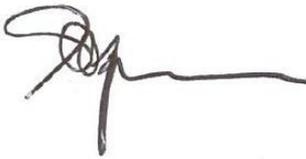


Councillor  
(as addressed)

The next Council Meeting will be held in the Council Chamber, Braeside Avenue, Ringwood, on Monday 21 October 2019, commencing at 7:30pm and your presence is requested.

Yours faithfully



Steve Kozlowski  
CHIEF EXECUTIVE OFFICER

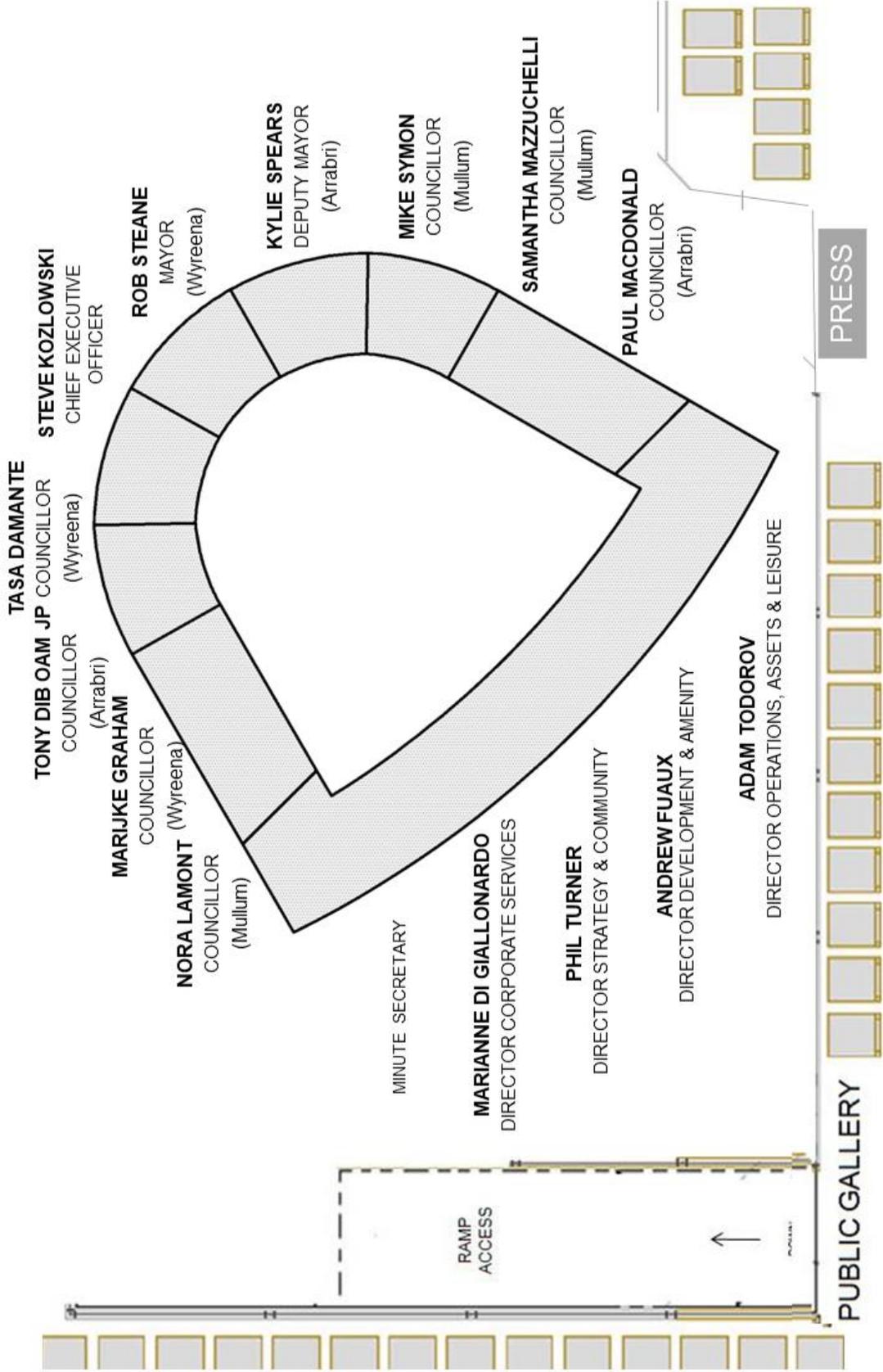
**Note:**  
***This meeting is being streamed live on the internet and recorded.***  
***Every care is taken to maintain privacy and attendees are advised they may be recorded.***



COUNCIL CHAMBER  
IS FITTED WITH A HEARING AID  
INDUCTION LOOP

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

City Offices	Braeside Avenue, Ringwood, 3134
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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 16 September 2019.
6. Public Questions
7. Officers' Reports
  - Director Corporate Services
    1. Attendance Report 4
    2. Reports of Assembly of Councillors 6
    3. Councillor Representation Reports 9
    4. Eastern Regional Libraries Corporation Annual 2018/19 Highlights Report on the Provision of Library Services 11
    5. Audit & Risk Advisory Committee Report 24
  - Director Operations, Assets & Leisure
    1. Maroondah Festival 2019 26
  - Director Strategy & Community
    1. Environmental Upgrade Finance 31
    2. Formal Consideration of Annual Report 2018/19 and Our Achievements Document 38
  - Director Development & Amenity
    1. Municipal Emergency Management Plan 42
    2. Petition - Request for a Dog Off-Leash Area in Herman Pump Reserve, Heathmont 45
8. Documents for Sealing
  1. Letter Under Seal - Senior Sergeant Graham Gooding 48
9. Motions to Review
10. Late Item
11. Requests / Leave of Absence

**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 3: 2019-2020) 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 2019 – 2020:

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 3: 2019-2020) 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 2019 – 2020:

- 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 16 September 2019 and 7 October 2019 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.  2019 September 16 - Assembly of Councillors Public Record
2.  2019 October 07 - 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 16 SEPTEMBER 2019 AND 7 OCTOBER 2019**

**COUNCILLOR REPRESENTATION REPORTS**

**ITEM 3**

**PURPOSE**

To receive and note the following meeting minutes.

- Maroondah Disability Advisory Committee (MDAC) held on 12 September 2019

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 3: 2019-2020) 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 2019 – 2020:

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 Spears and Dib are Council's representatives on the Maroondah Disability Advisory Committee.

**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 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 Disability Advisory Committee (MDAC) - Record of Proceedings Minutes -  12 September 2019

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES MINUTES OF THE MAROONDAH DISABILITY ADVISORY COMMITTEE (MDAC) HELD ON THE 12 SEPTEMBER 2019**

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL REPORT 2018/19 HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES** **ITEM 4**

**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.

**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

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

also to Knox City and Yarra Ranges Councils. The estimated population of its Member Councils (approximately 435,000) makes ERLC the largest public library service in Victoria.

Based on the results of the annual survey of Victorian Public Libraries 2017/18 (of which there are 47) ERLC is also number 1 based on:

- Library Visits – 2,088,110
- Turnover Rate (Physical Items) - each item in our collection goes out an average of 9.7 times per year. The average for Victoria is 5.3.
- Loans — 3,586,530 - when you add together the number of loans of physical items (3,091,715) with the number of eLoans of Items (494,815)

The independent biennial Syndicate Survey for 2019 shows that 78% (77% previous survey) of users rate ERLC's service as between 8 and 10 (where 10 is very satisfied).

This rating is in line with Council's Local Government Survey which shows an Index Score of 84 out of 100 for art centres and libraries.

The overall rating was 8.65 (8.5 previous survey) out of 10 for the key areas of courtesy, helpfulness, knowledge, reference and information services, up on the 8.5 of the previous survey.

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 \$23.64 (lowest in the State) compared to the State average of \$40.95;
- cost library service per visit is \$4.78 compared to the State average of \$6.57; and
- number of Equivalent Full Time (EFT) employees is 0.21 compared to the State average of 0.29

#### **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 and continued growth.

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 almost all service areas.

Based on ERLC 2018/19 statistics, Realm and Croydon rank as follows.

**Memberships:** Realm is ranked No 1 - 44,906, and Croydon No 3 – 27,783

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL  
2018/19 HIGHLIGHTS REPORT ON THE PROVISION OF  
LIBRARY SERVICES Cont'd**

**ITEM 4**

Maroondah memberships have increased by 13.2% compared to 2017/18.

	<b>2018/19</b>	<b>2017/18</b>
Croydon	27,783	25,782
Realm	44,906	40,185
Maroondah eLibrary	13,748	10,361
<b>Maroondah Total</b>	<b>86,437</b>	<b>76,328</b>

**Visits:** Realm (No 1) and Croydon (No 3) with Visits having decreased by -5.9% compared to 2017/18.

	<b>2018/19</b>	<b>2017/18</b>
Croydon	236,795	284,799
Realm	535,788	535,814
<b>Maroondah Total</b>	<b>772,583</b>	<b>820,613</b>

The decrease can be attributed to a combination of the increase in eLoans (see Members above and Loans below) and new more accurate 'cloud-based' door counters.

**Loans:** Croydon is ranked No 1 – 532,964 and Realm No 3 – 405,276  
Loans overall have increased by 2.9% as compared to 2017/18.

	<b>2018/19</b>	<b>2017/18</b>
Croydon	532,964	545,725
Realm	405,276	393,570
eLibrary	187,403	154,284
<b>Maroondah Total</b>	<b>1,125,643</b>	<b>1,093,579</b>

eLoans have increased by over 33,000.

**Public Enquiries:** Realm is ranked No 2 – 38,347 and Croydon No 3 – 36,632.  
Enquiries overall have increased by 9.6% compared to 2017/18

	<b>2018/19</b>	<b>2017/18</b>
Croydon	36,632	32,128
Realm	38,347	36,201
Admin	92	65
<b>Maroondah Total</b>	<b>75,071</b>	<b>68,394</b>

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL 2018/19 HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

**Public PCs Sessions:** Realm is ranked No 1 — 51,397 and Croydon No 3 — 27,002.

Overall PC sessions are up by 18.4% compared to 2017/18

	<b>2018/19</b>	<b>2017/18</b>
Croydon	27,002	22,378
Realm	51,397	43,823
<b>Maroondah Total</b>	<b>78,399</b>	<b>66,201</b>

**WiFi Sessions:** Realm ranks 1 and Croydon ranks No 4 in the region after Rowville and Knox. Overall sessions are up by 6.03% compared to 2017/18.

	<b>2018/19</b>	<b>2017/18</b>
Croydon	32,775	31,584
Realm	143,820	134,968
<b>Maroondah Total</b>	<b>176,595</b>	<b>166,552</b>

**MARKETING & PROMOTIONS**

**Facebook**

2,761 Likes (+487 on 2017/18)

2,770 Followers (+517 on 2017/18)

Average reach of 750 people per post.

**Instagram**

1,388 Followers (+515 on 2017/18)

Average reach of 500 people per post.

**Twitter**

1,460 Followers

Average reach of 6,000 monthly tweet impressions.

**ERLC Website**

1,496,667 unique visits.

85% of visitors were new.

**eNewsletter**

Our eNewsletter continues to be a great marketing tool reaching approximately 95,000 library members and ensures that our events have the best possible opportunity of booking out.

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

	<b>July 2018</b>	<b>June 2019</b>
Total Recipients	77,824	95,201
Total Opens	14,607	17,700
Total Clicks	1,372	3,296

**What's On – Winter Edition**

Our biggest ever *What's On* events guide (57 pages) was enthusiastically received by our members with 9,000 copies printed (up from 7,000). The feedback from the community has been overwhelmingly positive.

**Branch Screens**

Our screens are now even more dynamic and eye-catching with the ability to feature video backgrounds and animations. Anecdotally, members are spending more time watching the screens because of the vibrant content now available.

**PROGRAMS & EVENTS**

Maroondah libraries have proved to be very popular for adult, children's and youth programs and events. Over 25,499 adults children/parents have attended various activities to date this year. Just some of these programs and events include:

**Storytimes**

Storytime is popular at Realm and Croydon Library.

Weekly Storytimes sessions are as follows:

		<b>Croydon*</b>	<b>Realm**</b>
Tinytots	0 – 12 months	1	1
Toddlers**	1 – 3 years	1	1
Preschoolers	3 – 5 years	1	1
Family	1 - 5 years	1	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.

**Chinese Language Storytime**

At the start of Term 3 2018, a Chinese language storytime was introduced at Realm. The storytime is delivered by two experienced storytellers through their company 'A Little Chinese Adventure'.

The response was fantastic with over 30 families turning up to each session. The audience is predominantly Chinese parents and grandparents with their children. However, some non-Chinese families are bringing their children to experience storytime in another language.

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

The program was been so successful these storytimes have been continued in 2019. The first Chinese Storytime Sessions of the year at Realm recommenced on 1 February and will run fortnightly thereafter.

**AUTHOR TALKS 2018/19**

Talks included (amongst others):

**Caroline Jane Knight: Croydon Community Library**

Caroline Jane Knight returned to ERLC, this time to the Croydon Community Library, for another sell-out talk on growing up in Jane Austen's family home and the long shadow cast by her famous great-great-great-great-great aunt.

**Ed Husain: Realm Library**

British writer Ed Husain was in conversation with Tasneem Chopra as part of Melbourne Writers Festival Local Libraries program. His latest book 'The House of Islam' provided fertile territory for a discussion on the origins of Islam and its current place in the world.

**Rosalie Ham: – Realm Library**

We were very lucky to get the inside scoop from Rosalie and see some wonderful photos of the filming of "The Dressmaker". Rosalie had the exciting experience of being cast as an extra and rubbing shoulders with the likes of stars Kate Winslet and Liam Hemsworth. Rosalie's latest novel "The Year of the Farmer" was hot off the press and available for signing at the event.

**Sue Williams: Realm Library**

Part of the 'Brunch with an author' series, Sue Williams, the creator of fish and chip shop owner and unlicensed private investigator Cass Tuplin and her home town of Rusty Bore (pop 147), discussed how crime fiction and comedy can be woven together. The most difficult part she said was the trials and tribulations of creating a fictional Australian country town (without offending anyone).

**Robin Bowles: Realm Library**

True crime is a very popular part of the non-fiction collection and Robin held the audience captive with the hair-raising tales and nerve-wracking adventures that are part of researching real-life criminals.

**Aoife Clifford: Croydon Community Library**

Aoife Clifford charmed the audience with stories of her two crime fiction titles – *All These Perfect Strangers* and *Second Sight*.

**Dr. Duane Hamacher: Realm Library**

Duane gave a fascinating on the rich and varied history of Australian Indigenous Astronomy. Duane has worked closely with Indigenous elders and communities across Australia, Southeast Asia, the South Pacific, and Central America to learn about their astronomical knowledge and traditions.

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

**Creative discipline, connected family with Lou Harvey-Zahra – Croydon Community Library**

Parenting author Lou Harvey-Zahra shared her ideas on reducing tantrums and promoting happy children and happy homes for parents with children under five years. Many parents were willing to brave a cold winter night to hear some encouraging ideas.

**Isabelle Carmody – Realm Library**

Isabelle, a popular author of teenage fiction, appeared at Realm talking about the many books she has written over a 25-year writing career including titles that have won, or been short-listed, for most of the awards available for young adult fiction. The audience was made up of current fans and those who have loved Isabelle’s writing since their (far off) teen years. Fifteen attendees responded with a 5 star rating, which is the most since the online feedback feature was added to the Events Calendar.

**Digital Literacy**

As well as running STEAM sessions for children during the holidays and after school, the Digital Literacy Officers are busy presenting classes for adults. These are offered in all of the libraries and at various locations in the community.

During the February-April period, there were events for adults held in the libraries, with other events run at retirement villages, U3A and Probus.

**COLLECTIONS 2018/19**

**Books/DVDs/ etc.**

Approximately 72% of the Maroondah collection is under 5 years old. On average each item was borrowed 10.47 times which is the highest in our region.

<u>JULY 2018 TO JUNE 2019</u>	<u>KNOX</u>	<u>MAROONDAH</u>	<u>YARRA RANGES</u>	<u>REGION</u>
19. Library collection usage.				
Numerator - Number of library collection item loans	1,404,366	1,103,604	1,151,819	3,659,790
Denominator - Number of library collection items	142,904	105,368	145,123	393,395
Loans per Item	9.83	10.47	7.94	9.30

20. Standard of library collection

Numerator - Number of library collection items purchased in the last 5 years	104,746	76,272	106,378	287,396
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**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

<u>JULY 2018 TO JUNE 2019 (Con't)</u>	<u>KNOX</u>	<u>MAROONDAH</u>	<u>YARRA RANGES</u>	<u>REGION</u>
Denominator - Number of library collection items	142,904	105,368	145,123	393,395
% purchased in last 5 years	73.30%	72.39%	73.30%	73.06%

**Digital Library Statistics Major Platforms - Year to Date**

Based on the single metric of loans generated, our major digital platforms would make this area our busiest 'branch' for the year.

<b>Platform</b>	<b>Borrowed</b>	<b>2018/19</b>
Overdrive	eltems	454,105
Borrowbox	eltems	50,409
Rbdigital - OneClick	eAudiobooks	4,556
Rbdigital - Zinio	eMagazines	66,411
		<b>575,481</b>

**BusyCode**

Busy Code introduces Primary School aged children (7 -11) to coding and teaches them the fundamentals of how to create, run and debug simple programs. They have lots of fun making BusyCode's 'Beard Man' walk and dance to a disco beat! There are five areas in BusyCode - each progressing in difficulty. Within each area are three activity types - tutorials, challenges and projects.

Tutorials - simple and fun, introducing new programming concepts step by step.

Challenges – children are given problems to solve using the concepts that have been introduced in the tutorials. Projects – open-ended tasks that let children experiment with the concepts they have learned. Allowing them to be creative and see how the changes they make can alter the program. Our Digital Literacy Officers have already been demonstrating this new Online Resource in local Primary Schools.

**Storytime PADS – Engage. Entertain. Educate.**

ERLC has purchased 4 Storytime PADS to complement the children's PCs that we already offer in the branches. The content provided covers the ages of 2 to 8. The PADS are located at Croydon and Realm and are already proving very popular with our younger members. They provide a wide variety of 'edutainment' resources – including Busythings, ABC Kids videos, StoryBox Library, puzzles and animated picture books in a number of LOTE languages, including Mandarin Chinese. The PADS work via the library WiFi which means that they can be remotely updated with new content and do not need to be hardwired to our comms systems.

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

**Story Box Library**

Members can now enjoy Indigenous Storytime with Story Box Library

Respected Elder Auntie Joy Murphy welcomes us to Country with a Wurundjeri Wominjeka (welcome) and beautifully, yet simply, explains the concept of welcoming ceremonies and their significance to Aboriginal communities across Australia.

**PARTNERSHIPS 2018/19**

**Some examples for 2018/19 included the following.**

**Authors and Mental Illness – Croydon Community School and Eastern Health**

Students from Croydon Community School visited the Library to hear from authors with lived experience of mental illness. This event was organised in conjunction with Eastern Health Adult Mental Health Program for Families where a parent has a mental illness. The speakers were:

- David Miller, author of *Big and Me*
- Michelle Williams author of *My Happy Dad Mummy*
- Kim Hodges, author of *Girl on the Edge*

**Living in the Real World – Monash Public Library Service**

Building on the success of last year's program, we partnered with Monash Library Service to deliver a series of talks aimed at developing 'real life' literacy skills. All presentations were scheduled twice – once for each Library Service. The feedback has been excellent from people learning more about scams, tax, retirement and changes to the First Home Buyers and Downsizing into Super schemes.

**Beyond sparkles and superheroes**

Our Chairperson, Cr Kylie Spears launched the Beyond Sparkles and Superheroes booklist celebrating books that promote gender equality and challenge gender stereotypes.

The booklist was the result of a 6-way partnership between: City of Maroondah Community Safety, Yarra Ranges Council Early Years, City of Knox Policy, Learning and Quality Team, Women's Health East, EACH and ERLC.

Fourteen titles were chosen to represent a range of approaches to storytelling that celebrates children's individuality and recognises the similarities that are not based on gender.

The resource has been promoted to early childhood educators throughout the region.

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

**'Be Connected'**

ERLC received a \$15,000 grant from the Good Things Foundation to increase digital literacy for older people as part of their '*Be Connected: Every Australian Online*' initiative.

Be Connected has developed a substantial website of resources to help older Australians improve their online skills ranging from the simple - using a keyboard; to the more complex - writing a blog.

ERLC used the funding to purchase 23 new laptops to run programs in all branches and outreach locations.

As part of the agreement, ERLC will put a minimum of 300 people through at least two of the Be Connected courses this year.

**Bricks4Kidz LEGO – Croydon Community Library**

Running as an after school activity at Croydon the Bricks4kidz program ended with the children making Mars Rovers as part of the Term 4 space theme. Parents are happy that the program

**Inclusion Expo Karralyka - Community Childcare Association**

ERLC was pleased to participate in the Inclusion Expo organised by the Community Childcare association for professionals working with early years and primary school-aged children.

Local service providers were invited to showcase their products and services and there was much interest in the range of library services available to centres within our municipalities.

We were able to share the 'Beyond Sparkles and Superheroes' reading list with all attendees to help spread the word on the importance of choosing picture books carefully.

**Big Ideas: Can we use the ocean for power? - Swinburne University of Technology**

Swinburne is bringing their research stories out of the university and sharing them with the public through a series of talks under the label of Big Ideas. Academic staff and higher degree students discussed their research at a series of talks organised at Realm Library.

First up was Dr. Richard Manasseh, Professor of Fluid Dynamics, asking 'Could we use the ocean for power?' His talk attracted a mixed audience including children fascinated by science and retired engineers interested in physics. The answer to Richard's question turned out to be yes, but it is very difficult to get the power back to shore. Richard brought some fun scientific equipment for people to use during his talk, but unfortunately not this wave machine.

**Together We Read**

OverDrive (ERLC's major eBook provider) set up a special 'Together We Read' for Australia and New Zealand library members only. The book chosen was 'The Love That I Have' by James Moloney. Members could read the same digital book at the same time without any waitlists or holds. Participating in this event allowed ERLC to offer a new simultaneous use title community-wide at no cost. In addition to access to the book, members could visit the Together We Read discussion page to share their thoughts. Members also had access to

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

OverDrive's podcast interview with the author. In the two week period that members had open access to the eBook, it was downloaded 239 times.

**Eastern Health**

The proceeds of the Croydon Community Library's book sale were donated to Eastern Health's Cool Heads Program.

The proceeds will be used to purchase resources that can be used by patients undergoing chemotherapy for breast cancer treatment.

**The Help Yourself Bookshelf in the Realm Co-Working Space**

Withdrawn library books are gaining a second lease of life in a number of book exchange projects throughout Maroondah. The Help Yourself Bookshelf was purchased by BizHub for the Co-working space, ERLC provides withdrawn books for sharing. Other locations are Maroondah Federation Estate, Cafe Stazione, Kerrabee and Gracedale SRS. EACH is taking junior material to give to children from vulnerable families. These giveaway partnerships ensure the value of our library stock is delivered back to the community through other means.

**FESTIVALS & EVENTS 2018/19**

**Maroondah Children's Festival**

Pia, Janet and Rusty the bear spent a wonderful morning meeting children and families enjoying the nice weather and festivities in Town Park. Just over 65 adults and 85 children joined us to find out what the library offers, listen to stories, do some craft activities and of course the chance to meet and have a hug with Rusty. Little ones were rushing up to hug and sit with Rusty before we had even finished setting up. He is a BIG drawcard. We had a great mix of some of our regular borrowers but also new families who were keen to find out more about the library. The morning had a very friendly, relaxed atmosphere and it was great to be part of the Maroondah community.

**Maroondah Festival**

Croydon Community Library was a hive of activity at Maroondah Festival with Paul Jamieson performing inside, a giant book sale attracting bargain-seekers and Rusty available outdoors for reading and cuddles.

**ADULT PROGRAMS**

**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.

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

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 employees.

The Bookclub fee for 2019 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.

**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 ERLC specialised employees 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 & INFRASTRUCTURE**

**Realm Sorter**

As indicated in the last report, a new provider is supporting for Realm's sorting machine. The handover process went smoothly and the team has reported a significant boost in performance and sorting accuracy. Croydon Library's replacement sorter will be installed by the same company in early June and we are expecting to see similar performance improvements and higher satisfaction from staff and library members.

**Croydon Refurbishment**

In June, Croydon (major facelift) had an internal refurbishment to cater for its new sorting machine and the arrival of Council's Customer Service.

**EASTERN REGIONAL LIBRARIES CORPORATION ANNUAL 2018/19 HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES Cont'd** **ITEM 4**

**Furniture reupholstered at Realm**

After three years of heavy use the armchairs with soft fabric upholstery at Realm were dirty and uninviting. The reading chairs are being reupholstered in attractive red vinyl which is inviting, comfortable and easy to clean.

**FINANCIAL / ECONOMIC ISSUES**

The Maroondah City Council contributes in the order of \$2.6m 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.

**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 highlights reporting of the 2018/19 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 2018/19 HIGHLIGHTS REPORT ON THE PROVISION OF LIBRARY SERVICES.**

**AUDIT & RISK ADVISORY COMMITTEE REPORT**

**ITEM 5**

**PURPOSE**

To report to Council on the outcomes of the Audit & Risk Advisory Committee Meeting held on 12 September 2019.

**STRATEGIC / POLICY ISSUES**

The Local Government Act 1989 prescribes that Council must establish an Audit & Risk Advisory Committee and that such committee will be advisory in nature. The Audit & Risk Advisory Committee provides a mechanism for Council to strategically examine various aspects of the Council operations to ensure risk management, legal compliance, financial control, and governance measures are in place.

**BACKGROUND**

Council's Audit & Risk Advisory Committee consists of both Council and external representatives. The Mayor of the day, Rob Steane, and Councillor Mike Symon (apology), are Council representatives on the Committee.

The external members are Mr John Watson (chair), Mr Bruce Potgieter and Mr Michael Ulbrick.

The Audit & Risk Advisory Committee Charter requires that this Committee report to Council on the findings and recommendations from its meetings. This report provides a summary of matters under consideration by the Audit & Risk Advisory Committee of the meeting held on Thursday 12 September 2019.

**ISSUE / DISCUSSION**

The Audit & Risk Advisory Committee confidentially considered several items, which included:

- Internal Audit progress report, as at 1 September 2019.
- Internal Audit report update by Crowe Horwath Partner, Mr Andrew Zavitsanos, who discussed the following reports:
  - Building Maintenance - Essential Safety Measures
  - Contract Management Review - Household Waste
  - Annual Internal Audit Plan - September 2019 to August 2020: updated to bring forward IT Security and Access Controls Review.
- Andrew also made clear that there have been no obstructions to the audit program and they are gaining support from Council Officers.
- Updated risk management and insurance report – presenting the organisations current operational and strategic risks and the controls that are currently in place to mitigate those risks. Residual risk items were raised - and noted that over time, controls associated with these risk items will be tested/assessed further - to establish whether the residual risk ratings can be reduced.

**AUDIT & RISK ADVISORY COMMITTEE REPORT Cont'd**

**ITEM 5**

- Further discussion was held regarding the impact of the new Swimming Pool Regulations - with a presentation scheduled for the next meeting.
- Status report of how MCC is tracking in implementation of past audit recommendations. Committee was satisfied with the progress and timeliness of implementation of audit recommendations as well as the percentage of completion regarding the audit recommendations.
- Reports from sector related agencies – with focus on the Victorian Auditor General Reports on services in Local Government – with some contextual discussion regarding all the other reports. The Committee appreciated the depth of the report and Management's comments, asking if Council's risk register could be benchmarked against the JLT Report of top 10 Risks. This was noted, and communicated that this is general practice and will be discussed further at the next meeting.

**FINANCIAL / ECONOMIC ISSUES**

Council's budget provides for the operation of the Audit & Risk Advisory Committee and for the completion of an Internal Audit Program.

**ENVIRONMENTAL / AMENITY ISSUES**

Not applicable.

**SOCIAL / COMMUNITY ISSUES**

Not applicable.

**COMMUNITY CONSULTATION**

Not applicable.

**CONCLUSION**

This report provides a summary of the outcomes of the Audit & Risk Advisory Committee meeting held on Thursday 12 September 2019.

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES THE REPORT FROM THE AUDIT & RISK ADVISORY COMMITTEE MEETING HELD ON THURSDAY 12 SEPTEMBER 2019**

**MAROONDAH FESTIVAL 2019**

**ITEM 1**

**PURPOSE**

In order to facilitate the operations of the 2019 Maroondah Festival on Sunday 10 November 2019, this report seeks formal Council endorsement to temporarily:

- Close sections of roads/streets within the Croydon precinct;
- Prohibit smoking within the Town Park precinct;
- Prohibit the consumption of liquor or possession of any liquor not in a sealed container within Town Park; and
- Ban dogs (support dogs excepted) within the Town Park precinct.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 3: 2019-2020) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A vibrant and culturally rich community

Our Vision: In 2040, Maroondah is a creative cosmopolitan community recognised for its celebration and promotion of arts and culture. There are a broad range of engaging entertainment options, diverse cultural activities and the creation and display of contemporary and traditional forms of art.

Key Directions 2019 – 2020:

- 3.2 Provide a diverse range of engaging entertainment spaces, events and activities
- 3.3 Support festivals and events that celebrate local arts, diversity and produce

**BACKGROUND**

Road Closures

The proposed road closures for the 2019 Maroondah Festival are:

- Norton Road - Mt Dandenong Road to Jesmond Road; and
- Civic Square - at south entrance to Arndale Shopping Centre car park to the south west corner of the Aquahub car park.

It is proposed that Mt Dandenong Road remains open to traffic. The closure of roads surrounding the Festival site will ensure a safe environment for Festival attendees/participants.

Smoke Free

In 2013, one of the suggestions for action was that Council-run events are advertised as smoke-free. Council's major public event, the 'Maroondah Festival,' was highlighted as a good starting point to adopt the smoke-free arrangement.

**MAROONDAH FESTIVAL 2019 Cont'd**

**ITEM 1**

Alcohol Free

Council's Local Law No.8 restricts alcohol consumption on Council land without a permit. A ban on liquor consumption was enforced for the first time at the 1996 Maroondah Festival and has continued until 2018.

The declaration of alcohol free areas ensures a safe environment for Festival participants and provides the Victoria Police and the security company with the ability to adequately control large crowds.

Dog Free

Following the 1998 Festival, a number of complaints were received from residents and Festival visitors regarding the number of dogs that were present throughout the event in Croydon Park and the surrounding streets. Health and safety issues were raised with Council due to the number of potentially dangerous dog breeds present and not adequately controlled by their owners, particularly in a crowded and extremely noisy environment. It was decided that with large crowds present on the day, Festival visitors, particularly young children, may be placed in danger if dogs are allowed.

**ISSUE / DISCUSSION**

Road Closures

It is proposed that the following road closures to vehicular traffic, with the exception of emergency vehicles, be approved from 6.00am to 8.00pm on Sunday 10 November 2019:

- Norton Road - Mt Dandenong Road to Jesmond Road; and
- Civic Square - at south entrance to Arndale Shopping Centre car park to the south west corner of the Aquahub car park.

All other roads will remain open for the duration of the Festival.

Approval from relevant organisations such as VicRoads and the Victoria Police will be sought on the proposed road closures. Approval will also be sought from VicRoads to extend the timing for Festival participants to cross at the pedestrian lights on Mt Dandenong Road (opposite the Croydon Senior Citizens building) and to reduce speed on Mt Dandenong Road from Alfrick Road to James Kerr Way. Road signs will be placed on the day of the Festival advising of the road closures and speed reductions.

Smoke Free

It is proposed to ban smoking within the Festival site for Sunday 10 November 2019.

Alcohol Free

It is proposed to ban the consumption or possession of alcohol within Town Park for Sunday 10 November 2019.

**MAROONDAH FESTIVAL 2019 Cont'd**

**ITEM 1**

Dog Free

It is proposed to ban dogs, with the exception of support dogs, at the Festival site during the hours from 10.00am to 6.00pm inclusive on Sunday 10 November 2019.

To declare a defined area as 'dog free' Council may by resolution make an order under Part 26 - 2a of the Domestic Animals Act 1994 with the right to:

- "Prohibit the presence of dogs and cats in any public area of the municipal district of the Council."

The Festival site includes the following areas:

- Town Park including Athletics track;
- Fred Geale Oval;
- Norton Road (from Mt Dandenong Road to Leigh Road); and
- Civic Square (from Arndale Shopping centre lower car park entrance to car park located behind the Civic Centre).

The following process will be undertaken in order to ensure a safe Festival and that the general public are aware that dogs are not to be brought to the event.

- All the promotion and marketing in the lead up to the 2019 Maroondah Festival will contain information indicating that it is a dog free event, with the exception of Support Dogs;
- In the event that visitors bring their dogs to the 2019 Festival they will be handed a letter outlining the reasons behind the ban and asked to remove their dog from the site; and
- If the owner refuses to follow the instruction, the owner will again be asked to remove the dog from the Festival site immediately and may be fined.

Council may appoint any person other than a Councillor to be an Authorised Officer for the purposes of the administration and enforcement of any Act, regulations or Local Laws that relate to the functions and powers of the Council.

Four (4) Officers nominated from Local Laws will be utilised to patrol the Festival site between 10.00am - 6.00pm on Sunday 10 November 2019 ensuring dogs are removed immediately by the owners.

**MAROONDAH FESTIVAL 2019 Cont'd**

**ITEM 1**

**FINANCIAL / ECONOMIC ISSUES**

Road Closures

The overall associated costs of road closures and effective traffic management will be approximately \$9,000 (plus GST) for advertising, signage and staff. This expenditure is incorporated into the recurrent Festival budget.

Smoke Free

The costs associated with the smoking ban would be approximately \$1,000 (plus GST) for signage to be displayed at the Festival site and pathways prior to and during the event.

Alcohol Free

Not applicable

Dog Free

Four (4) Local Laws Officers will be utilised on the day to ensure compliance with Local Law provisions, with associated costs of approximately \$2,000 (plus GST). This expenditure is incorporated into the recurrent Festival budget.

**ENVIRONMENTAL / AMENITY ISSUES**

The Maroondah Festival is promoted as a family celebration with expectations that over 20,000 people will attend the event. Maintaining a safe celebration for visitors is of paramount importance, and actions such as the closure of roads, the banning of smoking and alcohol and creating a dog free Festival, are all considered to be reasonable in this regard.

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Letters will be delivered to local businesses and residents within the Festival site informing them of the access restrictions and that an Access Pass will be provided so that they will have access to their business and houses on the day of the Festival.

“No smoking”, “No alcohol” and “No dogs” information, as well as parking details will be included in Festival advertising material.

**CONCLUSION**

The proposed road closures and the dog, smoke and alcohol-free areas are crucial to ensure the safe conduct of the 2019 Maroondah Festival.

**ATTACHMENTS**

Not Applicable

**MAROONDAH FESTIVAL 2019 Cont'd**

**ITEM 1**

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL**

1. **IN ACCORDANCE WITH THE PROVISIONS OF SCHEDULE 11, CLAUSE 10(B) OF THE LOCAL GOVERNMENT ACT 1989, RESOLVES TO TEMPORARILY CLOSE THE FOLLOWING ROADS ON SUNDAY 10 NOVEMBER 2019, FROM 6.00AM TO 8.00PM**
  - i. **NORTON ROAD - MT DANDENONG ROAD TO JESMOND ROAD**
  - ii. **CIVIC SQUARE - AT SOUTH ENTRANCE TO ARNDALE SHOPPING CENTRE CAR PARK TO THE SOUTH WEST CORNER OF THE AQUAHUB CAR PARK**
2. **SEEKS APPROVAL FROM VICROADS AND VICTORIA POLICE FOR PROPOSED CHANGES TO TRAFFIC CONDITIONS**
3. **PROHIBITS THE CONSUMPTION OR POSSESSION OF OPENED CONTAINERS OF ALCOHOL ON SUNDAY 10 NOVEMBER 2019, AT THE FESTIVAL**
4. **PROHIBITS SMOKING ON SUNDAY 10 NOVEMBER 2019, AT THE FESTIVAL**
5. **APPROVES THE PROHIBITION OF DOGS, WITH THE EXCEPTION OF SUPPORT DOGS, DURING THE MAROONDAH FESTIVAL ON SUNDAY 10 NOVEMBER 2019 BETWEEN 10.00A.M. AND 6.00P.M. IN THE FOLLOWING AREAS**
  - i. **TOWN PARK**
  - ii. **NORTON ROAD (FROM MT DANDENONG ROAD TO LEIGH ROAD)**
  - iii. **CIVIC SQUARE (SOUTH ENTRANCE TO ARNDALE SHOPPING CENTRE CAR PARK TO THE SOUTH WEST CORNER OF AQUAHUB CAR PARK)**
6. **PROMOTES INFORMATION REGARDING ROAD CLOSURES, ALCOHOL AND SMOKE FREE EVENT, AND THE DOG BAN, ON ALL FESTIVAL MARKETING MATERIAL PRIOR TO THE EVENT**

**ENVIRONMENTAL UPGRADE FINANCE**

**ITEM 1**

**PURPOSE**

To inform Council about the opportunity for increased economic, employment and environmental outcomes for Maroondah enterprises afforded by Environmental Upgrade Finance programs, and to seek delegated authority to set-up and administer Environmental Upgrade Agreements and raise Environmental Upgrade Charges on behalf of Council.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 3: 2019-2020) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A prosperous and learning community

Our Vision: In the year 2040, Maroondah will be a thriving centre of economic activity and opportunity within the eastern region where the sustainability and growth of local businesses is supported. All Community members, groups, education providers and local businesses have access to a wide range of quality learning resources and facilities.

Key Directions 2019 – 2020:

- 2.1 Advocate, promote and market key business opportunities and the competitive strengths of the municipality
- 2.4 Provide support to small and medium enterprises to help them fulfil their potential and be successful
- 2.12 Broker community-government-business partnerships that build social capital, create community connections and foster a culture of corporate social responsibility
- 2.21 Help local businesses to position themselves and embrace the requirements of a low carbon economy

Priority Action 2019-2020:

Not applicable

Outcome Area: A clean, green and sustainable community

Our Vision: In the year 2040, Maroondah will be a leafy green community with high levels of waste diversion and sustainable approaches to infrastructure development, urban design and management of natural resources. Our community is resilient and has the knowledge, capacity and resources to make sustainable lifestyle choices.

Key Directions 2019 – 2020:

- 4.2 Provide leadership and adopt sustainable innovative approaches to limit consumption, prevent litter, reduce waste to landfill and encourage reuse and recycling of resources
- 4.3 Build the capacity of households and businesses to behave more sustainably, reduce waste and minimise consumption of natural resources

**ENVIRONMENTAL UPGRADE FINANCE Cont'd**

**ITEM 1**

4.15 Work in partnership to reduce greenhouse gas emissions and support the community in adapting to post peak oil environment

4.16 Be responsive and adaptive to new environmental opportunities and threats as they occur, building resilience and capacity within the community

Priority Action 2019-2020:

Not applicable

**BACKGROUND**

Environmental Upgrade Finance (EUF) is a council-based mechanism to help businesses access funding for building works to improve energy efficiency, reduce waste, and cut water use. The mechanism used to facilitate the EUF is an Environmental Upgrade Agreement (EUA) between a building owner (the borrower), a financial institution (lender), and a Local Government Authority. Council's role is to enter into the EUA and to set up a property charge (Environmental Upgrade Charge (EUC)) which is paid by the building owner through the rates.

EUF allow tenants and building owners of commercial and industrial property to collaborate on environmental upgrade initiatives that will reduce the impact to the environment and reduce operating costs. Unlike other alternative finance options, EUF allows tenants to contribute financially to the project where it makes sense to do so, and help shape the project to best suit their needs. Importantly, EUF also offers 100% project finance, very competitive interest rates and long term finance for businesses.

Since the introduction of the mechanism into the Local Government Act in 2015, 35 councils have been onboarded to facilitate EUF agreements, with 65 projects financed to an investment of \$27.9 million. In the Eastern Alliance for Greenhouse Action (EAGA) region (ie Melbourne's east), Monash, Knox, and Yarra Ranges Councils currently offer EUF agreements.

**ISSUE / DISCUSSION**

EUF is consistent with the goals of Maroondah Council's Sustainability Strategy and Carbon Neutral Strategy and Action Plan, namely to support industries and enterprises to prosper and develop sustainably by:

- Facilitating zero carbon businesses,
- Stimulating a green economy, and
- Facilitating resource efficient businesses.

The *Local Government Legislation Amendment (Environmental Upgrade Agreements) Act* was passed by State Government in 2015. The amendment gave all Victorian councils the power to offer EUAs.

**Benefits for Council and Maroondah businesses**

Through implementing EUF and EUAs, Council will be taking an innovative step to facilitate a mechanism that provides opportunities and benefits to business ratepayers in Maroondah to access attractive capital to improve their buildings and assets. These upgrades have the

**ENVIRONMENTAL UPGRADE FINANCE Cont'd**

**ITEM 1**

potential to create local jobs and investment, increase environmental performance and asset value. Key benefits are outlined below:

- **Low cost abatement** - Upgrading buildings and associated assets delivers savings on utility bills, driving down the overall cost of energy for business while also reducing the impacts of climate change. EUAs are a mechanism for building owners to access attractive finance for retrofitting.
- **Overcome structural and market barriers** - EUF can overcome the split-incentive barrier (between owners and renters) by enabling the costs and benefits to be shared with the building occupiers. This means that building owners and tenants pay back the loan at the same time that they are benefiting from the lower costs of a more resource efficient building. If ownership and tenancy rights change, the new owners take up the loan and pay it through their rates. Without this system, businesses have a disincentive to invest in efficiency because they may move premises before paying off the loan.
- **Reduce financial risks** - EUFs unlock private investment in local communities. As a consequence, there is minimal financial risk to Council and the initiative does not rely on government financial outlays.
- **Complementarity** - EUF can work with grants/subsidies available for projects through local, state and federal government to enhance the business case for a building retrofit. As such, EUF is a means of attracting government money into local communities.

In 2013, EAGA and WAGA undertook a joint initiative (EUA Finance for the Regions: The economic benefits of retrofitting Victoria's building stock through Environmental Upgrade Agreements) to better understand the potential benefits of the EUAs in the region as an advocacy mechanism prior to the amendment to the Local Government Act. One of the key findings was that EUF has the potential to unlock approximately \$80M of investment opportunity in Maroondah alone, save businesses an estimated \$6M in annual savings and create more than 2,800 jobs across the EAGA region. It was noted that the industrial areas in Maroondah are a major contributor to Victoria's manufacturing sector, and could enjoy significant productivity outcomes through building upgrades. In the EAGA region, Monash, Knox, and Yarra Ranges Councils currently offer EUF agreements.

**How an EUA works - the economics and model**

EUAs can address an important cash flow consideration typical in commercial property ownership. The table below analyses a building owner's decision making process when considering commissioning a 30kW solar array. Under a non-EUA finance structure, the capital borrowed and repayments made are the responsibility of the building owner. In this case, the building owner borrows \$40,740 over 7 years requiring an annual principle and interest repayment of \$7,940. Importantly, as the tenant pays all electricity costs, all savings attributable to this project will be to the benefit of the tenant. This results in an overall decrease in shareholder value (represented as a Net Present Value (NPV)) of negative \$41,340.

However, under an EUA, the tenant can contribute to the loan to the point where they are still better-off and shift the cash flow of the project to a positive annual cash flow. The ability for the tenant to contribute to the loan repayments means that the costs and benefits align for the building owner, resulting in an overall positive outcome for the project for both parties. Using the example below, under an EUA the building would borrow all costs associated with the solar install - including GST and by providing the property as security with Council rates being

**ENVIRONMENTAL UPGRADE FINANCE Cont'd**

**ITEM 1**

the repayment mechanism, lenders would be willing to provide up to 10 year finance at cheaper interest rates with repayments quarterly. This results in repayment costs being below current energy costs for the tenants, incentivising tenants to contribute to the repayment costs. This returns a positive NPV of \$3,758 for the project to the building owner.

	<b>Lease</b>	<b>EUA</b>	
Loan Amount	\$40,740 (ex GST)	\$45,474 (inc GST)	
Interest Rate	9.3%	7.1%	
Years of loan	7	10	
Payments Per Year	12	4	
Annual Payment (P & I)	<b>-\$7,940</b>	<b>-\$6,463</b>	<div style="background-color: #4CAF50; color: white; padding: 5px; text-align: center;">                     Tenant Receipts = 100% of savings                 </div>
Annual Savings	\$0	\$6,463	
Project Simple Payback (yrs)	N/A	7	
Net Annual Cost	-\$7,940	\$0	
Cash – flow Benefit	<b>-\$7,940</b>	<b>\$0</b>	
<b>NPV (pre tax)</b>	<b>-\$41,340</b>	<b>+\$3,758</b>	

Associated due diligence in the administration of the scheme covers:

- Review of applicant rates history and confirmation of EUA eligibility (completed by Council)
- Complete land title search, obtain rates eligibility, conduct overleverage test, provide a checklist to Council that confirms EUA requirements have been met, monitors contract performance, including the review of the works and documentation to ensure that retrofit works are as per the quote and funding purpose, and ensures the project is implemented by a suitably qualified organisation (completed by the third party administrator)
- Credit screening as per normal lending practices, check the borrower’s capacity to pay back the loan, ensure the loan is approved (completed by the lender)
- Proposed project will deliver the financial savings and aligns with the plans for the site, inform tenants of the EUA and receive written consent from the tenants (completed by the property owner)

**Council and Third Party Administrator Roles**

The process for Council is described in the roles and responsibilities table presented in Attachment 1.

Council at its discretion, has the opportunity to cap the number of EUAs subject to its ability to successfully administer the scheme. Applications for use of the scheme are subject to the eligibility requirements set out within the individual EUAs.

The Sustainable Australia Fund (SAF) is a third party administrator for the EUF program, who originally designed and implemented the program for the City of Melbourne, the first Australian municipality to offer EUAs. The third party administration services are provided under the Better Building Finance (BBF) brand, who actively engage with Council, finance and property

**ENVIRONMENTAL UPGRADE FINANCE Cont'd**

**ITEM 1**

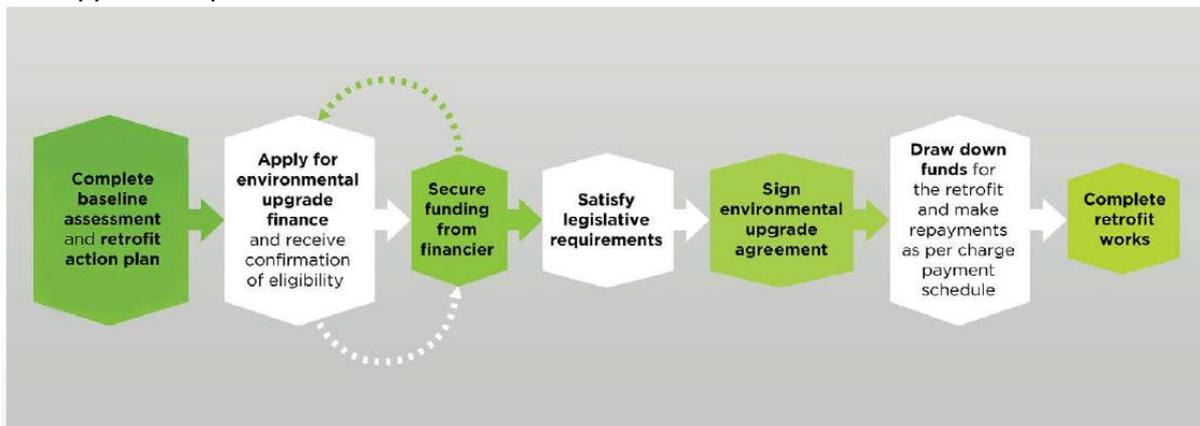
sectors. BBF will assist Council to develop the EUF offering and the EUA application and administration process. They will also adapt all the application documentation and templates, including process flowcharts, and check sheets currently in use by other Councils to best match internal requirements for Maroondah.

Attachment 2 sets the framework for the services to be provided by BBF and the roles of both parties in the agreement. Attachment 3 is a draft template of the service level agreement between Council and BBF, and outlines each activity and expected timeframes to ensure the process is managed efficiently and aligns with the commercial timeframes of projects. This document is finalised by BBF in consultation with Council as part of the set-up process.

Beyond the set-up, as part of the Third Party Administrator Services, BBF will process the applications including help line support and liaise with each of the relevant Council departments to obtain the information required to enable the signing of the EUA in an efficient manner and participate in stakeholder engagement activities (eg networking events, presentations, and information sessions) to help promote the program.

**What is the application process and cost for a business?**

The application process for a business is as follows:



BBF will charge an application fee (\$600.00+gst), and ongoing processing fees (based on the size of the project) plus a quarterly administration charge of 0.055% on the total Environmental Upgrade Charge per quarter, charged over the life of the loan payable by the applicants.

**FINANCIAL / ECONOMIC ISSUES**

There is no fee to Council to receive the services provided by Sustainable Australia Fund.

Council is set to contribute in-kind time towards the project. This is in the form of promoting to businesses and setting up the application of rate notice charges. The additional rates notice is voluntary and it is estimated that there will be up to 5 additional notices per annum.

Under an EUA, Council is responsible for registering a security interest for the lender on the land in the form of a declared EUC and collecting the EUC as stipulated in the EUA, and passing these onto the lender to repay the loan. However, it is the bank (or other financier) that provides the loan funds. In this respect Council operates in an intermediary capacity. Accordingly, in the event of a loan default Council is not liable for any outstanding charges. The amended Local Government Act specifically provides that Councils are not liable for the

**ENVIRONMENTAL UPGRADE FINANCE Cont'd**

**ITEM 1**

failure of an owner or occupier to pay an EUC. The debt sits against the land, and not on Council's balance sheet.

In the event that the building owner ceases an Environmental Upgrade Charges (EUC) repayment, it is the responsibility of Council to instigate standard debt recovery procedures. Under the Local Government Act (Sections 156, 175, 180 and 181) Council has the capacity to recover costs associate with the enforcement of the collection of rates or changes. Council is not liable for any unpaid EUC.

**ENVIRONMENTAL / AMENITY ISSUES**

Businesses are typically higher energy users compared to residential energy profiles. Accordingly proactively assisting business to implement environmental upgrades will also bring significant greenhouse gas emissions reductions for the municipality. The EAGA and WAGA Report *EUA Finance for the Regions* suggests that the potential greenhouse gas savings from implementing EUAs in Maroondah could be 30,000 T CO<sub>2</sub><sup>e</sup>.

**SOCIAL / COMMUNITY ISSUES**

Building owners are required to obtain signed consent from tenants before entering into an EUA. The EUA is between the financier and the building owner. The EUA remains if tenants decide to vacate and it would be up to the building owner to secure a new tenant who accepts the existing arrangement, which will continue to provide the same financial benefit to the new tenant.

**COMMUNITY CONSULTATION**

This initiative is being considered by Council following request from local businesses to access an EUA arrangements. It has also been presented recently to the Maroondah Environment Advisory Committee and Maroondah Business Advisory Committee who have indicated their support.

**CONCLUSION**

Environmental Upgrade Finance and Environmental Upgrade Agreements provide an excellent opportunity for Council to partner with Maroondah businesses to reduce their operating costs, improve the asset value of commercial building stock and create more resource efficient enterprises. The initiative is consistent with the Maroondah 2040 Community Vision and key Council Strategies and demonstrates strong Council leadership.

**ATTACHMENTS**

1. Environmental Upgrade Finance - Roles, Responsibilities and Application Process  

2. Better Building Finance Environmental Upgrade Administration Services Agreement - Draft Template  

3. Better Building Finance Third Party Administration Service Level Agreement - Draft Template  


**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL**

- 1. ESTABLISHES AN ENVIRONMENTAL UPGRADE FINANCE PROGRAM AND ENDORSES COUNCIL OFFICERS TO FACILITATE ENVIRONMENTAL UPGRADE AGREEMENTS WITH INTERESTED MAROONDAH BUSINESSES**
- 2. APPROVES THE APPOINTMENT OF THE SUSTAINABLE AUSTRALIA FUND TO ESTABLISH, ADMINISTER AND SUPPORT THE DELIVERY OF THE PROGRAM UNDER THE BETTER BUILDING FINANCE BRAND**
- 3. IN ACCORDANCE WITH SECTION 181H OF THE LOCAL GOVERNMENT ACT 1989, RESOLVES TO DELEGATE TO THE CHIEF EXECUTIVE OFFICER (OR ANYONE ACTING IN THE ROLE OF CHIEF EXECUTIVE OFFICER) THE POWER TO**
  - i. ENTER INTO AN ENVIRONMENTAL UPGRADE AGREEMENT ON BEHALF OF COUNCIL; AND**
  - ii. DECLARE AND LEVY AN ENVIRONMENTAL UPGRADE CHARGE**

**FORMAL CONSIDERATION OF ANNUAL REPORT 2018/19  
AND OUR ACHIEVEMENTS DOCUMENT**

**ITEM 2**

**PURPOSE**

To formally consider the Annual Report 2018/19 pursuant to the Local Government Act 1989 and associated regulations and note the *Our Achievements* summary document.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 3: 2019-2020) 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 ensure their voice is heard and considered. Council provides strong and responsive leadership, ensures transparency and works with the community to advocate and champion their needs.

Key Directions 2019 – 2020:

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

8.2 Ensure responsible and sustainable management of Maroondah's resources, assets, infrastructure and natural environment

Priority Action 2019-2020:

Not Applicable

**BACKGROUND**

Under Section 131 of the Local Government Act 1989 (the Act), Council is required to prepare and submit an Annual Report to the Minister for Local Government within three months of the end of each financial year. The 2018/19 Annual report was submitted to the Minister on 20 September 2019.

Section 134 of the Act also requires Council to hold a meeting to consider the report within one month of submission to the Minister. This meeting is required to be an open meeting and at least 14 days' notice must be given. Such notice was given in the Maroondah Leader newspaper on 24 September 2019.

**ISSUE / DISCUSSION**

Council endorsed the Annual Report 2018/19 for submission to the Minister at its meeting held on 16 September 2019 and a copy of the report was subsequently forwarded to the Minister for Local Government on 20 September 2019.

The necessary statutory advertising has been undertaken and copies of the report have been made available from Council Service Centres and Council's website.

**FORMAL CONSIDERATION OF ANNUAL REPORT 2018/19  
AND OUR ACHIEVEMENTS DOCUMENT Cont'd**

**ITEM 2**

Key features of the Annual Report as required by section 131 of the Act include the following:

- A report of Council's operations during the financial year
- Audited financial statements for the financial year
- Performance Statement prepared under Section 132
- Report on the Performance Statement prepared under Section 133
- Inclusion of Council results relating to the Local Government Performance Reporting Framework for the 2018/19 financial year

The report demonstrates Council's ongoing commitment to the Maroondah community and highlights a range of achievements. During 2018/19, Council:

- Opened the new \$1 million playspace at Ringwood Lake Park Opened the all abilities playground at Ringwood Lake Park;
- Completed the \$2 million Croydon Town Square;
- Voted to enable Ringwood and Croydon Town Squares to be smoke free from 1 January 2019, following extensive community consultation;
- Opened the \$16.5m Maroondah Nets multipurpose sports facility;
- Hosted the Karralyka Spiegeltent at Ringwood Town Square
- Delivered a sold-out Men's Health event during Bizweek;
- Adopted the *Ringwood Metropolitan Activity Centre Masterplan 2018*;
- Completed a \$1.3 million refurbishment of the Croydon Sporting Pavilion;
- Participated in the Victorian Government's *This Girl Can* project;
- Held the 2019 Maroondah BizWeek program;
- Hosted the Australian Local Government Women's Association Victorian conference at Realm;
- Held a successful first Kindergarten Expo with approximately 150 parents attending;
- Worked in partnership with Indigenous artists, and community and cultural groups to build on and promote Indigenous arts and culture
- Delivered a symposium to discuss the value of vegetation to our community;
- Partnered with Melbourne Water and Yarra Valley Water to progress design of the re-naturalisation of Tarralla Creek; and

**FORMAL CONSIDERATION OF ANNUAL REPORT 2018/19  
AND OUR ACHIEVEMENTS DOCUMENT Cont'd**

**ITEM 2**

- Provided a diverse and enjoyable program of events to celebrate Senior's Week;

A summary of Council's achievements within the *Annual Report 2018/19* can be found in the attached *Our Achievements 2018/19* summary report.

**FINANCIAL / ECONOMIC ISSUES**

Not Applicable

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Pursuant to Section 131 of the Act:

- Following the submission of the Annual Report to the Minister, Council must give public notice that the Annual Report has been prepared and can be inspected at Council Offices
- Section 134 of the Act also requires Council to hold a meeting to consider the report within one month of submission to the Minister. This meeting is required to be an open meeting and at least 14 days' notice of the meeting must be given.

In accordance with the provisions of the Act, such public notice was published in the Maroondah Leader newspaper on 24 September 2019.

Copies of the endorsed Annual Report were also made available for inspection at Council Service Centres and on Council's website.

**CONCLUSION**

The *Annual Report 2018/19* confirms that Council has made significant advances towards achieving the community aspirations relating to community service delivery, environmental enhancement, economic development, infrastructure development and civic administration and leadership, in addition to its statutory requirements under section 131 of the Act.

**ATTACHMENTS**

1.  Maroondah City Council Annual Report 2018/19
2.  Maroondah City Council - Our Achievements 2018/19

**CONFIDENTIALITY**

Not Applicable

**FORMAL CONSIDERATION OF ANNUAL REPORT 2018/19  
AND OUR ACHIEVEMENTS DOCUMENT Cont'd**

**ITEM 2**

**RECOMMENDATION**

**THAT COUNCIL**

- 1. FORMALLY ENDORSES THE MAROONDAH CITY COUNCIL ANNUAL REPORT 2018/19, AS ATTACHED TO THIS REPORT**
- 2. NOTES THAT THE RELEVANT STATUTORY REQUIREMENTS HAVE BEEN MET**
- 3. NOTES THE SUMMARY DOCUMENT - OUR ACHIEVEMENTS 2018/19, AS ATTACHED TO THIS REPORT**

**MUNICIPAL EMERGENCY MANAGEMENT PLAN**

**ITEM 1**

**PURPOSE**

The purpose of this report is to seek endorsement by Council for the Municipal Emergency Management Plan (2020-2023) (MEMP) to be made available for community consultation. The Plan has been developed pursuant to section 20(1) of the Emergency Management Act 1986.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 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 2018-2019:

- 8.5 Work in partnership with key agencies and other levels of government to provide leadership in emergency preparedness, response and recovery processes

**BACKGROUND**

The *Emergency Management Act 1986* (the Act), Section 20 (1) requires municipal Councils to prepare and maintain a Municipal Emergency Management Plan. The MEMP has been developed to assist the community to prepare for, respond to and recover from emergency events.

Responsibility for the MEMP sits with the Local Laws, Health and Emergency Management Service Area of Council, however the review of the MEMP is facilitated through the Municipal Emergency Management Planning Committee (MEMPC).

Maroondah's MEMPC membership consists of Council officers with senior emergency management responsibilities, emergency service organisations, recovery agencies and local stakeholders involved in emergency management issues.

Section 21A of the Act requires that at least once every 3 years an audit is undertaken by the Victorian State Emergency Service (SES) to assess whether Maroondah City Council's MEMP complies with the guidelines issued by the Chief Officer of the SES.

Maroondah's MEMP was last audited by the SES in 2017 and fully complied with the audit process. The audit preparation for the current Municipal Emergency Management Plan commenced in July 2019 with the audit assessment due to take place on 12 March 2020.

**ISSUE / DISCUSSION**

In accordance with the Emergency Management Act there are a number of legislative responsibilities in relation to emergency management planning processes that must be included in the MEMP.

**MUNICIPAL EMERGENCY MANAGEMENT PLAN Cont'd**

**ITEM 1**

The MEMP must also be developed based on a process that systematically identifies hazards, determines risk and prioritises actions to reduce the likelihood and effects of an emergency.

**FINANCIAL / ECONOMIC ISSUES**

In accordance with MEMP, financial accounting for Municipal resources utilised in emergencies must be authorised by the Municipal Emergency Resources Officer (MERO) or the Municipal Recovery Manager (MRM) and shall be in accordance with the normal financial arrangements of Council.

Depending on the magnitude of the emergency, Government financial assistance may be available for prevention, response and recovery activities. Council officers work closely with the Department of Treasury and Finance to recoup these costs.

Maroondah Council is also a signatory to the 'Protocol for Inter-Council Emergency Management Resource Sharing' coordinated by the Municipal Association of Victoria. The Protocol provides an agreed position between councils for the provision of assistance between councils for response and recovery activities.

**SOCIAL / COMMUNITY ISSUES**

The Municipal emergency management planning process aims to achieve community focussed outcomes during emergencies. Previous emergency history, such as Black Saturday, has shown that all agencies, levels of government, and community must work together to reduce the likelihood, effect, and consequences of emergencies on communities.

**COMMUNITY CONSULTATION**

The MEMP is always available on Council's website and residents are invited to contribute to and provide feedback about the Plan on an ongoing basis.

However, the draft Municipal Emergency Management Plan 2020-2023 will be made available for community consultation from 1 November - 30 November 2019. Feedback will be collated and presented to the Municipal Emergency Management Planning Committee (MEMPC) in February 2020.

**CONCLUSION**

Maroondah City Council is obliged to develop and maintain a Municipal Emergency Management Plan in accordance with the Emergency Management Act 1986. A requirement of this plan is that Council endorses this report for the Municipal Emergency Management Plan to be made available for community consultation.

**ATTACHMENTS**

1.  Maroondah Municipal Emergency Management Plan 2020-2023 DRAFT

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL ENDORSES THE MAROONDAH MUNICIPAL EMERGENCY MANAGEMENT PLAN (2020-2023) FOR COMMUNITY CONSULTATION, TO BE PLACED ON PUBLIC EXHIBITION FOR THE PERIOD OF 1 NOVEMBER TO 30 NOVEMBER 2019**

**PETITION - REQUEST FOR A DOG OFF-LEASH AREA IN  
HERMAN PUMP RESERVE, HEATHMONT**

**ITEM 2**

**PURPOSE**

The purpose of this report is for Council to receive a petition containing 45 signatures requesting that an area of Herman Pump Reserve be made off-leash for dogs before 8:00am and after 5:00pm.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 3: 2019-2020) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A safe, healthy and active 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.

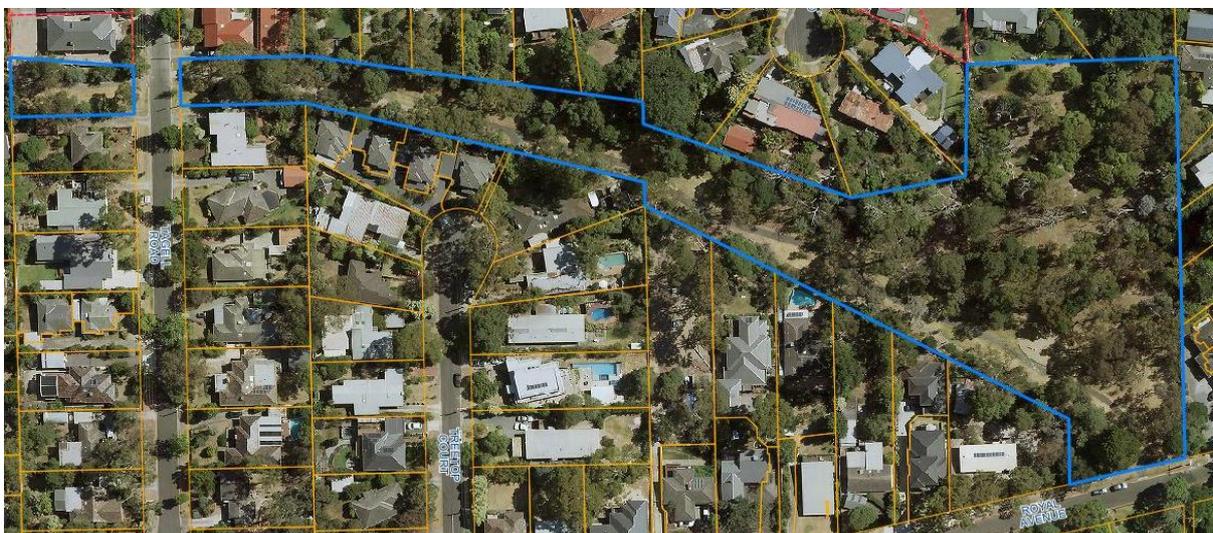
Key Directions 2019 – 2020:

- 1.17 Promote healthy eating and physical activity by supporting education initiatives and providing a diverse range of accessible open spaces, and recreation facilities and services

**BACKGROUND**

The petition, received by Council on 7 October 2019, contains 45 signatures requesting Council consider introducing an off-leash area in Herman Pump reserve before 8am, and after 5pm.

Herman Pump Reserve is a linear bushland reserve in Heathmont that has a walking trail, small playground and seating area. The long linear bushland reserve is a popular walking and recreational area for residents and has a main access point on Royal Avenue, with additional access off Tagell Road and Treetop Court.



**PETITION - REQUEST FOR A DOG OFF-LEASH AREA IN  
HERMAN PUMP RESERVE, HEATHMONT Cont'd**

**ITEM 2**

The lead petitioner advises:

*"I am emailing on behalf of a group of local residents in regard to Herman Pump Reserve in Heathmont. We are thankful for all the council has done in regard to providing new seating, a sealed pathway and planting materials for our community gardening sessions.*

*We are writing to request for certain areas of the park to be made off-leash for dogs before 8.00am and after 5.00pm. This would be the grassy area north of the playground.*

*Last year, new signage was erected due to concerns that dogs were off-leash around children. We understand this, as many of us also have children who frequent the park. However, we believe there is a low risk that children will be approached by an off-leash dog in the designated areas during the times requested.*

*We hope that you will consider our proposal as we believe it will benefit members of the community and extend the usage of the reserve.*

*To demonstrate significant interest in favour of this proposal, we have included a signed petition from dedicated local residents. This proposal is also supported by the local group, Friends of Herman Pump Reserve."*

**ISSUE / DISCUSSION**

Section 26 (2) of the Domestic Animals Act allows Councils to make an order that imposes conditions or prohibits the presence of dogs and cats in any public place of the municipal district. The current Council order was adopted by Council in February 2012. It is currently best practice for review of Council made local laws at least every 10 years.

**FINANCIAL / ECONOMIC ISSUES**

Not Applicable

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

It is understood that Herman Pump Reserve is well utilised for social, recreational and passive activities by the local community. There have been a number of concerns raised with Council regarding dogs being off leash in this reserve in the past, particularly near the playground area, and this has resulted in increased educational patrols of the reserve by Council Animal Management Officers. The petition recognises this concern and proposes the time limits to reduce the occurrence of children being in the area while dogs may be off lead.

**COMMUNITY CONSULTATION**

Council is in the early stages of preparing to review and renew the current Council Order in late 2020. This review will involve a significant community consultation and engagement process.

**PETITION - REQUEST FOR A DOG OFF-LEASH AREA IN  
HERMAN PUMP RESERVE, HEATHMONT Cont'd**

**ITEM 2**

This review process will provide the ideal opportunity to explore the opportunities at Herman Pump Reserve for an off leash area and gauge community sentiment on the concept. As such it is proposed to advise the lead petitioner of the forthcoming review, and contact them directly as part of this consultation in assessing the proposal in conjunction with the full review of all off leash and on leash areas within Maroondah.

**CONCLUSION**

It is recommended that Council receive and note the petition containing 45 signatures for the introduction of an off leash area in Herman Pump Reserve before 8:00am and after 5:00pm. And secondly that Council direct that this request be considered as part of a broader review of the current Council Order adopted as per section 26 (2) of the Domestic Animals Act, which is planned for late 2020.

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL**

- 1. RECIEVES AND NOTES THE PETITION CONTAINING 45 SIGNATURES REQUESTING THE INTRODUCTION OF AN OFF-LEASH AREA AT HERMAN PUMP RESERVE BEFORE 8:00AM AND AFTER 5:00PM**
- 2. DIRECTS OFFICERS TO CONSIDER THIS PROPOSAL AS PART OF THE REVIEW OF THE CURRENT COUNCIL ORDER PERTAINING TO OFF-LEASH AREAS OF THE MUNICIPAL DISTRICT IN LATE 2020**
- 3. OFFICERS ADVISE THE LEAD PETITIONER ACCORDINGLY**

## DOCUMENTS FOR SEALING

### LETTER UNDER SEAL - SENIOR SERGEANT GRAHAM GOODING

ITEM 1

#### BACKGROUND

Council's attention has been drawn to 50 years of service by Senior Sergeant Graham Gooding to the Victoria Police.

Snr Sergeant Gooding is stationed at Croydon and is a committed and dedicated member of the Maroondah Community.

In accord with Council's Honours/Recognition of Milestones and Achievements Policy, it is appropriate that Council recognises Snr Sergeant Gooding's 50 years' service to the Victoria Police and service to the local community.

#### ATTACHMENTS

Not Applicable

#### CONFIDENTIALITY

Not Applicable

#### RECOMMENDATION

**THAT COUNCIL SIGNS AND SEALS A LETTER TO SENIOR SERGEANT GRAHAM GOODING IN RECOGNITION OF HIS 50 YEARS' SERVICE TO THE VICTORIA POLICE AND SERVICE TO THE MAROONDAH COMMUNITY**