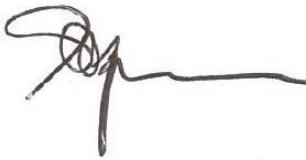


Councillor
(as addressed)

The next Council Meeting will be held in the Council Chamber, Braeside Avenue, Ringwood, on Monday 20 April 2020, 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.



COUNCIL CHAMBER
IS FITTED WITH A HEARING AID
INDUCTION LOOP

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

City Offices
Postal

Telephone

Facsimile

Email

Web

Service Centres

Braeside Avenue, Ringwood, 3134
PO Box 156, Ringwood 3134
DX 38068, Ringwood
1300 88 22 33
Translating and Interpreting Service (TIS): 131 450
National Relay Service (NRS): 133 677
(03) 9298 4345
maroondah@maroondah.vic.gov.au
www.maroondah.vic.gov.au

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 March 2020
6. Public Questions
7. Officers' Reports
 - Chief Executive Officer
 1. Maroondah City Council Coronavirus (COVID-19) April Update 3
 - Director Corporate Services
 1. Attendance Report 7
 2. Reports of Assembly of Councillors 9
 3. Councillor Representation Reports 12
 4. COVID-19 Public Safety - Closure of Council Meetings to Public Gallery 14
 5. Amending 2019/20 Council Meeting Schedule 17
 6. Victorian Electoral Commission - Agreement For Provision of Electoral Services - 1 July 2020 To 30 June 2024 20
 - Director Strategy & Community
 1. Maroondah 2040 Community Vision Refresh 23
 2. Sustainability Strategy 2016 to 2020 Activities Report 29
8. Documents for Sealing
9. Motions to Review
10. Late Item
11. Requests / Leave of Absence

**MAROONDAH CITY COUNCIL CORONAVIRUS (COVID-19)
APRIL UPDATE**

ITEM 1

PURPOSE

To update the community on Maroondah City Council actions relating to COVID-19.

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

A novel coronavirus, known as COVID-19, has become a widespread issue globally and within Australia.

The situation continues to change and evolve at a fast-moving pace, both in Victoria, and abroad, with the World Health Organisation (WHO) declaring a pandemic on March 11, 2020.

Following this announcement by the WHO, the Australian Government advised that pandemic planning was now in place, with a range of measures established to coordinate health advice and manage the spread of the virus through the Australian community.

The Victorian Government announced a State of Emergency effective to midnight Monday 13 April, which has been extended to midnight Monday 11 May.

Council takes advice from the Chief Medical Officer and the Victorian Department of Health and Human Services and has implemented a range of measures and plans since early March to respond to the evolving situation.

ISSUE / DISCUSSION

While the COVID-19 pandemic is having an impact right across our community, Council is continuing to provide the majority of our services to the Maroondah community.

This includes a range of essential services such as Customer Service, Maternal & Child Health, Meals on Wheels, Aged and Disability Services, Youth and Children's Services, Immunisation and environmental health services, Waste collection, Statutory Planning and

**MAROONDAH CITY COUNCIL CORONAVIRUS (COVID-19)
APRIL UPDATE Cont'd**

ITEM 1

Building Services, roads and footpath maintenance, animal management, and maintenance of our buildings, parks, reserves and public toilets.

To manage the impacts of COVID-19 in Maroondah, the following key activities and actions have been implemented by Council in response to Federal and State Government advice and regulations:

- Applying Council's Pandemic Plan and Service Area Business Continuity Plans to best meet the impacts of COVID-19.
- Established Council's Crisis Management team comprising the CEO, Directors and key emergency/risk personnel. This team meets on a regular basis to coordinate Council's preparedness and to ensure we continue to provide core services to the Maroondah community.

These meetings include reviewing the situational analysis and the impact of Federal and State government interventions; identifying further action regarding operational changes; internal and external communication needs; employee welfare; as well as community relief and recovery planning.

- Meeting regularly with Council's Pandemic Committee including public health experts to keep abreast of current and new information from the Department of Health and Human Services.
- Closed a range of Council and community facilities, including customer facing service desks, libraries, aquatic and leisure facilities, stadiums, Karralyka, Realm, Wyreena Community Arts Centre, Maroondah Federation Estate, EVs, halls, pavilions, clubs, neighbourhood houses, golf courses and playgrounds.
- A range of events and activities have either been postponed or cancelled, with updated information on Council's website and on social channels.
- Web, phone and digital contact centre resourcing have been expanded with significant increases in use.
- All meetings are being conducted via teleconferencing including Councillor briefings/meetings. Following Victorian Government advice Council Meetings commencing with the May 18 meeting will be conducted using video link and live streaming.
- Apart from key employee positions that are office based, Council's work force is operational on Work from Home arrangements where suitable, on leave where available or stood down (redeployment opportunities being considered where feasible). Employees working outdoors continue to work consistent with social distancing rules.
- Eastern region survey of business sentiment has been conducted by our Business & Activity Centre Development team.

**MAROONDAH CITY COUNCIL CORONAVIRUS (COVID-19)
APRIL UPDATE Cont'd**

ITEM 1

- Following Victorian Government advice, the 2020/21 Proposed Budget and Council Plan public release will be moved to June to enable the inclusion of COVID-19 impacts, including an increased level of financial support to emergency relief organisations.
- Changes proposed to Community Grants scheme with deadlines extended and relaxation of reporting/acquittal requirements.

FINANCIAL / ECONOMIC ISSUES

A range of measures are in place to manage the financial and economic impact on Council's 2019/20 Budget, and the 2020/21 Budget and Long Term Financial Strategy.

Discretionary expenditure has been frozen; contractual arrangements renegotiated and Capital Works program reviewed.

While leisure facilities and services are fully closed, membership payments are suspended. Partial refunds or credits of registration payments are available to businesses impacted by COVID-19. Karralyka Centre tickets for cancelled events have been refunded;

Council is also supporting our ratepayers with new arrangements for the 2019/20 rate payments. Until 30 June 2020, Council will not be charging interest on unpaid rates and we will not undertake any rate recovery actions. This also applies to all infringements such as parking, local laws, and planning.

Council will review these arrangements again in June. Any ratepayer who is having difficulty paying their rates is encouraged to contact the Revenue Services team who will be able offer support based on each individual ratepayer's circumstance.

ENVIRONMENTAL / AMENITY ISSUES

N/A

SOCIAL / COMMUNITY ISSUES

The response to COVID-19 is rapidly changing and it is important that we continue to monitor reputable sources for any new information as it becomes available.

Through our communication channels, we encourage our community to keep up to date on the COVID-19 situation by visiting the Department of Health and Human Services website or calling their hotline on 1800 675 398.

**MAROONDAH CITY COUNCIL CORONAVIRUS (COVID-19)
APRIL UPDATE Cont'd****ITEM 1****COMMUNITY CONSULTATION**

The community has been kept informed of the actions of Council through a range of communication channels, including a comprehensive COVID-19 section on Council's website; social media channels; Mayor updates on Eastern FM radio and by Facebook video on a weekly basis; facility signage and weekly eNewsletters. Information has been developed and distributed in a range of languages for the Maroondah community; and also for the Youth demographic, including a video which has been shared on websites and social media.

CONCLUSION

Council will continue to manage the impacts of the COVID-19 pandemic and provide ongoing essential services and support for the Maroondah community.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE APRIL 2020 COVID-19 UPDATE REPORT

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, which were noted.

The 'Public Record' of the Assembly of Councillors briefings held on 16 March 2020, 3 April 2020 and 6 April 2020 is attached for information.

NOTE

As a result of current working arrangements due to COVID-19, Assembly of Councillors briefings commencing 6 April 2020 are presently being held via Zoom Teleconferencing.

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. 2020 March 16 - Assembly of Councillors Public Record
2. 2020 April 03 - Assembly of Councillors Public Record
3. 2020 April 06 - 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 MARCH 2020, 3 APRIL 2020 & 6 APRIL 2020

COUNCILLOR REPRESENTATION REPORTS

ITEM 3

PURPOSE

To receive and note the Maroondah Disability Advisory Committee Meeting Minutes on 12 March 2020

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

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 & 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

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 Disability Advisory Committee Meeting Minutes 12 March 2020

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES MINUTES OF THE MAROONDAH DISABILITY ADVISORY COMMITTEE MEETING HELD ON 12 MARCH 2020

COVID-19 PUBLIC SAFETY - CLOSURE OF COUNCIL MEETINGS TO PUBLIC GALLERY

ITEM 4

PURPOSE

To consider the issue of public safety in response to the challenges raised by the COVID-19 pandemic.

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 the year 2040, Maroondah will be 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 – 2021:

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

BACKGROUND

In the interests of public transparency and accountability, which are integral to good governance, section 89 of the Local Government Act 1989 requires that all Council Meetings must be open to the public, except if meeting In-Camera in accordance with section 89(2). There is no provision within the Act to prevent public access due to the extraordinary circumstances currently being experienced with the COVID-19 pandemic.

However, the new Local Government Act 2020, which recently received Royal Assent on 24 March 2020, does provide for Councils to prevent public access in certain circumstances, including reasons of 'security', which come into operation on 1st May 2020. Meanwhile the provisions of the 1989 Act continue to operate.

ISSUE / DISCUSSION

Section 66(1) of the Local Government Act 2020 requires that Council Meetings be open to the public, unless a circumstance in section 66(2) applies. Section 66(2) states those circumstances are:

- (a) The meeting is to consider confidential information; or
- (b) Security reasons; or
- (c) It is necessary to close the meeting to enable the meeting to proceed in an orderly manner.

COVID-19 PUBLIC SAFETY - CLOSURE OF COUNCIL MEETINGS TO PUBLIC GALLERY Cont'd**ITEM 4**

Advice received from Local Government Victoria and the Local Government Inspectorate indicates that a Council may close a meeting under (b) or (c) above, provided it enables the meeting to be viewed by the public e.g. streamed on the internet. The term 'security', whilst not defined in the Act, would be broad enough to apply in the current circumstances relating to COVID-19.

It is therefore proposed that Council, at its meeting this evening, resolve to give notice that upon commencement of Part 3, Division 2 of the Local Government Act 2020 on 1st May 2020, that pursuant to the provisions of section 66(2)(b) of the Act, the public gallery will be closed to all future Council Meetings as from 1st May until further notice, due to the COVID-19 pandemic.

COUNCILLOR ATTENDANCE AT COUNCIL MEETINGS

The Local Government Act 2020 provides that voting at Council Meetings is undertaken by Councillors present at the Meeting. 'Present' means physically present in the room where the decision making is taking place.

As there is no current provision that allows a Council to be exempted from this requirement, e.g. allowing presence by electronic means, Councillors and Officers attending Council Meetings should therefore have regard to the Commonwealth Government's guidance on social distancing and hygiene.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

CONCLUSION

It is appropriate that Council addresses the issue of public safety raised by the COVID-19 pandemic and resolves to close access to the public gallery of Council meetings until further notice.

**COVID-19 PUBLIC SAFETY - CLOSURE OF COUNCIL
MEETINGS TO PUBLIC GALLERY Cont'd**

ITEM 4

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT

1. **COUNCIL RESOLVES THAT UPON COMMENCEMENT OF PART 3, DIVISION 2 OF THE LOCAL GOVERNMENT ACT 2020 (THE ACT) ON 1ST MAY 2020, THAT PURSUANT TO THE PROVISIONS OF SECTION 66(2)(B) OF THE ACT, AS FROM 1ST MAY 2020 THE PUBLIC GALLERY WILL BE CLOSED TO ALL FUTURE COUNCIL MEETINGS UNTIL FURTHER NOTICE, DUE TO THE COVID-19 PANDEMIC**
2. **COUNCIL MEETINGS CONTINUE TO BE LIVE STREAMED, WHICH CAN BE ACCESSED BY THE PUBLIC VIA COUNCIL'S WEBSITE**

<https://www.maroondah.vic.gov.au/About-Council/Council-meetings/Live-Council-meetings>
3. **PUBLIC NOTICE BE PROVIDED ON COUNCIL'S WEBSITE AND LOCAL MEDIA OUTLETS**

AMENDING 2019/20 COUNCIL MEETING SCHEDULE**ITEM 5****PURPOSE**

To amend the 2019/20 Council Meeting Schedule to accommodate a change in timelines for consideration of the Council Plan 2017-2021 Y4 and Council Budget 2020/21, due to COVID-19 impacts.

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 the year 2040, Maroondah will be 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 – 2021:

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

BACKGROUND

The 2019/20 Council Meeting Schedule was adopted by Council at its meeting on 13 November 2019. Due to extraordinary circumstances currently being experienced with the COVID-19 pandemic, it is necessary to accommodate a change in timelines for consideration of the Council Plan and Budget. The State Government have extended the timeframes till the end of August 2020 and hence these revised timeframes for Maroondah City Council are considered appropriate.

ISSUE / DISCUSSION

The revised timeline for consideration of the Council Plan and Budget is as follows:

Action	Date
Council resolution to place the Draft Council Plan and Budget on public exhibition	Special Council Meeting - Thursday 18 June 2020 - 6PM
Advertising	Friday 19 June 2020
Hearing of Submissions	Wednesday 22 July 2020
Council consideration of the Draft Council Plan and Budget, with a view to adopting same.	Monday 27 July 2020

AMENDING 2019/20 COUNCIL MEETING SCHEDULE Cont'd**ITEM 5**

To facilitate this timeline the following changes are proposed to the Council Meeting Schedule:

- A Special Meeting of Council be held on Thursday 18 June at 6pm, to resolve to place the Draft Budget and Council Plan on public exhibition
- The Council Meeting that had been scheduled for Monday 1 June, for the sole purpose of adopting the Draft Budget and Council Plan, be cancelled.
- The Council Meeting scheduled for Monday 20 July, be rescheduled to Monday 27 July, at which Council will consider the Draft Budget and Council Plan and submissions received, with a view to adopting same.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

CONCLUSION

Due to COVID-19 impacts, it is necessary that the 2019/20 Council Meeting Schedule be amended to accommodate a change in timelines for consideration of the Council Plan 2017-2021 Y4 and Council Budget 2020/21. The State Government has extended Local Governments timeframes for the sector for both these documents and hence they are considered appropriate for Maroondah City Council.

AMENDING 2019/20 COUNCIL MEETING SCHEDULE Cont'd

ITEM 5

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT THE 2019/20 COUNCIL MEETING SCHEDULE, AS ADOPTED BY COUNCIL ON 13 NOVEMBER 2019, BE AMENDED AS FOLLOWS:

- 1. A SPECIAL MEETING OF COUNCIL BE HELD AT 6PM ON THURSDAY 18 JUNE 2020, TO RESOLVE TO PLACE THE DRAFT COUNCIL PLAN 2017-2021 (YEAR 4) AND COUNCIL BUDGET 2020/21 ON PUBLIC EXHIBITION**
- 2. THE COUNCIL MEETING THAT HAD BEEN SCHEDULED FOR MONDAY 1 JUNE 2020, FOR THE SOLE PURPOSE OF ADOPTING THE DRAFT COUNCIL PLAN AND BUDGET, BE CANCELLED**
- 3. THE COUNCIL MEETING SCHEDULED FOR MONDAY 20 JULY 2020, BE RESCHEDULED TO MONDAY 27 JULY 2020, AT WHICH TIME COUNCIL CONSIDER THE DRAFT COUNCIL PLAN 2017-2021 (YEAR 4) AND COUNCIL BUDGET 2020/21, AND SUBMISSIONS RECEIVED, WITH A VIEW TO ADOPTING SAME**

**VICTORIAN ELECTORAL COMMISSION - AGREEMENT FOR
PROVISION OF ELECTORAL SERVICES - 1 JULY 2020 TO 30
JUNE 2024**

ITEM 6

PURPOSE

To consider formal acceptance of the service agreement for provisions of electoral services with the Victorian Electoral Commission (VEC).

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 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 2019 – 2020:

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

BACKGROUND

The State Government has legislated that the VEC is the sole provider of electoral services across Victoria for the Council elections. Since local government amalgamations in 1994, the VEC has conducted all of Maroondah's elections.

ISSUE / DISCUSSION

The Victorian Electoral Commission (VEC) conducts the Council Elections and manages all aspects of the election process.

The VEC Electoral Commissioner, Mr Warwick Gately AM, has forwarded the electoral service agreement between the VEC and Maroondah City Council for the provision of electoral services for the four years commencing on 1 July 2020.

The agreement identifies the electoral services to be provided to Council by the VEC under the relevant legislation. This includes the 2020 general election in October 2020, as well as any contingency and ad hoc electoral services that are required during the 2020–24 Council term, such as by-elections or countbacks. This agreement does not include any work which maybe required as a result of the recent enactment of the new Local Government Act and in particular the move to a single Councillor Ward structure.

As the VEC has a monopoly on electoral services to the Local Government sector, Council has little option but to proceed with the Service Agreement for the 2020 elections, which is exempt from a public tender process.

**VICTORIAN ELECTORAL COMMISSION - AGREEMENT FOR
PROVISION OF ELECTORAL SERVICES - 1 JULY 2020 TO 30
JUNE 2024 Cont'd**

ITEM 6

FINANCIAL / ECONOMIC ISSUES

The Electoral Service Agreement provides the following cost estimate:

Provision of Election Services for a Postal Election	\$ 535,026.18 <i>incl.GST</i>
Enforcement of Compulsory Voting	\$ 94,562.89 <i>incl.GST</i>
Total	\$629,589.07 <i>incl.GST</i>

As the total value of the contract exceeds \$500k, the CEO is unable to execute the agreement under current powers of delegation. The matter therefore requires a Council resolution.

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

CONCLUSION

That Council agree to the agreement with the VEC for the provision of electoral services for the 2020 Council elections.

VICTORIAN ELECTORAL COMMISSION - AGREEMENT FOR PROVISION OF ELECTORAL SERVICES - 1 JULY 2020 TO 30 JUNE 2024 Cont'd **ITEM 6**

ATTACHMENTS

1. Council Instrument of Delegation to CEO & Director Corporate Services - VEC Election Services Agreement

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT WITH RESPECT TO THE SERVICE AGREEMENT FOR PROVISION OF ELECTORAL SERVICES BY THE VICTORIAN ELECTORAL COMMISSION FOR THE PERIOD 1 JULY 2020 TO 30 JUNE 2024, COUNCIL:

1. **ACCEPTS THE TOTAL SUM OF SIX HUNDRED AND TWENTY-NINE THOUSAND, FIVE HUNDRED AND EIGHTY-NINE DOLLARS AND SEVEN CENTS (\$629,589.07) INCLUSIVE OF GST**
2. **AUTHORISES THE SIGNING OF ALL DOCUMENTATION PERTAINING TO THE SERVICE AGREEMENT**
3. **DELEGATES TO BOTH THE CHIEF EXECUTIVE OFFICER AND THE DIRECTOR CORPORATE SERVICES THE FUNCTIONS AND POWERS SET OUT IN THE INSTRUMENT OF DELEGATION APPENDED TO THIS RECOMMENDATION – ‘THE INSTRUMENT OF DELEGATION’**
4. **AFFIXES ITS COMMON SEAL TO THE INSTRUMENT OF DELEGATION**

MAROONDAH 2040 COMMUNITY VISION REFRESH

ITEM 1

PURPOSE

To provide the *Draft Maroondah 2040 Community Vision Refresh*; and seek Council approval to place the *Draft Maroondah 2040 Community Vision Refresh* on public exhibition for a period of four weeks.

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 aspiration 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:

- 8.3 Provide community inspired leadership in democratic governance
- 8.8 Undertake inclusive engagement and consultation using accessible and tailored approaches to consider the needs and aspirations of different age and population groups
- 8.9 Create opportunities for shared decision making through active community involvement
- 8.13 Encourage individuals, groups and organisations to proactively connect with and contribute to their local community

BACKGROUND

Between 2013 and 2014 Council worked with the Maroondah community to develop a long-term vision for our future looking ahead to the year 2040 and beyond. Council formally adopted the Maroondah 2040 Community Vision (*Maroondah 2040: Our Future Together*) on 23 June 2014.

The Maroondah 2040 Community Vision captures the aspirations, desires, and priorities of the community. The Vision provides a 'roadmap' for the community, Council and other levels of government to partner together and create a future that enhances Maroondah as a great place to live, work, play and visit.

Over the past eighteen months, Council has been undertaking a review of the Maroondah 2040 Community Vision. The purpose of the review has been to:

- Review progress made to date in working towards the Maroondah 2040 Community Vision
- Understand emerging trends and implications for Maroondah, along with the role of Council
- Check-in with key stakeholders and the broader Maroondah community regarding the aspirations and policy directions in the Vision
- Help to position and align Council's future direction, resources and service delivery activities for the next five to ten years.

The review has involved three key stages to date.

Stage 1: Where have we already made progress?

In November 2018, Council commenced work on a review of the Maroondah 2040 Community Vision with development of the *State of Maroondah 2019* document. This biennial report highlighted where activities had supported achievements of the Maroondah 2040 Community Vision outcomes, along with a review of the community indicators of progress.

This work was followed by research that examined global and national trends, emerging issues, local population data and implications for Maroondah.

Stage 2: Where are we now and where do we want to go?

A variety of community and stakeholder engagement activities were undertaken during this stage aimed at gaining insights on emerging trends within the municipality, including testing findings from the research.

Community engagement during this stage was undertaken from November 2018 to February 2019 via online surveys and face-to-face pop-up activities at various locations across Maroondah.

Stakeholder engagement commenced at a Community Forum in March 2019 attended by a broad range of community and business leaders. The facilitated discussion explored progress made over the past five years, implications arising from emerging trends, and provided local insights on future priorities. Other activities included discussions with local community networks and workshops with Council employees, including a Leadership Forum.

Stage 3: How do we get there?

This stage sought to further explore the emerging trends and associated implications for Maroondah in more detail. Broad community engagement was undertaken during this phase of the project via an online survey and face-to-face pop-up engagement in various locations.

This stage included a Community Forum in November 2019 with community, education, leisure and business leaders that considered collective aspirations, revised policy directions, game-changing priorities and partnership opportunities. Consultation also involved targeted stakeholder engagement through focus groups with Council advisory committees who helped to inform and refine policy directions related to their respective areas of expertise and experience.

The result of this process is a refreshed Vision that captures the collective aspirations, emerging trends and implications, along with the evolving priorities of the Maroondah community.

ISSUE / DISCUSSION

As the review of the Maroondah 2040 Community Vision is an interim review, the existing overarching community vision statement and the structure of the eight outcomes areas have been retained.

MAROONDAH 2040 COMMUNITY VISION REFRESH Cont'd

ITEM 1

Changing community aspirations and priorities, and emerging themes and trends, are captured in updated vision statements, key directions and community indicators of progress for each of the eight outcome areas. The key directions describe the high-level strategies that will guide the activities of Council and the community in working towards the outcome area's vision. Progress towards the vision and preferred future outcomes will be measured, over time, through the community indicators of progress.

A summary of the revised Maroondah 2040 Community Vision Strategic Framework is provided below, with the full version available in the attached *Draft Maroondah 2040 Community Vision Refresh*.

In addition to revising the framework, during preparation of the refreshed document attention has also been given to consolidating key directions, simplifying language, and bringing the document up to date.

Figure 1. Revised Maroondah 2040 Community Vision Strategic Framework

Community Vision



In 2040, Maroondah will be a vibrant and diverse city with a healthy and active community, living in green leafy neighbourhoods which are connected to thriving and accessible activity centres contributing to a prosperous economy within a safe, inclusive and sustainable environment.

Outcome Areas



Safe, healthy and active

In 2040, Maroondah will be a safe, healthy and active community where all people have the opportunity to experience enhanced levels of social, emotional and physical wellbeing.

This vision is supported by 11 key directions and six community indicators of progress.



Prosperous and learning

In 2040, Maroondah will be a thriving regional centre of economic activity and education, where the sustainable growth of local businesses is supported and diverse lifelong learning opportunities are accessible for all community members.

This vision is supported by 15 key directions and eight community indicators of progress.



Vibrant and culturally rich

In 2040, Maroondah will be a vibrant and creative community recognised for celebration of the arts, cultural expression and diverse entertainment options.

This vision is supported by 7 key directions and 4 community indicators of progress.

MAROONDAH 2040 COMMUNITY VISION REFRESH Cont'd

ITEM 1



Clean, green and sustainable

In 2040, Maroondah will be a resilient community committed to sustainable living, enhancing our natural environment, and providing leadership in responding to climate change.

This vision is supported by 11 key directions and five community indicators of progress.



Accessible and connected

In 2040, Maroondah will be accessible for all ages and abilities with walkable neighbourhoods, sustainable transport options, and a safe integrated transport network.

This vision is supported by nine key directions and eight community indicators of progress.



Attractive, thriving and well built

In 2040, Maroondah will be an attractive, sustainable and well-built community with thriving activity centres and a network of neighbourhoods where everyone has the opportunity to live, work and play locally.

This vision is supported by 11 key directions and nine community indicators of progress.



Inclusive and diverse

In 2040, Maroondah will be an inclusive and equitable community where all people are valued, supported and socially connected, and diversity is embraced and celebrated.

This vision is supported by 14 key directions and eight community indicators of progress.



Well governed and empowered

In 2040, Maroondah will be an empowered community actively engaged in local decision making, led by an innovative community inspired Council that collaborates regionally and proactively champions local needs.

This vision is supported by 12 key directions and 13 community indicators of progress.

FINANCIAL / ECONOMIC ISSUES

Financial and economic issues are considered in the *Draft Maroondah 2040 Community Vision Refresh*.

ENVIRONMENTAL / AMENITY ISSUES

Environmental and amenity issues are considered in the *Draft Maroondah 2040 Community Vision Refresh*.

SOCIAL / COMMUNITY ISSUES

Social and community issues are considered in the *Draft Maroondah 2040 Community Vision Refresh*.

MAROONDAH 2040 COMMUNITY VISION REFRESH Cont'd

ITEM 1

COMMUNITY CONSULTATION

Community engagement has been a key focus during the review of the Maroondah 2040 Community Vision. The engagement has been undertaken in two stages.

Stage 1 - November 2018 - April 2019

During this stage a range of community and stakeholder engagement activities were undertaken to gain insights on emerging trends within Maroondah, including testing findings from the research consultancy.

Community engagement during stage one included online surveys (*Your Say Maroondah* website) and face-to-face pop-up activities at various locations including the 2018 Maroondah Festival, Realm and Ringwood Town Square, 2019 Australia Day at Ringwood Lake and Family Fun Day at Glen Park.

External stakeholders were engaged through a consolidated workshop of business and community leaders in March 2019. Internal stakeholders were engaged through workshops in March and April 2019.

Stage 2 - July 2019 - November 2019

During this stage feedback from Stage One was used to further explore emerging trends and associated implications for Maroondah.

Community engagement during Stage Two included online surveys (*Your Say Maroondah* website) and face-to-face pop-up activities at various locations including the 2019 Maroondah Festival, and Realm and Ringwood Town Square.

Stakeholder's were engaged through focus groups with Council advisory committees to help inform and refine policy directions related to their respective areas of expertise and experience. Stakeholder engagement concluded with a Community Forum in November 2019.

CONCLUSION

The review of the Maroondah 2040 Community Vision has involved extensive engagement with the local community.

The *Draft Maroondah 2040 Community Vision Refresh* captures the latest community aspirations and priorities, emerging themes and trends, and provides the strategic blueprint for Council and the community to work together to continue to shape the future of Maroondah to the year 2040.

The *Draft Maroondah 2040 Community Vision Refresh* is tabled to be made available for community feedback ahead of formal Council consideration at the June 2020 Council Meeting.

ATTACHMENTS

1. Draft Maroondah 2040 Community Vision Refresh Main Publication

CONFIDENTIALITY

Not Applicable

RECOMMENDATION**THAT:**

1. **COUNCIL MAKES THE DRAFT MAROONDAH 2040 COMMUNITY VISION REFRESH AVAILABLE FOR COMMUNITY FEEDBACK FROM 23 APRIL TO 21 MAY 2020**
2. **COUNCIL EXTENDS ITS APPRECIATION TO THE MANY COMMUNITY MEMBERS WHO HAVE CONTRIBUTED TO THE PREPARATION OF THE DRAFT MAROONDAH 2040 COMMUNITY VISION REFRESH**

SUSTAINABILITY STRATEGY 2016 TO 2020 ACTIVITIES REPORT

ITEM 2

PURPOSE

To seek Council endorsement of the *Sustainability Strategy 2016 to 2020 Activities Report* for publication on Council's website.

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 clean, green and sustainable community

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

Key Directions 2019 – 2020:

- 4.8 Create and foster a culture within our community that is committed to protecting the unique features of Maroondah's landscape, including our ridgelines, waterways, canopy vegetation, green open space and bushland reserves.
- 4.14 Support, educate and build the capacity of our community to make more environmentally sustainable lifestyle choices.
- 4.15 Work in partnership to reduce greenhouse gas emissions and support the community in adapting to a post peak oil environment.

Priority Action 2019-2020:

Undertake a review and update Council's Sustainability Strategy

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 2019 – 2020:

- 8.7 Ensure that all community members have access to, and are informed on, matters that affect them, including the provision of tailored information for under-represented and hard-to-reach groups.

BACKGROUND

The *Sustainability Strategy 2016 to 2020* was adopted by Council in July 2016, following extensive public consultation and the review of the previous Sustainability Strategy (2009-2014).

**SUSTAINABILITY STRATEGY 2016 TO 2020 ACTIVITIES
REPORT Cont'd**

ITEM 2

The Strategy sought to:

- Further embed sustainability in Council's service delivery to the community,
- Have Council lead by example,
- Build on and promote the sustainability efforts of many Maroondah residents and organisations,
- Pursue partnerships to advance sustainability, and
- Help the community lead a more sustainable lifestyle.

The Strategy delivery period concludes in June 2020, with a new strategy to be developed during 2020/21.

ISSUE / DISCUSSION

An evaluation of the Strategy outcomes and progress against targets was undertaken during 2019/20. The review sought to answer the questions, "Are we having the influence we expected?", "Have we achieved the change we sought?", and "Have we done what we said we would?".

The review informed the development of an Activities Report (Attachment 1) which tracks the progress of Council, the community and our partners to improve social, economic, and environmental sustainability in Maroondah. The report covers the four-year timeframe of the Strategy, combining key outcomes from the *Sustainability Activities Report Years 1 & 2* (2016/17 and 2017/18), and updates on Council's progress over years' 3 and 4 (2018/19 and 2019/20).

The draft *Sustainability Strategy 2016 to 2020 Activities Report* is presented here for noting.

The document presented to Council is a text version with graphic design to follow in the coming weeks. The final version *Sustainability Strategy 2016 to 2020 Activities Report* will then be published on Council's website and promoted through Council's communication channels.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

SUSTAINABILITY STRATEGY 2016 TO 2020 ACTIVITIES REPORT Cont'd

ITEM 2

COMMUNITY CONSULTATION

The *Sustainability Strategy 2016 to 2020 Activities Report* will be published on Council's website. In addition, there will be an opportunity for community engagement during the development of the new Strategy during 2020/21.

CONCLUSION

The *Maroondah Sustainability Strategy 2016 to 2020* is one of Council's key strategic documents and plays a key role in delivering on sustainability outcomes identified in *Maroondah 2040: Our future together*. The *Sustainability Strategy 2016 to 2020 Activities Report* provides an overview of the achievements and outcomes of the Sustainability Strategy.

ATTACHMENTS

1. Sustainability Strategy 2016 to 2020 - Activities Report - Public Version - text only

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

**THAT COUNCIL NOTE THE SUSTAINABILITY STRATEGY 2016 TO 2020 ACTIVITIES
REPORT**