / Discussion.

**MUNICIPAL ASSOCIATION OF VICTORIA STATE COUNCIL
MEETING - MOTIONS Cont'd**

ITEM 6

SOCIAL / COMMUNITY ISSUES

Refer to rationale as highlighted under Issue / Discussion.

COMMUNITY CONSULTATION

Council, through various forums, consultations and strategies, has engaged the Maroondah community regarding these various issues. This report further demonstrates Council's preparedness to advocate to the State Government on behalf of Maroondah residents.

CONCLUSION

The proposed motions have a State-wide significance throughout the Local Government sector and therefore should be discussed at the State Council Meeting.

The closing date for the receipt of motions is Friday 20 April 2018. It is therefore proposed that Council endorse the actions of Officers in submitting the two motions.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL ENDORSES THE ACTIONS OF OFFICERS IN SUBMITTING THE FOLLOWING TWO MOTIONS ON BEHALF OF MAROONDAH CITY COUNCIL FOR CONSIDERATION AND DEBATE AT THE MUNICIPAL ASSOCIATION OF VICTORIA STATE COUNCIL MEETING:

▪ ***CONTAINER DEPOSIT SCHEME***

Motion:- THAT THE MUNICIPAL ASSOCIATION OF VICTORIA:-

- i. ACCELERATE PURSUING WITH THE STATE GOVERNMENT THE INTRODUCTION OF A VICTORIAN CONTAINER DEPOSIT SCHEME AND REINFORCING ALL THE FINANCIAL, SOCIAL AND ENVIRONMENTAL BENEFITS IN ADDITION TO THE ROLE SUCH A SCHEME COULD PLAY IN THE CURRENT RECYCLING MARKET;**
- ii. CONTINUOUSLY PROMOTES THE BENEFITS THAT SUCH A SCHEME WOULD PROVIDE TO THE COMMUNITY;**
- iii. ACKNOWLEDGE THAT VICTORIA IN ADOPTING SUCH SCHEME COULD GAIN LEARNINGS FROM THE IMPLEMENTATION OF THE NEW SOUTH WALES SCHEME AND THUS ALLOW FOR BETTER PLANNING AND IMPLEMENTATION FOR VICTORIA; AND**

MUNICIPAL ASSOCIATION OF VICTORIA STATE COUNCIL
MEETING - MOTIONS Cont'd

ITEM 6

iv. PURSUE THE OPTION FOR LOCAL GOVERNMENT TO BE ABLE TO SET UP RETURN SCHEMES SHOULD THEY CHOOSE TO DO SO.

- **TINY HOUSES – SEEKING PLANNING CHANGES SUPPORT HOUSING AFFORDABILITY AND DIVERSITY**

Motion:- THAT THE MUNICIPAL ASSOCIATION OF VICTORIA STATE COUNCIL URGES THE STATE GOVERNMENT TO AMEND THE VICTORIAN PLANNING PROVISIONS TO BETTER SUPPORT SMALL AFFORDABLE HOUSING AS IT WOULD MAKE A SIGNIFICANT CONTRIBUTION TO THE POLICY ASPIRATIONS OF PLAN MELBOURNE AND HOMES FOR VICTORIANS

**COMMUNITY FACILITIES LEASE AGREEMENT FOR
RETURNED SERVICES LEAGUE - CROYDON SUB BRANCH**

ITEM 1

PURPOSE

To seek Council approval of a Lease Agreement between Maroondah City Council and the Returned Services League – Croydon Sub Branch (Croydon RSL). The report also seeks to authorise the signing and sealing of the relevant documentation.

STRATEGIC / POLICY ISSUES

The following directions contained in the Maroondah 2040: Our Future Together and the Council Plan 2017-2021 provide the strategic framework that underpins the purpose of this report:

Outcome Area: Safe, healthy and active community

Our Vision: In 2040 Maroondah will be a safe, healthy and active community with local opportunities provided for people of all ages and abilities to have high levels of social, emotional and physical wellbeing.

Key Directions 2017 – 2021

1.21 Support and empower local community groups, sporting clubs and special interest groups across Maroondah

BACKGROUND

ISSUE / DISCUSSION

The Croydon RSL entered into a five-year Lease with a five year option in October 2006, this lease has now expired. Council seeks to enter into a new Community Facilities Lease Agreement with the Croydon RSL.

By Lease Agreements made between Council and the Lessee, the Lessee will be granted use and occupation of the premises for a term of three years with an option for a further two, three year terms at annual rentals calculated in accordance with the principles of the Community Facilities Pricing Policy and determined under the category of Groups Traditionally Supported by Council.

Officers recommend that Council approves the Lease Agreement upon the terms and conditions as set out in the Lease, the principal terms of which are:

- Term –Three years with the option for two three-year further terms. (3yrs x 3yrs x 3yrs)
- Maintenance – in accordance with the Community Facilities Standard Maintenance Schedule
- Public Liability Insurance of \$20M and glass replacement insurance.

**COMMUNITY FACILITIES LEASE AGREEMENT FOR
RETURNED SERVICES LEAGUE - CROYDON SUB BRANCH
Cont'd**

ITEM 1

FINANCIAL / ECONOMIC ISSUES

Council's Community Facilities Pricing Policy provides an overarching framework to guide Council and ensures a consistent and transparent approach to the pricing of facilities. There are specified categories for user groups leasing Community Facilities. The Croydon RSL is listed under the category of Groups Traditionally Supported by Council. This acknowledges Council's commitment to supporting a range of long standing organisations that contribute to the social fabric of the community. The rental for this category reflects the cost to Council of administering the Lease.

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

The implementation of the standard Community Facilities Lease Agreement ensures the clear and equitable delineation of maintenance responsibilities for all tenants occupying Council owned and/or managed community facilities, consistent with the Community Facilities Pricing Policy, and supports a sustainable approach to the provision of community based sport and recreation.

COMMUNITY CONSULTATION

Council commenced discussions with the Croydon RSL in May 2017 and met on several occasions with members of the executive.

Section 190 of the Local Government Act 1989 is only applicable if Lease Agreements are for 10 years or greater. In accordance with the Community Facilities Occupancy Policy, current tenants may be offered a lease term of nine years, being a three-year initial term and two three-year options.

CONCLUSION

The Lease Agreement will provide a mutually beneficial arrangement between Council and the Croydon RSL for the continued use and management of the building known as the Croydon RSL Club Rooms.

ATTACHMENTS

1.  Details of Community Facilities Lease Agreement RSL Croydon Branch

CONFIDENTIALITY

Not Applicable

**COMMUNITY FACILITIES LEASE AGREEMENT FOR
RETURNED SERVICES LEAGUE - CROYDON SUB BRANCH**

ITEM 1

Cont'd

RECOMMENDATION

THAT COUNCIL

- 1. GRANTS A LEASE TO RETURNED SERVICES LEAGUE – CROYDON SUB BRANCH**
- 2. SIGNS AND SEALS ALL REQUIRED DOCUMENTATION AS APPROPRIATE**

COMMUNITY FACILITIES DEDICATION NOMINATION

ITEM 2

PURPOSE

The purpose of this report is to seek Council endorsement for the proposed dedication of the main oval at Mullum Mullum Reserve, Ringwood in honour of Mr David Jamieson.

STRATEGIC / POLICY ISSUES

The following directions contained in the Maroondah 2040: Our Future Together and the Council Plan 2017-2021 provide the strategic framework that underpins the purpose of this report:

Outcome Area: Safe, healthy and active community

Our Vision: In 2040 Maroondah will be a safe, healthy and active community with local opportunities provided for people of all ages and abilities to have high levels of social, emotional and physical wellbeing.

Key Directions 2017 – 2021

1.21 Support and empower local community groups, sporting clubs and special interest groups across Maroondah

BACKGROUND

From time to time Council receives requests from individuals and community groups to name public open space and other community facilities after an individual, a family or an organisation. Naming public open space or a community facility is a perpetual honour and Council must ensure that in each case the dedication is in all circumstances appropriate. In March 2016, Council endorsed a Community Facilities Dedication Policy to establish clear parameters for when a request for naming a community facility will be considered, set criteria for assessment of requests and a process for the submission, assessment, consultation, and approval of requests.

ISSUE / DISCUSSION

A nomination was received for the proposed dedication of the main oval at Mullum Mullum Reserve. In accordance with the Community Facilities Dedication Policy an initial suitability assessment was undertaken by a panel of Council staff and received Council approval to proceed to the community consultation phase of the policy process.

The Norwood Cricket Club in conjunction with the Norwood Football Club have proposed that the main oval at Mullum Mullum Reserve be named the David Jamieson Oval in honour of David Jamieson. Council received four letters in support of the Norwood Cricket Club nomination. The letters were received from The Ringwood and District Cricket Association Umpires, The Norwood Sporting Club Management Committee, the Norwood Football Club and an individual resident.

COMMUNITY FACILITIES DEDICATION NOMINATION Cont'd

ITEM 2

David Jamieson was a respected local school teacher who founded the Norwood High School Cricket and Football Clubs and was instrumental in their evolution into a thriving community sporting club at Mullum Reserve. His contribution extended beyond the roles of teacher, club founder, coach, committee and mentor to that of a highly respected community leader.

FINANCIAL / ECONOMIC ISSUES

All costs associated with the consultation process and any subsequent installation of signage will be funded from existing operational and capital budgets.

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

The Community Facilities Dedication Policy allows Council and the community to recognise extraordinary contributions to the Maroondah Community.

COMMUNITY CONSULTATION

A letter of notification was sent to the listed groups and individuals below, outlining the proposed name, rationale for dedication and process for objection. Recipients were afforded 28 days to respond in writing to the Chief Executive Officer during the period 1 March 2018 to 29 March 2018. No responses were received.

The following groups and individuals received notification:

- Norwood Sporting Group;
- Ringwood U3A;
- Norwood Secondary College; and
- 22 Neighbouring residents

It should be noted that there is no known living next of kin of David Jamieson.

CONCLUSION

A nomination has been received for the proposed dedication of the Mullum Mullum Reserve main oval in honour of David Jamieson. In accordance with the Community Facilities Dedication Policy, the request has undergone a suitability assessment by a panel of Council staff and has been subject to a 28 day community consultation process. Council did not receive objection to the proposal.

COMMUNITY FACILITIES DEDICATION NOMINATION Cont'd

ITEM 2

ATTACHMENTS

1.  Community Facilities Dedication Policy 2016

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL, IN ACCORDANCE WITH THE COMMUNITY FACILITIES DEDICATION POLICY, APPROVES THE DEDICATION OF THE FOLLOWING COMMUNITY FACILITY:

1. **THE MAIN OVAL AT MULLUM MULLUM RESERVE, RINGWOOD TO BE DEDICATED AS THE DAVID JAMIESON OVAL**

**SMOKE-FREE RINGWOOD TOWN SQUARE -
CONSULTATION FINDINGS AND PROPOSED OPTIONS**

ITEM 1

PURPOSE

Since 1 August 2017, under the *Tobacco Act 1987*, smoking is now banned in outdoor dining areas, including food premises, food fairs and community events. There is strong community support for these changes. This complements previous reforms banning smoking from areas such as playgrounds, some beaches, outdoor swimming pools, underage sporting events and entrances to schools and childcare centres.

Given the new requirements of the Act, Council has conducted consultation to gauge the community sentiment to establish Ringwood Town Square as a smoke free public place.

Community consultation was undertaken between September 2017 and November 2017. The consultation showed significant community interest (90%) in this proposal. This report provides two options for Council to consider in addressing these results.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 1: 2017-2018) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A safe, health and active community

A thriving and well-built community

An attractive community

An empowered Community

Our Vision:

Maroondah is a safe, healthy and active community with local opportunities provided for people of all ages and abilities to have high levels of social, emotional and physical wellbeing.

Maroondah is an empowered community that is actively engaged in Council decision making through processes that consider the needs and aspirations of all ages and population groups. Council provides strong and responsive leadership, ensures transparency, while working with the community to advocate for and 'champion' local needs.

Key Directions 2017 – 2018:

A safe, health and active community

1.6 Actively promote health and wellbeing principles and initiatives within the community

1.10 Embrace a preventative evidence-based approach to addressing issues of chronic and communicable disease, food safety, and public health

**SMOKE-FREE RINGWOOD TOWN SQUARE -
CONSULTATION FINDINGS AND PROPOSED OPTIONS
Cont'd**

ITEM 1

A thriving and well-built community

6.13 Coordinate and advocate for the increased utilisation, longevity and availability of fit-for-purpose public, private and not-for profit buildings and spaces that can act as key places for neighbourhood connection

An attractive community

6.6 Facilitate a vibrant day and night-time economy through development of high quality public spaces that incorporate diverse food, entertainment and cultural precincts

An empowered community

8.9 Create opportunities for shared decision making through active community involvement

8.10 Work in partnership to advocate for and champion the needs and aspirations of the community to other levels of government, service providers and the business sector

8.11 Foster a Council culture of collaboration and partnerships with individuals, community groups, businesses, service providers and other levels of government

Maroondah Health and Wellbeing plan 2017-2021

1.1.5 Develop a Tobacco Control Strategy that includes legislative requirements and health promotion activities such as investigating the feasibility of localised smoking bans in public places

In considering the issue of smoking in public places, it is important to note relevant legislation which creates an opportunity for local government to contribute to the safety of public places which support social health and wellbeing – especially those within Council control. Of particular interest are the *Public Health and Wellbeing Act 2008* and the *Tobacco Act 1987*.

Public Health and Wellbeing Act 2008

The function of a Council under this Act is to seek to protect, improve and promote public health and wellbeing within the municipal district by:

- (a) Creating an environment which supports the health of members of the local community and strengthens the capacity of the community and individuals to achieve better health
- (b) Initiating, supporting and managing public health planning processes at the local government level
- (c) Developing and implementing public health policies and programs within the municipal district. (*Public Health and Wellbeing Act 2008, Sect 24*)

**SMOKE-FREE RINGWOOD TOWN SQUARE -
CONSULTATION FINDINGS AND PROPOSED OPTIONS**

ITEM 1

Cont'd

Tobacco Act 1987

The introduction of tobacco legislation has seen an 18-year partnership between the Victorian Government, the Municipal Association of Victoria (MAV) and Councils in implementing and enforcing tobacco reforms.

Every three years Councils enter in to a service funding agreement with the MAV to undertake Tobacco Act education and enforcement activity. *Tobacco Act* education and enforcement protocols are prepared by the Department of Health and Human Services and implemented by Councils.

Council Environmental Health Officers undertake education visits with tobacco retailers, certified specialist tobacconists, eating establishments, licensed premises and gaming venues. In addition to this, the Environmental Health Officers investigate all smoke related complaints and 'Sales to Minors' test purchasing. Enforcement activity is undertaken where appropriate.

BACKGROUND

The Victorian State Government has been progressively strengthening bans on smoking in public places. The most recent changes to the Tobacco Act 1987 (Vic) came into effect on 1 August 2017, prohibiting smoking in outdoor areas within food venues; footpath dining areas; courtyards and beer gardens at times food is being eaten or is available to be eaten; all outdoor areas at food fairs; and within 10 metres of a food stall or food vendor at organised events.

Consistent with the move toward broader smoking bans, some councils have prohibited smoking at places not captured by restrictions under state legislation. For example, Melbourne City Council has implemented bans at Block Place, The Causeway, Howey Place, Equitable Place, QV Melbourne, City Square, Goldsbrough Lane, and along running tracks at the Tan and Princes Park.

With the introduction of the outdoor dining smoking bans, further consultation was conducted to gauge the level of community support for Ringwood Town Square becoming a smoke-free zone. The results of this consultation are available in *Smoke-Free Ringwood Town Square - Report on Consultation - Final* (Attachment 1)

The consultation showed significant community support (90%) for the idea of Ringwood Town Square being smoke free.

ISSUE / DISCUSSION

Following the results of the community consultation, there are two options for Council to consider:

1. Introduction of smoke free 'zones' that are self-enforced by the community
2. Introduction of a local law designating smoke free areas in public places

Both options require a communication strategy and education campaigns.

**SMOKE-FREE RINGWOOD TOWN SQUARE -
CONSULTATION FINDINGS AND PROPOSED OPTIONS**

ITEM 1

Cont'd

Option One: Smoke Free Zone/self-enforced

Self-enforcement through signage which reinforces a positive health message has been trialled in a number of Councils including Banyule, Monash and City of Melbourne (prior to introducing a local law). Promoting awareness through a well-developed communication strategy where people congregate generally appeals to a community sense of conscience and may have the desired effect of self-regulation.

Increased installation of strategically placed butt out bins could also yield the desired community response without introducing an enforcement option.

Option Two: Introduction of a Local Law

The World Health Organisation reports that introducing laws to ban smoking are a more popular approach than self-enforcement; and become more so after they are implemented. For example, after smoke-free legislation was implemented, public support for it increased from 64% to 74% in New York State, from 67% to 82% in Ireland, and from 61% to 82% in New Zealand.

This is reinforced by a significant number of respondents in the community consultation activities (see Attachment 1); whereby it was reported that smoking bans would only be effective if properly enforced. While smoke-free laws, with appropriate preparation and communication in advance of implementation, can become self-enforcing, an enforcement strategy is still needed.

Given this information, developing and implementing a Local Law is the preferred option.

Developing a Local Law

When drafting, or amending a Local Law, the following steps are both legislatively required, and Victorian industry best practice:

- Draft the Local Law and undertake a legal review of the Draft
- Develop and publish a *Local Law Community Impact Statement* (LLCIS) (required under the Local Government Act 1989)
 - The LLCIS will address a broad range of issues pertaining to the proposal, including how the Local Law relates to other legislation, the risks involved and the determining the measures of success.
- Undertake Public Exhibition (as per s223 of the Local Government Act 1989), of the draft Local Law
- Respond to feedback received in the Public Exhibition process

While the initial community consultation was based on Ringwood Town Square; given the current transformation at Croydon Town Square, this is an opportune time to draft the Local Law to also include a process whereby Council can determine whether to prescribe other public places as smoke free areas after following set community consultation processes.

**SMOKE-FREE RINGWOOD TOWN SQUARE -
CONSULTATION FINDINGS AND PROPOSED OPTIONS**

ITEM 1

Cont'd

The draft Local Law could specify that Council must have regard to a number of factors prior to prescribing a smoke free area. For example, (but not limited to):

- the size of the proposed smoke free area;
- the opinions of any occupiers of any part of the proposed smoke free area;
- the extent and outcome of any public consultation on the proposed smoke free area;
- any benefits to the community which would be achieved by Council prescribing the proposed smoke free area; and
- any detriments to the community which would be caused by Council prescribing the proposed smoke free area.

FINANCIAL / ECONOMIC ISSUES

The potential cost implications could include:

- The design, development and installation of signage and butt out bins
- The designation of a safe and comfortable area for those people wanting to smoke where applicable
- Staff resources for the development and presentation of community/traders' educational sessions. This is already incorporated in the day to day business
- Development, design and printing of educational materials
- Media releases and positive messaging

The introduction of a designated smoke free area in Ringwood Town Square and other public places and positive health promotion initiatives have the potential to impact on smoking rates.

This would suggest that illnesses/disease connected with smoking would decrease, providing a positive financial impact on the overall health system and economy.

ENVIRONMENTAL / AMENITY ISSUES

The potential of increased cigarette butt litter has been considered.

SOCIAL / COMMUNITY ISSUES

Smoke-free laws are good for business. Objective, peer-reviewed studies have consistently found that smoke-free laws have a neutral or positive impact on businesses, including those in the hospitality or catering sector.

This is also reflected in the results of Council's recent consultation (See Attachment 2).

**SMOKE-FREE RINGWOOD TOWN SQUARE -
CONSULTATION FINDINGS AND PROPOSED OPTIONS
Cont'd**

ITEM 1

Over 60% of respondents stated that they would be more likely to visit Town Square to shop (33%), dine (60%) and attend events (37%) if it was smoke free.

COMMUNITY CONSULTATION

Community consultation was conducted between September 2017 and November 2017 to gauge the level of community support for Ringwood Town Square becoming a smoke-free zone. Consultation activities included, an online survey for community and businesses, 3 direct engagement activities and Facebook posts. The results of this consultation are available in *Smoke-Free Ringwood Town Square - Report on Consultation – Final* (Attachment 1).

A drop-in session was held at Realm and was open to businesses in Ringwood Town Square to provide any feedback, support, or concerns they may have about the proposal.

Regular meetings with Eastland (QIC), Realm and Council officers have occurred regarding the proposal.

In developing the Local Law, undertaking Public Exhibition (as per s223 of the Local Government Act 1989) will be required for a period of at least 4 weeks.

The community consultation process for the proposed Local Law will include:

- Public exhibition of the proposed Local Law and the Local Law Community Impact Statement on Council's website and available for viewing at the City Offices, Braeside Avenue Ringwood, at Council's Service Centre in Croydon and Realm.
- Advertisements in the Victoria Government Gazette, The Age and Maroondah Leader.
- Individual letters to QIC and businesses in Ringwood Town Square.

CONCLUSION

It is known that smoking is a long- standing health issue in our community. Maroondah City Council has one of the highest rates of smoking in the Eastern Metropolitan Region.

Whilst there has been much work by other levels of government promoting anti-smoking messages and articulating the detrimental effects of smoking on population health, there is still opportunity for Maroondah City Council to respond at a local level with regards to health promotion and protection of people's wellbeing whilst in key public areas.

This is further supported by legislation such as the *Public Health and Wellbeing Act (2008)* which directs Council to create an environment which supports the health of members of the Community.

Council has an opportunity to establish an innovative position, with an important health promotion message through the introduction of a Local Law banning smoking in Ringwood Town Square and other public places, including the soon to be completed Croydon Town Square.



**SMOKE-FREE RINGWOOD TOWN SQUARE -
CONSULTATION FINDINGS AND PROPOSED OPTIONS**

ITEM 1

Cont'd

These actions will aim to embed positive healthy behaviours within the community over a period of time by utilising a balance of local law, community development and education activities.

ATTACHMENTS

1.  Smoke-Free Ringwood Town Square - Report on Consultation - Final
2.  Infographic - Smoke free town square

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL:

- 1) **RECEIVES THE *SMOKE FREE RINGWOOD TOWN SQUARE – REPORT ON CONSULTATION***
- 2) **ENDORSES THE DRAFTING OF A LOCAL LAW FOR ITS CONSIDERATION AT A FUTURE MEETING THAT PROHIBITS SMOKING OF TOBACCO PRODUCTS IN CERTAIN PRESCRIBED PUBLIC PLACES AND INCLUDES A PROCESS FOR COUNCIL TO PRESCRIBE ANY PUBLIC PLACE WHERE IT DETERMINES SMOKING SHOULD BE PROHIBITED**
- 3) **ENDORSES THE DRAFTING OF A LOCAL LAW FOR ITS CONSIDERATION AT A FUTURE MEETING THAT PROHIBITS SMOKING IN COUNCIL OWNED AREAS OF RINGWOOD TOWN SQUARE (TO BE CLEARLY DEFINED ON A PLAN INCLUDED IN THE LOCAL LAW)**
- 4) **ENDORSES COMMUNITY CONSULTATION GAUGING COMMUNITY, BUSINESS AND TRADER INTEREST IN CROYDON TOWN SQUARE BEING A DESIGNATED SMOKE FREE AREA**

DOCUMENTS FOR SEALING

LETTERS UNDER SEAL - MAROONDAH SINGERS**ITEM 1****BACKGROUND**

Council has recently been made aware of the Maroondah Singers 50th Anniversary with a concert being held at Melba College on Sunday 17 June 2018, to celebrate this special occasion.

In keeping with Council's Honours / Recognition of Milestones Policy, it is appropriate Council recognises this significant milestone with a Letter Under Seal.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL SIGNS AND SEALS A LETTER UNDER SEAL FOR THE MAROONDAH SINGERS IN RECOGNITION OF THE CHOIR'S 50TH ANNIVERSARY