



Councillor
(as addressed)

The next Council Meeting will be held in the Council Chamber Realm, on Monday 22 November 2021, commencing at 7:30pm and your presence is requested.

Yours faithfully

A handwritten signature in black ink, appearing to be 'Steve Kozlowski', written over a light grey rectangular background.

Steve Kozlowski
CHIEF EXECUTIVE OFFICER

Note:

This meeting is being streamed live on the internet and recorded.

This meeting of Council can be viewed on Council's website via:

<https://www.maroondah.vic.gov.au/Live-Council-Meetings>

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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 18 October 2021 and the Statutory Council Meeting held on Wednesday 10 November 2021.
6. Public Questions
7. Officers' Reports
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 2. Capital Works Report: First Quarter 2021/2022 Financial Year 30
 - Director Strategy & Community
 1. Council Plan 2021-2025 (Year 1: 2021/22) Priority Action Progress Report - Quarter 1 (2021/22) 36
 2. Eastern Alliance for Greenhouse Action (EAGA) Annual Report 2020/21 39
 - Director Development & Amenity
 1. Domestic Animal Management Plan 2021 - 2025 42
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9. Motions to Review
10. Late Item

11. Requests / Leave of Absence

12. In Camera

Director Corporate Services

1. Tender Evaluation Report - Contract 21003 Hard Waste Collection Services
2. Tender Evaluation Reports - Contract 21000 Waste Collection Services, Contract 21001 Supply of Waste Disposal Services and Contract 21002 Receipt, Sorting & Marketing of Recyclables

Director Operations, Assets & Leisure

1. Tender Evaluation Report - Contract 2506/0641 Retail Energy (through Procurement Australia)
2. Tender Evaluation Report - Contract 21004 Provision of Reactive Tree Maintenance Services
3. Tender Evaluation Report - Contract 21005 Design & Construction of Jubilee Indoor Training Centre

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 2021-2025 (Year 1: 2021-2022) 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 2021 – 2025:

- 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 COUNCILLOR BRIEFINGS

ITEM 2

PURPOSE

To present the ‘Public Record’ of those Councillor Briefings which are attended by all Councillors and generally held on Monday evenings at Realm, 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 2021-2025 (Year 1: 2021-2022) 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 2021 – 2025:

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

BACKGROUND

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, Councillor Briefings are conducted.

Councillor Briefings 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.

A Councillor Briefing is a non decision making forum, and as per past good governance practice, is deemed to be a scheduled or planned meeting comprising a majority of Councillors (at least 5) and one (1) Council employee, for the purpose of discussing 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 a Councillor Briefings may include:

- On-site inspections,
- Consultative Meetings with residents, developers, consultants
- Meetings with local organisations, Government Departments, statutory authorities, and local politicians

REPORTS OF COUNCILLOR BRIEFINGS Cont'd

ITEM 2

ISSUE / DISCUSSION

Councillor Briefings are generally held twice a month, on Monday evenings at Realm, usually two (2) weeks prior to, and on the night of a formal Council meeting.

The intent of this report is to present a 'Public Record' of those Councillor Briefings which are generally attended by all Councillors and typically held on Monday evenings, and to note the items discussed.

The 'Public Record' of the Councillor Briefing held on the 18 October 2021 and 15 November 2021 are attached for information.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

CONCLUSION

Councillor 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 Councillor Briefings, 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 Councillor Briefings, which are attended by a majority of Councillors, i.e. at least five (5) Councillors and one (1) employee of Council, be noted.

ATTACHMENTS

1.  2021 October 18 - Councillor Briefing Public Record
2.  2021 November 15 - Councillor Briefing Public Record

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE PUBLIC RECORD OF THE FOLLOWING COUNCILLOR BRIEFINGS HELD ON THE 18 OCTOBER 2021 AND 15 NOVEMBER 2021

COUNCILLOR REPRESENTATION REPORTS

ITEM 3

PURPOSE

To receive and note the meeting minutes of the following committees:

- Maroondah Liveability, Safety and Amenity Committee (MLSAC) meeting held on the 25 October 2021
- Eastern Transport Coalition (ETC) meeting held on the 21 October 2021
- Maroondah Community Health and Wellbeing Advisory Committee (MCHWAC) meeting held on the 12 October 2021
- Maroondah Access, Inclusion and Equity Advisory Committee (MAIEAC) meeting held on the 11 October 2021
- Maroondah Business Advisory Committee (MBAC) meeting held on the 21 September 2021
- Maroondah Arts Advisory Committee (MAAC) meeting held on the 1 September 2021

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 1: 2021-2022) 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 2021 – 2025:

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 Damante, Lamont and Steane are Council's Representative on the Maroondah Liveability, Safety and Amenity Committee.

COUNCILLOR REPRESENTATION REPORTS Cont'd

ITEM 3

Cr Graham is Council's Representative, with Cr Damante as substitute representative on the Eastern Transport Coalition Committee.

Crs Damante, Dib and Stojanovic are Council's Representative on the Maroondah Community Health and Wellbeing Advisory Committee.

Crs Lamont, Graham and Stojanovic are Council's Representative on the Maroondah Access Inclusion and Equity Advisory Committee.

Crs Spears, Damante and Steane are Council's Representative on the Maroondah Business Advisory Committee.

Crs Symon, Macdonald and Stojanovic are Council's Representative on the Maroondah Arts 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 Liveability Safety and Amenity Committee Meeting Minutes - 25 October 2021 
2. Eastern Transport Coalition Meeting Minutes - 21 October 2021 
3. Maroondah Community Health and Wellbeing Advisory Committee Meeting Minutes - 12 October 2021 
4. Maroondah Access Inclusion and Equity Advisory Committee Meeting Minutes - 11 October 2021 
5. Maroondah Business Advisory Committee Meeting Minutes - 21 September 2021 
6. Maroondah Arts Advisory Committee Meeting Minutes - 1 September 2021 

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES MINUTES OF THE FOLLOWING COMMITTEES

- 1. MAROONDAH LIVEABILITY, SAFETY AND AMENITY COMMITTEE MEETING HELD ON THE 25 OCTOBER 2021**
- 2. EASTERN TRANSPORT COALITION MEETING HELD ON THE 21 OCTOBER 2021**
- 3. MAROONDAH COMMUNITY HEALTH AND WELLBEING ADVISORY COMMITTEE MEETING HELD ON THE 12 OCTOBER 2021**
- 4. MAROONDAH ACCESS INCLUSION AND EQUITY ADVISORY COMMITTEE MEETING HELD ON THE 11 OCTOBER 2021**
- 5. MAROONDAH BUSINESS ADVISORY COMMITTEE MEETING HELD ON THE 21 SEPTEMBER 2021**
- 6. MAROONDAH ARTS ADVISORY COMMITTEE HELD ON THE 1 SEPTEMBER 2021**

COUNCIL REPRESENTATION 2021/2022

ITEM 4

PURPOSE

To formally appoint Council representation to internal and external organisations for the period November 2021 to November 2022.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council plan 2021-2025 (Year 1: 2021-2022) provide the strategic framework that underpins the purpose in this report.

Outcome Area: A well governed and empowered community.

Our Vision: 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.

Key Directions 2021 – 2025:

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

BACKGROUND

Council on an annual basis appoints Council delegates at the commencement of a new Mayoral term. It provides clear communication and delegate identification for Councillors, the community and the organisations or bodies/advisory groups to which a Councillor is a delegate.

There are two types of bodies requiring formal Council representation, either internal or external. Internal bodies/advisory groups have been initiated by Council and are serviced administratively. They typically consider in-depth issues that are related to Council policy or activities. Their primary purpose is to advise Council on issues. An extension of these Committees has been the development of Internal Committees with a large degree of Community representation.

External bodies are outside the control of Council as they operate under their own charter and determine their own procedures, policies and practices. In these instances, Council involvement is to participate, influence and advocate for the Maroondah Communities on the activities of those external groups where those activities are in the Maroondah public's interest.

ISSUE / DISCUSSION

Committee representation is reviewed on an annual basis and aligns with the election of the Mayor through the November cycle of meetings.

Convention indicates that where the Mayor is a member of an internal Committee of Council, they automatically act as the Chair, unless they relinquish that role, other than the Audit and Risk Committee which is required to have an Independent Chair. Additionally, in accordance with good governance practice where the Mayor is not a specific member of a Committee – they may exercise the option to attend any Committee in an ex-officio capacity.

COUNCIL REPRESENTATION 2021/2022 Cont'd

ITEM 4

The Internal Advisory Committees are to contribute towards reference panels, and assist with consultation, whether towards the Council Plan, Budget and provide representation of community-based issues that should be considered when making decisions. All Internal Advisory Committees will consist of three Councillors to strengthen representation.

Internal Advisory Committees:

Internal Advisory Committee	Brief Description	Councillor Rep #
Maroondah Access, Inclusion and Equity Advisory Committee	The role of the Maroondah Access, Inclusion and Equity Advisory Committee is to provide advice to Council and inform service delivery, advocacy and partnerships on a range of social policy matters relating to community access, inclusion and equity.	Three
Maroondah Arts Advisory Committee	The role of the Maroondah Arts Advisory Committee is to provide advice and expertise that assists Council in realising the community's vision for a creative and culturally vibrant Maroondah as outlined in Maroondah 2040 and key Council cultural policies and strategies.	Three
Maroondah Business Advisory Committee	The role of the Maroondah Business Advisory Committee is to provide a framework for the collaborative sharing of local business intelligence, and sector specific opportunities and challenges, that will shape and enhance the future role of Council to impact positively on local businesses.	Three
Maroondah Community Health and Wellbeing Committee	The role of the Maroondah Community Health and Wellbeing Advisory Committee is to provide advice to Council and inform service delivery, advocacy and partnerships on a range of community health and wellbeing matters.	Three
Maroondah Disability Advisory Committee	The role of the Maroondah Disability Advisory Committee is to provide advice to Council and inform service delivery, advocacy and partnerships on a range of matters relating to people with a disability, their carers and families.	Three
Maroondah Environment Advisory Committee	The role of the Maroondah Environment Advisory Committee is to establish a collaborative partnership between Council and key community stakeholders, to inform and advise Council on environmental sustainability issues.	Three
Maroondah Liveability, Safety and Amenity Committee	The role of the Maroondah Liveability, Safety and Amenity Advisory Committee is to provide advice to Council and inform service delivery, advocacy and partnerships on a range of community liveability, safety and amenity matters.	Three

Other Internal Committees that are statutory in nature but do not consist of Community Members, are the following:

COUNCIL REPRESENTATION 2021/2022 Cont'd

ITEM 4

Other Internal Committee	Brief Description	Councillor Rep #
Maroondah Audit and Risk Committee	The role of the Audit and Risk Advisory Committee in line with the Local Government Act 2020 is to oversee, monitor and report upon the effectiveness of Council in carrying out its responsibilities for accountable financial management, good corporate governance, maintaining a system of internal control and risk management, and fostering an ethical environment.	Two

External Bodies with Council Representation

Council also is represented by Councillors and Council employees on a range of External Committees and networks at Local, State and National levels. In these instances, Council involvement is to participate, advocate and influence the activities of these external groups on behalf of the Maroondah community.

External Committees and Networks:

Committee	Local/Regional/ State/National	Brief Description	Councillor Rep #
Maroondah – Communities of Wellbeing Steering Committee	Local	Communities of Wellbeing Inc is a collaborative community partnership that seeks to build capability and connectedness to enhance human flourishing.	Two
Eastern Regional Group – Mayors and CEO's	Regional	The Eastern Regional Group (ERG) collaborates on common issues facing Council for its six representative Councils, comprising of - Knox, Manningham, Maroondah, Monash, Whitehorse and Yarra Ranges.	Mayor, Deputy Mayor, CEO, plus designated substitute (past Mayor)
Eastern Transport Coalition	Regional	The Eastern Transport Coalition (ETC) consists of seven eastern metropolitan Melbourne Councils, comprising Greater Dandenong, Knox, Manningham, Maroondah, Monash, Whitehorse and Yarra Ranges. The purpose of the ETC is to: advocate for transport projects which improve connectivity, liveability, sustainability, productivity and efficiency throughout Melbourne's eastern region; work cooperatively with councils, stakeholders and governments; and support transport improvements when they occur.	One, plus designated substitute

COUNCIL REPRESENTATION 2021/2022 Cont'd

ITEM 4

Committee	Local/Regional/ State/National	Brief Description	Councillor Rep #
Eastern Affordable Housing Alliance	Regional	The Alliance aims to ensure that the most disadvantaged people in the EMR can access safe, secure, affordable housing, with a view to better health outcomes and higher quality of life for all. Collaboration of six LGs comprising of - Knox, Manningham, Maroondah, Monash, Whitehorse and Yarra Ranges	One, plus designated substitute
Eastern Alliance for Greenhouse Action	Regional	The Eastern Alliance for Greenhouse Action (EAGA) is a formal collaboration of eight Councils in Melbourne's east, working together on regional programs that reduce greenhouse gas emissions and facilitate regional adaptation.	One, plus designated substitute
Eastern Regional Libraries Corporation	Regional	Eastern Regional Libraries (ERL) is a co-operative venture of three outer eastern metropolitan councils – Knox, Maroondah and Yarra Ranges. The Corporation Board provides leadership for the good governance of ERL and consists of two appointed Councillors from each of the member Councils. The Board meet quarterly during the year to discuss library issues and receive reports from library management. There is also an Audit and Risk Committee to which Board Members are able to nominate which meets a couple of times a year.	Two, plus designated substitute
METEC (Metropolitan Training Education Centre Inc.)	Regional	Metropolitan Training Education Centre Inc (METEC) Driver Training is a not-for-profit road safety organisation dedicated to improving road safety. Located in Colchester Road in Bayswater North, a board representative from Council has been in place in recent years.	One, plus designated substitute
Metropolitan Waste Resource Recovery Group Forum	State	The Metropolitan Local Government Waste Forum has been set up to support the effective operation of the Metropolitan Waste and Resource Recovery Group (MWRRG). The Forum exists to inform the effective, efficient and sustainable resource recovery and municipal waste planning and management across the MWRRG region.	One, plus designated substitutes

COUNCIL REPRESENTATION 2021/2022 Cont'd**ITEM 4**

Committee	Local/Regional/ State/National	Brief Description	Councillor Rep #
Municipal Association of Victoria State Council	State	The State Council operates as the governing body of the Municipal Association of Victoria (MAV). It is made up of single representatives from all member councils who formulate, debate, and vote on the operations of the MAV.	One, plus designated substitute
Victorian Local Government Women's Charter	State	The Victorian Local Government Women's Charter promotes the principles of gender equity, encouraging diversity in representation and participation; and women's active citizenship.	All female Councillors, plus Director Corporate Services
Local Government Safe Cities Network	National	The Local Government Safe Cities Network seeks to bring a balanced local government perspective to alcohol and other drug issues in Australian communities.	One, plus designated substitute

FINANCIAL / ECONOMIC ISSUES

As a governance item the resources required for this item is contained within the current budget.

ENVIRONMENTAL / AMENITY ISSUES

Not applicable

SOCIAL / COMMUNITY ISSUES

Not applicable

COMMUNITY CONSULTATION

Not applicable

CONCLUSION

That Council consider the appointment of delegates to the Committees/Bodies/Advisory Groups as listed within the recommendation to this Report in order to develop, review, advocate and support the needs and aspirations of the Maroondah Community as outlined in Council's Maroondah 2040 and Council Plan documents.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT WITH RESPECT TO COMMITTEES/BODIES/ADVISORY GROUPS REQUIRING A FORMAL COUNCIL DELEGATE, COUNCIL:

1. NOTES THAT THE MAYOR IS ABLE, AS EX-OFFICIO, TO ATTEND ANY OF THE BODIES/ADVISORY GROUPS WHERE THEY ARE NOT A SPECIFIC MEMBER AS A DELEGATE; AND

2. MAKES THE FOLLOWING APPOINTMENTS:

Maroondah Access, Inclusion and Equity Advisory Committee

CRS., AND AS COUNCIL'S REPRESENTATIVES ON THE MAROONDAH ACCESS, INCLUSION AND EQUITY ADVISORY COMMITTEE.

Maroondah Arts Advisory Committee

CRS., AND AS COUNCIL'S REPRESENTATIVES ON THE MAROONDAH ARTS ADVISORY COMMITTEE.

Maroondah Business Advisory Committee

CRS., AND AS COUNCIL'S REPRESENTATIVES ON THE MAROONDAH BUSINESS ADVISORY COMMITTEE.

Maroondah Community Health and Wellbeing Committee

CRS., AND AS COUNCIL'S REPRESENTATIVES ON THE MAROONDAH COMMUNITY HEALTH AND WELLBEING COMMITTEE.

Maroondah Disability Advisory Committee

CRS., AND AS COUNCIL'S REPRESENTATIVES ON THE DISABILITY ADVISORY COMMITTEE.

Maroondah Environment Advisory Committee

CRS., AND AS COUNCIL'S REPRESENTATIVES ON THE MAROONDAH ENVIRONMENT ADVISORY COMMITTEE.

Maroondah Liveability, Safety and Amenity Committee

CRS., AND AS COUNCIL'S REPRESENTATIVES ON THE MAROONDAH LIVEABILITY, SAFETY AND AMENITY COMMITTEE.

Maroondah Audit and Risk Committee

THE MAYOR AND CR. AS COUNCIL'S REPRESENTATIVES ON THE AUDIT AND RISK COMMITTEE.

Maroondah - Communities of Wellbeing Steering Committee

CRS., AND AS COUNCIL'S REPRESENTATIVES ON THE MAROONDAH - COMMUNITIES OF WELLBEING STEERING COMMITTEE.

Eastern Regional Group – Mayors and CEO's

THE MAYOR, THE DEPUTY MAYOR, THE CHIEF EXECUTIVE OFFICER AS COUNCIL'S REPRESENTATIVES AND THE PAST MAYOR CR. AS SUBSTITUTE REPRESENTATIVE TO THE EASTERN REGIONAL GROUP – MAYORS AND CEO'S.

Eastern Affordable Housing Alliance

CR. AS COUNCIL'S REPRESENTATIVE WITH CR. AS SUBSTITUTE REPRESENTATIVE TO THE EASTERN AFFORDABLE HOUSING ALLIANCE.

Eastern Alliance for Greenhouse Action

CR. AS COUNCIL'S REPRESENTATIVE WITH CR. AS SUBSTITUTE REPRESENTATIVE TO THE TO THE EASTERN ALLIANCE FOR GREENHOUSE ACTION.

Eastern Regional Libraries Corporation

CRS. AND AS COUNCIL'S REPRESENTATIVES WITH CR. AS SUBSTITUTE REPRESENTATIVE TO THE EASTERN REGIONAL LIBRARIES CORPORATION.

Eastern Transport Coalition

CR. AS COUNCIL'S REPRESENTATIVE WITH CR..... AS SUBSTITUTE REPRESENTATIVE TO THE EASTERN TRANSPORT COALITION. METEC (Metropolitan Training Education Centre Inc.)

CR. AS COUNCIL'S REPRESENTATIVE WITH CR..... AS SUBSTITUTE REPRESENTATIVE TO METEC.

Metropolitan Waste Resource Recovery Group Forum

CR. AS COUNCIL'S REPRESENTATIVE WITH CR., DIRECTOR CORPORATE SERVICES, MANAGER FINANCE & GOVERNANCE AND COORDINATOR WASTE MANAGEMENT AS SUBSTITUTE REPRESENTATIVES TO THE METROPOLITAN LOCAL GOVERNMENTS' WASTE FORUM.

Municipal Association of Victoria – State Council

CR. AS COUNCIL'S REPRESENTATIVE WITH CR..... AS SUBSTITUTE REPRESENTATIVE TO THE MUNICIPAL ASSOCIATION OF VICTORIA.

Victorian Local Government Women's Charter

CRS.,,,, AND DIRECTOR CORPORATE SERVICES AS COUNCIL'S REPRESENTATIVES TO THE VICTORIAN LOCAL GOVERNMENT WOMEN'S CHARTER.

Local Government Safe Cities Network

CR. AS COUNCIL'S REPRESENTATIVE WITH CR. AS SUBSTITUTE REPRESENTATIVE TO THE LOCAL GOVERNMENT SAFE CITIES NETWORK.

PURPOSE

The purpose of the CEO Recruitment and Remuneration Policy is to outline the way in which Council manages the recruitment and appointment of its CEO ensuring consistency for contract inclusions, performance monitoring and annual review in line with the new Local Government Act 2020.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 1: 2021-2022) 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 actively engaged in local decision making, led by an innovative community inspired Council that collaborates regionally and proactively champions local needs.

Key Directions 2021 – 2025:

- 8.1 Provide community inspired governance that is transparent, accessible, inclusive and accountable
- 8.4 Work in partnership with key agencies and other levels of government to provide leadership in emergency preparedness, response and recovery processes.
- 8.5 Foster a workforce that is adaptable, capable, positive and engaged to deliver on our organisational mission, values and community vision

BACKGROUND

The *Local Government Act 2020* received Royal Assent on 24 March 2020. This broad and transformative Act imposed changes to the Governance practices of Council and required the implementation of several new policies, to strengthen public accountability and transparency. Section 44 and 45(2) of the new *Local Government Act 2020* requires Council to develop and maintain a Policy (with the assistance of an independent, professional adviser) that:

- provides for the recruitment of a CEO;
- imposes key contract provisions, an annual review and performance monitoring; and
- caps the period of appointment at 5 years (although reappointment under a new contract is permitted).

As a result of the Act changes, the draft CEO Recruitment and Remuneration Policy has been created in consultation with Council's solicitors Maddocks lawyers, CMT and Maroondah City Council's 20/21 Mayor. It has also been benchmarked with recent Local Government Victoria Local Government Act 2020 Sector Engagement processes as well as other Councils across Victoria to ensure sector alignment, consistency and best practice.

CEO RECRUITMENT AND REMUNERATION POLICY Cont'd

ITEM 5

The Policy defines matters pertaining to the employment lifecycle, specifically regarding the recruitment and appointment process, provisions captured in the contract, performance monitoring, and annual review in accordance with the Act. The Policy will be applied to the activity undertaken by the elected Council and candidates or incumbents of the CEO position as its core responsibility.

ISSUE / DISCUSSION

The Policy principles are supported by contemporary practice in public and private sectors and closely aligns with Council's current process. It will remain in force until revised or revoked by a Council resolution and allows for greater flexibility of review to suit the circumstances of each candidate and Councillors.

The Review mechanisms outlined in the Policy allow for adaptability that can assist Council and the CEO in ensuring transparency principles are specified as outlined within the *Local Government Act 2020*.

FINANCIAL / ECONOMIC ISSUES

The resources required to undertake the work required to implement the Policy is contained within Council's current budget.

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable.

SOCIAL / COMMUNITY ISSUES

Not Applicable.


COMMUNITY CONSULTATION

Not Applicable since it is a legislative requirement.

CONCLUSION

The CEO Recruitment and Remuneration Policy will support current process encouraging an open and transparent procedure for the Maroondah community. It further provides consistency for contract inclusions, performance monitoring and requirements for annual review.

ATTACHMENTS

1.  CEO Recruitment and Remuneration Policy

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL ADOPT THE CEO RECRUITMENT AND REMUNERATION POLICY.

PROCUREMENT POLICY 2021

ITEM 6

PURPOSE

To adopt the Procurement Policy as required under section 108 of the *Local Government Act 2020*.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 1: 2021-2022) 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 actively engaged in local decision making, led by an innovative community inspired Council that collaborates regionally and proactively champions local needs.

Key Directions 2021 – 2025:

- 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
- 8.3 Nurture a continuous improvement council culture of being collaborative, strategic, sustainable and employing best practice, that positions Maroondah as a leader in local government

BACKGROUND

Section 108 of the *Local Government Act 2020* requires Council to prepare and adopt a Procurement Policy which specifies the principles, processes and procedures applying in respect of the purchase of goods and services by the Council, including for the carrying out of works.

ISSUE / DISCUSSION

Council currently has a Procurement Policy which is reviewed annually and was last endorsed by CMT on 24 August 2020. The new Policy must be in place by 31 December 2021. The major change is that Council can set the tender thresholds required to undertake a tender process. Previously these thresholds were prescribed under the *Local Government Act 1989*.

The current Policy, which has been in place and well adhered to for over five (5) years, includes the majority of requirements under the *Local Government Act 2020*. Via this Review process, the current Policy has been refined and enhanced to ensure that it meets all requirements under the new Act.

Internal stakeholder engagement was conducted from 21 June 2021 - 30 June 2021. The topics surveyed were:

- Procurement Policy exemptions - expenditure categories that should be exempt from the quotation process.

PROCUREMENT POLICY 2021 Cont'd

ITEM 6

- Purchase Orders – expenditure where it is justifiably unviable to raise a purchase order prior to the ordering/procuring of goods and services.
- Procurement methodology/thresholds.
- Procurement Policy aspects lacking.
- Procurement Policy and processes – refinements and improvements.

The results were reviewed, and further refinements were made to the proposed Policy, as required.

Please note that the Policy is supported by the following documents, which go into greater detail of the requirements and responsibilities of employees with procurement responsibilities: Procurement Procedures Manual, Procurement Guidelines and Contract Management Guidelines. These documents have been updated to reflect the principles contained in the new Policy.

The Eastern Region Procurement Network also met on multiple occasions to produce a (draft) Procurement Policy Framework that would support the groups policies and collaboration efforts. An agreed tender threshold was adopted by the group and presented to ERG CEO's for support, which it received. The Policy has also been developed in light of extensive sector engagement facilitated by Local Government Victoria.

The Policy, if adopted, will be effective from 1 January 2022. This allows time to communicate with and train the large number of employees affected by the changes. The corporate purchasing system will also be updated to reflect the change to thresholds.

FINANCIAL / ECONOMIC ISSUES

The resources required to undertake the work required to implement the Policy is contained within Council's current budget.

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable.

SOCIAL / COMMUNITY ISSUES

Not Applicable.

COMMUNITY CONSULTATION

Not Applicable given it is a legislative requirement.

CONCLUSION

The policy will continue to support Council's processes of open and transparent procurement processes with greater emphasis on collaboration with other Councils and public bodies to achieve value for money, where possible.

ATTACHMENTS

1.  Procurement Policy PUR001 2021

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL ADOPT THE PROCUREMENT POLICY 2021

**AUDIT AND RISK COMMITTEE - FURTHER TERM
APPOINTMENT FOR CURRENT CHAIR**

ITEM 7

PURPOSE

To reappoint the current independent Chair to Council's Audit and Risk Committee for a further term in line with Council's Charter for this Committee.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council plan 2021-2025 (Year 1: 2021-2022) provide the strategic framework that underpins the purpose in this report.

Outcome Area: A well governed and empowered community.

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

Key Directions 2021 – 2025:

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

BACKGROUND

Council's Audit and Risk Committee Charter 2020 requires Council to appoint an Audit and Risk Committee which consists of at least five members – three independent members, the Mayor and one Councillor.

The Audit and Risk Committee Charter requires appointments to be made on a three-year basis, with a maximum of three terms per member allowed to be served or more at the discretion of Council. This Charter has been recently reviewed in line with the Local Government Act 2020 and benchmarked as sector best practice. Mr. John Watson originally appointed in February 2016 as Chair and again as Chair in November 2018, has reach the expiry of his current term and has made himself available for reappointment.

ISSUE / DISCUSSION

Given Mr Watson's extensive sector experience including roles such as these as well as his exemplary Chair performance over the past six years, Council is well placed to offer him a further third term in the Chair role in line with the Charter. This provides Council with consistency in skills, knowledge and understanding in this significant governance role for the organisation and the Maroondah Community.

FINANCIAL / ECONOMIC ISSUES

Council's budget provides for the operation of the Audit and Risk Committee to undertake the full duties and responsibilities of this Committee in line with the Local Government Act 2020 and best practice governance including a strong Internal Audit Program benchmarked to the sector and exemplary contemporary administrative practices nation-wide.

**AUDIT AND RISK COMMITTEE - FURTHER TERM
APPOINTMENT FOR CURRENT CHAIR Cont'd**

ITEM 7

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable.

SOCIAL / COMMUNITY ISSUES

Not Applicable.

COMMUNITY CONSULTATION

Not Applicable.

CONCLUSION

Given Mr. Watson's vast sector experience in Audit and Risk Committee roles as well as his exemplary performance to date, Council is well placed to appoint him for a further three year term in line with Council's Audit and Risk Committee Charter.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

**THAT MR. JOHN WATSON BE APPOINTED AS THE INDEPENDENT CHAIR OF
COUNCIL'S AUDIT & RISK COMMITTEE FOR A FURTHER THREE YEAR TERM
ENDING NOVEMBER 2024**

**COMMUNITY FACILITIES OCCUPANCY POLICY
AMENDMENT**

ITEM 1

PURPOSE

To seek Council endorsement of proposed amendments to the Community Facilities Occupancy Policy to reflect changes to the standard Community Facilities Lease and Community Facilities Licence Agreement templates and endorsed position for addressing non-compliance due to persistent default.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 1: 2021-2022) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A safe healthy and active community

Our Vision: 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.

Key Directions 2021 – 2025

- 1.13 Promote physical activity by supporting education initiatives and providing a diverse range of accessible active and passive open spaces, state of the art sporting precincts and integrated recreation facilities

- 1.14 Work in partnership to increase opportunities and create welcoming, supportive and accessible environments for all community members to undertake physical activity

Outcome Area: An attractive, thriving and well-built community

Our Vision: 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.

Key Directions 2021 – 2025

- 6.1. Plan for and support a range of multi-use community connection hubs that are inclusive, promote social interaction, encourage lifelong learning, and provide a wide range of services

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

**COMMUNITY FACILITIES OCCUPANCY POLICY
AMENDMENT Cont'd**

ITEM 1

BACKGROUND

Council at its September meeting endorsed the draft community facility Lease and Licence agreements and the proposed position for addressing non - compliance due to persistent default. The Community Facilities Occupancy Policy now needs to be updated to reflect this new position.

The Community Facilities Occupancy Policy outlines the process for determining appropriate occupancy agreements and identifies that consideration is given to the needs of both the intended occupant and the wider Maroondah Community. A Lease or Licence may be offered to community organisations to provide greater security of tenure over a fixed period, thus eliminating the need to apply annually for allocation.

When an organisation enters into a Lease or Licence agreement with Council it is the expectation of Council that all participants involved in the organisation's activities conduct themselves in a manner that would not cause harm or be likely to bring Council or the organisation into disrepute and that they share the values of inclusiveness, diversity, engagement, transparency, ethics, accessibility and safety. Occupancy agreements have certain obligations which organisations must meet, to support these values and to protect the Maroondah community.

ISSUE / DISCUSSION

Community organisations have a responsibility to comply with their obligations under the Lease or Licence agreement. If tenants do not comply with their obligations, the standard lease and licence agreement provides Council with options to address non-compliance. The amended Community Facilities Occupancy Policy articulates Maroondah City Council's position in addressing non-compliance and outlines the 'Three Strikes' position for addressing a tenant's failure to meet essential obligations of their lease or licence agreement.

Should an organisation on a Community Facilities Lease or Licence agreement not comply with all of its obligations under their agreement, that failure of compliance is considered a breach or default. Council will issue written notice under the terms of the Lease or Licence requesting resolution within 14 days. If no remedy and/or good reason is provided for the default, the breach constitutes a strike. If an organisation is in breach, and does not remedy, the terms of their Lease or Licence three times (**three strikes**) within a 24-month period, a decision to terminate tenancy may be taken. These infringements may not be the same on each occasion.

If a breach was considered to expose Council or the community to further risk, Council may make a decision to terminate the Lease or Licence outside of the three strikes policy.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

**COMMUNITY FACILITIES OCCUPANCY POLICY
AMENDMENT Cont'd**

ITEM 1

SOCIAL / COMMUNITY ISSUES

The Community Facilities Occupancy Policy supports Maroondah City Council's mission to work in partnership with the community to foster quality, accessible and sustainable lifestyles for the community by ensuring that usage of Council's community facilities is the best fit for the facility, existing tenants and neighbouring residents. Occupancy agreements have certain obligations which organisations must meet, to support Council's values and to protect the Maroondah community.

COMMUNITY CONSULTATION

Council engaged Aughtersons Solicitors to assist with the standard community facility lease and licence review. An internal working group of representatives from Youth and Children's Services, Sport & Recreation, Karralyka, Aged & Disability and Risk Management reviewed the existing documentation and processes.

Internal guidelines for the development and management of community facilities Leases and Licences have been developed as part of the review as well as explanatory notes for tenant organisations to understand the essential terms of their agreements, the associated obligations and Council's process for addressing non-compliance. Correspondence will be sent to all existing Lease and Licence holders to advise of Council's endorsed non-compliance position.

CONCLUSION

Council has reviewed and updated the standard community Lease and Licence agreements to reflect changes in legislation, update required annual reporting and align with Council policy. Council has established a 'Three strikes' position in relation to persistent defaults and a process for addressing non-compliance which will be communicated with all organisations occupying Council facilities on a Lease or Licence agreement.

ATTACHMENTS

1.  Community Facilities Occupancy Policy 2021

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL ENDORSES THE AMENDED COMMUNITY FACILITIES OCCUPANCY POLICY REFLECTING COUNCIL'S POSITION FOR ADDRESSING NON-COMPLIANCE WHICH WAS ENDORSED AT THE MEETING OF COUNCIL ON MONDAY 20 SEPTEMBER 2021

**CAPITAL WORKS REPORT: FIRST QUARTER 2021/2022
FINANCIAL YEAR**

ITEM 2

PURPOSE

To present the financial and operational status of major Capital Works projects for the first quarter of the 2020/2022 financial year.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 1: 2021-2025) 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 2021 – 2025:

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

BACKGROUND

Council, as part of its Adopted Budget 2021/2022, allocated \$48.25m to Capital Works projects. Council also carried forward \$13.06m from the 2020/21 capital works budget which includes some State and Federal grant funding previously received. The total adjusted forecast budget for 2021/22, taking account of additional external funding received, is therefore \$77.62m as of 30 September 2021.

Capital Works programs status reports are prepared by management and reviewed monthly at the Capital Works Implementation Group (CWIG) and presented quarterly to the Audit and Risk Advisory Committee (ARAC).

Provided in this report is an overview of Capital Expenditure on Council's major program areas for the period 1 July to 30 September 2021.

**CAPITAL WORKS REPORT: FIRST QUARTER 2021/2022
FINANCIAL YEAR Cont'd**

ITEM 2

ISSUE / DISCUSSION

The following is a summary of the status of Council's major program areas at the end of the first quarter of the 2021/22 financial year:

CAPITAL PERFORMANCE – THREE MONTHS ENDING 30 SEPTEMBER 2021

Classification	YTD Forecast Budget \$'000	YTD Actual * \$'000	YTD Bud Var \$'000	Forecast Budget ** \$'000	Amount Carried Forward \$'000	Adopted Budget \$'000
Buildings ¹	5,497	2,877	2,619	20,716	6,101	10,151
Roads ²	756	714	42	4,264	515	2,270
Footpaths and Cycleways ³	656	489	167	2,688	452	2,321
Carparks ⁴	7,749	4,861	2,888	30,750	585	17,475
Drainage ⁵	94	100	(6)	5,766	956	5,909
Waste Management	5	4	1	57	37	50
Other Capital Roads and Drainage ⁶	302	168	134	1,708	553	1,269
Recreational Leisure and Community Facilities ⁷	439	236	202	2,119	(61)	2,197
Parks and Open Space ⁸	835	706	129	3,296	1,524	1,655
Fixtures, Fittings and Furniture	16	19	(3)	143	63	80
Plant, Machinery and Equipment ⁹	623	452	171	2,830	431	2,451
Computers and Telecommunications ¹⁰	73	88	(15)	2,037	1,727	642
Property Sales	0	(17)	17	0	0	0
Building Renewal ¹¹	289	280	8	1,078	0	1,778
Total capital works	17,459	11,054	6,405	77,621	13,057	48,248

* YTD Actual expenditure includes Carried Forwards

** Forecast Budget expenditure includes Carried Forwards

Explanation of variations between forecast budget and adopted budget:

- ¹ **Buildings** – Variation between adopted \$10.15M and forecast \$20.71M budgets is due primarily to:
 - \$6.1M in carried forwards from 2020/21 relating to major projects commenced in 20/21 and continuing into 2021/22;
 - \$2.9M grant received for Jubilee Park Indoor Facility;
 - \$1M from public open space funds to support Ainslie Park Sporting Pavilion project;
 - \$700K allocated from Building Renewal for various Building projects;
 - \$400K grant received for Ainslie Park Sporting Pavilion; and
 - \$40K grant received for Brentwood Park Kindergarten.

**CAPITAL WORKS REPORT: FIRST QUARTER 2021/2022
FINANCIAL YEAR Cont'd**

ITEM 2

- **² Roads** – Variation between adopted \$2.27M and forecast \$4.26M budgets is due primarily to:
 - \$515K in carried forwards from 2020/21;
 - \$1.2M allocated from Drainage for various Roads projects;
 - \$197K allocated from Car Parks to various Roads projects; and
 - \$30K allocated from Waste Management to support Roads projects.
- **³ Footpaths & Cycleways** – Variation between adopted \$2.32M and forecast \$2.69M budgets is due primarily to:
 - \$452K carried forward from 2020/21; and
 - \$80K allocated to support Roads projects.
- **⁴ Carparks** – Variation between adopted \$17.47M and forecast \$30.75M budget is due primarily to:
 - \$585K in carried forwards from 2020/21;
 - \$10.4M funding allocated to Ringwood Multilevel Carpark;
 - \$375K grant funds for Croydon Multilevel Carpark;
 - \$300K grant funds for Railway Avenue Ringwood East car parking; and
 - \$152K funding allocated to Heathmont Multilevel Carpark.
- **⁵ Drainage** – Variation between adopted \$5.90M and forecast \$5.76M budgets is due primarily to:
 - \$956K in carried forwards from 2020/21;
 - \$1.2M allocated to Roads projects; and
 - \$263K from Recreational Leisure & Community Facilities for Golf Course drainage projects.
- **⁶ Other Capital Roads and Drainage** – Variation between adopted \$1.26M and forecast \$1.70M is due primarily to:
 - \$553K in carried forwards from 2020/21.
- **⁷ Recreational Leisure and Community Facilities** – Variation between adopted \$2.19M and forecast \$2.11M budgets due primarily to:
 - \$364K transferred to Drainage for Golf Course drainage projects;
 - \$70K allocated from Open Space to support park infrastructure renewal works;
 - \$30K allocated from Buildings for Barneong Reserve Dugout; and
 - \$18K Federal grant funds for Barneong Reserve Dugout.

**CAPITAL WORKS REPORT: FIRST QUARTER 2021/2022
FINANCIAL YEAR Cont'd**

ITEM 2

- **⁸ Parks and Open Space** – Variation between adopted \$1.65M and forecast \$3.29M budgets is due primarily to:
 - \$1.52M in carried forwards from 2020/21;
 - \$275K grant received for Parkwood Dog Park; and
 - \$190K allocated from Open Space Contributions for works at The Range Estate.
- **⁹ Plant Machinery and Equipment** – Variation between adopted \$2.45M and forecast \$2.83M budgets is due to:
 - \$431K in carried forwards from 2020/21.
- **¹⁰ Computers and Telecommunication** – Variation between adopted \$642K and forecast \$2.03M budgets is primarily due to:
 - \$1.72M in carried forwards from 2020/21.
- **¹¹ Building Renewal** – Variation between adopted \$1.77M and forecast \$1.07M budgets is primarily due to:
 - \$700K allocated to specific Building projects.

FINANCIAL / ECONOMIC ISSUES

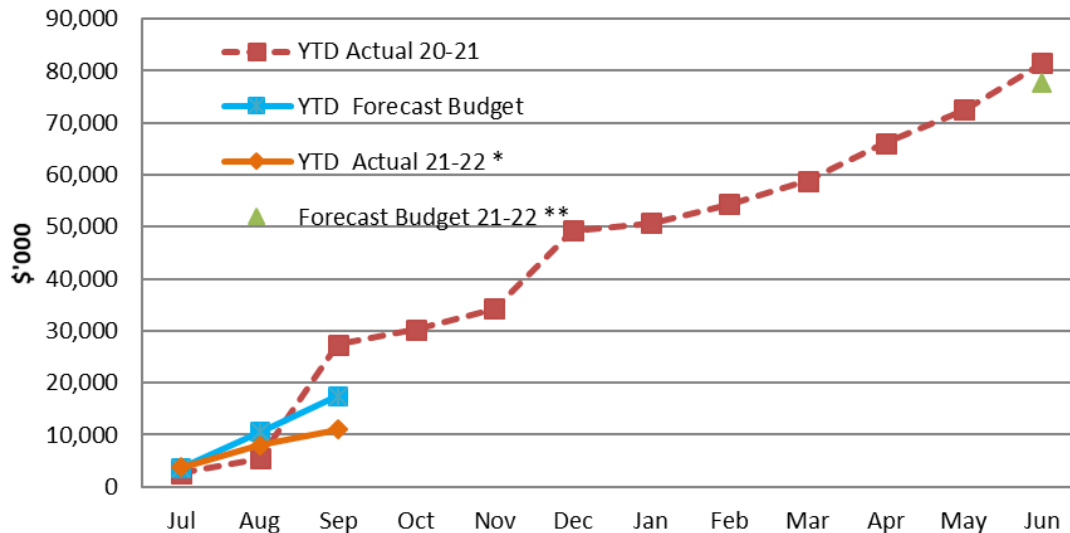
CARRIED FORWARDS FROM 2020/21

Council carried forward an amount of \$13.06m into the 2021/22 financial year, which primarily related to major projects that were underway at the end of the 2020/21 financial year.

**CAPITAL WORKS REPORT: FIRST QUARTER 2021/2022
FINANCIAL YEAR Cont'd**

ITEM 2

CAPITAL WORKS YTD – EXPENDITURE (CUMULATIVE)



*YTD Actual expenditure includes Carried Forwards

**Forecast Budget expenditure includes Carried Forwards and future years' projects brought forward

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

CONCLUSION

Council has a total Capital Works forecast budget for 2021/22 of \$77.62m, including \$13.06m carried forward from 2020/21 and grant funding from State and Federal Governments. Key variations between adopted and forecast budgets for the period 1 July to 30 September 2021 are noted within this report.

ATTACHMENTS

Not Applicable

**CAPITAL WORKS REPORT: FIRST QUARTER 2021/2022
FINANCIAL YEAR Cont'd**

ITEM 2

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

**THAT COUNCIL RECEIVES AND NOTES THE REPORT ON THE STATUS OF THE
CAPITAL WORKS PROGRAM FOR THE PERIOD 1 JULY TO 30 SEPTEMBER 2021**

**COUNCIL PLAN 2021-2025 (YEAR 1: 2021/22) PRIORITY
ACTION PROGRESS REPORT - QUARTER 1 (2021/22)**

ITEM 1

PURPOSE

To provide an update on progress made towards implementation of Year 1 priority actions identified in the Council Plan 2021-2025, as at 30 September 2021.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 1: 2021-2022) 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 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.

Key Directions 2021 – 2022:

- 8.1 Provide community inspired governance that is transparent, accessible, inclusive and accountable
- 8.2 Ensure responsible and sustainable management of Maroondah’s resources, assets, infrastructure and natural environment
- 8.3 Nurture a continuous improvement council culture of being collaborative, strategic, sustainable and employing best practice, that positions Maroondah as a leader in local government

Priority Action 2021-2022:

Not Applicable

BACKGROUND

The *Council Plan 2021-2025* is Maroondah City Council’s key medium-term strategic document that sets key directions and priority actions to work towards the long-term community vision outlined in *Maroondah 2040: Our future together*.

The Council Plan plays a vital role in shaping Maroondah’s future over a four-year period. It identifies both challenges and opportunities for our community at a local and regional level within the context of the community’s long-term community vision, *Maroondah 2040: Our Future Together*. It also forms the basis for Council to make decisions regarding resources and priorities in response to community needs and aspirations.

The Council Plan is implemented through service delivery activities and initiatives across Council, and outcomes are measured and reported upon regularly.

**COUNCIL PLAN 2021-2025 (YEAR 1: 2021/22) PRIORITY
ACTION PROGRESS REPORT - QUARTER 1 (2021/22) Cont'd**

ITEM 1

ISSUE / DISCUSSION

Within the Council Plan, there are a range of priority actions identified that work towards delivery of the Maroondah 2040 Community Vision. These actions are updated annually to ensure the Plan continues to be aligned with *Maroondah 2040: Our future together*, the community's long-term vision, and is responsive to community needs and expectations.

The Council Plan is divided into eight future community outcome areas, each with a set of four-year key directions (strategies), four-year priority actions, strategic indicators and supporting strategies and plans. The priority actions identified work towards the achievement of the key directions, and ultimately toward the outcomes and visions outlined in *Maroondah 2040: Our future together*.

The attached report identifies the progress made by Council in delivering the 2021/22 priority actions identified in the *Council Plan 2021-2025*.

As at 30 September 2021, one action is not started, and 36 are in progress. A number of priority actions are multi-year initiatives scheduled to be completed in future financial years.

FINANCIAL / ECONOMIC ISSUES

No Council Plan priority actions scheduled for delivery in 2021/22 have been deferred due to the impacts of the coronavirus (COVID-19) pandemic.

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable


COMMUNITY CONSULTATION

Council Plan achievements are reported back to Council and the community through quarterly reporting and through the Maroondah City Council Annual Report at the end of each financial year.

CONCLUSION

Council has made excellent progress during the past three months (1 July 2021 to 30 September 2021) towards the implementation of a broad range of Council Plan Priority Actions for the 2021/22 financial year.

ATTACHMENTS

1.  Council Plan Priority Actions - 2021-2025 - Year 1 2021-22 _Q1 Council

CONFIDENTIALITY

Not Applicable

**COUNCIL PLAN 2021-2025 (YEAR 1: 2021/22) PRIORITY
ACTION PROGRESS REPORT - QUARTER 1 (2021/22) Cont'd**

ITEM 1

RECOMMENDATION

**THAT COUNCIL NOTES PROGRESS MADE TOWARDS THE DELIVERY OF 2021/22
PRIORITY ACTIONS IDENTIFIED IN THE COUNCIL PLAN 2021-2025 AS AT 30
SEPTEMBER 2021**

**EASTERN ALLIANCE FOR GREENHOUSE ACTION (EAGA)
ANNUAL REPORT 2020/21**

ITEM 2

PURPOSE

To present the Eastern Alliance for Greenhouse Action (EAGA) Annual Report for 2020/21 for Council information.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 1: 2021-2022) 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 resilient community committed to sustainable living, enhancing our natural environment, and providing leadership in responding to climate change.

Key Directions 2021 – 2025:

- 4.1 Create and foster a culture within our community that is committed to the sustainable use of natural resources
- 4.8 Mitigate and adapt to the risk, effects and impacts of climate change and be responsive and adaptive to new environmental opportunities and threats as they occur
- 4.9 Strive to become a carbon neutral council and build the capacity of our community to make more sustainable choices
- 4.10 Work in partnership to reduce Maroondah's greenhouse gas emissions and improve air quality

Priority Action 2021-2022:

Not Applicable

BACKGROUND

The Eastern Alliance for Greenhouse Action (EAGA) is a formal collaboration of eight Councils in Melbourne's east, working together on regional programs that reduce greenhouse gas emissions and facilitate regional adaptation. EAGA's member Councils are: Boroondara, Glen Eira, Knox, Maroondah, Monash, Stonnington, Whitehorse and Yarra Ranges.

The Alliance implements joint initiatives that provide economies of scale and enable projects typically beyond the reach of individual Councils. EAGA's project work is complemented by advocacy, capacity building and regional partnerships.

Since its inception in 2012, the net benefits of EAGA's work in the region has amounted to 7.9 times the amount invested by its member councils in the form of membership fees and project costs.

Maroondah City Council is represented on EAGA by Cr Marijke Graham (EAGA Executive Chair).

**EASTERN ALLIANCE FOR GREENHOUSE ACTION (EAGA)
ANNUAL REPORT 2020/21 Cont'd**

ITEM 2

ISSUE / DISCUSSION

The EAGA Annual Report outlines a number of highlights and achievements for 2020/21 including:

- **IMPACT:** Since its inception in 2012, the net benefits of EAGA's work in the region has amounted to 7.9 times the amount invested by its member councils in the form of membership fees and project costs
- **VECO:** the Victorian Energy Collaboration, initiated by EAGA and the Victorian Greenhouse Alliances, has led to 46 Victorian councils switching to 100% renewable energy - the largest ever local government emissions reduction project
- **SAVINGS:** EAGA's projects have saved councils over \$3.1M in energy costs over the last 12 months and reduced greenhouse emissions by 16,926 tonnes
- **ADVOCACY:** EAGA's joint advocacy efforts on public lighting and electric vehicle charging infrastructure will generate \$42M of benefits to all Victorian councils by 2046

The 2020/21 Annual Report marks the end of a four-year Memorandum of Understanding (MOU) between EAGA's eight council members. In considering a commitment to a new MOU, EAGA commissioned an independent assessment of the Alliance's overall impact and made recommendations for improving outcomes in the next MOU period. This process found that EAGA delivers substantial value for its member councils, and its activities have led to a range of highly beneficial outcomes for communities, councils and the environment.

More details can be found in the attached EAGA 2020/21 Annual Report.

FINANCIAL / ECONOMIC ISSUES

As highlighted in the 2020/21 Annual Report.

ENVIRONMENTAL / AMENITY ISSUES

As highlighted in the 2020/21 Annual Report.

SOCIAL / COMMUNITY ISSUES

As highlighted in the 2020/21 Annual Report.

COMMUNITY CONSULTATION

As highlighted in the 2020/21 Annual Report.


CONCLUSION

EAGA has finalised its Annual Report outlining its role, impact and achievements for the 2020/21 financial year. EAGA provides a key environmental leadership and advocacy role across Melbourne's east and has continued to deliver projects and initiatives that are reducing greenhouse gas emissions and providing financial savings to both member Councils and the broader community.

**EASTERN ALLIANCE FOR GREENHOUSE ACTION (EAGA)
ANNUAL REPORT 2020/21 Cont'd**

ITEM 2

ATTACHMENTS

1.  EAGA Annual Report 2020-21

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL NOTES THE EAGA ANNUAL REPORT 2020/21

DOMESTIC ANIMAL MANAGEMENT PLAN 2021 - 2025

ITEM 1

PURPOSE

To present and seek Council's endorsement of the draft Maroondah Council Domestic Animal Management Plan 2022 - 2026. This plan has been developed using Council's Community Engagement Policy and principles and accords with the requirements of the Domestic Animals Act 1994.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 1: 2021-2022) provide the strategic framework that underpins the purpose of this report.

Outcome Area:

A safe, healthy and active community

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

Key Directions 2021 – 2025:

- 1.1 Work in partnership to address community safety and implement initiatives aimed at improving the actual and perceived safety of the community
- 1.6 Promote the health and wellbeing of the community through accessible and affordable initiatives and services that respond to community needs

Priority Action 2021-2022:

Not applicable

BACKGROUND

The Domestic Animals Act 1994 establishes a legislative requirement on Local Government to prepare, implement and annually report on its Domestic Animal Management Plan (DAMP).

All Councils are required to have in place a DAMP for a period of four (4) years with an annual review. Council has conducted a significant review of its current DAMP and the 2021 - 2021 DAMP consolidates and continues the significant work carried out by Council over the past four years.

ISSUE / DISCUSSION

Pets play an important role in the lives of many Maroondah residents. Our most recent animal registration data shows a total of 13,720 dogs and 5,904 cats were registered in the City of Maroondah as of July 2021 – or around one pet per 2.4 households.

It is important that Maroondah's DAMP addresses the needs of our many pet owners, while also promoting responsible pet ownership and effectively managing the potential for domestic animals to have a negative impact on public amenity, our neighbours and the environment.

DOMESTIC ANIMAL MANAGEMENT PLAN 2021 - 2025 Cont'd ITEM 1

Extended lockdowns impacting the Maroondah community over the last 18 months, have further highlighted the importance of pets to people's health and wellbeing, the need for continued programs addressing responsible pet ownership, and the increased use on public spaces of both pet and non-pet owners.

Council's new DAMP 2021 - 2025 (attached) continues a proactive approach to animal management and will provide a sound basis and direction for Council to make future decisions. The development of the DAMP was broken into five stages, being:

- An initial data, literature and best practice review;
- Internal Council consultation across a range of relevant service areas;
- Broader community consultation on their values, views, and any issues they have relating to domestic animal ownership and management between 19 June and 11 July 2021;
- Development of the draft DAMP using the information and resources from the first three stages; and
- Further exhibition of the draft Domestic Animal Management Plan from Monday 11 October to Sunday 24 October

The Draft DAMP consists of 8 focus areas. These include

- Authorised Officer training
- Promoting responsible pet ownership
- Minimising the risk of dog attacks
- Animal registration and overpopulation
- Nuisance dogs and cats
- Dangerous, menacing and restricted breed dogs
- Off-leash areas
- Pets and people

FINANCIAL / ECONOMIC ISSUES

The costs of implementing the actions highlighted Domestic Animal Management Plan will be met through existing budgets.

ENVIRONMENTAL / AMENITY ISSUES

The Domestic Animal Management Plan seeks to achieve positive environmental, amenity and safety outcomes for the community in regard to animal management and responsible pet ownership.

DOMESTIC ANIMAL MANAGEMENT PLAN 2021 - 2025 Cont'd **ITEM 1**

SOCIAL / COMMUNITY ISSUES

The Domestic Animal Management Plan recognises the importance of pets to the Maroondah Community and the health benefits that can be seen from owning a pet. Actions proposed in the DAMP seek to promote and encourage positive health, safety and wellbeing outcomes for the community for both pet and non-pet owners.

COMMUNITY CONSULTATION

Between 19 June and 11 July 2021, our community was consulted on their values, views, and any issues they have relating to domestic animal ownership and management in Maroondah. Over 406 responses were received through the online survey at YourSay Maroondah.

These results were then collated to provide input into the priority actions included in the DAMP. From 11 October 2021 to 24 October 2021, the draft DAMP was then also put out for more detailed community feedback.

There was a reach of approximately 3,700 people on Council's social media platforms (Twitter, Facebook and Instagram) and Your Say Maroondah website page.

While there were only 16 responses to this opportunity to provide feedback, many of the respondents confirmed the need to focus on educating residents on responsible pet ownership including effective control of dogs in off-leash areas, around shared paths and playgrounds and, also by picking up after their dogs. Results of both consultations can be found in the Consultation Report (Attachment 1).

Nuisance behaviour in both cats and dogs also featured heavily in the feedback, and this remains a strong focus for this plan.



While some respondents placed heavy emphasis on certain focus areas e.g. nuisance cats, all comments and suggestions put forward were as part of the feedback were already contained as objectives within the draft DAMP. This shows the initial consultation used to draft the plan was a thorough representation of what Maroondah residents want and expect from Council regarding domestic animal management.

A summary of this consultation has been added to the Draft DAMP document on page 12 (Attachment 2). This provides a full picture of the community's engagement in the development of the Plan as the final version is adopted. No further changes were made to the Plan.

CONCLUSION

Council continues to work with the community to ensure the responsible management of dogs and cats is in accordance with State Government legislation and local government sector best practice and benchmarking. Council has continued to plan and consult to ensure that its Domestic Animal Management Plan 2021 - 2025 meets these needs and expectations. As the priority actions highlighted in the Plan are progressed, further community and stakeholder engagement will occur.

ATTACHMENTS

1.  Consultation Report - Domestic Animal Management Plan - June to October 2021
2.  Draft Domestic Animal Management Plan 2021-2025

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL

1. **ADOPTS THE DRAFT DOMESTIC ANIMAL MANAGEMENT PLAN 2021 – 2025**
2. **AUTHORISES THE SUBMISSION OF THE MAROONDAH DOMESTIC ANIMAL MANAGEMENT PLAN 2021 – 2025 TO THE SECRETARY OF THE DEPARTMENT OF JOBS, PRECINCTS AND REGIONS**

DOCUMENTS FOR SEALING

VOLUNTEER YEARS OF SERVICE RECOGNITION

ITEM 1

LETTERS UNDER SEAL

BACKGROUND

On the occasion of the Annual Volunteer Recognition Civic Reception to be held on Wednesday 8 December 2021, Council has much pleasure in recognising the valuable contribution to the community provided by our volunteers who provide significant assistance in a range of Council services and programs.

At the Volunteer Recognition Civic Reception, long serving volunteers are recognised with a Letter Under Seal presentation by the Mayor. Given the 2020 event was unable to be held due to COVID restrictions, volunteers who have achieved milestones during both 2020 and 2021 will be recognised at the 2021 event.

The names of the volunteers to be presented with Letters Under Seal are listed in the recommendation to this Report.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL SIGNS AND SEALS THE 2020 AND 2021 VOLUNTEER YEARS OF SERVICE AWARD LETTERS IN RECOGNITION OF:

IN 2020 -

45 YEARS OF SERVICE GIVEN BY:

- DAPHNE KRAHE
- HEATHER LUSK
- BRIAN MORGAN

40 YEARS OF SERVICE GIVEN BY:

- ELIZABETH DEXTER
- PAUL DEXTER

30 YEARS OF SERVICE GIVEN BY:

- VALERIE SULLIVAN

DOCUMENTS FOR SEALING

25 YEARS OF SERVICE GIVEN BY:

- DALE BURTON
- STEPHEN TEASDALE
- PAUL WARD
- MARIE WARD

20 YEARS OF SERVICE GIVEN BY:

- JOHN MELDRUM

15 YEARS OF SERVICE GIVEN BY:

- SUE CHAPMAN
- ANDREW LORIMER
- SALLY MARTIN
- ANNETTE MCKENZIE
- SHELIA PEARSON
- BRUCE RAE
- PETER WOOTTON
- ROBERT YOUNG
- HEATHER YOUNG

10 YEARS OF SERVICE GIVEN BY:

- JANE ADAM
- BEVERLEY CARVER-LINCOLN
- KAREN DAVIES
- LEX EDMOND
- LISA FLEMING
- LOIS GOOLEY
- WILLIAM HARPER
- BILL JONES
- FRANK SULLIVAN

DOCUMENTS FOR SEALING

IN 2021 -

50 YEARS OF SERVICE GIVEN BY:

- ADELE ALLEN
- FAY LAWN

35 YEARS OF SERVICE GIVEN BY:

- MARGARET BABER

30 YEARS OF SERVICE GIVEN BY:

- KEITH ROPER
- ASTRIDA ROPER

25 YEARS OF SERVICE GIVEN BY:

- ANNE BURTON
- IAN GRAHAM
- BEVERLEY HICKIN
- CHARLES HOGARTH
- HEIDI MOON
- ANDREW POWELL

20 YEARS OF SERVICE GIVEN BY:

- PETER ALLEN
- JOHN KELLY
- ROBERT MURRAY
- JOHN WALKER

15 YEARS OF SERVICE GIVEN BY:

- BARRY BEACHLEY
- BARBARA KEENAN
- BARBARA MAILLARD
- CHARLIE MILLER
- TREVOR STREET
- PETER TREDREA

DOCUMENTS FOR SEALING

10 YEARS OF SERVICE GIVEN BY:

- **CHRISTINE BRERETON**
- **GRAHAM BURTON**
- **WILLIAM THOMSON**
- **JANETTE THOMSON**