



# **Ordinary Meeting of Council Attachments**

**Monday 22 November 2021**

**Council Chamber Realm**

## ATTACHMENTS

### DIRECTOR CORPORATE SERVICES

#### 2. Reports of Councillor Briefings

**Attachment 1:** 2021 October 18 - Councillor Briefing Public Record .....3

**Attachment 2:** 2021 November 15 - Councillor Briefing Public Record .....5

#### 3. Councillor Representation Reports

**Attachment 1:** Maroondah Liveability Safety and Amenity Committee Meeting Minutes - 25 October 2021 .....7

**Attachment 2:** Eastern Transport Coalition Meeting Minutes - 21 October 2021 .....12

**Attachment 3:** Maroondah Community Health and Wellbeing Advisory Committee Meeting Minutes - 12 October 2021 .....19

**Attachment 4:** Maroondah Access Inclusion and Equity Advisory Committee Meeting Minutes - 11 October 2021 .....24

**Attachment 5:** Maroondah Business Advisory Committee Meeting Minutes - 21 September 2021 .....30

**Attachment 6:** Maroondah Arts Advisory Committee Meeting Minutes - 1 September 2021 .....34

#### 5. CEO Recruitment and Remuneration Policy

**Attachment 1:** CEO Recruitment and Remuneration Policy .....38

#### 6. Procurement Policy 2021

**Attachment 1:** Procurement Policy PUR001 2021 .....45

### DIRECTOR OPERATIONS, ASSETS & LEISURE

#### 1. Community Facilities Occupancy Policy Amendment

**Attachment 1:** Community Facilities Occupancy Policy 2021 .....51

### DIRECTOR STRATEGY & COMMUNITY

#### 1. Council Plan 2021-2025 (Year 1: 2021/22) Priority Action Progress Report - Quarter 1 (2021/22)

**Attachment 1:** Council Plan Priority Actions - 2021-2025 - Year 1 2021-22 \_Q1 Council .....56

#### 2. Eastern Alliance for Greenhouse Action (EAGA) Annual Report 2020/21

**Attachment 1:** EAGA Annual Report 2020-21.....67

### DIRECTOR DEVELOPMENT & AMENITY

#### 1. Domestic Animal Management Plan 2021 - 2025

**Attachment 1:** Consultation Report - Domestic Animal Management Plan - June to October 2021 .....75

**Attachment 2:** Draft Domestic Animal Management Plan 2021-2025 .....96



## COUNCILLOR BRIEFING – PUBLIC RECORD

### Briefing Details:

Date: Monday 18 October 2021

Time: 6:00pm

Location: Videoconference

### Attendees:

<b>Councillors</b>		
Cr Kylie Spears (Mayor)	Cr Suzy Stojanovic	Cr Mike Symon
Cr Nora Lamont (Deputy Mayor)	Cr Tasa Damante	Cr Marijke Graham
Cr Tony Dib OAM, JP	Cr Paul Macdonald	Cr Rob Steane
<b>Council Officers:</b>		
Steve Kozlowski	Chief Executive Officer	
Marianne Di Giallonardo	Director Corporate Services	
Phil Turner	Director Strategy & Community	
Tim Cocks	Acting Director Operations, Assets & Leisure	
Andrew Fuaux	Director Development & Amenity	
Chloe Messerle	Governance Officer	
		<b>Item</b>
Sherryn Dunshea	Manager Communications & Engagement	2
Amity Patten	Karralyka Manager	3
Kirsten Jenkins	Manager Health, Local Laws & Emergency Management	4
Adam Cooper	Social, Health and Wellbeing Coordinator	4

### Apologies:

Councillors:

Nil

Council Officers:

Adam Todorov

### Conflict of Interest Disclosure:

Councillors:

Nil

Council Officers:

Nil

**Items Discussed:            ## Confidential**

1	Council Meeting Agenda
2	2021 Bill Wilkins Volunteer Award
3##	Karralyka presents the Adelaide Fringe Festival "GLUTTONY" Carnival
4	Certificate in Creating Wellbeing Update
5	Eastern Region Land Use Framework Plan
6	Items of a general nature raised by Councillors
6A	COVID-19 Vaccination Update
6B	Maroondah Carols Update
6C	Family Violence

**Record completed by:**

Council Officer	Chloe Messerle
Title	Governance Officer





## COUNCILLOR BRIEFING – PUBLIC RECORD

### Briefing Details:

Date: Monday 15 November  
2021

Time: 6:00pm

Location: Meeting Room 2

### Attendees:

<b>Councillors</b>		
Cr Mike Symon (Mayor)	Cr Nora Lamont	Cr Suzy Stojanovic (videoconference)
Cr Rob Steane (Deputy Mayor)	Cr Marijke Graham	Cr Tasa Damante (videoconference)
Cr Kylie Spears	Cr Paul Macdonald	
<b>Council Officers:</b>		
Steve Kozlowski	Chief Executive Officer	
Marianne Di Giallonardo	Director Corporate Services	
Phil Turner	Director Strategy & Community	
Adam Todorov	Director Operations, Assets & Leisure	
Andrew Fuau	Director Development & Amenity	
Chloe Messerle	Governance Officer	
		<b>Item</b>
Andrew Taylor	Manager Engineering & Building Services	1
Steve McIntosh	Manager Assets	3
John Richardson	Coordinator Assets Projects & Facilities	3
Vincent King	Manager Operations	4
Tony Rocca	Manager Finance & Governance	5 & 6
Damian Thorp	Coordinator Waste Management	5 & 6
Elaine Matthews	Waste Contract Advisor	6

### Apologies:

Councillors:

Cr Tony Dib OAM, JP

Council Officers:

Nil

### Conflict of Interest Disclosure:

Councillors:

Nil

Council Officers:

Nil

**Items Discussed:                    ## Confidential**

1	Maroondah Flood Model Update & Proposed Controls
2	Level Crossing Removal Projects
3##	Tender Evaluation Report Contract 21005 - Design & Construction of Jubilee Indoor Training Centre
4##	Tender Evaluation Report Contract 21004 - Provision of Reactive Tree Maintenance Services
5##	Tender Evaluation Reports - Contract 21000 Waste Collection Services, Contract 21001 Supply of Waste Disposal Services and Contract 21002 Receipt, Sorting & Marketing of Recyclables
6##	Tender Evaluation Report - Contract 21003 Hard Waste Collection Services
7##	Tender Evaluation Report - Contract 2506/0641 Retail Energy (through Procurement Australia)
8	Community Assistance Fund
9	Councillor Delegates' Meeting Report
10	Items of a general nature raised by Councillors

**Record completed by:**

Council Officer	Chloe Messerle
Title	Governance Officer



## Maroondah Liveability Safety and Amenity Committee – Minutes

### Meeting Details:

Date: Monday 25 October 2021      Time: 10am - 11am      Location: MS Teams

### Attendees:

#### **Councillors**

Cr Nora Lamont (Deputy Mayor) - Acting Chair  
Cr Tasa Damante

#### **Council Officers:**

Grant Meyer, Manager Integrated Planning  
Chris Zidak, Manager Business and Activity Centre Development  
Phil Medley, Team Leader Council and Community Planning  
Robyn Williams, Safe and Liveable Communities Officer  
Chloe Messerle, Governance Officer (Minute Taker)

#### **Community Representatives:**

Sulochi Walisinghe  
Judith Lenthall  
Wendy Thomas  
Daniela De Martino

#### **Agency Representatives:**

Tim Malloch, QIC Eastland  
Jodi Long, QIC Eastland  
Shaun Ruigrok, Metropolitan East Bicycle Users Group  
Jamie Robertson, Metro Trains  
Sue Pitt, Eastern Regional Libraries  
John Maudsley, Yarra Valley Water  
Melissa Carmody, Melbourne Water  
Rhonda Emery, Department of Transport  
Karina Noel-Anderson, Department of Transport  
Adrian Vogel, Victoria Police  
Glenn Owens, Victoria Police

**Apologies:**

Councillors:	Cr Rob Steane (Chair)
Council Officers:	Nil
Community Representatives:	Nil
Agency Representatives:	Bruno Spandonide, VicRoads Danielle Leemon, Victoria Police Kathryn Collier, METEC Jamie Robertson, Metro

**Conflict of Interest Disclosure:**

Councillors:	Nil
Council Officers:	Nil
Community Representatives:	Nil
Agency Representatives:	Nil

**Items Discussed****1. OPENING OF MEETING**

Cr Nora Lamont (Deputy Mayor) undertook the role of Acting Chair for this meeting as Cr Steane was an apology.

**2. WELCOME**

Cr Lamont welcomed all members, provided an Acknowledgement of Country and made a special mention to Karina and Rhonda as new Committee members from Department of Transport.

**CONFIRMATION OF MINUTES - MONDAY, 26 JULY 2021****ITEM 3**

Motion: That the minutes of the Maroondah Liveability Safety and Amenity Advisory Committee from 26 July 2021 be accepted. Moved: Cr Damante and seconded by Melissa Carmody.

**4. ITEMS****EASTLAND PRESENTATION****ITEM 4.1**

Cr Lamont introduced the item and welcomed Tim Malloch, Operations Manager at Eastland.

Tim provided a powerpoint presentation - attached to the minutes.

Tim spoke about the evolution of Eastland over the past 20+ years with a shift from a shopping centre to a town centre. He noted the Centre grew by 50% in 2016, along with more recent adjacent development including the Sage Hotel, Maroondah City Council Offices and the new EastCo building that is currently under development.

Tim also provided an update on the Centre Management Team and the Operations Teams and the roles of staff.

Tim provided an update on the Eastland COVID-19 response including COVID Marshalls to COVID Ambassadors, hand sanitation stations and the Eastland COVID-19 Vaccination Clinic.

Tim provided an update on:

- Eastland Safety First Approach
- Strategies such as Emergency Management Procedures, Incident Control Centre, staff training and security, and graffiti management
- A range of statistics regarding the centre:
  - Car theft - only a couple in the last three years
  - Carpark - 4,800 car parks
  - CCTV - 794 CCTV cameras
  - Vertical transport - 68 lifts
  - Amenities - 7 parent rooms

Tim spoke about:

- Major events involving celebrities such as Jojo Siwa and implications for the centre
- Integrated services concept - security, maintenance, cleaning, guest services
- Graffiti and vandalism challenges both internal and external to the shopping centre
- Sustainability projects e.g. upgraded waste compactors
- Eastland outdoor public spaces including 'The Park', Town Square and Community Garden
- Planting of 6,300 trees/shrubs in recent years

Tim discussed the next big event coming through Eastland - Christmas. Installations will commence at the start of November

Committee members provided a range of questions following Tim's presentation relating to:

- The location and number bicycle parking spaces
- The approach to stormwater capture, reuse and treatment
- Sustainability approaches within the centre
- How local businesses are informed of upcoming events
- Approaches to wayfinding signage.

Cr Lamont thanked Tim for his presentation and acknowledged the strong partnership between Eastland and Council.

#### UPDATE ON LEVEL CROSSING REMOVALS AND CROYDON STATION UPGRADE

ITEM 4.2

Cr Lamont introduced the item and welcomed Grant Meyer, Manager Integrated Planning at Maroondah City Council .

Grant a powerpoint presentation - attached to the Minutes.

Grant spoke about how the Level Crossing Removal project will be delivered which includes the three sites listed below:

- Coolstore Road Level Crossing Removal (Croydon) and Station Upgrade
- Bedford Road Level Crossing Removal (Ringwood)

- Dublin Road Level Crossing Removal (Ringwood East)

The Department of Transport requested further information on traffic management plans at Bedford Road during construction that may impact employees at the EastCo site.

#### CROYDON STAKEHOLDER MEETING

ITEM 4.3

Cr Lamont introduced the item.

Cr Damante spoke about a Croydon Stakeholders Meeting held on 3 September 2021 involving representatives from Victoria Police, Croydon Main Street Traders, Croydon Community School, Wellways and Council representatives.

The meeting involved discussions relating to the new Council Croydon Multideck Carpark, the Level Crossing Removal Project, and a range of safety matters such homelessness, toilets, graffiti, compliance with liquor licensing, smoking along with incidences of anti-social behaviour on Croydon Main Street.

Adrian Vogel from Victoria Police spoke to an upcoming focus on compliance of licensed premises especially with the re-opening from lockdown commencing on the Melbourne Cup long weekend. He also noted the important role of the Maroondah Liquor Accord.

#### AGENCY/MEMBER - INFORMATION SHARE

ITEM 4.4

Cr Lamont introduced the item.

Daniela De Martino raised an issue of concern at the moment for traders at The Mall in Croydon South. There has been high public demand for toilets at this location during the pandemic with a number of traders being asked for the use of their staff toilets. This request is difficult to refuse given there is no public toilet within close proximity, however, it places staff at risk when entering the small space after a member of the public has used it and then there are issues with cleaning.

Robyn Williams will follow up with Assets regarding any proposed capital works for toilets at this location as well as clean-up behind the shops as outlined by Daniela.

Chris Zidak advised that Council's Assets Team will be conducting a public toilet review in the near future.

Judith Lenthall also made mention that there were no toilets to use at Ringwood North Shopping Centre.

Karina Noel-Anderson from the Department of Transport provided an update on the new EastCo building which will accommodate 1,000 employees. Rhonda Emery also from Department of Transport provided further information regarding new VicRoads locations which includes customer service activities being moved to Ringwood and licence test and vehicle inspections to be moved to a new facility on Heatherdale Road. Rhonda indicated that a further detailed update would be provided at the next meeting in 2022. Karina noted that the Department of Transport are keen to engage with Eastland and other stakeholders

to ensure the safety of their Ringwood EastCo workforce, including safe parking options, active transport options and security.

John Maudsley advised of the recent *Thriving Communities Partnership* - 'One Stop One Story' - <https://thriving.org.au/what-we-do/the-one-stop-one-story-hub>

CLOSE OF MEETING - NEXT MEETING FOR 2022 TBC

ITEM 4.5

Cr Lamont closed the meeting and advised that the dates for 2022 will be confirmed and emailed through to all committee members.

The Meeting concluded at: 11:08am.



## EASTERN TRANSPORT COALITION MINUTES OF MEETING

Date: Thursday, 21 October 2021

Time: 6.30pm – 8.30pm

Hosted by: Yarra Ranges Council by video conferencing

### Attendees

#### Councillors

- Cr Stuart James, City of Monash (Chair)
- Cr Marijke Graham, Maroondah City Council
- Cr Susan Laukens, Knox City Council
- Cr Anna Chen, Manningham City Council
- Cr Tina Liu, City of Whitehorse
- Cr Jim Child, Yarra Ranges Council

#### Officers

- Ron Crawford, Knox City Council
- Matthew Hanrahan, Knox City Council
- Winchelle Chuson, Knox City Council
- Chris Marshall, City of Greater Dandenong
- Daniele Raneri, Manningham City Council
- Michael Blowfield, Maroondah City Council
- Dale Bristow, Maroondah City Council
- Sandra Worsnop, City of Monash
- Rachael Antonacci, City of Monash
- Terry Tillotson, City of Monash
- Chris Hui, City of Whitehorse
- Karen O’Gorman, Yarra Ranges Council
- Mark Varmalis, Yarra Ranges Council

#### Secretariat

- James McGarvey, The Agenda Group

#### Guests

- Adam Begg, Co CEO, Kinetic

#### Apologies

- Frank Vassilacos, Manningham City Council
- Lucas Sikiotis, City of Greater Dandenong



**1. Welcome and apologies**

Cr James assumed the Chair, welcomed the attendees and opened the meeting.

**2. Conflicts of interest**

No conflicts of interest were raised.

**3. Ratify previous draft Minutes and actions arising**

Moved: Cr Tina Liu

Seconded: Cr Stuart James

Carried

**4. ETC Finance Report****Finance Report for 31 September 2021**

<b>31 August 2021:</b>	<b>\$43,223</b>
<i>Expenditure:</i>	
Agenda Group (August)	<b>7,000</b>
<b>30 September 2021</b>	<b>\$ 36,223</b>

Moved: Cr Susan Laukens

Seconded: Cr Jim Childs

Carried

**5. Presentation – Kinetic**

The group was joined by Adam Begg, Co CEO of bus operator Kinetic which has recently been awarded the Melbourne bus tender formerly held by Transdev, starting 30<sup>th</sup> January next year and running for nine years.

Mr Begg said that the Kinetic brand is not known in Victoria, with the company better known for operating the Skybus service in Victoria, which is how the company started. It has now grown into the largest bus operator in Australia and New Zealand with 2,500 buses, 400 people and 50 depots.

Kinetic is proud to bring a customer-centred approach to a service touching over a third of Melburnians.

Presentation of buses will be an early focus when Kinetic takes over the franchise – and promises the buses will be cleaner than they have been.

Kinetic has a set of values, embraced by all their people – real and authentic, straight talking, listening to communities and customers. Adam himself still drives a bus.

The key elements of Kinetic's franchise bid include:

- Introduction of electric buses – 36 over first 3 years, with the first by April. Ultimately every new bus added to the fleet will be hybrid or electric
- Improve diversity, and gender diversity, of the workforce
- Renewable bus depots – planning to convert first two depots already to renewable energy – this is a big part of what Kinetic is seeking to do.
- Will introduce safety and security officers into the network – riding the network (not authorised officers). This has been successful for Kinetic in Northern Queensland, resulting in significant differences in anti-social behaviour, through visibility. Initial rollout of 10 officers, followed by a broader rollout. A text alert message advertised in buses to connect to control room, so customers have a response option. This will be supplemented by building live CCTV capacity in the fleet over time..

Mr Begg stated he understands the State Government is committed to reviewing the eastern bus network, and Kinetic will have a role to play through experience (particularly with major project disruption) and data provision.

Kinetic won't be aggressively rolling out its brand in an overt way. Rather, the brand will resonate from quality and presentation of the buses, new uniforms for the drivers which will demonstrate cultural change and a more welcoming feel.

Cr Chen asked about Kientic's ability to ensure punctuality of the bus service. Mr Begg said that the company will have lots of data and data analysis, software and predictive analysis but punctuality comes back to fundamentals – knowing what matters.

He said it comes down to "either the plan is flawed, or execution of the plan is flawed". Buses must leave the depot on time, and leave the first stop on time. Kinetic will instigate individual performance management of drivers and routes, and provide on road supervisors, which Transdev didn't have. Managers will also drive the network to understand any problems.

Cr Chen also asked about the deployment of the new electric buses. Mr Begg said that the allocation will based on distribution east and west, and on depot capacity. Out of Heatherton to start with in east. Doncaster doesn't have capacity. Will require additional capacity for the rollout – need 30% more space for battery electric bases for recharging facilities. Kinetic will work with State Government and Councils to find and plan for larger depots.

Michael Blowfield asked how, post-covid, do we increase demand to get people back on buses. Mr Begg said that they are in discussion with PTV – 'watch this space' – and that Kinetic will live or die by patronage growth.

Terry Tillotson asked about charging times for the new electric buses. Mr Begg explained that the current technology can be operated on 80% charge, with overnight trickle charging and fast charging during the day outside of peak. All will have regenerative braking systems and an 18 year lifespan.

Cr James thanked Mr Begg for his presentation, explained the ETC's role in advocating for better bus services and offered to provide Kinetic with a copy of the ETC Bus Network Review's issues and case studies document.

## 6. Infrastructure Victoria 30 year strategy

Dr Jonathan Spear presented Infrastructure Victoria's 30 year strategy to the ETC September meeting. It was agreed at that meeting that the ETC would evaluate IV's recommendations with a view to advocating for the earliest adoption of those items considered to be priorities for the ETC.

To aid in preparation for this exercise, the ETC Secretariat prepared and circulated a template setting out each of IV's transport-related recommendations, and seeking each Council's assessment as to whether they supported the recommendation, and how they rated it's priority status.

To expedite dealing with the recommendations, Maroondah Council's completed template was used as a starting point for discussion on each item.

The table below records those items where there was some consensus expressed that these are the items that should be considered as either very high or high priorities for the ETC.

IV Recommendations
24. In the next five years, progressively introduce new road network demand management technologies across the state and integrate management systems for different road-based transport modes, optimising the benefits of technologies, such as by providing extra clearways and introducing dedicated lanes for bus routes.
38. Over the next five years, partner with local governments to fund pedestrian infrastructure network upgrades to connect people to priority places, including... the Monash National Employment and Innovation Cluster, other activity centres and train stations.
39. In the next 10 years, prioritise and significantly progress developing a continuous network of high quality, safer cycling corridors... including separated cycle ways and more storage at train stations and activity centres.
40. Improve walking and cycling data to better estimate travel, health and safety impacts and benefits,...and incorporate this data and information into Victorian Government transport models for strategic and project planning, and project appraisal to guide investment decisions.
41. In the next year, start delivering road space reallocation initiatives to better support and enforce priority movement through streets and places.
44. Plan for and fund public transport accessibility, including tram stop upgrades... including for priority tram and bus stops, to make substantial progress toward the legislated 2032 accessibility targets.

**57.** By 2025, reshape the metropolitan bus network in Melbourne's south-east in time for the opening of the Melbourne Metro Tunnel. Introduce 'next generation' bus services, beginning by using them on the new Doncaster busway. In the next 10 years, continue reforming bus networks in Melbourne and Geelong, including by revising the coverage standard and using more flexible bus services in lower demand areas.

**58.** In the next five years, create new 'next generation' bus services and better roads to connect outer and growing suburbs to National Employment and Innovation Clusters and major employment centres. Consider using a 'next generation' bus service instead of trams between Caulfield and Rowville.

**59.** Over the next five years, increase Melbourne's train service frequencies for off-peak, counter-peak and weekend services. Develop and progressively deliver a prioritised 15-year network service upgrade program for suburban train corridors, including track and signalling improvements, higher capacity trains, carriage retrofits and an upgraded train control centre.

Councils have been asked to give further thought to the recommendations, with the aim to finalise an agreed set of priority items at the November ETC meeting.

## **7. Bus Network Review Working Group**

James McGarvey, ETC Secretariat advised that he had followed up the ETC's forwarding of a copy of the ETC's *Bus Issues and Case Study Analysis* document together with a covering letter to the Minister for Public Transport, the Hon Ben Carroll MP seeking a role for the ETC in the further development and implementation of the Government's Victoria Bus Plan released earlier this year.

Naomi Langdon, Director, On Road Public Transport Planning, Policy, Precincts and Innovation from the Department of Transport has been nominated as a contact point for the ETC by the Minister's office.

In a follow-up conversation with Ms Langdon, Mr McGarvey reported she had requested a delay in scheduling a meeting until after the start of November, as she is in the process of adding new staff to her team, who will be directly involved in this project.

Mr McGarvey suggested he would pursue a meeting with DoT and representatives of the ETC's Bus Network Review Working Group, with a subsequent report back on this meeting to the broader ETC group.

## **8. Items for 22/23 State Budget**

Mr McGarvey urged ETC Councils to follow up on transport projects they had proposed for funding in the 22/23 State Budget with their respective local MPs.

**9. Presentation – Yarra Ranges Council**

Mark Varmalis, on behalf of Yarra Ranges Council, gave the group a presentation on Council's plans for a series of 'pump tracks' across the municipality.

A pump park is an alternative or next level to a more traditional skate park, with health and well being outcomes for all ages.

Throughout the Covid pandemic, kids have been out creating their own versions, in bushland or in backyards which is a risk issue for Council and the community.

Sites for the proposed pump tracks align with location of existing reserves.

Council is near completion of a process of engaging with community to find out how community sees these tracks, using social pinpoint, which has elicited 10,700 visits and 1800 responses over two weeks, providing good feedback that will help shape decision-making for Council.

An active township group in Montrose is engaging with their own community and younger people particularly, and this will also be connected in to Council's considerations.

The first two being planned and funded or partly funded are at Coldstream Station and Wesburn Park,

Coldstream is next to the Yarra Valley Trail and will provide multi-use facilities for both pump track and Trail users. Activation of this Trail has already seen positive outcomes for the local economy.

Council is looking for 50-50 funding from the State Government for the Wesburn proposal (through the Growing Suburbs Fund). It's situated next to existing recreational facilities and a planned mountain bike facility.

Council is now planning for another eight sites across Yarra Ranges for pump tracks.

*A copy of Mark's presentation slides will be provided to ETC members with the minutes.*

**10. Other Business**

Karen O'Gorman, Yarra Ranges Council is seeking feedback from any ETC Councils who have some experience with smart parking technologies and installations, and would welcome follow-up conversations with any Councils with any information to contribute, or establishment of a workshop with ETC officers to discuss further.

Michael Barlow, Maroondah City Council reported he and his family had recently trialled using the FlexiRide bus service in Mooroolbark, and had found it to be a very positive experience, successfully utilising the app and estimating that the time taken was comparable to driving. The service doesn't run on Sundays. Michael suggested savings from the program could be used to fund a Sunday service.

Cr James reported that Deloitte had conducted a review of the Melbourne City Transport Strategy. Its an impressive document and Cr James will share it with the group.

Cr James and James McGarvey both reported that they had been approached by representatives of Stow Australia, a local company that focuses on various types of storage technology. They have the Australian licence for a bike stacker technology from the Czech Republic and are looking to roll it out in Melbourne, particularly at railway stations, universities, other transport interchanges, universities and shopping centres. It was agreed in discussion that they would be invited to make a presentation at the ETC November meeting.

Chris Hui, City of Whitehorse reported that the MTF had hosted a very good forum on buses, with guest speakers covering the FlexiRide service, and benefits that would flow from a network review. Video of the forum is available on the MTF website.

#### 11. Meeting close

The meeting was closed at 8.47pm.

The next meeting is to be hosted online by Maroondah City Council at 6.30pm on Thursday, 18th November 2021.

*Pending further announcements on Covid-19 restrictions, it is hoped that the final meeting of the year in December can be hosted as a hybrid of online and actual attendance.*

#### Action Summary

Action Items	Owner(s)	Deadline	Status
1. ETC Secretariat to arrange a meeting between DoT and Bus Network Review Working Group representatives to discuss next steps for the Victorian Bus Plan.	ETC Secretariat	November meeting	In progress
2. ETC Secretariat to invite representatives of Stow Australia to present at the November ETC meeting.	ETC Secretariat	November meeting	In progress



## Maroondah Community Health and Wellbeing Committee – Minutes

### Meeting Details:

Date: Tuesday 12 October 2021    Time: 9:30am - 11:30am    Location: Online (MS Teams)

### Attendees:

#### **Councillors**

Cr Tasa Damante (Chair)  
Cr Tony Dib OAM, JP  
Cr Suzy Stojanovic

#### **Council Officers:**

Grant Meyer, Manager Integrated Planning  
Brian Tu, Community Development Officer  
Phil Medley, Team Leader Council and Community Planning  
Phil Turner, Director Strategy and Community  
Kirsten Jenkins, Manager Health, Local Laws and Emergency Management  
Kailah Welsh, Executive Assistant (Minute Taker)

#### **Agency Representatives:**

Sarah Kleinitz (Outer Eastern Primary Care Partnership)  
Sharon Barker (EACH)  
Sarah Hanlin (Neami National Ringwood)  
Edwina Ricci (Maroondah Positive Education Network)  
Christine Farnan (Department of Health)  
Gerardine Daniels (Department of Families, Fairness and Housing)  
Rachel Hughes (Eastern Metro Primary Health Network)

#### **Community Representatives:**

Prateeti Sabhlok  
Cathy White

### Apologies:

Councillors:

Nil

Agency Representatives:

Jodie Murphy (Eastland)  
Rod Donald (Youth Substance Abuse Service)  
Fiona Purcell (Outer Eastern Local Learning and  
Employment Network)

Community Representatives:

Helen Parker, Andrea Salmon

Council Officers:

Emily Maiorino, Community Planning and Engagement  
Officer

**Conflict of Interest Disclosure:**

Councillors:

Nil

Agency Representatives:

Nil

Community Representatives:

Nil

Council Officers:

Nil

**Items Discussed**

**1. OPENING OF MEETING**

The Chair, Cr Damante, opened the meeting and provided an Acknowledgment of Country.

**2. WELCOME**

CONFIRMATION OF MINUTES - TUESDAY, 13 JULY 2021

ITEM 3

Motion: That the minutes of the Maroondah Community Health and Wellbeing Advisory Committee from 13 July 2021 be accepted. Moved: Cr Suzy Stojanovic and seconded by Cathy White.

**4. ITEMS**

LIVEABILITY, WELLBEING AND RESILIENCE STRATEGY UPDATE -  
PRESENTATION

ITEM 4.1

Phil Medley introduced the item and provided a presentation as attached to the minutes.

Phil updated the Committee on the background research and community consultation that has occurred over the past two years to facilitate development of the Maroondah Liveability, Wellbeing and Resilience Strategy 2021 - 2031.

The six key focus areas are:

- Healthy Lifestyles
- Liveable neighbourhoods
- Social harms
- Safe communities
- Embracing diversity
- Social inclusion

The Strategy was placed on public exhibition during August 2021 and will now proceed to the 18 October Council meeting for adoption. Following this a Health and Wellbeing Action Plan will be developed, with an initial focus on the 2021-2031 period.



Phil advised that an update on the Health and Wellbeing Action Plan will be presented to this Committee at a future meeting.

*Post meeting note:* The Maroondah Liveability, Wellbeing and Resilience Strategy 2021-2031 was endorsed at the 18 October meeting. A copy of the Strategy is attached to the minutes.

**LIVEABILITY, WELLBEING AND RESILIENCE STRATEGY UPDATE -  
DISCUSSION**

**ITEM 4.2**

Cr Damante thanked Phil for his presentation and acknowledged the amount of work involved with the development of the Strategy.

The committee discussed the opportunities to collaborate on the action plan and raised several points for consideration:

- How to ensure the Australia Day Citizenship Ceremonies are inclusive for all cultures
- Increasing the visibility of Maternal Child Health services
- Increasing volunteering opportunities for youth
- Addressing the increasing prevalence of tech over-use for the 12 - 15 year age range

Phil noted that Council is working with Eastern Volunteers to increase support for volunteer led organisations and provide opportunities for local people, including youth, to volunteer locally. Cr Damante also advised that Scouts Victoria do a great job in the volunteering space and there could be an opportunity to collaborate.

Grant Meyer shared a link to Game Aware who have lots of resources for the 12-15 year age range. <https://www.gameaware.com.au/category/media/>

**LEVEL CROSSING REMOVAL PROJECTS - PRESENTATION**

**ITEM 4.3**

Phil Turner introduced the item and shared a presentation as attached to the minutes. He noted that the level crossing removals have been a long term advocacy piece for Council and the announcement came as a welcome surprise.

Council is keen to capitalise on the opportunities the projects present for the community including enhanced open space opportunities and shared path connectivity.

**LEVEL CROSSING REMOVAL PROJECTS - DISCUSSION**

**ITEM 4.4**

Cr Damante opened to the committee for discussion and questions.

The Committee discussed opportunities that could be incorporated into the projects and raised several points for consideration:

Coolstore Road Croydon:

- The importance of retaining existing and incorporating new trees and green spaces
- Incorporating safety aspects for underpasses and walk-ways
- Alleviating traffic congestion in the precinct.

Dublin Road, Ringwood East:

- Considering traffic impacts during construction as alternative routes are limited
- Considering the safety aspects of the location of the station
- Integration of the station with the local shops
- Protecting the site for biological significance.

#### DEPARTMENT OF HEALTH UPDATE - PRESENTATION

ITEM 4.5

Christine Farnan introduced the item and shared a presentation as attached to the minutes, including an Acknowledgement of Country.

Christine shared the organisational structure and role of the Department of Health and the role of her own branch, the Prevention and Population Health branch. She went on to share key contacts relating to emergency management and COVID-19 support, details of which can be found in the attached presentation.

Christine noted that she will now be the lead Department of Health representative on this Committee rather than Kevin Gregg-Rowan who is now linked to the inner-eastern Melbourne municipalities.

#### DEPARTMENT OF HEALTH UPDATE - DISCUSSION

ITEM 4.6

Cr Damante thanked Christine for her presentation and welcomed her to the Committee.

#### DEPARTMENT OF FAMILIES, FAIRNESS AND HOUSING UPDATE - PRESENTATION

ITEM 4.7

Gerardine Daniels introduced herself and advised she will be attending this Committee as a representative from the Department of Families, Fairness and Housing (DFFH). She shared a presentation as attached to the minutes and advised that her the team was only formed in August 2021 so the majority of their work is emerging.

Gerardine spoke to the vision of the Department, noting the similarities between Council's 2040 vision.

The community partnership team key focus is on improving equity, access, safety and culture for

- LGBTIQ+
- Women
- CALD communities
- People with a disability
- Young people
- Veterans

- Seniors
- Carers

Gerardine expressed her excitement in joining the Committee and having the opportunity to connect with Council, Councillors and community members.

**DEPARTMENT OF FAMILIES, FAIRNESS AND HOUSING UPDATE -  
DISCUSSION**

**ITEM 4.8**

Cr Damante thanked Gerardine for the presentation and welcomed her to the Committee.

**INFORMATION SHARE**

**ITEM 4.9**

Cr Damante invited committee members to share information.

Sharon Barker introduced herself as Manager of Prevention and Population Health at EACH and noted that this is the second committee meeting she has attended.

EACH are in the process of developing their way forward over the next four years and have decided to develop a four year high level strategic plan. EACH are currently engaging with Council around possibilities in this space and the three key focus areas of:

- Increasing consumption of healthy food and drink within Knox and Maroondah
- Increasing active living in Knox and Maroondah
- Working with Aboriginal and Torres Strait Islander communities through a self-determination lenses focusing primarily on health eating and living.

Sharon will present the Strategic Plan once completed to the Committee at a future meeting.

**CLOSE MEETING**

**ITEM 4.10**

Cr Damante thanked committee members for their virtual attendance and participation.

The Meeting concluded at 11:16 am



## Maroondah Access Inclusion and Equity Advisory Committee – Minutes

### **Meeting Details:**

Date: Monday 11 October 2021      Time: 9:30am - 11:30am      Location: Online (MS Teams)

### **Attendees:**

#### **Councillors**

Cr Nora Lamont (Deputy Mayor & Chair)  
Cr Marijke Graham  
Cr Suzy Stojanovic

#### **Council Officers:**

Noelene Greene, Senior Community Development Officer  
Phil Medley, Team Leader Council and Community Planning  
Grant Meyer, Manager Integrated Planning  
Heather Burns, Program Manager Aged and Disability  
Kailah Welsh, Executive Assistant (Minute Taker)

#### **Agency Representatives:**

Sally Brooks (Migrant Information Centre)  
Ange Talidis (Wellways)  
Lee Barker (Eastern Volunteers)  
Kate Gibson (Eastern Community Legal Centre)  
Heidi Butler-Moore (Glen Park Community Centre)  
Vicki Bryce (Uniting)  
Avega Bishop (Women's Health East)

#### **Community Representatives:**

Philip Hughes  
Jacob Matthew

#### **Others:**

Richard Joseph, Active and Healthy Ageing Coordinator (Item 4.1)  
Jane Finlay, HR Projects Facilitator (Item 4.2)  
Sofie Lemaire, Neighbourhood Development Community Planning Officer (Item 4.4)

### **Apologies:**

Councillors:

Nil

Council Officers:

Deb Styles, Manager Community Services

Agency Representatives:	Sam Smith (Eastern Domestic Violence Service) Elke Smirl (Mullum Mullum Indigenous Gathering Place)
Community Representatives:	Cara Hudson, Wesley Bawia

**Conflict of Interest Disclosure:**

Councillors:	Nil
Council Officers:	Nil
Agency Representatives:	Nil
Community Representatives:	Nil

**Items Discussed**

**1. OPENING OF MEETING**

The Chair, Cr Lamont, opened the meeting and provided an Acknowledgement of Country.

**2. WELCOME**

**CONFIRMATION OF MINUTES - MONDAY, 12 JULY 2021**

**ITEM 3**

Motion: That the minutes of the Access, Inclusion and Equity Advisory Committee from 12 July 2021 be carried. Moved by Jacob Matthew and seconded by Philip Hughes.

**4. ITEMS**

**POSITIVE AGEING FRAMEWORK AND ACTION PLAN 2021-2025  
PRESENTATION AND CONSULTATION**

**ITEM 4.1**

Richard Joseph introduced the item and provided a presentation as attached to the minutes.

Richard spoke to the parallels between the Maroondah 2040 Vision and the age friendly journey, and highlighted the key initiatives undertaken since 2014. This has included introduction of warm water classes at Aquanation and a Pet Therapy Pilot Project.

In recent months, Council has commenced preparation of a Positive Ageing Framework for the 2021-2025 period. There have been a range of inputs to this Framework including: UN Decade of Healthy Ageing, Ageing Well in a Changing World, the Maroondah Liveability Wellbeing and Resilience Strategy, the Maroondah COVID-19 Survey, the WHO Age Friendly Cities and Communities Framework, Commonwealth Home Support Guidelines, and the Maroondah 2040 Community Vision

The key focus areas of the Framework are:

- Respect
- Safety and Security
- Community
- Health and Wellbeing
- Social Connections
- Quality of Life

Richard shared the Maroondah Positive Ageing Framework Action Plan to seek input from committee members. A copy of the Action Plan is attached to the minutes. He noted that this is a draft version and invited members to provide any feedback via e-mail to [Richard.Joseph@maroondah.vic.gov.au](mailto:Richard.Joseph@maroondah.vic.gov.au).

The group thanked Richard for his presentation and work to date, and discussed a number of points within the framework and action plan including:

- Learning from CALD communities on how they view and interact with their elders, and how these learnings can be translated into the program.
- The benefits of pet therapy and the potential to facilitate sessions with school children in age care facilities.
- Increasing the visibility of LGBTQIA+ people.
- Elder abuse and the role of medical professionals in detecting and reporting.
- Reconnecting older people once COVID-19 restrictions ease.
- The importance of the intergenerational approach to addressing ageism.
- An appetite for sharing KPI's around elder abuse and mis-gendering across the region.
- Addressing the different needs, priorities and interests of women given they tend to live longer and are more likely to have carer responsibilities.
- The importance of cyber security. Kate Gibson shared a link to ECLC scam resources - <https://eclc.org.au/what-we-do/community-legal-education/scams/>

The next steps for the Action Plan is to finalise the range of actions to develop the foundations of the Plan. The intention is to keep the actions broad so that emerging issues can be effectively responded to.

#### GENDER EQUITY PLANNING

#### ITEM 4.2

Jane Finlay introduced the item and shared a presentation on Gender Impact Assessments (GIAs) as attached to the minutes. She gave a brief recap on the Gender Equity Act 2020 that was presented at the July 2021 meeting and noted the three key obligations on defined entities:

- Report on the state of gender equality in their organisations - workforce audits on seven indicators
- Plan for and make progress towards gender equality - prepare a gender equality action plan
- Integrated a gender lens into the design and implementation of public facing policies, programs and services

Given the short timeframe for implementation priority will be given to the areas deemed highest importance. Jane spoke to a framework on gender equality as provided by the Commission on Gender Equality. A key focus is to embed inclusion and equality with a gender lens in the work that Council undertakes. The GIA methodology and flowchart process are being used to identify these priorities.

Jane noted the progress undertaken to date including analysis of quantitative data, surveying of employees and preparation of gender equality actions, building upon work undertaken by the Workplace Equality Project in 2020. A workplace audit is due for submission to the Gender Equality Commission on 1 December 2021 and is currently 80% complete. Further consultation with Council workforce, management and Councillors is scheduled for November and December 2021.

Cr Stojanovic thanked Jane for her presentation noting that gender isn't binary and we need to ensure all parts of the gender spectrum are considered.

Jane invited committee members to send any additional comments via e-mail to [Jane.Finlay@maroondah.vic.gov.au](mailto:Jane.Finlay@maroondah.vic.gov.au)

#### LIVEABILITY, WELLBEING AND RESILIENCE STRATEGY UPDATE

ITEM 4.3

Phil Medley introduced the item and provided a presentation.

Phil updated the committee on the background research and community consultation that has occurred over the past two years to facilitate development of the Liveability, Wellbeing and Resilience Strategy.

The six key focus areas are:

- Healthy Lifestyles
- Liveable neighbourhoods
- Social harms
- Safe communities
- Embracing diversity
- Social inclusion

The Strategy was placed on public exhibition during August 2021 and will now proceed to the 18 October 2021 Council meeting for adoption. Following this a Health and Wellbeing Action Plan will be developed.

Phil advised that an update on the Health and Wellbeing Action Plan will be presented to this committee at a future meeting.

The committee thanked Phil for his presentation and work to date.

#### DISABILITY ACTION PLAN 2021-2026 UPDATE

ITEM 4.4

Noelene Greene introduced the item and Sofie Lemaire shared a presentation outlining the consultation process to date. Noelene provided a summary of the responses received to the three key consultation questions put to the group at the July 2021 committee meeting.

It was advised that while no further consultation will be undertaken today, those who weren't able to attend the July meeting are welcome to email feedback to Noelene over the next couple of weeks to [Noelene.Greene@maroondah.vic.gov.au](mailto:Noelene.Greene@maroondah.vic.gov.au)

The next steps are to finalise the draft Action Plan, seek community input prior to public exhibition in early 2022 and then proceed to Council for endorsement.

#### INFORMATION SHARE

ITEM 4.5

Cr Lamont invited committee members to share any relevant updates.



Avega Bishop introduced herself as Coordinator of Margins to the Mainstream Project at Women's Health East and advised that this year as part of the usual work occurring in the Eastern Region for the 16 Days of Activism campaign one message will be shared each day from a woman with lived experience.

Philip Hughes introduced himself as the chair of Maroondah Interfaith Network. He advised that a session is being delivered on compassion and how it is understood by the community. Further information can be found on the website:  
[www.maroondahinterfaith.org.au](http://www.maroondahinterfaith.org.au)

Sally Brooks advised that Migrant Information Centre has received funding for projects focusing on domestic violence. They are working closely with CALD communities to address issues of family violence in accordance with their culture.

Phil Medley advised Council is currently working with partners on the 16 Days of Activism campaign which will include billboards around the municipality with messaging on gender equality and family violence. Funding has been received from Municipal Association of Victoria to support activities that promote equal opportunity and violence within relationships including LGBTQI. These initiatives are being delivered by the Council and Community Planning, and Youth and Children's Services teams.

Vicki Bryce advised the Uniting Homelessness Services in the eastern region have been reorganised and are now known as Eastern Homelessness Services Uniting. Programs are based at either the Ringwood or Glen Waverley offices. Vicki's role is now Team Leader of Tenancy Support which includes the tenancy plus program, tenancy advocacy and assistance program.

Kate Gibson advised Eastern Community Legal Centre have been running gender equality programs with communities of Burma and are currently seeking funding to continue this work. She provided a link to resources developed in Falam Chin and Karen language and encouraged members to share these resources where appropriate -  
<https://eclc.org.au/what-we-do/partnerships-and-projects/matterofrespect/>

Heather Burns advised Kerrabee received a request for an LGBTIQ+ support group. The Kerrabee team is liaising with Val's Café to get this set up with the view for the support group to be self-sufficient and sustainable going forward. Any enquires can be directed to Daniel Hearne at Kerrabee on 9298 5530.

Ange Talidis advised the Wellways Pathways to Home program provides targeted rough sleeper (homelessness) support to people in Maroondah. Call 8873-2500 or email [pathwaystohome@wellways.org](mailto:pathwaystohome@wellways.org) for further information.

Cr Lamont thanked committee members for their attendance at this online meeting.

The Meeting concluded at: 11:14am



## Maroondah Business Advisory Committee – Minutes

### Meeting Details:

Date: Tuesday 21 September 2021

Time: 10am - 12pm

Location: MS Teams

### Attendees:

#### **Councillors**

Cr Kylie Spears (Mayor & Chair)  
Cr Tasa Damante

#### **Council Officers:**

Steve Kozlowski, Chief Executive Officer  
Chris Zidak, Manager Business and Activity Centre Development  
Georgia Loccisano, Team Leader Business Support, Projects and Engagement  
Andrew Binks, Strategy and Projects Officer  
Nic Daws, Place Manager, Major Activity Centres  
Adam Cooper, Social, Health & Wellbeing Recovery Coordinator  
Kirsten Jenkins, Manager Health, Local Laws and Emergency Management  
Emily Maiorino, Community Planning and Engagement Officer  
Kailah Welsh, Executive Assistant (Minute Taker)

#### **Community Representatives:**

Jenny Newman, Century 21  
Geoff Daniel, The Casual GM  
Simon Fuller, Contek Constructions  
James Braunegg, Micron 21 Data Centre Pty Ltd  
Greg Balmforth, Eastland QIC  
Marcus Young, Incarta IT

### Apologies:

Councillors:

Cr Rob Steane

Council Officers:

Phil Turner, Director Strategy and Community

Community Representatives:

Rob Lyon, Trajan Scientific and Medical  
Phillip Kuoch, Goldelucks  
Emily Murray, Sourcey Marketing

### Conflict of Interest Disclosure:

Councillors:

Nil

Council Officers:

Nil

Community Representatives:

Nil

**Items Discussed**

**1. OPENING OF MEETING**

The committee chair, Cr Spears, provided an Acknowledgement of Country and welcomed members to the meeting. It was advised that the meeting was being recorded.

**2. WELCOME**

CONFIRMATION OF MINUTES - TUESDAY, 15 JUNE 2021

ITEM 3

**Motion:**

That the minutes of the Maroondah Business Advisory Committee from 15 June 2021 be accepted.

Moved by Councillor Tasa Damante and seconded by Marcus Young.

**4. ITEMS**

**CEO UPDATE**

ITEM 4.1

Steve Kozlowski shared a presentation and provided an update on the Federal and State sphere as it impacts Maroondah.

Federal updates of note included:

- Election likely to take place in March 2022 although it can occur any time from now up until May/June 2022.
- Electorate boundary changes have been finalised, with the whole of Maroondah now within the Deakin electorate.
- Successful advocacy for four federally funded carpark projects within the municipality.

State items of note included:

- Election likely to take place at the end of 2022.
- Electorate boundary changes with a reduction in the number of electorates covering Maroondah.
- Successful advocacy for the Level Crossing Removal at Bedford Road and Dublin Road Ringwood East, and Coolstore Road Croydon.

Steve gave a regional update, highlighting the work of the Eastern Region Group of Councils under the four pillars of communities, environment, economy and building & infrastructure.

Steve shared several graphs highlighting the impacts of Covid on the organisation noting that despite these challenges Council had a successful 20/21 financial year and delivered a capital works programs double that of the previous year. Further information is available in the Maroondah Report to be provided by Maroondah Business Group at their 16 November meeting.

**MAYOR UPDATE**

ITEM 4.2

Cr Spears spoke to a PowerPoint presentation as attached to the minutes, providing a brief update on two planning reforms of concern that have been put forward by State Government:

1. Planning System Reforms

The proposed changes mean major projects would be considered State significant projects and therefore not required to consider Local Government perspectives such as planning overlays.

2. Deregulating Sex Work

The proposed changes mean sex work businesses would be treated the same as other businesses and would be able to operate in commercial and residential zones. Home based business would also be allowed to operate without a planning permit. Council has not been consulted on this change thus far and are advocating concerns to the State Government.

Cr Spears indicated she is happy to discuss these reforms further should any members require additional information.

**MAROONDAH BUSINESS GROUP UPDATE**

**ITEM 4.3**

Jenny Newman spoke to a PowerPoint presentation as attached to the minutes. She touched on the significant impacts of Covid to Maroondah Business Group (MBG), noting the preference for face to face functions to bring together members, businesses, Council and Councillors. The decision has been made to defer the Maroondah Report meeting to the 16 November in the hopes of being able to meet in person.

Jenny highlighted the Victorian Chamber of Commerce and Industry (VECCI) small business mentoring program and encouraged members to apply through the VECCI website or share the information with any contacts who could benefit from the program.

Jenny noted that the new MBG website has been delayed and will be launched within the next week. The website has been designed as a one stop shop for businesses to obtain relevant information.

**HEALTH AND WELLBEING**

**ITEM 4.4**

Adam Cooper introduced the item and explained the rationale behind the secondary impact assessment that has been undertaken with the community given the extended nature of the pandemic. The key purpose of this secondary assessment is to gain an understanding of the medium term and projected long term impacts of the pandemic, and any changes to community needs since the first impact assessment.

Emily Maiorino provided an overview of the preliminary data collected from the community as contained in the attached PowerPoint presentation. The group noted that many of the themes discussed are reflective of their own experiences and that support information for businesses has been both difficult to find and complicated.

The group was divided into two breakout rooms for facilitate discussion on improving alignment between business, community and Council.

Key discussion from group one:

- Common feeling among businesses that they don't know if they can make it to the reopening date as advised on the roadmap.

- Mental health and owner support through business mentoring could be a big help to those who are struggling and fatigued, however many business are too proud to seek this assistance.
- The role of Council and MBG to facilitate long term mentoring for businesses.

Key discussion from group two:

- Difficult to forward plan when the road map and information is changing daily.
- Important to have regular check-ins and engagement with businesses.
- Leaders in the industry are important to facilitate these check-ins and to ensure the challenges are diffused and the uncertainties unwound.
- Behavior change imbedding itself over the long term i.e. mask wearing. Looking beyond where we are at now and planning for the future.

#### LOCAL ECONOMY

ITEM 4.5

Due to time constraints the group moved straight into breakout rooms to facilitate discussion regarding support and information received throughout the Covid19 pandemic.

Key discussion from group one:

- Difficult to find specific, tailored advice.
- Difficult to find simple information and documents i.e. permitted worker forms.
- Information needs to be repeated and common messaging provided.
- Simple links through Maroondah Connect and BizHub updates would be ideal.
- Increasing awareness that Council is able to assist if businesses are experiencing difficulties sourcing information.

Key discussion from group two:

- Too many different sources of information.
- Plain messaging is crucial.
- Remembering that business turnover occurs even in the absence of Covid.
- Important to adopt a people centered support approach- peer to peer support within businesses to share experiences and develop solutions.

Cr Spears noted that any further suggestions on what Council can do to support businesses could be e-mailed through to Chris and Georgia.

#### LOCAL ECONOMIC STIMULATION

ITEM 4.6

Due to insufficient time this item was not discussed.

#### MEETING CLOSE

ITEM 4.7

Georgia Loccisano advised committee members that a link to a consultation survey would be sent via email post meeting.

Cr Spears thanked committee members for their virtual attendance and advised the next meeting will be held on the 14 December 2021.

The Meeting concluded at: 12:02pm



## Maroondah Arts Advisory Committee – Minutes

### Meeting Details:

Date: Wednesday 1 September 2021      Time: 7:00pm - 8:30pm      Location: MS Teams

### Attendees:

#### **Councillors**

Cr Mike Symon (Chair)  
Cr Suzy Stojanovic

#### **Council Officers:**

Phil Turner, Director Strategy and Community  
Debra Styles, Manager, Community Services  
Rosalie Hastwell, Team Leader Arts and Cultural Development  
Chloe Messerle, Governance Officer (Minute Taker)

#### **Community and Creative Industries Representatives:**

Roger Archbold  
David Billimoria  
Andrea Jackson  
Kali Michailidis  
Sharon Mullens Taylor  
Kiron Robinson

#### **Guests:**

Jane O'Neill, Public Art Program Lead  
Grant Meyer, Manager Integrated Planning  
Rosemary Joy, Arts Activation Program Lead

### Apologies:

Councillors:

Cr Paul Macdonald

Council Officers:

Nil

Community and Creative  
Industries Representatives:

Janet Turpie-Johnstone

### Conflict of Interest Disclosure:

Councillors:

Nil

Council Officers:

Nil

Community and Creative  
Industries Representatives:

Nil

**Items Discussed**

1. OPENING OF MEETING (*Acknowledgement of Country*)

Cr Symon read the Acknowledgment of Country.

2. WELCOME

Cr Symon welcomed all to the meeting.

CONFIRMATION OF MINUTES - WEDNESDAY, 9 JUNE 2021

ITEM 3

David Billimoria moved the minutes and Roger Archbold seconded them.

4. ITEMS

BUSINESS ARISING

ITEM 4.1

Cr Symon introduced the item.

Rosalie Hastwell spoke about the two Action Items for this item -

- Monitor for potential grant opportunities for significant projects  
Council staff are continuing to monitor for opportunities
- Co-ordinate one-off awards program including a modest event to announce the award recipients as well as a social media campaign

Rosalie outlined options for an Awards presentation and networking event night for the Arts and Resilience Awards in early October, pending COVID restrictions.

OVERVIEW OF ARTS AND CULTURAL GRANTS 2021-2022

ITEM 4.2

Cr Symon introduced the item.

Rosalie provided a powerpoint presentation - to be included with the minutes and spoke about the applications as well as the grant recipients.

General observations of this year's applications:

- 10 eligible applications
- Increased interest from performing arts groups as compared to previous years, possibly due to the significant impacts of COVID
- Eight applications for substantial projects requested amounts at the top of the range (over \$4,500)
- A number of applications focused on COVID Recovery
- Diversity amongst applicants including applications from Indigenous artists and artists with disabilities.
- No applications from trader groups or culturally diverse communities - both groups have been active applicants in previous years

The grant recipients are as follows:

- Chelle Destefano and Claire Bridge – Exhibition: *What I Wish I'd Told You* (\$5000)
- Fresh Theatre for Social Change – Performance in The Backyard: *The Resistable Rise of Arturo Ui* by Bertolt Brecht (\$5000)
- Jazz Notes – *Jazz at the Lake* (\$4994)
- Maroondah Symphony Orchestra – purchase of wind chimes (\$1000)
- YourDNA Creative Arts – Performance: *PORTAL* (\$5000)
- 3D Arts Company – Playback performances (\$2,300)

#### **PUBLIC ART UPDATE**

**ITEM 4.3**

Cr Symon introduced the item.

Jane O'Neill provided a powerpoint (to be included with the minutes) and provided an update on the signal box options for 2022 as well as new commissions.

Committee members provided suggestions for the next series of Signal Box commissions (2022) including reflecting on local heritage, response to place, strengthening neighbourhood connection and identity

#### **CULTURAL RECOVERY UPDATE**

**ITEM 4.4**

Rosalie provided a powerpoint (to be included with the minutes) including more detail about the response to invitation to nominate for the Maroondah Arts and Resilience Awards which was opened to Maroondah-based artists, creatives and groups across all art forms who have demonstrated innovative approaches and made outstanding contributions to the community through the arts since the beginning of the pandemic.

The presentation also touched on Secondary Impact Surveys and an online Focus Group held in August. This was well attended and discussion focused on the impacts of COVID on the arts and creative sector. The focus group held in August included 12 representatives from different creative communities which gathered a listing that included Impacts, Priorities and Strategies for recovery. From here the information would be collated and included in a report to focus on priority areas.

Discussion included observations that there was a general sense that the arts are considered to be unimportant in the face of crisis, Much of the broader narrative in media and government response seemed to focus on sports and business. There was significant trauma within the arts community and creative industries and these areas need to be championed and supported. The arts are an integral part of recovery and articulate the narrative of broader community impact.

#### **ARTS, CULTURE & HERITAGE - PRESENTATION AND DISCUSSION**

**ITEM 4.5**

Cr Symon introduced the item.

Grant Meyer introduced himself and outlined his role within Council.



Grant spoke about Heritage process and how it works within Council, with the last heritage study last completed 18 years ago. He also spoke about the recently created Maroondah Heritage Reference Group chaired by Cr Lamont.

Grant also spoke about the Reconciliation Action Plan which involved both Grant and Rosalie's team working together moving forward.

Arts Activation Program Lead Rosemary Joy spoke about a range of arts projects which have been presented by the Arts and Culture team as a creative response to interpreting local heritage and connecting with community. The "Living Tales" project exploring Maroondah Chinese cultural heritage and contemporary community will be presented in ArtSpace in early 2022.

**ANY OTHER BUSINESS**

**ITEM 4.6**

No other business items were discussed.

**CLOSE OF MEETING - NEXT MEETING, 1 DECEMBER 2021**

**ITEM 4.7**

Cr Symon closed the meeting and advised the next meeting would be on the 1 December 2021.



# CEO Employment and Remuneration Policy

Date adopted: October 2021

Responsible Service Area: Governance

## Purpose

The Chief Executive Officer Employment and Remuneration Policy (Policy) of **Maroondah City Council** (Council) is made in accordance with section 45 of the *Local Government Act 2020* (The Act).

This Policy provides for the following matters which Council is responsible for under the Act or as a requirement of this Policy:

- the recruitment and appointment of the Chief Executive Officer;
- approving the Contract of Employment entered into between Council and the Chief Executive Officer;
- the provision of independent professional advice in relation to the matters dealt with in the Policy;
- the monitoring of the Chief Executive Officer's performance;
- an annual review of the Chief Executive Officer's performance; and
- determining the Chief Executive Officer's remuneration.

## Objectives

This Policy outlines the mechanisms which support Council in fulfilling its obligations regarding the CEO's employment and under the Act.

The aims of the CEO in relation to this Policy are to:

- work collaboratively with the Independent Advisor in determining the Performance Plan on an annual basis;
- actively participate in the performance appraisal process as required; and
- undertake professional development on an as needed basis, or as part of the Performance Plan.

## Policy Control Schedule

<u>Policy Title:</u> <i>CEO Employment and Remuneration Policy</i>		<u>Policy type:</u>
<u>Current version approved:</u> 1	<u>Current version number:</u> 1	<u>Policy review date:</u>
<u>Parent policy:</u>	<u>Child policy/policies:</u>	<u>Policy responsibility:</u> <i>Governance</i>

All printed copies of this policy are uncontrolled. Please check Council's website for the most recent version of this policy.

Page 1 of 7

## CEO Employment and Remuneration Policy



The aims of Council in relation to this Policy are to:

- provide processes for the recruitment of a natural person, and their appointment, to the position of CEO;
- draft and approve the Contract of Employment entered between Council and the CEO;
- seek and be guided by independent professional advice in relation to the matters dealt with in this Policy;
- provide processes for determining and reviewing the CEO's Remuneration Package;
- provide processes for the monitoring of the CEO's performance including setting the Performance Plan and conducting an annual review; and
- determine, as required, whether any variations to the Remuneration Package and terms and conditions of employment of the CEO.

### Definitions

In this Policy, unless the context suggests otherwise the following words and phrases mean:

<b>Act</b>	means the <i>Local Government Act 2020</i> .
<b>Contract of Employment</b>	means the contract of employment between Council and the CEO, including any schedules.
<b>Councillors</b>	means the individuals holding the office of a member of Maroondah City Council.
<b>Council meeting</b>	has the same meaning as in the Act.
<b>Executive Search Consultant</b>	means a consultant with specialist expertise in sourcing and evaluating candidates for senior executive roles.
<b>Independent Advisor</b>	means the consultant appointed by Council from time to time to provide independent advice in accordance with section 45(2)(a) of the Act.
<b>Public Sector Wages Determination</b>	means any Determination that is currently in effect under section 21 of the <i>Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019</i> in relation to remuneration bands for executives employed in public service bodies.

## CEO Employment and Remuneration Policy



<b>Recruitment Policy</b>	means the recruitment policy adopted by the CEO under section 48(2) of the Act.
<b>Regulations</b>	means the Regulations made under Division 7 of Part 2 of the Act.
<b>Remuneration Package</b>	means the total gross remuneration package paid to the CEO pursuant to the Contract of Employment.
<b>Resolution</b>	means a resolution of Council made at a properly constituted Council meeting.

### 1. Recruitment of the CEO

- 1.1 Council will work with an Executive Search Consultant to manage the end to end process for the recruitment of a CEO.
- 1.2 The process is designed to ensure that Council can select the best available candidate from a short list of preferred candidates.
- 1.3 Council must have regard to Council's Recruitment Policy when considering the recruitment of the position of CEO to:
  - 1.3.1 ensure that the recruitment decision is based on merit;
  - 1.3.2 support transparency in the recruitment process and the public advertising of the position; and
  - 1.3.3 ensure that regard is had to gender equity, diversity and inclusiveness.
- 1.4 Council may direct the Executive Search Consultant to prepare, and provide to Council, a schedule of dates for key decisions to be made by resolution of Council throughout the recruitment process.

### 2. Reappointment of the CEO

- 2.1 Within 6 months prior to the expiry of the current CEO's Contract of Employment, Council will provide a determination on:
  - 2.1.1 whether the CEO should be reappointed under a new Contract of Employment; and
  - 2.1.2 if the recommendation is to reappoint the CEO, the proposed provisions of the further Contract of Employment.
- 2.2 Any reappointment of the current CEO must be made by a resolution of Council.

## **CEO Employment and Remuneration Policy**



### **3. Contract of Employment**

- 3.1 The Contract of Employment is to be read in conjunction with this Policy (but the terms of the Policy are not incorporated into the Contract of Employment).
- 3.2 The Contract of Employment will, at a minimum, outline the following:
- 3.2.1 the employment term, which must not exceed 5 years in accordance with section 44(2) of the Act;
  - 3.2.2 the responsibilities and duties of the position, including compliance with the Act and the Code of Conduct;
  - 3.2.3 the conflict of interest management requirements;
  - 3.2.4 the CEO's Remuneration Package and other entitlements;
  - 3.2.5 any legislative and contractual obligations, including those during and continuing after appointment;
  - 3.2.6 the CEO's leave entitlements;
  - 3.2.7 dispute resolution procedures;
  - 3.2.8 processes for managing unsatisfactory performance; and
  - 3.2.9 any other matters required to be contained in the Contract of Employment by the Regulations.
- 3.3 The Contract of Employment may only be varied by a resolution of Council and accepted by the CEO which will be recorded in a deed of variation.

### **4. Remuneration and Expenses**

- 4.1 The Remuneration Package provided to the CEO will form part of the Council's annual review, having regard to (in accordance with section 45(3) of the Act):
- 4.1.1 any statement of policy issued by the Government of Victoria which is in force with respect to its wages policy (or equivalent); and
  - 4.1.2 any Public Sector Wages Determination.
- 4.2 Remuneration will be reviewed on an annual basis, in accordance with the CEO's Performance Plan and contractual requirements.
- 4.3 Council will meet expenses incurred by the CEO in relation to:
- 4.3.1 membership and subscription fees payable to professional associations which are reasonably necessary in order to carry out duties;
  - 4.3.2 reasonable costs incurred where attending conferences, seminars or other networking functions; and
  - 4.3.3 reasonable costs incurred in performance of required duties.

## CEO Employment and Remuneration Policy



### **5. Performance monitoring**

- 5.1 Council will adopt an annual Performance Plan for the CEO, which will include KPIs. The Performance Plan must be developed collaboratively between the CEO, Council and the appointed independent.
- 5.2 The CEO is to provide progress reports against the Performance Plan to Council on an annual basis.
- 5.3 Nothing in this Policy prevents Council from monitoring the CEO's performance on an ongoing basis.

### **6. Independent advice**

- 6.1 Council will engage, from time to time, independent advice from appropriately skilled professionals to assist and inform actions required by Council in implementing sections 1, 3, 4 & 5 of this Policy.
- 6.2 Where the Independent Advisor is engaged they will be responsible for providing independent professional advice in relation to the matters dealt with under this Policy in accordance with section 45(2)(a) of the Act.
- 6.3 Council will determine the:
  - 6.3.1 term of appointment of the Independent Advisor; and
  - 6.3.2 remuneration of the Independent Advisor.
- 6.4 Council with the approval of a Resolution, can, on an as needed basis, obtain additional independent professional advice in relation to the matters dealt with under this Policy.

### **7. Confidentiality**

- 7.1 Council is not required to disclose any personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

### **8. Powers and Authority**

- 8.1 The powers and authority of the CEO are those expressly provided for under the Act or appropriately delegated by Council.

### **9. Review of Policy**

- 9.1 This Policy will remain in force until it is revised or revoked by a resolution of Council. Circumstances causing a revision to the Policy may include but not be limited to:
  - 9.1.1 Notice being provided to Council of the intended departure of the incumbent CEO;
  - 9.1.2 Where there is a change in relevant legislation; or
  - 9.1.3 A review conducted 12 months following a general Council Election.

## CEO Employment and Remuneration Policy



### Relationship to the Maroondah 2040 Community Vision

List the Maroondah 2040 Community Vision key outcome area that the policy is related to and any key directions that it seeks to address or respond to.

Community Outcome:	A Well governed and empowered community
Key Directions:	Provide enhanced governance that is transparent, accessible, inclusive and accountable Provide community inspired governance that is transparent, accessible, inclusive and accountable Foster a workforce that is adaptable, capable, positive and engaged to deliver on our organisational mission, values and community vision

### Alignment with Council's mission and values



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.



## CEO Employment and Remuneration Policy



### Related legislation

- *Local Government Act 2020*
- *Gender Equality Act 2020*
- *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019*

### Related policies, strategies, procedures and guidelines

- Maroondah City Council Recruitment Policy 2021
- Maroondah City Council Workforce Plan 2021-2025
- Governance Rules 2020
- Maroondah 2040: Our future together
- Council Plan 2021-2025
- Maroondah City Council Annual Report 2021-2025





# Procurement Policy

Date adopted: 22 November 2021

Responsible Service Area: Finance & Governance

## Purpose

To provide a framework that ensures:

1. Maroondah City Council's procurement principles, procedures and processes support the achievement of Council's strategic objectives as stated in the Council Plan;
2. Key principles are defined and understood by Council employees and suppliers; and
3. Council employees undertake the procurement of works, goods and services, and subsequent contract management, for the efficient and effective functioning of their service area in line with this Policy.

## Background

This Policy forms part of Council's overall procurement policies and guidelines and should be read in conjunction with the following:

- Procurement Procedures Manual
- Procurement Guidelines
- Contract Management Guidelines
- Fraud and Corruption Control Policy & Plan FIN004
- Employee Code of Conduct HR06-06
- OHS Management of Contractors OHS 2.12
- OHS and the Purchasing of Goods and Services OHS 2.14
- Financial Delegations

Procurement provides a central resource for procurement guidance and training and coordinates Council's tender processes. Procurement also maintains Council's electronic purchasing module (Computron) and contract management system (Contracts 8) to ensure consistency and adherence to legislation. A significant component of the operational procurement function is devolved to individual Council service areas.

### Policy Control Schedule

<b>Policy Title:</b> Procurement Policy		<b>Policy No:</b> PUR001	<b>Policy type:</b> Operational
<b>Current version approved:</b> 22 November 2021		<b>Current version number:</b> 1.0	<b>Policy review date:</b> July 2025
<b>Parent policy:</b>	<b>Child policy/policies:</b>	<b>Policy responsibility:</b> Coordinator Governance & Procurement	

All printed copies of this policy are uncontrolled. Please check Council's website for the most recent version of this policy.

Page 1 of 6

## Procurement Policy



### Scope

In accordance with the [Local Government Act 2020](#), this policy applies to the procurement of all Council goods, services and works unless specifically exempted by this Policy.

### Objectives

In conducting procurement and contract management activities Maroondah City Council will aim to implement the following objectives.

**Table 1 - Procurement Objectives:**

Objective	Detail
Consider Value for Money, Local Economic Development and Sustainability	Council assesses procurement options by forming a balanced analysis of Value for Money (VFM), Local Economic Development and Sustainability. Council's procurement activities will be carried out based on obtaining Value for Money. This means minimising the total cost over the lifetime of the requirement consistent with acceptable quality, reliability and delivery considerations. Lowest price is not the sole determinant of Value for Money.
Be Transparent and Fair in all dealings	Council's procurement processes ensure that Council provides an open and fair system for suppliers and the community while maintaining equity, transparency and confidence in the process.
Demonstrate Professional Integrity and Probity Management	Council's procurement processes are managed in an ethical manner to ensure regulatory compliance, probity and the highest professional standards are always maintained. The integrity of delegations is maintained, and any probity breaches are responded to as a high order priority. Advice provided to delegated authorities and decision makers is reliable and based on thorough review and investigation.
Ensure all responsible employees have the necessary skills and knowledge	Council requires responsible employees to demonstrate their knowledge and understanding of the Procurement Policy, Processes and Guidelines and provides the necessary training to ensure competencies in procurement are maintained.
Define Accountabilities and manage them	Council management and system controls clearly define responsibility and accountability for all procurement actions and decisions. Procurement systems enable the monitoring of procurement performance and non-compliances are dealt with swiftly and systematically.
Actively manage Safety and Risks	The occupational health & safety and risk management systems and practices effectively identify, address and minimise both real and perceived risks to Council, its employees and suppliers throughout the entire procurement process.
Utilise appropriate systems and processes that are efficient, effective and practical	Procurement systems are designed to ensure efficiency and effectiveness for both employees and suppliers, eliminating unnecessary or bureaucratic practices. Technology systems used are fit-for-purpose and enable both compliance and excellence in procurement practice. Procurement demonstrates innovation and continuous improvement.
Collaborate to benefit our organisation and the Maroondah community	Council seeks out opportunities to collaborate both internally and with other Councils or procurement organisations to gain benefits from aggregation and knowledge sharing.

## Procurement Policy



### Relationship to the Maroondah 2040 Community Vision

The Maroondah 2040 Community Vision: Our Future Together identifies a range of preferred outcomes for the community under 8 themes looking ahead to the year 2040.

The Procurement Policy aims to support the following preferred outcomes taken from the Maroondah 2040 Community Vision.

### A well governed and empowered community

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

### Policy Principles

Council refers all employees to the **Procurement Procedures Manual**, **Procurement Guidelines** and **Contract Management Guidelines** which are considered to be read in conjunction with the Procurement Policy.

All Council employees will apply the principles of this policy during the undertaking of all procurement related activities, ensuring that:

- Separation of duties between the buyer and the approver is maintained.
- They are aware of their delegated or implied authority to purchase goods and services for Council.
- All purchases for Council are approved by an employee with appropriate authority, delegation and conforming with all relevant Policies and guidelines.
- All purchasing, and contract management activities are undertaken within allocated budgets.
- Council employees are aware of existing contracted supply arrangements and utilise these appropriately.
- Council's health & safety policies and procedures are considered in the purchase of all goods and services or carrying out of works.
- Where a purchase order is required, it is issued to suppliers prior to the supply of goods and/or services or carrying out of works.
- All purchase orders are followed through to completion to ensure the accurate recording of receipts of goods, services or carrying out of works and payment/s including the use of the electronic purchasing system to manage outstanding orders and committals.
- All records associated with the procurement process are recorded and retained in the relevant corporate systems.
- The appropriate procurement methodology is applied in line with financial thresholds as described in Table 3.

### Value for Money

Section 108 (3) of the *Local Government Act 2020* requires that Council stipulates the criteria that helps measure the value for money concept. For Maroondah, obtaining value for money does not mean Council is obliged to accept the lowest price.

## Procurement Policy



The concept of 'value for money' involves considering both financial and non-financial factors including:

- advancing the council's priorities
- fit for purpose
- quality
- service and support
- whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of goods, services or works.

All these are elements should be considered by employees with purchasing responsibilities, and how best to measure them specifically for what they are intending to procure.

### Cumulative Spend

If the cumulative spend with a supplier exceeds the threshold set by the Governance & Procurement team. The Governance & Procurement team will review the expenditure and decide if a tender process will deliver better value.

Care must be taken to ensure that Council complies with its procurement obligations in circumstances in which cumulative payments to a single supplier, or to multiple suppliers in respect of similar goods, services or works, meet or exceed the thresholds set out in this Policy.

Council should, wherever possible, leverage this cumulative spend, rather than treating each discrete arrangement as a separate procurement, to achieve greater value for money. Council must proactively identify opportunities for aggregation.

The likely total cumulative value of a procurement activity, or a category of activity for which there are a number of suppliers providing similar goods, services or works, must be considered during the planning phase of a procurement.

### No competitive process

If it is established that a competitive process is not required, this would require approval of the Governance and Procurement Team. In order for it to meet this criterion, the purchaser would need to consider the nature of the procurement and the characteristics of the market are such that the public tender process would not provide value for money for Council. Refer to Exemptions (Table 2).

### Collaborative Procurement

Council will seek opportunities to collaborate with other Councils or public bodies (e.g. MAV Procurement, Procurement Australia or State Government) when procuring goods, services or works, in order to take advantage of efficiencies and economies of scale.

Under section 109 (2) of the *Local Government Act 2020* any report to the Council that recommends entering into a procurement agreement includes information in relation to any opportunities for collaboration with other Councils or public bodies which may be available.

## Procurement Policy



### Exemptions

Certain expenditure is exempt from the procurement methodology as described below.

**Table 2 - Exemptions:**

EXPENDITURE EXEMPT FROM PROCUREMENT METHODOLOGY (TABLE 3)	PO REQUIRED
• Annual software maintenance costs	✓
• Art gallery exhibitions and installations	✓
• Auditors/Audit & Risk Committee	✓
• Cabcharge	✗
• Election services	✓
• Emergency (pandemic, storms, floods, fire)	✗
• Grants/Contributions	✗
• Insurance premiums	✗
• Legal services	✓
• Local Government contracts (must comply with the LG Act 2020)	✓
• Local, State and Federal Government Departments & Authorities	✗
• Monies collected by Council on behalf of others	✗
• Payroll expenses & deductions	✗
• Performers/Guest Speakers	✓
• Pet desexing voucher reimbursement	✗
• Pre-employment checks	✓
• Professional association memberships	✗
• Recruitment advertising	✓
• Refunds	✗
• Reimbursements	✗
• State Government, MAV Procurement & Procurement Australia contracts	✓
• Statutory fees	✗
• Subscriptions/Music/Copyright fees	✗
• Tutors	✗
• Training & professional development	✗
• Utilities/Local Authorities	✗
• Urgent Repairs/Make Safe Works & Services	✓
• Workcover related expenses	✗

## Procurement Policy



**Table 3. – Procurement Methods Matrix**

Range	Procurement Method	Evaluation Method	Purchase Order or Contract	Payment Method	System
<b>\$0 - \$5,000</b>	Instant purchase	Lowest Price	N/A	Purchase Card	Manual
	Instant purchase	Lowest Price	Purchase Order	Invoice	Computron
<b>\$5,001 - \$15,000</b>	1 Written Quote	Lowest Price	Purchase Order	Invoice	Computron
<b>\$15,001 - \$50,000</b>	2 Written Quotes	2 Quote Evaluation	# Purchase Order	Invoice	Computron
<b>\$50,001 - \$250,000</b>	3 Written Quotes	3 Quote Summary	# Purchase Order	Invoice	Computron
	Tender (Public or Selective)	Tender Evaluation	Contract	Invoice	Contracts 8
<b>\$250,000 +</b>	Public Tender	Tender Evaluation	Contract	Invoice	Contracts 8

# If assessed as 'High Risk' (see Procurement Procedures Manual), contact Governance and Procurement as a contract may be required.

The monetary limits and related procedures set out above may be waived on the written approval of Council's Chief Executive Officer, where it is in Council's or the community's best interests to do so, save that Council must always comply with its statutory obligations.

### Tender Process

Tenders will be invited from suppliers from either a select list or via public advertisement to submit an offer by tender. Submissions will be evaluated in accordance with pre-determined evaluation criteria. The selection of a successful tenderer will be recommended by an evaluation report.

Public tenders will be advertised on Council's e-Tendering portal.

Information regarding current Tenders and awarded Tenders are published on Council's website.



# Community Facilities Occupancy Policy

Date adopted: 22 November 2021

Responsible Service Area: Sport & Recreation

## Purpose

It is Maroondah City Council's intention that when it allocates a community facility for use, the allocation will be reasonable, transparent and equitable. This Policy framework contains the rationale and principles that will guide the assessment of requests for use of Council owned or managed land and buildings and the subsequent development and management of agreements for occupancy. It is Council's expectation that community organisations that are operating from Council owned or managed properties share Council's 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.

## Background / Context

Maroondah City Council (Council) owns or manages an extensive network of sports fields, pavilions, open space, halls, meeting rooms and other facilities on behalf of the community. Council views the sustainable use of these facilities as integral to the Maroondah community having equitable access to a wide range of leisure, cultural and educational opportunities and to enhancing the sense of community within Maroondah. Council encourages the use of these facilities by supporting and subsidising the many groups that use them. 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 or damage the interests of Council. These expectations are detailed in the tenancy agreement.

## Scope

The Policy extends to all Council-owned or managed facilities and grounds as detailed below:

- Council Owned and managed Community Halls and Meeting Spaces
- Community Centres
- Kindergartens
- Senior Citizens Centres
- Sporting Pavilions
- Sports Grounds and sporting activity surfaces
- Scout and Guide Halls
- Karralyka Facilities

### Policy Control Schedule

<b>Policy Title:</b> Community Facilities Occupancy Policy		<b>Policy type:</b>
<b>Current version approved:</b> 22 November 2021	<b>Current version number:</b> 4	<b>Policy review date:</b> March 2024
<b>Parent policy:</b> << Insert text >>	<b>Child policy/policies:</b> << Insert text >>	<b>Policy responsibility:</b> Sport & Recreation

All printed copies of this policy are uncontrolled. Please check Council's website for the most recent version of this policy.

Page 1 of 5



## Community Facilities Occupancy Policy



- Maroondah Leisure Facilities (Aquahub, The Rings, Maroondah Nets, Croydon Memorial Pool, Aquanation, Dorset Golf and Ringwood Golf)
- Other Community Facilities

Leases and Licences may relate to land or land and facilities owned by Council, managed by Council on behalf of another government department where Council has been appointed the Committee of Management e.g., VicRoads or Crown Land.

Leases that have a component of commercial activity are also covered by the Policy where the group holding the lease is a registered not for profit community organisation.

### Exclusions

This Policy does not include commercial property.

### Objectives

The objectives of the Policy are:

1. To establish principles and criteria for the determination of appropriate occupancy arrangements.
2. To enhance opportunities to participate in community life through the planning and distribution of subsidised leased, licensed and seasonal facilities and community meeting space with appropriate concessions that encourage greater participation.
3. To ensure accountability to the community through an equitable and transparent occupancy structure.
4. To articulate a consistent and transparent process to manage alleged breaches of an occupancy agreement.

### Policy Principles

The principles set out below will be used by Council to underpin the development of agreements for occupancy of Council owned or managed land and buildings within the scope of this policy.

#### 1. Appropriate

Occupancy arrangements will reflect the best fit for the needs of the facility, the needs of the intended occupant and those of the wider Maroondah Community.

#### 2. Transparent

The allocation of facilities and associated responsibilities will be documented in a manner that users and the community can understand (e.g., how and why the arrangement was determined.)

#### 3. Fair and Equitable

In the development of occupancy agreements, the type of arrangement and tenure of such facilities will be consistent with other users of the same or similar facilities where those users are in similar circumstances.

#### 4. Promote Participation

Occupancy arrangements will reflect Council's commitment to supporting and promoting the participation of population groups that are usually under-represented in civic and community life.

#### 5. Maximise Usage

Occupancy agreements, where possible, will promote shared use of facilities and increased levels of usage.

#### 6. Local Priority



## Community Facilities Occupancy Policy



Priority will be given to Maroondah based community organisations and/or organisations that demonstrate direct benefit to Maroondah residents.

### Relationship to the Maroondah 2040 Community Vision

*Community Outcome:* **A safe healthy and active community**

*Key Directions:*

**1. A healthy community**

1.5 - Facilitate the provision of affordable, accessible and responsive services, resources and initiatives that support the physical and mental health and wellbeing of the community

**2. A Learning Community**

2.1 Facilitate and encourage places, spaces and programming that provide for a third place of community connection beyond home and work

**6. A thriving and well built community**

6.15 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

### Alignment with Council's mission and values

The 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.

The Policy articulates to Council employees and the wider community, the assessment framework for determining suitability, type of arrangement and length of tenure to ensure consistency and transparency. The policy also outlines Council's process for the management of an alleged breach of agreement obligations.

### Policy position

The Policy states Council's commitment to ensuring a consistent and transparent approach to the approval and management of occupancy agreements for community facilities and that consideration is given to the needs and protection of both the intended occupant and the wider Maroondah Community.

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.

### Policy implementation

This Policy should be referenced for all utilisation of Council owned and/or managed Community Facilities with the exception of those facilities excluded under the Policy Scope.

## Community Facilities Occupancy Policy

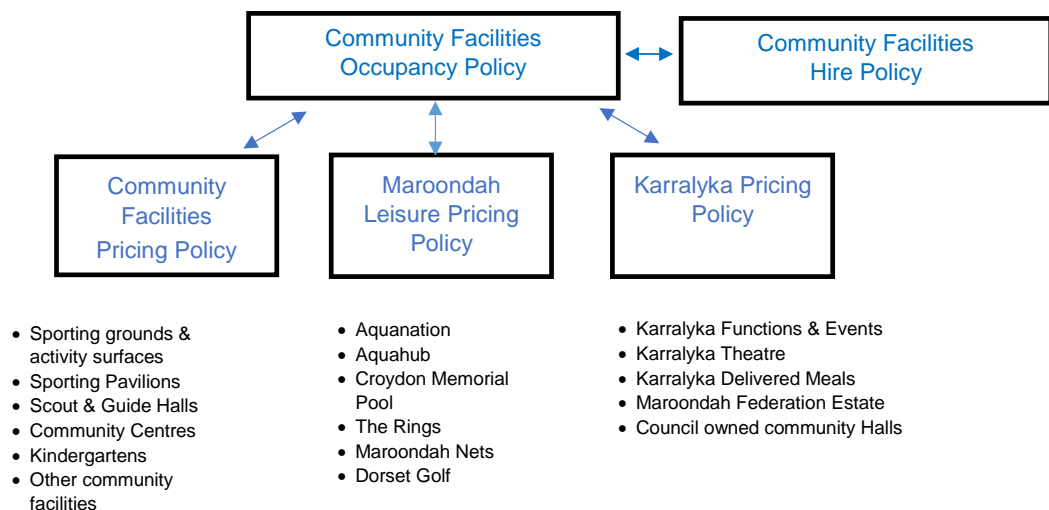


### Roles and responsibilities

This Policy and its supporting documentation is the responsibility of Sport and Recreation. The documentation will be reviewed every five years in conjunction with the Community Facilities Pricing Policy.

### Related policies, strategies, procedures and guidelines

The Policy directly aligns with Council's Community Facilities Pricing Policy and the Community Facilities Hire Policy. All applications for use of a Council owned or managed facility are initially assessed against the Community Facilities Occupancy Policy to determine suitability, type of arrangement and length of tenure. Once this process has been undertaken then applications are referred to the Community Facilities Pricing Policy to determine the rate of rental. The Community Facilities Hire Policy stipulates that all use of Council facilities must be under a lease, seasonal agreement or hire agreement and outlines minimum standards for hire.



## Community Facilities Occupancy Policy



### Definitions

Terms within the Policy requiring definition or explanation are:

#### Casual Use

Casual use permits allow persons or organisations to use parkland, buildings, meeting rooms and sporting facilities within the Municipality for casual use, one-off or specific occasions.

#### Membership

Formal agreement between Council and user for the use of specified Community facilities under specific conditions.

#### Regular Hire

Any group, individual or organisation that hires a community meeting space on an ongoing basis for a specified minimum number of bookings.

#### Lease

A lease is a contract under which a tenant (or lessee) is granted exclusive possession of property for an agreed period, usually in return for rent.

#### Licence

A licence is a form of permission to enter and use land or land/facility for an agreed purpose for a stated period. The licensee does not have exclusive use of the land allowing Council to allocate other user groups or allow general public to use the facility at other times.

#### Season Allocation

Allocation of Council facilities to sporting clubs for either the Summer or Winter playing season each year.

#### Commercial

An organisation, including incorporated body, co-operative society, partnership or sole trader conducting activities for the purposes of deriving a financial return to the proprietors or shareholders.

#### Community

A not for profit-organisation that exists exclusively for charitable purposes or as an amateur sporting group, arts, craft or other special interest group established for the benefit of the community of the Maroondah City Council. Primarily voluntary staff and/or committee.

#### Community Service Not for profit

An organisation which provides services to the Maroondah Community, consisting of primarily paid staff and returns all profits into the operation of the organisation to carry out its purposes.

### Supporting documents

Maroondah City Council (2020) Community Facilities Pricing Policy

Community Facilities Occupancy Policy Assessment Process

Community Facilities Occupancy Policy - Process for addressing non-compliance.

Community Facilities Occupancy Policy Classification Matrix

Council Plan 2021 - 2025  
Priority Actions Progress Report



Progress Report on Priority Actions - Year 1 (2021 -2025)  
Q1 (2021-22) - as at 30 September 2021

## Introduction






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 the refreshed *Maroondah 2040: Our future together* community vision.

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 local and regional level within the context of the community's long term Maroondah 2040 vision. It also forms the basis for Council to make decisions regarding resources and priorities in response to community needs and aspirations.

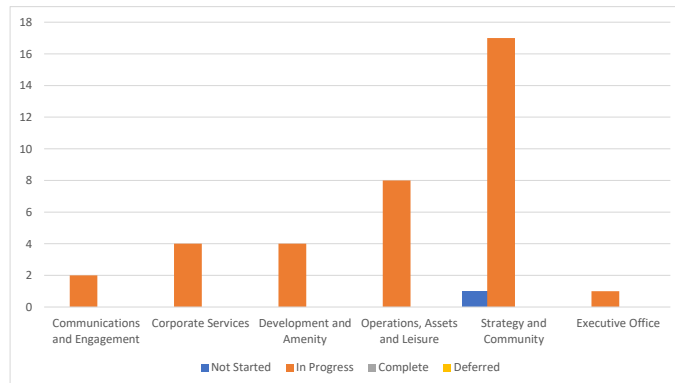
Each year, Council presents to the community an updated set of key directions and priority actions for implementing the four-year Council Plan. This helps to ensure that the Plan continues to be aligned with *Maroondah 2040: Our future together*, the community's long-term vision, and is responsive to community needs and expectations.

The Council Plan is implemented through a service delivery planning process, and outcomes are measured and reported regularly. This report identifies Council's progress in relation to the Council Plan Priority Actions for the 2021-22 financial year. Some actions span multiple years as identified in the Council Plan 2021-2025. Progress is identified as at 30 September 2021.

The following status icons assist with interpreting the progress of Council Plan Priority Actions:

-  Priority action is currently on track and/or progressing as expected.
-  Priority action is at risk of not being on track.
-  Priority action is currently not on track and/or not progressing as expected
-  Priority action has been achieved
-  Priority action has been deferred to another year

## Summary of Progress



	Communications and Engagement	Corporate Services	Development and Amenity	Operations, Assets and Leisure	Strategy and Community	Executive Office
Not Started	0	0	0	0	1	0
In Progress	2	4	4	8	17	1
Complete	0	0	0	0	0	0
Deferred	0	0	0	0	0	0
Total	2	4	4	8	18	1





## Council Plan 2021 - 2025

Year 1 - 2021/22 Priority Actions






Q1 Progress Reporting - as at 30 September 2021







Maroondah 2040 Outcome Area	No.	Council Plan Priority Action	Progress Comment	Project Status	On Track	Target Completion	Directorate	Service Area
A safe, healthy and active community	1	Implement the Maroondah COVID-19 Recovery Plan	Council's emergency relief and recovery framework includes the coordinated delivery of recovery initiatives to meet the social, health and wellbeing and economic needs of the community. Over the next 12 months, Council will continue to identify community needs and impacts through consultation, data analysis and development of partnerships with key stakeholder agencies. Council will seek to support emerging social, health and wellbeing issues through recovery planning and agency collaboration.	In Progress	😊	2021-22	Development and Amenity	Health, Local Laws and Emergency Management
	2	Review, update and implement Council's Physical Activity Strategy, and develop and implement an Indoor High Ball (basketball, netball and volleyball) Strategy	In 2021/22, Council plans to recommence the review of the Physical Activity Strategy including project planning and the collation of participation data, for completion by October 2022. A brief has been developed for the new Indoor Sports Facilities Strategy.	In Progress	😊	2022-23	Operations, Assets and Leisure	Leisure
	3	Design and construct a dog park in Ringwood North	Council was successful in advocating for up to \$275,000 in funding for a purpose-built dog park Ringwood North. In 2021/22, Council will commence community engagement and design of the space.	In Progress	😊	2021-22	Operations, Assets and Leisure	Assets
	4	Design and construct sporting infrastructure upgrades at Jubilee (regional cricket hub), Proclamation, Springfield, Cheong and Ainslie Parks, and at Dorset Recreation and Silcock Reserves	As a result of funding by the Australian Government, Victorian Government and Council, several significant redevelopments are underway for multipurpose pavilions located in sporting reserves across Maroondah. Council will continue to design and construct multi-purpose pavilions and associated infrastructure at Jubilee Park (Stage 2 regional cricket hub), Proclamation Park, Cheong Park, Ainslie Park and Dorset Recreation Reserve. The multi-purpose pavilions at Silcock Reserve, Jubilee Park (Stage 1 - RO Spencer) and Springfield Park are complete.	In Progress	😊	2024-25	Operations, Assets and Leisure	Assets

A safe, healthy and active community	5	<b>Finalise and implement the Maroondah Liveability, Wellbeing and Resilience Strategy 2021-2031 (incorporating the Municipal Public Health Plan and Active and Healthy Ageing Initiative)</b>	Over the past 18 months, Council has been developed the Maroondah <i>Liveability Wellbeing and Resilience Strategy 2021-2031</i> involving extensive background research and community consultation. The new Strategy incorporates a range of future health and wellbeing priorities for Council, including those associated with longer-term community recovery arising from the coronavirus (COVID-19) pandemic, building upon the adopted Maroondah COVID-19 Recovery Plan. Following incorporation of community feedback arising from a public exhibition stage in August 2021, the Strategy was formally adopted by Council at the 18 October Council Meeting. The Strategy will be submitted to the Department of Health by 31 October 2021. A Health and Wellbeing Action Plan for the 2021-2023 period is now under development to highlight the key short-term activities of Council in implementing the Strategy.	In Progress		2024-25	Strategy and Community	Integrated Planning
	6	<b>Work in partnership with a broad range of service providers and agencies, to develop and deliver services and cultural experiences in the Croydon Community Wellbeing Precinct</b>	The transformation of the existing Croydon Civic Precinct into the Croydon Community Wellbeing Precinct (CCWP) will focus on delivering enhanced community spaces and functionality in relation to wellbeing facilities, family and children facilities, arts and cultural spaces, sport and recreation facilities, and open space. These combined elements will also enhance accessibility and connectivity for the community. Since relocating to the Precinct in January 2021, the Maroondah Occasional Care and Croydon Central Kindergarten have had an increase in utilisation. Council will continue engage with the range of services and user groups in the Precinct to plan transitional moves and ensure that community needs are met.	In Progress		2024-25	Strategy and Community	Community Services
A prosperous and learning community	7	<b>Complete a strategic review of shopping centres in Maroondah, and plan and implement infrastructure and amenity improvements</b>	The focus of the Maroondah Shopping Centres Strategic Review was amended as part of the coronavirus (COVID-19) economic recovery planning, to focus on short-term actions to improve amenity and activate 31 shopping centres across Maroondah. A 2021/22, a capital works program has been developed which includes infrastructure upgrades for shopping centres across all nine Wards. A 20-minute neighbourhoods toolkit/framework is also being developed and will inform further work on the strategic shopping centres review.	In Progress		2024-25	Strategy and Community	Business and Activity Centre Development
	8	<b>Work in partnership to implement the Bayswater Business Precinct Transformation Strategy and investigate and implement opportunities to enhance business capability, skill development, employment and education pathways for the manufacturing sector</b>	Work in the Bayswater Business Precinct (BBP) has been undertaken by a partnership with Knox, Maroondah and Yarra Ranges Councils aiming to strengthen the economic value of the Precinct to the region. Consultants funded by the Victorian Government are developing a transformation strategy. Once finalised, it will be formally adopted by the three councils and will guide the future direction and work in the Precinct. Work continues on the implementation of <i>BBP Connect</i> (Business-to-Business platform) and face to face networking events (depending on COVID-19 restrictions).	In Progress		2024-25	Strategy and Community	Business and Activity Centre Development











A prosperous and learning community	9	Work in partnership with the Victorian Government to plan for and support the rollout of funded three year old kindergarten in Maroondah	Council is working closely with the Department of Education and Training (DET) to support the rollout of funded three-year-old kindergarten in Maroondah. In 2022, three-year-old-children will be able to access five hours a week in a free kindergarten program, this will increase to 15 hours per week by 2029. Through DET funding, Council has employed a Kindergarten Initiative Project Officer to work with services to understand their needs and ensure that infrastructure will meet community demand.	In Progress		2024-25	Strategy and Community	Community Services
	10	Facilitate co-working opportunities and spaces in Maroondah	Work continues on planning for the reopening of the co-working space, including planning for a co-work 'pop-up' supported by the Victorian Government. The BizHub team continues to strengthen its partnership with Waterman in the lead up to their opening their service office operations in Eastland.	In Progress		2024-25	Strategy and Community	Business and Activity Centre Development
A vibrant and culturally rich community	11	Deliver the 20-minute neighbourhood place activation projects in the Croydon South local activity centre and Ringwood East neighbourhood activity centre	Place activation projects in Ringwood East and Croydon South have been successfully delivered with funding support through the Neighbourhood Activity Centre Renewal Fund. Transformational infrastructure, amenity upgrades and cultural and engagement initiatives have been undertaken in both centres. Whilst COVID-19 restrictions impacted some of the planned events and construction timelines, the majority of planned projects have been completed, including a Christmas in July 2021 online market. The Ringwood East Place Activation Project is a finalist in the Mainstreet Australia Awards, to be announced on 19 November 2021. Council will continue to monitor and evaluate the community's response to the place activation activities.	In Progress		2021-22	Strategy and Community	Business and Activity Centre Development Integrated Planning
	12	Design the Karralyka Centre redevelopment, and undertake staged redevelopment works	Design has commenced for the staged Karralyka redevelopment and work will continue over the next few years subject to funding. The proposed redevelopment will include a new entrance foyer, an additional function room, outdoor plaza space and improved accessibility. Council will continue design of the Karralyka redevelopment and review staging options.	In Progress		2022-23	Operations, Assets and Leisure	Assets
	13	Implement the Arts and Cultural Development Strategy 2020-2025 and work with the Maroondah Arts Advisory Committee to maximise arts and cultural opportunities across Maroondah	Key projects and focus areas for 2021/22 include significant public art commissions for multi-level carparks and Realm, as well as planning for the integration of arts and cultural facilities within the Croydon Community Wellbeing Precinct (CCWP). Further development of arts activations into the regeneration of local shopping centres and 20-minute neighbourhoods will take place alongside including further innovative programming and marketing of the Ringwood Arts Precinct. Cultural recovery priorities identified in the Maroondah COVID-19 Recovery Plan will continue to be a focus for 2021/22.	In Progress		2024-25	Strategy and Community	Community Services









A clean, green and sustainable community	14	<b>Implement Council's Environmentally Sustainable Design Local Planning Policy into the Maroondah Planning Scheme</b>	The Maroondah Environmentally Sustainable Design (ESD) Local Policy Planning Scheme Amendment was adopted by Council at the 22 March 2021 Council Meeting. Council has requested approval of the Amendment from the Minister of Planning.	In Progress		2021-22	Strategy and Community	Integrated Planning
	15	<b>Review, update and implement Council's Sustainability Strategy, and Climate Change Risk and Adaptation Strategy</b>	Following the completion of the Sustainability Activities Report for 2016-2020, project planning will now commence on preparing a new Sustainability Strategy that responds to the evaluation of the past strategy and the advice of the Maroondah Environment Advisory Committee.	In Progress		2024-25	Strategy and Community	Integrated Planning
	16	<b>Review, update and implement Council's Carbon Neutral Strategy, including participation in the power purchasing agreement</b>	Project planning has also commenced for the review of the Carbon Neutral Strategy, which will be undertaken in 2021/22.	In Progress		2024-25	Strategy and Community	Integrated Planning
	17	<b>Work in partnership to implement the Reimagining Tarralla Creek project</b>	The Reimagining Tarralla Creek Project seeks to enhance Tarralla Creek and surrounds in Croydon through an integrated partnership with Melbourne Water, Yarra Valley Water, and Department of Environment, Land, Water, and Planning (DELWP). The project is one of five trial sites for Melbourne Water's 'Re-imagining Your Creek' program and looks to enhance the natural environment; create a place for community to connect to nature and one another; improve connectivity; create a space for arts, culture, and education; and deliver a resilient and maintainable waterway. Detailed design for the project has been developed in partnership with Melbourne Water, Yarra Valley Water, and the Croydon community. The project will be delivered in four stages with Stage 1 currently under construction and marked for completion by late 2021. Stages 2 - 4 are currently unfunded but will be pursued by project partners through a Australian and Victorian Government advocacy campaign.	In Progress		2022-23	Strategy and Community	Integrated Planning

A clean, green and sustainable community	18	<b>Develop and implement Council's Waste, Litter and Resource Recovery Strategy 2020-2030</b>	In 2021/22, a number of supporting strategic documents will be developed to align with the outcomes of the new Waste, Litter and Resource Recovery Strategy. These will include a Litter and Illegal Dumping Education Strategy and the Waste Education Strategy which will include rewards for households who recycle, school programs, community workshops and competitions, education materials and other initiatives. Other implementation initiatives will include design and planning of the new Food Organics and Garden Organics service, changeover of the current maroon garden organics bin lids to the Australian Standard of lime green, and new recycling stations will be rolled out to Council's Realm and Croydon Library customer service buildings. Council's Compost Revolution Program will continue to offer rebates and free delivery on a range of home composting, worm farming and fermentation systems and community drop off recycling events will be expanded to trial the inclusion of polystyrene, textiles and cardboard. Council will host a household chemical collection event in partnership with Sustainability Victoria to help residents responsibly dispose of unwanted household chemicals.	In Progress		2024-25	Corporate Services	Finance and Governance
	19	<b>Prepare and implement a Maroondah Habitat Connectivity Action Plan</b>	Following adoption of the <i>Maroondah Vegetation Strategy 2020-2030</i> by Council in March 2020, a number of actions have commenced to implement the strategy. A critical action already underway includes the identification of the best locations for improving habitat connectivity across the municipality to enable more nature throughout Maroondah. The project has been guided by an Advisory Group made up of internal and external representatives with local knowledge and expertise. A spatial modelling program is being used to model existing connectivity based on parameters for key focal species, identifying locations which offer the greatest opportunity for improving connectivity. It is expected that once the highest priority locations and management actions have been determined, detailed action plans will be prepared to enable progressive implementation over the coming years.	In Progress		2024-25	Strategy and Community	Integrated Planning
	20	<b>Implement a streetscape enhancement program, including a significant increase in tree planting</b>	The annual streetscape enhancement program will continue in 21/22, incorporating a significant increase in tree planting for Maroondah, and will develop further in the subsequent years, to incorporate further localised community engagement as part of the development of streetscape improvement plans.	In Progress		2024-25	Operations, Assets and Leisure	Operations

An accessible and connected community	21	Work in partnership with the Victorian Government to implement road improvement works at New Street Ringwood, Reilly Street and Wantirna Road Ringwood, Plymouth Road and Kirtain Drive Croydon; and undertake carpark improvement works at McAlpin Reserve Ringwood North	In 2021/22, Council will continue to work with Department of Transport/VicRoads on the delivery of road improvement works. Council is currently working with VicRoads to finalise the design of traffic safety improvements along Plymouth Road in Croydon, including the installation of traffic signals at the Kirtain Drive intersection. Design is expected to be completed in late 2021 with works tendered and constructed in 2022. The construction of improvement works at the intersection of Reilly Street and Wantirna Road in Ringwood is expected to commence in 2021/22. Carpark improvement works at McAlpin Reserve in North Ringwood were completed by Council in July 2021.	In Progress		2021-22	Development and Amenity	Engineering and Building Services
	22	Design and construct activity centre carparks in Croydon, Ringwood and Heathmont; and at Heatherdale station	Construction of the Croydon Activity Centre Carpark is scheduled for completion in December 2021 (subject to onsite COVID-19 restrictions). The Activity Centre Carparks at Ringwood and Heathmont will progress the community consultation and design phases.	In Progress		2023-24	Operations, Assets and Leisure	Assets
	23	Work in partnership to undertake renewal works on the Mullum Mullum Creek and Colchester Road shared trails; and continue footpath construction in the Principle Pedestrian Network	In 2021/22, renewal works on the Mullum Mullum Creek shared trail is scheduled for construction. The design of the section from Marilyn Crescent to Kalinda Road is complete with stage 1 of the renewal works east of Marilyn Crescent to be constructed in early 2022. The Colchester Road shared trail from Collier Road to Dandenong Creek is scheduled for reconstruction in 2024/25.	In Progress		2024-25	Development and Amenity	Engineering and Building Services
	24	Advocate to the Australian and Victorian Governments for provision of new and upgraded major transportation infrastructure in Maroondah, including public transport enhancements	In 2021/22, Council will continue advocacy to address the major transport needs of the Maroondah community.	In Progress		2024-25	Communications and Engagement	Communications and Engagement
An attractive, thriving and well built community	25	Develop a new Croydon Structure Plan and prepare a planning scheme amendment to incorporate the policy into the Maroondah Planning Scheme	Council undertook background research into the issues facing Croydon, including demographic, employment and business, land and housing supply and demand, to more accurately plan for the future growth of the Croydon community. Feedback from the consultation on the discussion paper will inform the draft Croydon Structure Plan in mid-2021. It is anticipated that after the final Structure Plan for Croydon Major Activity Centre is adopted by Council and a request to the Minister for a planning scheme amendment will be prepared in 2022.	In Progress		2022-23	Strategy and Community	Integrated Planning

An attractive, thriving and well built community	26	Work in partnership to implement the Greening the Greyfields project to facilitate a sustainable approach to urban redevelopment in identified residential precincts	This ground-breaking approach to residential renewal involves landowners working together and redeveloping at the same time, to positively transform neighbourhoods to be more sustainable and with greater neighbourhood character appeal. Council exhibited the Planning Scheme Amendment in early 2021 for the two Greening the Greyfields precincts. At the Council Meeting on 22 March 2021, Council resolved to request the Planning Panels Victoria to appoint a Panel for the consideration of submissions. The Panel is expected to take place in mid-July 2021 with recommendations to be provided for Council consideration. Following the Planning Scheme Amendment, it is anticipated that further additional precincts will be identified, and a similar approach applied to transform neighbourhoods in the municipality.	In Progress		2024-25	Strategy and Community	Integrated Planning
	27	Undertake the staged redevelopment of the Croydon Community Wellbeing Precinct	The transformation of the existing Croydon Civic Precinct into the Croydon Community Wellbeing Precinct (CCWP) will focus on delivering enhanced community spaces and functionality in relation to wellbeing facilities, family and children facilities, sport and recreation facilities, and open space. These combined elements, proposed to become integrated community hubs, will also enhance the accessibility and connectivity for the community. Community organisations are continuing the move into Community Hub B during 2021/22 (subject to onsite COVID-19 restrictions). Further community consultation, design planning and early works will also be undertaken in 2021/22. Council plans developing staged concept plans for Hubs A and C including external funding advocacy.	In Progress		2024-25	Operations, Assets and Leisure	Assets
	28	Undertake flood mitigation works in New Street, Ringwood, Sherbrook Avenue catchment in Ringwood, and Scenic Avenue and Wingate Avenue catchments in Ringwood East; and work in partnership to develop flood mitigation solutions for central Croydon	Flood mitigation projects are to be undertaken in New Street, Ringwood, Sherbrook Avenue catchment in Ringwood, Scenic Avenue and Wingate Avenue catchments in Ringwood East. New Street (south of Maroondah Highway) drainage upgrade works commenced in 2020/21 and will be completed in December 2021. Design of the Sherbrook East drainage catchment from Nelson Street to Maroondah Highway is scheduled for 2021/22. The next stage of the drainage upgrade works in New Street, from Nelson Street to Bourke Street, is scheduled for 2021/22. Design of the next stage of the Scenic Avenue, Ringwood East catchment stage 4 is scheduled to commence in 2022/23. Wingate Avenue, Ringwood East (Stage 2) involves the realignment and upgrade of the floodway pipe drainage with works expected to commence in 2021/22.	In Progress		2024-25	Development and Amenity	Engineering and Building Services

An inclusive and diverse community	29	Work in partnership to support volunteer-based organisations and facilitate volunteerism within Maroondah	Council has established a partnership with Eastern Volunteer Resource Centre to provide a suite of training programs for volunteer-led community organisations in Maroondah in response to the coronavirus (COVID-19) pandemic. A series of sessions are planned from September to December 2021 on grant writing, risk management, introduction to committees for board members and recruiting volunteers. In addition, dedicated support is being arranged for local CALD groups and sporting clubs to assist with their governance, strategic planning and return to operations following the coronavirus (COVID-19) pandemic. Council will also continue to implement its volunteering and student placement programs during 2021/22. These programs provide opportunities for volunteers and students to support the wider community.	In Progress		2022-23	Strategy and Community	Integrated Planning
	30	Investigate and implement additional female changing facilities at local sporting venues	In 2021/22, Council has scheduled sporting pavilion works which include additional women's, unisex and accessible amenities at Cheong Pavilion in Croydon South, Ainslie Pavilion in Croydon, and Proclamation Pavilion in Ringwood.	In Progress		2024-25	Operations, Assets and Leisure	Leisure
	31	Implement the Children and Families Strategy and Action Plan; and the Youth Strategy and Action Plan	Following completion of extensive community consultation with children, young people, parents, carers and school staff, detailed analysis was undertaken to inform Council's new Children and Families Strategy and Action Plan, and the new Action Plan for Council's existing Youth Strategy. The 2012/22 - 2022/23 Action Plans for both strategies will be implemented over the next two financial years.	In Progress		2024-25	Strategy and Community	Community Services
	32	Implement the Gender Equality Act 2020, including Council's Gender Equality Action Plan	During 2021/22, Council will continue to implement a range of initiatives in response to the new <i>Gender Equality Act 2020</i> . During Q1 (2021/22), activities have included participating in public sector employee survey and commencing development of a Gender Equality Action Plan. Council is also considering an approach to undertaking gender impact assessments in accordance with the new Act.	In Progress		2024-25	Corporate Services	Workplace People and Culture
A well governed and empowered community	33	Implement the new Local Government Act 2020	The new <i>Local Government Act 2020</i> (the Act) is being implemented in four transitional stages, during which time it will co-exist with many the provisions within the former <i>Local Government Act 1989</i> , up until 1 July 2021. The first phase of reforms took effect on 6 April 2020, which put in place these governance principles that provide the foundation framework for the new Act. The new Act requires Council to adopt specific policies within set timeframes within mainly 2020/21 and 2021/22 and beyond.	In Progress		2022-23	Corporate Services	Finance and Governance
	34	Advocate on key local issues on behalf of the Maroondah community, including in the lead up to the State and Federal Government Elections in 2022	In 2021/22, Council will continue advocacy both the Australian and Victorian Governments to seek funding to address a range of key priority infrastructure, sporting and transportation improvement projects that will benefit the Maroondah community.	In Progress		2022-23	Communications and Engagement	Communications and Engagement

A well governed and empowered community	35	Develop and implement a new Customer Service Strategy that will continue to advance Council's commitment to be highly responsive and customer focused	Council has developed a new Customer Service Strategy in line with evolving customer expectations. This Strategy includes the development of online engagement channels and focuses on strengthening internal service partnerships. In October 2021, the Strategy was presented to the Management Group and individual appointments with Service Area Managers are currently being arranged to further progress the rollout.	In Progress	😊	2024-25	Corporate Services	Revenue, Property and Customer Service
	36	Deliver a broad range of Council services to meet current and future community needs along with sustainable management of Maroondah's resources, assets and environment	In 2021/22, Council will continue to deliver a broad range of services that meet both the current and future expectations, needs and aspirations of the Maroondah community. Planning for service delivery will include consideration of financial sustainability and escalated community needs arising from the coronavirus (COVID-19) pandemic.	In Progress	😊	2024-25	Executive Office	CMT
	37	Engage the community in undertaking a review of Maroondah 2040 - Our future together and prepare a new Council Plan 2025-2029 following election of a new Council	Community engagement for the <i>Maroondah 2040 - Our future together</i> community vision and preparation of the new <i>Council Plan 2025-2029</i> is scheduled to commence 2023-24.	Not Started	😊	2024-25	Strategy and Community	Integrated Planning





# Annual Report 2020-21



## About

**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. 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.

## 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.

## Year at glance

**16,926**

Tonnes emissions  
reduced

**+1MW**

Residential  
solar installed

**\$3.1M**

savings from  
projects

**\$42M**

Impact from  
advocacy  
(to 2046)

**46**

Councils sign 100%  
renewable PPA

## Members





## Chair Person's Statement

I am proud to present EAGA's annual report in a year that has witnessed our councils realise their most ambitious action on climate change yet, with the triumphant launch of the Victorian Energy Collaboration (VECO).



**Cr Marijke Graham**  
Maroondah City Council,  
EAGA Executive Chair

This landmark initiative is the largest ever emissions reduction project undertaken in the Australian local government sector and is the culmination of a huge body of work instigated by EAGA and the Victorian Greenhouse Alliances in 2017. VECO demonstrates how the Alliance model can be used to effectively scale-up regional action to a state-wide level.

This cross Alliance approach was also effective in generating significant financial impacts through coordinated advocacy for the sector. The response to the Electricity Distribution Price Review will assist councils avoid over \$30M in public lighting charges over the next 25 years and will provide \$6.9M in co-funding for public lighting upgrades. Advocacy targeting the state's COVID stimulus response was also successful in facilitating a \$5M investment in electric vehicle charging infrastructure that will be critical to transforming vehicle transport across Victoria.

A number of key projects are assisting our members to adapt and build capacity to respond to the impacts of climate change. This includes the successful delivery of the Resilient Emergency Relief Centres project which involved building vulnerability assessments at 23 sites across

the region. EAGA also undertook an exploratory study into the costs and benefits of adapting the region's assets and infrastructure that will inform a number of other critical adaptation projects over the coming year. These important initiatives have been co-funded by DELWP and facilitated by our Executive Officer through their position on the stakeholder committee for the Regional Adaptation Strategy for Greater Melbourne.

This 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 has 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. I am delighted to see that these findings have reinforced the commitment of members to working collaboratively at the regional level to deliver an ambitious, new MOU and Strategic Plan for the next four years.

## Our region



## Summary of 2020-21 outcomes against strategic plan

Strategy Direction	Initiatives	Outcomes
<b>Mitigation and adaptation projects</b>	<b>Victorian Energy Collaboration (VECO)</b>	The transformational initiative has enabled 46 Victorian councils to switch to 100% renewable energy from mid-2021. The 'buyers group' aggregates approximately half of the entire sector's electricity load – equivalent to powering 48,000 homes with renewable energy or taking 90,000 cars off the road each year. Six EAGA members are participating in the project which was initiated by EAGA and the Victorian Greenhouse Alliances and led by Darebin City Council.
	<b>Solar Savers</b>	Despite COVID restrictions on activities in the field, Solar Savers has continued to deliver substantial financial savings and emissions reductions for households across the region. Over 163 installations were delivered that will cut emission by over 650 tonnes per year. This included two rates programs involving councils investing their own funds to pay the up-front costs of solar systems on vulnerable households and recouping the funds via rates charges. Maroondah Council has continued its leadership role by administering the program and hosting the Solar Savers team.
<b>Capacity building and information exchange</b>	<b>Resilient Emergency Relief Centres</b>	The project assessed the risks and climate vulnerabilities of selected Emergency Relief Centre buildings (ERCs) across the EAGA region. Twenty-three sites were assessed using a Building Vulnerability Assessment (BVA) framework and each council was provided with individual recommendation reports, which included specific adaptation measures to improve climate resilience. The project also aimed to build the capacity of council facility managers to address climate change risks in their day to day asset management planning and processes.
	<b>Exploratory Study – Costs &amp; Benefits of adaptation and Investment</b>	To assist councils and other stakeholders develop a clearer evidence base on the costs of climate impacts on public and private assets and infrastructure, EAGA engaged Ernst & Young to undertake a scoping study across the Greater Melbourne region. The project focused on the costs and benefits of adaptation measures on the electricity, buildings and urban forest sectors and assessed whether these types of adaptation measures are applicable to private investors.
<b>Advocacy</b>	<b>Electricity Distribution Price Review (EDPR)</b>	EAGA worked with the Victorian Greenhouse Alliances, Ironbark Sustainability, and the Municipal Association of Victoria (MAV) to develop a joint submission to the EDPR on behalf of the local government sector. The Australian Energy Regulator (AER) ruled in favour of the Alliance-led submission, which will assist councils across Victoria to avoid over \$10.7M in public lighting charges over the next five years, plus a further \$19.8M out to 2046. For the first time in Australia, councils have undertaken a coordinated negotiation with a distributor (AusNet Services) to secure a \$6.9M funding contribution to upgrade old mercury vapour lights to LEDs. The project will deliver over 220,000 tonnes in emission reductions over the next 20 years.
	<b>Submissions and Engagement</b>	EAGA and the Greenhouse Alliances have generated further impact through coordinated advocacy on the State's COVID stimulus measures. This has been successful in leveraging a \$5M investment in electric vehicle charging infrastructure. Through EAGA, councils continue to have a coordinated conversation with the State Government regarding a number of key climate and energy issues. This includes the ongoing partnership with Department of Environment, Land, Water, and Planning (DELWP) to oversee the Regional Adaptation Strategy for Greater Melbourne, and securing further grant funding to deliver two key adaptation initiatives under the plan in the coming year.

## Testimonials

“Boroondara Council is soon to endorse our Climate Action Plan which sets our path for the next decade as Council and our community respond to the challenges of climate change. Through this Plan, we will build on our success with Council’s emissions, now over 80% lower than they were a decade earlier. Our participation in EAGA has been critical to our previous success with projects such as the Local Government Power Purchase Agreement (PPA) and the Energy Performance Contract Project (EPC) being key pillars for our achievements. Our participation in EAGA and the alliances network are crucial as we build on this success, particularly as we support our community to reduce their own emissions.”

**Cr Wes Gault,  
City of Boroondara**

“Knox Council’s Climate Response Plan has a current community goal of Net Zero by 2040. To achieve this target, every level of government and local communities need to work together on the tough challenge ahead of us in making deep cuts to our emissions in all sectors of community life. We must also prepare our communities to effectively prepare and adapt to the increasing impacts of our changing climate. EAGA will continue to be a crucial partner in both coordinating the response and advocating for change across other levels of government.”

**Cr Jude Dwight,  
Knox City Council**

“Our membership with EAGA provides substantial and ongoing value to the Glen Eira community, environment and Council. Through capacity-building and information exchange this year, we assessed the risks and climate vulnerabilities of four, large community buildings identifying opportunities to improve the resilience of these facilities to climate change. This will ensure we can continue to operate and deliver their important functions and services to the community during extreme weather events. The Resilient Emergency Relief project also built our facility managers and sustainability team capacity to address climate change risks in their day to day asset management planning and processes. We are also proud to be a part of the Victorian Energy Collaboration (VECO) project, including taking on the role as lead organisation for the next two years. Along with 45 Councils we’re switching to 100% renewable energy from mid-2021 – significantly reducing our greenhouse gas emissions and helping us meet our zero emissions target. And lastly, the recently adopted Our Climate Emergency Response Strategy 2021-25 setting out new zero emissions targets for council by 2025 and community by 2030. EAGA will continue to be a key partner in delivering projects and advocacy to reach these ambitious goals.”

**Cr David Zyngier,  
Glen Eira City Council**

## Testimonials

“Monash continues to benefit from the support and collaboration provided through our membership of EAGA. This year Monash has been able to develop its first Zero Net Carbon Action Plan and I’m confident we will deliver on our target of corporate carbon neutrality by 2025. Thanks to EAGA, we are also proceeding to deliver an Energy Performance Contract to reduce electricity and gas use in our highest energy intensive buildings. Since completing our Environmentally Sustainable Design (ESD) policy for Infrastructure and Buildings in partnership with EAGA councils, a number of our recent builds have used it to guide the design of new facilities resulting in greater use of solar and a reduction of reliance on gas appliances. There is also more focus on integrating the impact of climate change and the need for adaptation into our Council Plan.”

**Cr Josh Fergeus,  
City of Monash**

“Whitehorse City Council endorsed a two-year interim Climate Response Plan in September 2020, recognising the need to accelerate and strengthen our current actions and set the foundation for Council and Whitehorse community to work together to set strong, ambitious targets for our next Sustainability Strategy to be developed in 2022. EAGA has and continues to play a significant role in this through its array of partnerships, project delivery and advocacy activities. In 2020/21, EAGA provided a robust and strategic direction to collaborate and deliver on local emission reduction projects. Council is pleased to continue its involvement in EAGA with signing the new Memorandum of Understanding 2021/25 to continue our collective work with neighbouring councils.”

**Cr Tina Liu, Whitehorse City Council**

“In February 2020, the City of Stonnington declared a climate emergency, committing to urgent action on climate change and the development of a Climate Emergency Action Plan. The work undertaken through EAGA has continued to support Council’s climate mitigation and adaptation response over the last year and will support our ongoing climate emergency response, contributing to key actions in the plan. The latest annual report highlights the great work achieved over the last year through this collaborative forum, including building council capacity to understand and improve the vulnerability of emergency relief centres to climate impacts as well as the work undertaken to facilitate our involvement in VECO – the Victorian Energy Collaboration, which has resulted in huge emissions reductions for Council as well as substantial cost savings.”

**Simon Holloway,  
Stonnington City Council**

“Building on the endorsement of the Liveable Climate Plan, Yarra Ranges Council took a big step towards its 100% renewable energy target this year by switching streetlighting onto VECO, thanks to EAGA’s ongoing support. Additionally, the outcomes of the Resilient Emergency Relief Centres project have highlighted opportunities for Yarra Ranges Council to improve refuge centres and the ongoing resilience of its facilities, resulting in further grant applications to act on the recommendations. The dedication and encouragement of EAGA and our partnering Council’s provides hope and direction in delivering emissions reductions as well as championing effective adaptation and mitigation works.”

**Cr Catherine Burnett-Wake,  
Yarra Ranges Council**



## Contact

**Scott McKenry**  
EAGA Executive Officer

P. 03 9294250  
E. [scott.mckenry@maroondah.vic.gov.au](mailto:scott.mckenry@maroondah.vic.gov.au)

[www.eaga.com.au](http://www.eaga.com.au)

# Domestic Animal Management Plan Consultation Report 2021

Working towards a safe, healthy and active community



# Contents

<b>Contents</b>	<b>2</b>
<b>Introduction</b>	<b>3</b>
Background .....	3
Objectives .....	3
<b>Methods</b>	<b>4</b>
Community members .....	4
<b>Participants</b>	<b>6</b>
Location.....	6
Language .....	7
Pet ownership.....	8
<b>Overall results</b>	<b>9</b>
How does the community feel about owning a pet? .....	9
Animal management services.....	10
Dogs in public places.....	11
Dogs off-leash areas .....	12
Desexing of dogs.....	14
Registration of undesexed dogs .....	15
Desexing of cats.....	16
Pet welfare issues .....	17
<b>Vacation Care consultation</b>	<b>18</b>
Results .....	19
<b>Consultation on the Draft Plan</b>	<b>20</b>



# Introduction

## Background

*The Domestic Animals Act 1994* requires all Councils to prepare a Domestic Animal Management Plan (DAMP) every four years. Council is required to submit an annual report with any reviews or updates on any actions in the DAMP.

The DAMP identifies issues that Maroondah City Council will consider and address over the next four years. It provides the service planning and delivery framework for animal management services and includes the timeframe during which Council will address priorities identified in the plan.

This report details the methodology and outcomes of the most recent community engagement process undertaken to highlight community feedback and priorities to be included in the DAMP.

## Objectives

Council recognises dogs and cats have an impact on health, wellbeing and lives of the whole community. Our objective is to encourage people to look after pets in a way that protects the health and welfare of the animal; maximises the companion benefits of their pet; and minimises potential for nuisance or harm to others.

Council has undertaken consultation with the community, pet owners and non-pet owners, to get their views on animal management in Maroondah.

The key objectives for the community engagement process were:

- gain an understanding of the broad focus of needs, which are important to residents with regards to domestic animal management
- to establish
  - concerns residents may have about animal related matters - in particular, dogs in parks
  - ideas and resources to assist residents to care for their pets
  - suggestions that ensure animals and people live together harmoniously
  - how well information provided by Council about pets and animal management addresses resident's needs.

# Methods

## Community members

Consultation with community members was undertaken between 19 June and 11 July 2021.

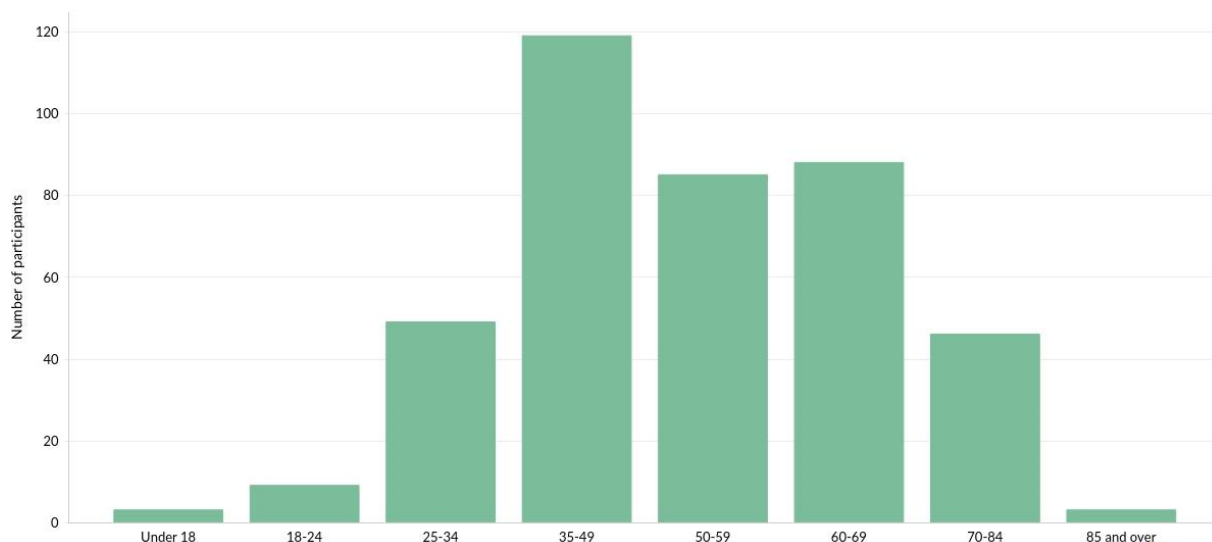
Engagement methods	Outcomes
Online survey via Your Say Maroondah	Visitors: 458 Contributors: 398 Contributions: 414  <b>Total contributions at close: 406</b> (8 late surveys will be reported separately to this report).
Hard copy survey delivered to vets across Maroondah	10 vet clinics
Hard copy submissions sent in by post	11
Face to Face pop ups Eastfield Dog Park 21/06/21 10am-12pm McAlpine Reserve 22/06/21 10am-12pm Arndale shops 24/06/21 9am-12pm Realm 28/06/21 10am-1pm Railway Ave 29/06/21 10am-1pm Ringwood Lake 29/06/21 2.30pm-4pm Croydon Main St 01/07/21 10am-1pm McAdams Square 02/07/21 10am-1pm	Engagements: 20 Engagements: 6 Engagements: 8 Engagements: 8 Engagements: 15 Engagements: 2 Engagements: 12 Engagements: 4  <b>Total engagements: 75</b>
Letterbox drops Near Brentwood Reserve Near Silcock Reserve South of Eastfield Reserve Golf Links Estate East of Eastfield Reserve	250 400 200 300 125  <b>Total mailboxes: 1,275</b>

<p>Social media campaign</p> <p>Maroondah City Council Facebook</p> <p>Maroondah Youth Services Facebook</p> <p>Maroondah City Council Twitter</p> <p>Maroondah City Council Instagram</p> <p>Maroondah Youth Services Instagram</p>	<p>Reach: 3,196 Engagements: 276</p> <p>Reach: 111 Engagements: 1</p> <p>Impressions: 1,256 Engagements: 14</p> <p>Reach: 264 Likes: 3 Impressions: 282</p> <p>Reach: 113 Likes: 6 Impressions: 138</p> <p><b>Total reach: 4,940</b></p> <p><b>Total engagement/impressions 711</b></p>
eNews (17 June, 1 July and 9 July)	<p><b>Total recipients: 18,609</b></p> <p><b>Total clicks:111</b></p>
Vacation Care consultation	<b>33 participants</b>



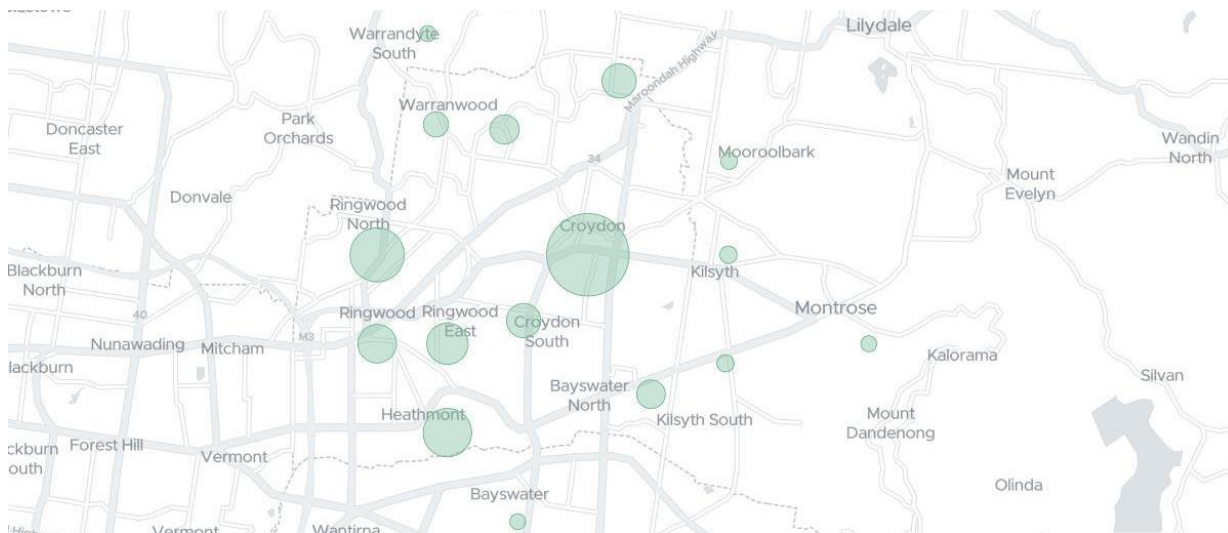
## Participants

Highest level of participation was in the 35 to 49 age bracket with 119 respondents (29% of participants).



## Location

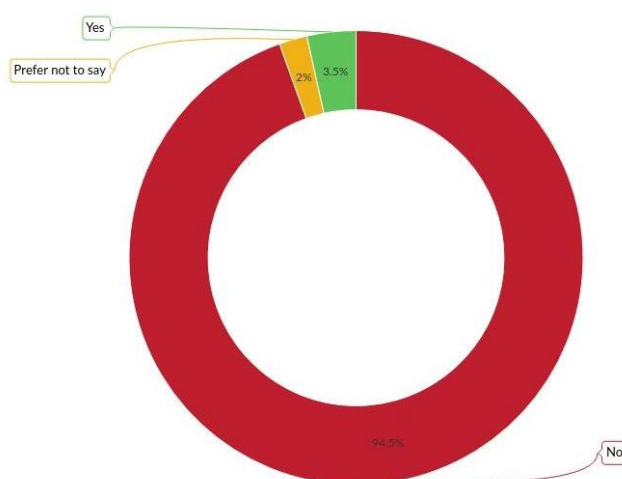
Participants came from 10 of the 11 suburbs in Maroondah with the highest representation from Croydon (23% of participants). There were also eight participants from suburbs outside Maroondah.



Suburb	Participants
Croydon	95
Ringwood North	55
Heathmont	47
Ringwood East	37
Ringwood	33
Croydon North	27
Croydon South	27
Croydon Hills	20
Warranwood	14
Kilsyth South	3
Suburbs outside Maroondah	
Kilsyth	3
Mooroolbark	2
Bayswater	1
Montrose	1
Warrandyte South	1

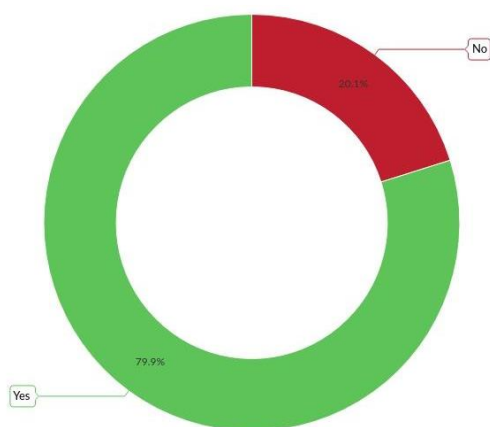
## Language

Most participants (94.5%) speak English at home.

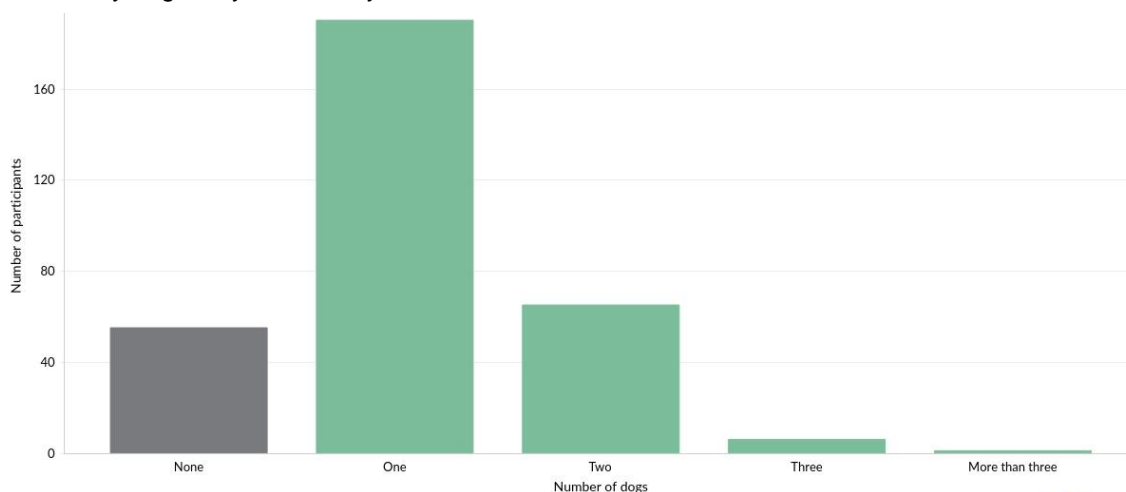


## Pet ownership

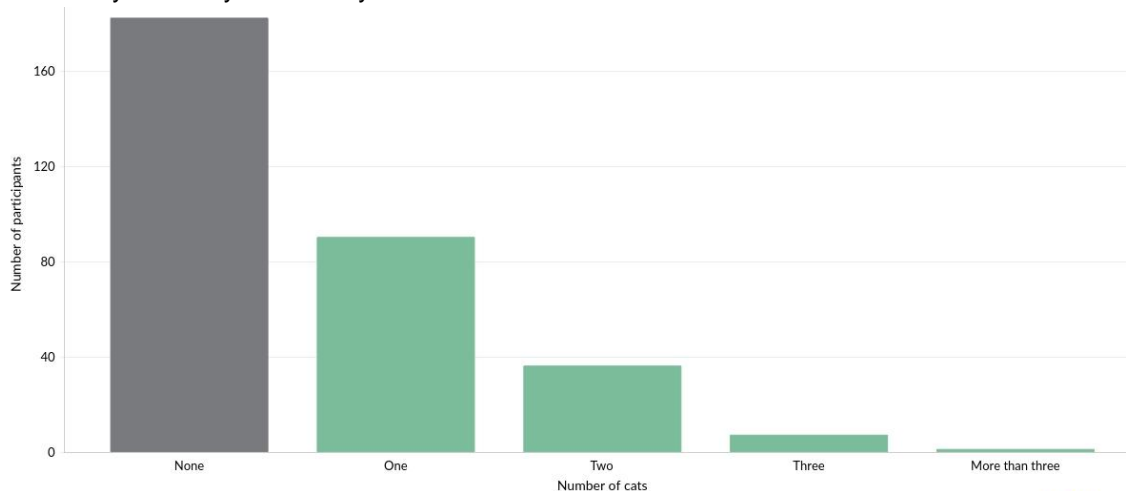
Most participants (80%) own a dog or cat. 20% of participants do not currently own a pet.



How many dogs do you currently own?

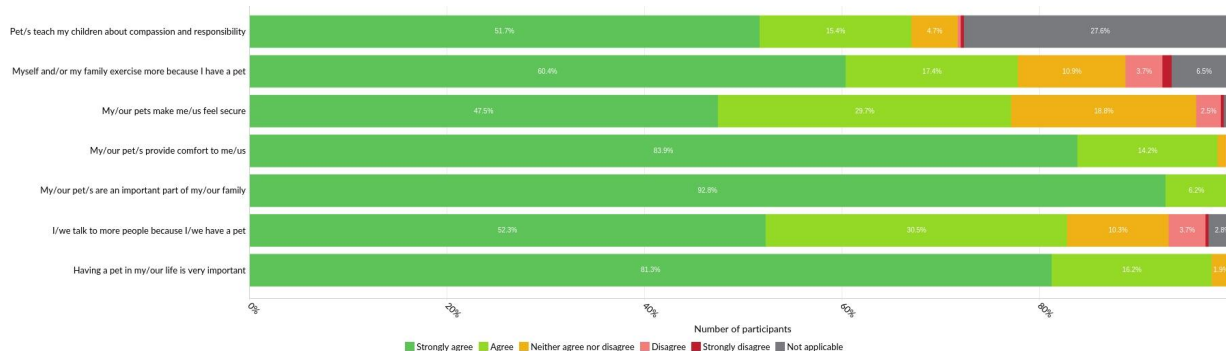


How many cats do you currently own?



# Overall results

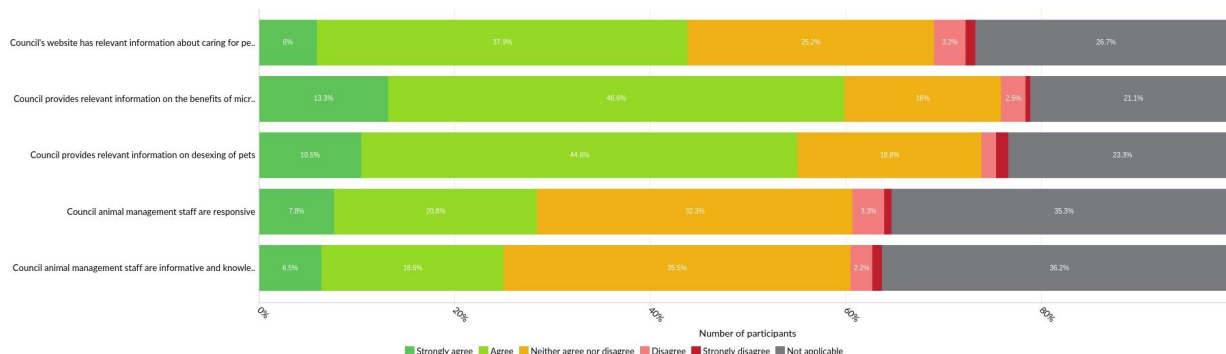
## How does the community feel about owning a pet?



### Responses to importance of owning a pet:

	Strongly agree	Agree	Total
Pets are an important part of the family	93%	6%	99%
Pets provide comfort	84%	14%	98%
Having a pet in one's life is very important	81%	16%	97%
Pets help people talk to each other more	52%	31%	83%
Pets make people feel more secure	48%	30%	78%
Families exercise more because they have a pet	60%	17%	77%
Pets teach children about compassion and responsibility	52%	15%	67%

## Animal management services



Very few responses (less than 4%) disagreed with Council's performance in various aspects of animal management, however many of the responses were marked 'Not applicable' or 'Neither agree nor disagree' so there is relatively less agreement on the following statements.

### Responses to Council's performance in animal management

	Strongly agree	Agree	Total
Council provides relevant information on the benefits of microchipping pets	13%	47%	60%
Council provides relevant information on desexing of pets	11%	45%	56%
Council's website has relevant information about caring for pets	6%	38%	44%
Council animal management staff are responsive	8%	21%	29%
Council animal management staff are informative and knowledgeable	7%	19%	26%

These results provide some opportunities for Council to raise awareness about Council's animal management service and to review and promote the content and information available to residents.

More than a third of responses agreed that there should be:

- events delivered specifically for pets in Maroondah
- more information on joining dog obedience or dog friendly activities on Council's website
- more information about adopting pets from animal shelters on Council's website.

### Top five additional comments on animal management services

Cats to remain indoors	22 respondents
More fenced / off-leash parks needed	22 respondents
More patrols needed	21 respondents



More bins / bags	16 respondents
Need for pets and humans socialising	12 respondents

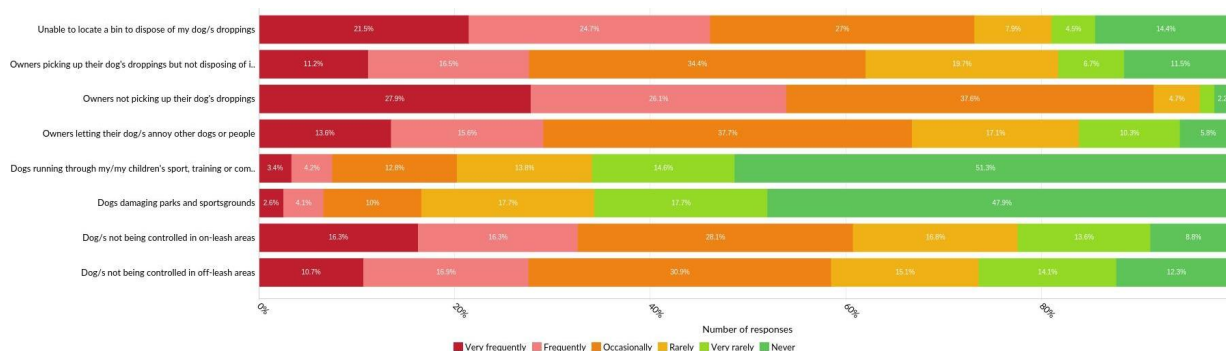
"The cat curfew needs to be actively enforced. More cat cages should be available to help capture these pests from people's yards."

"I would love to see off-leash areas retained to the best of our ability as they are becoming more and more scarce. Thanks for doing a great job!"

"There are too many dog owners that don't pick up after their dogs, and there are too many dogs that roam free without a leash along Dandenong Creek. Their owners need to be fined for not doing the right thing in both of these circumstances."

"I would like to know about the off-leash areas in Maroondah; the paucity of dog-poop bags and rubbish bins is a real concern."

## Dogs in public places



## Issues with dogs in public places

A high percentage of participants rarely experienced dogs running through their child's sport, training or competition events (80%) nor dogs damaging parks and sportsgrounds (83%). The following table highlights those issues that were rated as occurring occasionally or more.

	Very frequently	Frequently	Occasionally	Total
Owners not picking up their dog's droppings	28%	26%	38%	92%
Unable to locate a bin to dispose of my dog/s droppings	22%	25%	27%	74%
Owners letting their dog/s annoy other dogs or people	14%	16%	38%	68%

Owners picking up their dog's droppings but not disposing of it in a bin	11%	17%	34%	<b>62%</b>
Dog/s not being controlled in on-leash areas	16%	16%	28%	<b>60%</b>
Dog/s not being controlled in off-leash areas	11%	17%	31%	<b>59%</b>

#### Top five additional comments on dogs in public places

More bins/bags	34 respondents
More fenced / off-leash parks needed	20 respondents
Untrained / aggressive dogs	18 respondents
Dogs off-leash outside restricted areas	17 respondents
Irresponsible dog ownership	9 respondents

"Most people do the right thing but more places to dispose of waste and better enforcement of not picking up dog waste would be good."

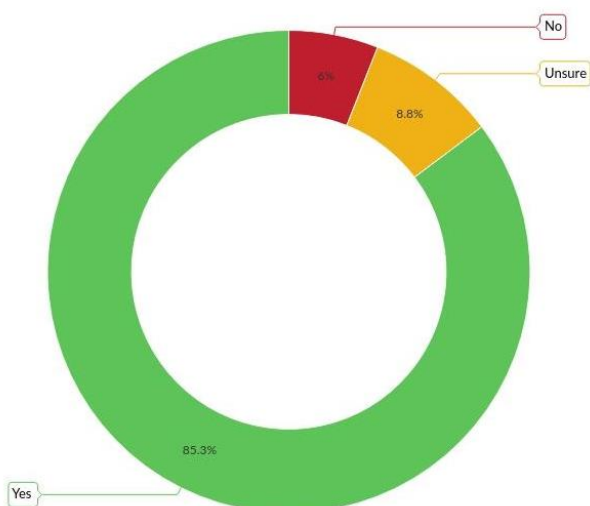
"As mentioned, it is hard for owners to find places to exercise with their dog off lead. Particularly if you have a high energy dog and the off-lead areas are waterlogged."

"I have a small dog. We have been attacked in the past and this makes us fearful of (medium to large) dogs off lead. Unfortunately, because some people let their dogs run off lead in streets and parks we avoid walking in many areas and stick to a well-worn path in the streets near my home where the risk of seeing other dogs is small."

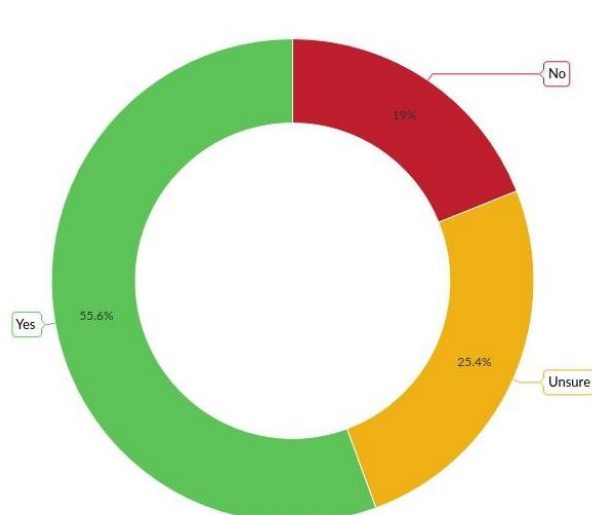
"Dogs in parks are constantly off-leash. In any given walk you will encounter numerous 'friendly' dogs running around uncontrolled. Serious problem in Maroondah."

### Dogs off-leash areas

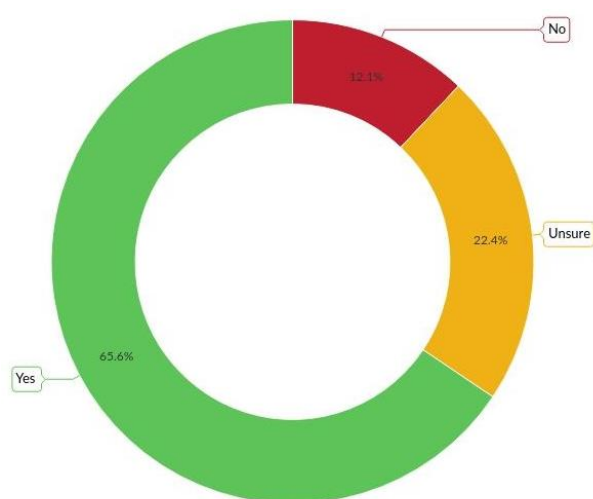
Are dog off-leash areas important?



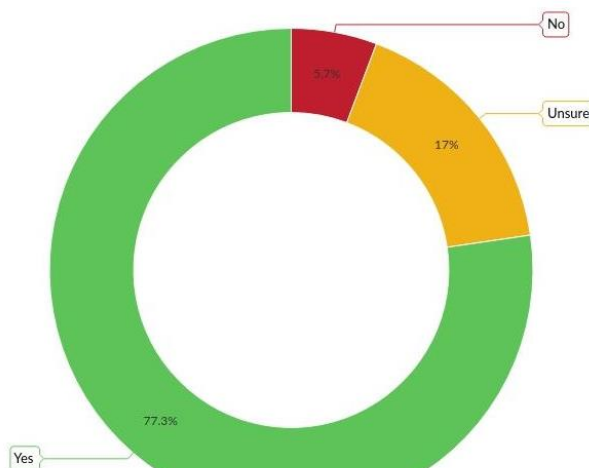
Should there be more dog off-leash areas?



Should there be more fenced dog park areas?



Do you think dog on-leash areas were more important during the COVID-19 pandemic?



### Top three additional comments about dogs off-leash areas

More fenced / off-leash parks needed	43 respondents
Off-leash in restricted areas only	11 respondents
Irresponsible dog ownership	11 respondents

*"When sporting ovals are not being used for sporting activities, they should be able to be used for off-leash dog runs as long as the owners are responsible and clean up after themselves."*

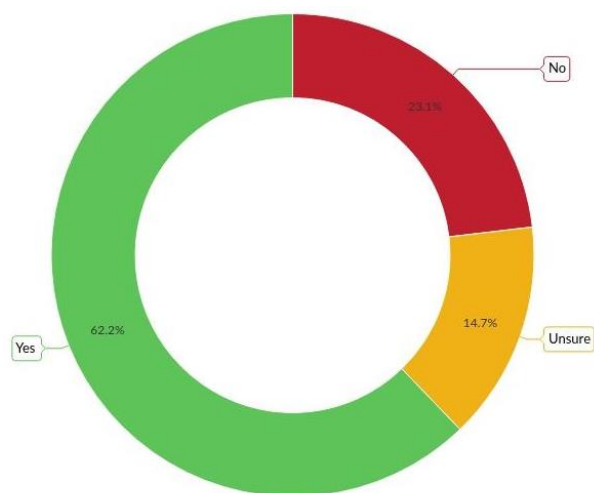
*"I would prefer dogs off-leash to be in off-leash areas only. My children's fear of dogs has stemmed from owners, who think their dog is so adorable and non-threatening, letting their dog bound up to and jump on them."*

*"Off-leash dog areas are not a safe place for dogs or people, as majority of owners are irresponsible and have not idea about safely managing their dogs. Recall is non-existent, and owners don't really care. I do not take my dog to dog parks for this reason."*

*"During COVID-19 lockdowns there were more dogs out in public, and East Ringwood Oval no 2 was frequented by more dogs /owners who have no idea how to behave towards other owners/dogs."*

## Desexing of dogs

Should desexing dogs be compulsory?



### Top three additional comments on desexing of dogs

Recommended	25 respondents
Registered breeder - not required	19 respondents
Ideal age to desex based on breed	13 respondents

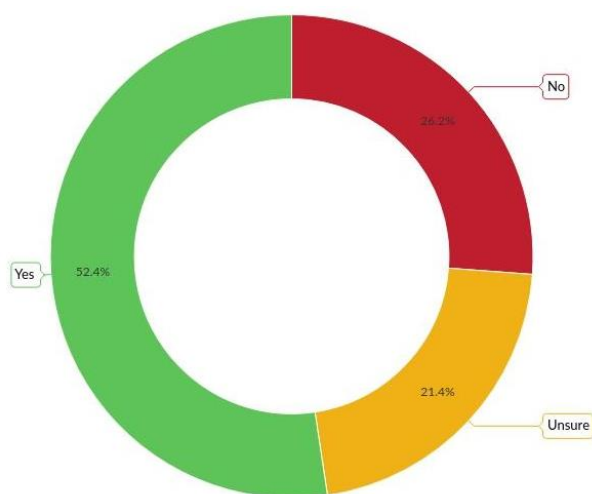
*"There are many wonderful dogs in shelters being killed unnecessarily. Honestly, do we really need to add to the problem by not desexing our dogs?"*

*"Professional dog breeders to be exempt. I would assume there are laws in place to become a dog breeder."*

*"Specifically, with larger breeds - they should not be desexed until fully matured. Desexing them too early can put them at risk of hip dysplasia and more due to lack of ageing hormones. (RSPCA have articles on these studies)."*

## Registration of undesexed dogs

Should the cost of registration be further increase for undesexed dogs?



### Top three additional comments on registrations of undesexed dogs

Cost too high - owners may not register	25 respondents
Cost too high - payment system required	12 respondents
Agree - increase cost for undesexed dogs	12 respondents

*"But how are you going to police it? Plenty of people out there with dogs who aren't registered at all. My guess is those who don't bother de-sexing their dogs probably don't bother registering or microchipping."*

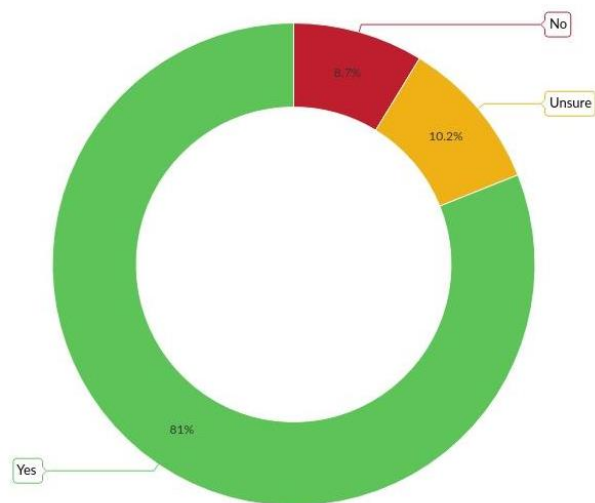
*"Some people may need assistance with getting their dog desexed due to cost so more help there would be better than extra fees."*

*"The price is already an incentive. Generally, when you first register a puppy they will not be desexed yet as they are too young."*

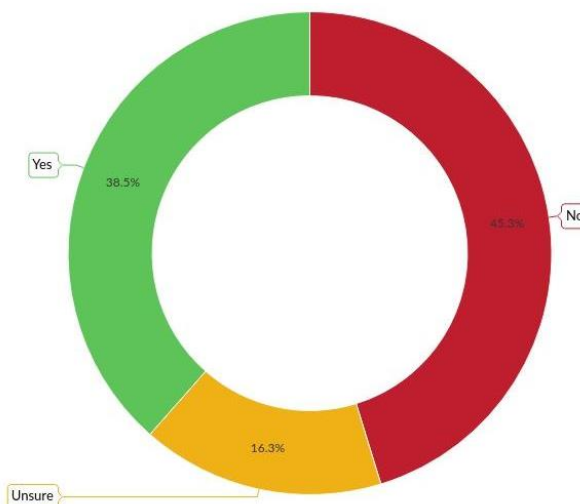
*"Raising the fees would increase the incidence of animals unknown to the council and thus the problems. Maybe increased fines for the owners, plus confiscating unregistered animals should be implemented."*

## Desexing of cats

Should the desexing of cats be compulsory?



Should Council's cat curfew be extended to 24-hour confinement?



More than a third of respondents have experienced the following issues in the past 12 months:

- Cats wandering onto their property.
- Cats that are not confined at night.
- Cats injuring/killing local wildlife in their local neighbourhood.

### Top four additional comments on desexing of cats

24-hour confinement - required	44 respondents
24-hour confinement - bad idea	37 respondents
Confinement - council support needed for alternatives	21 respondents
Enforce and fine offenders	20 respondents

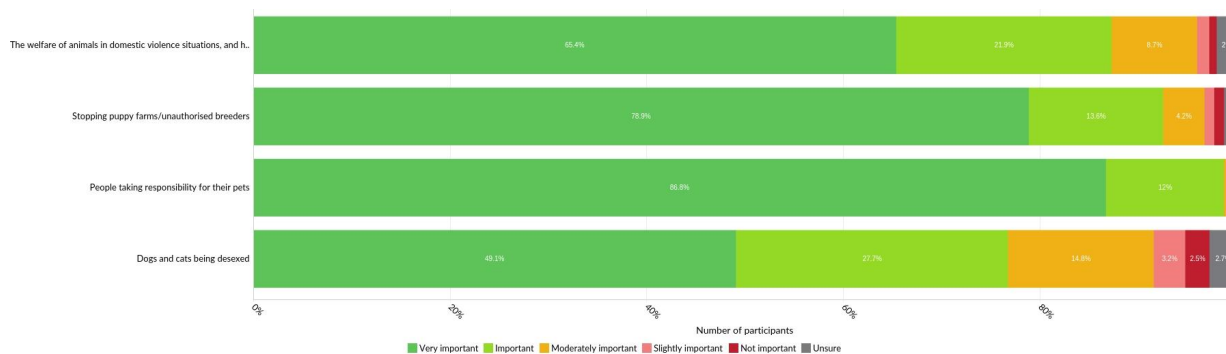
*"Cats that are not confined are responsible for the decimation of do much of our wildlife. This needs to be taken seriously by Council."*

*"24-hour confinement is cruel. Many cats need exercise which cannot be achieved in a house or cat run."*

*"If 24-hour confinement of cats, perhaps there could be some sort of discount or incentive for cat owners to provide an enclosed outdoor facility for their cat."*

*"Council needs to publicise and enforce the cat curfew. We are losing too many birds."*

## Pet welfare issues



### Responses on whether pet welfare issues were important or very important

	Very Important	Important	Total
People taking responsibility for their pets	87%	12%	99%
Stopping puppy farms / unauthorised breeders	79%	14%	93%
The welfare of animals in domestic violence situations, and how they can be made safe	65%	22%	87%
Dogs and cats being desexed	49%	28%	77%



## Vacation Care consultation



What type of pet do you have?	Number of participants
Cat	7
Dog	13
Neither	5
Both	9





## Results

Is there anything you don't enjoy about cats and dogs?

- When they do annoying things.
- When you have to pick up their poop.
- When they bark.
- When they scratch and bite.

97% of students believe animals are an important part of the family because:

- they make me feel happy, excited and special
- they are fun and keep you from bugging Mummy and Daddy
- my cat meows when she wants to go outside at night
- they are so adorable and cute
- when I am sad she will come and see if I am OK
- they keep your home safe
- they are fluffy and leaving them makes me sad
- they give me hugs and play with me. I have a friend in them
- they make me exercise.



## Consultation on the Draft Plan

The feedback provided from the initial survey, informed the development of the draft DAMP.

From 11 October 2021 to 24 October 2021, the draft DAMP was advertised for further feedback.

Below are the engagement numbers from Council's social media platforms (Twitter, Facebook and Instagram) and Your Say Maroondah website page:

Engagement methods	Outcomes
Total Social Media Reach/Impressions:	3,311
Facebook	Total Reach: 1,857 Total Engagements (any activity on post such as likes, comments, shares, tagging, checking in): 56 Total Likes: 0 Total Comments: 0 Total Shares: 2 Total clicks on link: 44
Instagram	Total Reach: 396 Total Impressions: 411 Total Likes: 10 Total Profile visits (link clicks): 1  <b>Reach:</b> The number of unique users that saw your Instagram post or story on any given day <b>Impressions:</b> The number of times your content, whether a post or a story, was shown to users. If your impressions are higher than your reach, it's a sign that your audience is viewing your content multiple times.
Twitter	Total Impressions: 1,058 Total Engagements: 6 Total Link clicks: 1  <i>Impressions on Twitter</i> is a total tally of all the times the <i>Tweet</i> has been seen
Online survey via Your Say Maroondah	Visitors: 277 Aware Participants: 218 Informed Participants: 126 Engaged Participants (participated in the survey): 13  <b>Total contributions at close: 13</b>
Submissions by email	3

While there wasn't significant numbers of responses to this opportunity, many of the respondents confirmed the need to focus on educating residents on responsible pet ownership, effective control of dogs in off-leash areas, around shared paths and playgrounds as well as picking up after their dogs.

Nuisance behaviour in both cats and dogs also featured heavily and will remain 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 are contained within the draft DAMP which shows the draft to be indicative of what residents want/expect from Maroondah City Council regarding domestic animal management.

**To contact Council**





- phone 1300 88 22 33 or (03) 9298 4598
- SMS 0480 020 200
- visit our website at [www.maroondah.vic.gov.au](http://www.maroondah.vic.gov.au)
- email [maroondah@maroondah.vic.gov.au](mailto:maroondah@maroondah.vic.gov.au)

**Translating and Interpreter Service**

13 14 50

**National Relay Service (NRS)**

13 36 77

-  MaroondahCityCouncil
-  maroondahcitycouncil
-  Maroondah City Council
-  CityofMaroondah
-  Maroondah City Council



# Draft Domestic Animal Management Plan 2021

Working towards a safe, healthy and active community







# Contents

<b>Contents.....</b>	<b>3</b>
<b>Introduction .....</b>	<b>5</b>
About our Domestic Animal Management Plan .....	5
<b>About the City of Maroondah.....</b>	<b>6</b>
Domestic Animal Ownership in Maroondah.....	6
Domestic Animal Management in Maroondah.....	7
<b>Our consultation.....</b>	<b>10</b>
What we did .....	10
What we found .....	11
Consultation on the Draft Plan .....	12
<b>Maroondah's Animal Management Principles .....</b>	<b>13</b>
Our Animal Management Team .....	14
Maroondah Local Laws and Council Orders.....	15
A vision for domestic animal management in Maroondah .....	17
<b>Focus area 1 - Authorised Officer training .....</b>	<b>18</b>
Outcomes .....	18
What the evidence tells us .....	18
What the community has told us .....	19
Priority actions .....	19
<b>Focus area 2 - Responsible pet ownership .....</b>	<b>20</b>
Outcome .....	20
Promoting and encouraging responsible pet ownership in Maroondah will provide a more positive environment for all community members.....	20
What the evidence tells us .....	20
What the community has told us .....	20
Priority actions .....	21
<b>Focus area 3 - Minimising the risk of dog attacks .....</b>	<b>24</b>
Outcome .....	24
To minimise the risk of dog attacks on people and animals within our community.....	24
What the evidence tells us .....	24
What the community has told us .....	24
Priority actions .....	25
<b>Focus area 4 - Animal registration and overpopulation .....</b>	<b>26</b>
Outcome .....	26
What the evidence tells us .....	26
What the community has told us .....	26
Priority actions .....	27
<b>Focus area 5 - Nuisance dogs and cats.....</b>	<b>29</b>
Outcome .....	29

What the evidence tells us .....	29
What the community has told us .....	29
Priority actions .....	29
<b>Focus area 6 - Dangerous dogs .....</b>	<b>31</b>
Outcome .....	31
What the evidence tells us .....	31
What the community has told us .....	31
Priority actions .....	31
<b>Focus area 7 - Off-leash areas .....</b>	<b>32</b>
Outcome .....	32
What the evidence tells us .....	32
What the community has told us .....	32
Priority actions .....	32
<b>Focus area 8 - Pets and people .....</b>	<b>34</b>
Outcome .....	34
What the evidence tells us .....	34
What the community has told us .....	34
Priority actions .....	34
<b>Tracking our progress.....</b>	<b>36</b>

## Introduction

In Victoria, councils have a wide range of responsibilities for the management of domestic animals – primarily dogs and cats – pursuant to the *Domestic Animals Act 1994* (DAA). These responsibilities include a requirement to prepare a Domestic Animal Management Plan (DAMP) every four years.

In addition to reporting on activities performed when fulfilling responsibilities under the *Domestic Animals Act 1994*, section 68A (2) requires that each Council's DAMP will:

- Set out a method for evaluating whether the animal control services it provides are adequate to give effect to the requirements of the DAA and the subordinate regulations.
- Outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of the DAA.
- Outline programs, services and strategies the Council intends to pursue to:
  - promote and encourage the responsible ownership of dogs and cats
  - ensure that people comply with the DAA, the subordinate regulations and any related legislation
  - minimise the risk of attacks by dogs on people and animals
  - address any over-population and high euthanasia rates for dogs and cats
  - encourage the registration and identification of dogs and cats
  - minimise the potential for dogs and cats to create a nuisance
  - effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in the municipality and to ensure that those dogs are kept in compliance with the DAA.
- Provide for the review of existing orders made under the DAA and the local law with a view to determining whether further orders or local laws dealing with the management of dogs and cats are desirable.
- Provide for the review of any other matters related to the management of dogs and cats in its municipality that the council thinks necessary.
- Provide for the periodic evaluation of any program, service, strategy or review outlined under the Plan.

Council is required to review and, if appropriate, amend the DAMP on an annual basis and to include an evaluation of the implementation of the plan in the Annual Report.

## About our Domestic Animal Management Plan

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.<sup>1</sup> 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.

The development of our 2021 to 2025 DAMP has been informed by:

- animal management data collected by Council
- survey responses from local veterinarians
- demographic forecasts and population data
- stakeholder working groups
- community consultation.

---

<sup>1</sup> .id consultants estimate the number of households in Maroondah in 2021 is 47,021.



## About the City of Maroondah

The City of Maroondah spans an area of just over 61km<sup>2</sup> in the eastern suburbs of Melbourne. The suburbs of Bayswater North, Croydon, Croydon Hills, Croydon North, Croydon South, Heathmont, Kilsyth South, Ringwood, Ringwood East and Waranwood are contained within Maroondah's municipal boundary, as well as parts of Kilsyth, Park Orchards, Ringwood North, Vermont and Wonga Park. There is a diverse mix of housing types across these suburbs, from high-density apartment living in central Ringwood, to semi-rural acreages in Wonga Park and Waranwood.

Australian census data shows Maroondah's resident population was 110,376 in 2016 and is estimated to have grown to around 122,609 by mid-2021.<sup>2</sup> Over the same period, the number of households in Maroondah rose from 43,329 to an estimated 47,021, while the average size of households declined marginally – from 2.60 residents per household in 2016 to an estimated 2.56 residents per household in 2021. These movements in household size and number have been accompanied by a shift in new dwelling approval types, which in the 2020 saw 201 approvals for new houses compared to more than 680 approvals for other dwelling types.

Changes in new dwelling types and average household size in Maroondah are consistent with planning controls established under the Maroondah Planning Scheme that are intended to promote higher densities of residential development in central areas of Ringwood and Croydon. Over time, these trends can be expected to lead to increased demand for access to public open space in these neighbourhoods – including spaces suitable for exercising pets.

### Domestic Animal Ownership in Maroondah

In 2020, the annual *Household, Income and Labour Dynamics in Australia (HILDA) Survey* of 17,000 Australians asked respondents questions about their pets for the very first time. The responses show that pet ownership rates in Australia are quite high, with almost 62 percent of survey participants reporting that they owned at least one pet.<sup>3</sup>

From the HILDA survey, we know that dogs are by far the most popular pet; more than 70 percent of pet-owners have a dog. Cats are the next most popular pet, with around 37 percent of pet owners having a cat. Only 16 percent of pet owners have a bird; 18 percent have a fish; 3.6 percent have a horse; and 17 percent have some other type of pet.

The popularity of dogs and cats as pets is reflected in the number of animal registrations Council processes each year. As shown in Table 2, dog registrations have increased by around 5 percent since 2017, while cat registrations have grown more by around 17 percent over the same period.

Table 1 - Number animal registrations in Maroondah

Animal registrations in Maroondah	2017	2021	Change (%)
Dog registrations	13,065	13,720	+5.0 %
Cat registrations	5,033	5,904	+17.3 %

<sup>2</sup> .id Consultants, *Population and household forecasts, 2016 to 2041*, February 2019.

<sup>3</sup> Roger Wilkins, Ferdi Botha, Esperanza Vera-Toscano and Mark Wooden (2020) *The Household, Income and Labour Dynamics in Australia Survey: Selected Findings from Waves 1 to 18*. Melbourne Institute: Applied Economic & Social Research, University of Melbourne.

This increase in cat registrations follows a series of Council initiatives to promote responsible pet ownership that targeted semi-owned and unregistered cats, including:

- animal registration promotional campaigns
- provision of animal registration information in new resident welcome packs
- a highly publicised increase in nuisance cat trapping activities by Council's Animal Management team
- procedures requiring all reunited and adopted cats to be microchipped and registered before leaving Council's animal pound.

Pleasingly, growth in the number of registered cats in Maroondah has been accompanied by an 8.4 percent reduction in the number of stray cats impounded by Council.

## Domestic Animal Management in Maroondah

Maroondah City Council performs a wide range of activities to promote responsible pet ownership and provide for the appropriate management of domestic animals pursuant to the *Domestic Animals Act 1994*.

Council reviews these activities annually and reports on our performance to the Victorian government Department of Jobs, Precincts and Regions. A snapshot of the annual domestic animal management services provided by Council is shown in Table 3.

Table 2 – Snapshot of domestic animal management services provided by Council in 2020-21

Animal registrations	Service level or measure
Dog registrations	13,720
Cat registrations	5,904
Domestic animal businesses in Maroondah	14
<b>Animals brought into a pound facility by Council officers</b>	
Dogs brought in	164
Dogs reunited with owner or adopted	96%
Cats brought in	143
Cats reunited with owner or adopted	86%
<b>Customer requests responded to</b>	
Nuisance dogs	323
Dog attacks	80
Dog rushing / menacing	19
Dog barking	220

Stray dogs contained for collection / dogs wandering	478
Nuisance cats	108
Cats contained for collection	141

Council also monitors its performance in the delivery of domestic animal management services relative to other local government areas. A comparison of Maroondah City Council's performance and other local government areas is shown in Figure 1.

*Figure 1 – Comparative performance of Maroondah's animal management services in 2020-21<sup>4</sup>*



<sup>4</sup> Source: [knowyourcouncil.vic.gov.au](https://knowyourcouncil.vic.gov.au)

# Our consultation

## What we did

Consultation with community members was undertaken between 19 June and 11 July 2021. A full version of the community consultation results is available on Maroondah City Council's online engagement platform, Your Say Maroondah.

Engagement methods	Outcomes
Online survey via Your Say Maroondah	Visitors: 458 Contributors: 398 Contributions: 414  <b>Total contributions at close: 406</b> (8 late surveys will be reported separately to this report).
Hard copy survey delivered to vets across Maroondah	10 vet clinics
Hard copy submissions sent in by post	11
Face to Face pop ups Eastfield Dog Park 21/06/21 10am-12pm McAlpine Reserve 22/06/21 10am-12pm Arndale shops 24/06/21 9am-12pm Realm 28/06/21 10am-1pm Railway Ave 29/06/21 10am-1pm Ringwood Lake 29/06/21 2.30pm-4pm Croydon Main St 01/07/21 10am-1pm McAdams Square 02/07/21 10am-1pm	Engagements: 20 Engagements: 6 Engagements: 8 Engagements: 8 Engagements: 15 Engagements: 2 Engagements: 12 Engagements: 4  <b>Total engagements: 75</b>
Letterbox drops Near Brentwood Reserve Near Silcock Reserve South of Eastfield Reserve Golf Links Estate East of Eastfield Reserve	250 400 200 300 125  <b>Total mailboxes: 1,275</b>

Engagement methods	Outcomes
Social media campaign Maroondah City Council Facebook Maroondah Youth Services Facebook Maroondah City Council Twitter Maroondah City Council Instagram Maroondah Youth Services Instagram	Reach: 3,196 Engagements: 276 Reach: 111 Engagements: 1 Impressions: 1,256 Engagements: 14 Reach: 264 Likes: 3 Impressions: 282 Reach: 113 Likes: 6 Impressions: 138  <b>Total reach: 4,940</b> <b>Total engagement/impressions 711</b>
eNews (17 June, 1 July and 9 July)	<b>Total recipients: 18,609</b> <b>Total clicks: 111</b>
Vacation Care (school holiday program) consultation	<b>33 participants</b>

## What we found

Feedback provided through these consultation activities highlights the overwhelmingly positive attitude our community has towards pet ownership, while still underscoring the need for effective animal management strategies.

Some of the key observations and issues raised by community members and stakeholders through the consultation activities delivered by Council are summarised in Table 1.

Table 3 - Key observations and issues from community and stakeholder consultation

	Strongly Agree	Agree	Total
Pets are an important part of the family	93%	6%	99%
Pets provide comfort	84%	14%	98%
Having a pet in one's life is very important	81%	16%	97%
	<b>Very Frequently</b>	<b>Frequently</b>	<b>Total</b>
Owners not picking up after their dogs	28%	26%	54%
Dogs allowed to annoy other dogs or people	14%	16%	30%
Dogs not controlled in on-leash areas	16%	16%	32%
	<b>Very Important</b>	<b>Important</b>	<b>Total</b>
People needing to take responsibility for their pets	87%	12%	99%
Stopping puppy farms/unauthorised breeders	79%	14%	93%
Welfare of animals in domestic violence situations	65%	22%	87%

	Yes	No	Unsure
Should there be more fenced dog parks?	66%	12%	22%
Should desexing of cats be compulsory?	81%	9%	10%
Should Council's cat curfew be extended to require cats to be confined 24 hours per day?	39%	45%	16%

Of the Vacation Care school holiday program 97% of vacation care students believe animals are an important part of the family because:

- they make me feel happy, excited and special
- they are fun and keep you from bugging Mummy and Daddy
- my cat meows when she wants to go outside at night
- they are so adorable and cute
- when I am sad she will come and see if I am OK
- they keep your home safe
- they are fluffy and leaving them makes me sad
- they give me hugs and play with me. I have a friend in them
- they make me exercise.

## Consultation on the Draft Plan

The feedback provided from the initial survey, was included to develop the plan.

From 11 October 2021 to 24 October 2021, the draft DAMP was advertised for further feedback.

Below are the engagement numbers from our social media platforms (Twitter, Facebook and Instagram) and Your Say Maroondah website page:

Engagement methods	Outcomes
Social Media Reach/Impressions:	3,311
Online survey via Your Say Maroondah	Visitors: 277 Aware Participants: 218 Informed Participants: 126 Engaged Participants (participated in the survey): 13  <b>Total contributions at close: 13</b>
Submissions by email	3

While there wasn't significant numbers of responses to this opportunity, many of the respondents confirmed the need to focus on educating residents on responsible pet ownership, effective control of dogs in off-leash areas, around shared paths and playgrounds as well as picking up after their dogs.

Nuisance behaviour in both cats and dogs also featured heavily and will remain 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 are contained within the draft DAMP which shows the draft to be indicative of what residents want/expect from Maroondah City Council regarding domestic animal management.

# Maroondah's Animal Management Principles

Maroondah City Council recognises the important role pets play in the lives of many residents and is working to deliver domestic animal management services that ensure people and pets can live in harmony with each other and that animals are treated with respect and compassion.

Council has established four principles to guide the delivery of domestic animal management services in Maroondah. These principles were included in our previous DAMP and continue to shape the approach we take to fulfilling our duties under the DAA.

**Principle 1: Council seeks to strengthen our relationship with pet owners and the wider community to ensure the wellbeing of pets living in Maroondah.**

What this principle means:

- Council seeks to work in partnership with the community to assist pet owners and their pets in times of crisis.
- Council seeks support from the community to address the less positive behaviours and attitudes of some pet owners.
- Council seeks to identify and support community groups, opportunities and initiatives associated with pets in our community.

**Principle 2: Council is required by law to ensure our residents comply with Victorian Government legislation, but we also acknowledge the changing needs of our service and expectations of our community.**

What this principle means:

- Council has a primary obligation to ensure that pet owners comply with Victorian Government legislation, the Maroondah Local Laws, and orders made pursuant to the DAA.
- Council seeks to highlight the potential personal, social and economic benefits of pet ownership.
- Council will advocate for the welfare of pets and provide access to public spaces.

**Principle 3: By owning a pet, pet owners accept that they have an obligation to ensure the wellbeing of their pet and must comply with all relevant laws and policies relating to the ownership of their pet.**

What this principle means:

- Pet owners must ensure their pet is treated humanely and with compassion.

**Principle 4: Council understands that pets are important to many of our residents and visitors to Maroondah.**

What this principle means:

- Council has an obligation to manage its service in line with relevant legislation and policies and to promote responsible pet ownership while being responsive to the needs of pet owners.



## Our Animal Management Team

Domestic animal management services in Maroondah are delivered by Council's Local Laws team. They are 'Authorised Officers' for the purpose of the DAA, Maroondah local laws and other relevant legislation.

All of Maroondah's Local Laws Officers are trained in key aspects of domestic animal control and regulation. In addition, three members of Council's Local Laws team are designated Animal Management Officers who have undergone additional animal management training and are responsible for conducting more detailed inquiries and specialised tasks required by the DAA.

Some of the animal management tasks Council's Local Laws team routinely provide include:

- collecting stray animals, animals being contained for collection, and lost pets (daytime and after-hours service)
- reuniting lost pets with their owners
- administration of pet registrations, and annual renewal of pet registrations, including restricted breed, dangerous and menacing dogs
- issuing of permits
- enforcing state legislation and the Maroondah Local Law - for example dog attacks, seizure of dogs, issuing infringements, appeals and prosecutions
- patrols of on-leash and off-leash areas in parks and reserves
- providing advice to pet owners and delivering community animal education sessions
- inspecting Domestic Animal Businesses and premises housing animals with special registration requirements
- ensuring pets in public places – such as parks and walking trails – are being responsibly managed by their owners
- responding to customer requests and complaints about domestic animals, such as barking dogs
- overseeing Council's contract for the provision of pound services and related programs.

Council has established a range of internal operational procedures to help ensure its domestic animal management services are delivered in a safe, efficient and consistent manner in accordance with the DAA, the Maroondah local laws and other relevant legislation. These internal operational procedures are reviewed annually and when any changes are made to the legislation that inform or authorise our animal management activities. To ensure the safety of our community and our Local Laws team, operational procedures are also reviewed following any critical incident.

## Maroondah Local Laws and Council Orders

The DAA allows Councils to make local orders to better manage dogs and cats in their municipality. Pursuant to section 71 of the *Local Government Act 2020*, Council is also authorised to make local laws in relation to domestic animal management in the City of Maroondah.

Maroondah City Council has enacted a series of such ordinances, which are aimed at promoting responsible pet ownership, as well as limiting the potential for pet animals to negatively impact neighbourhood amenity and community safety. These ordinances are summarised in Table 4.

Table 4 - Summary of Maroondah City Council's animal management ordinances

Ordinance	Purpose
Local Law 11, Section 40: Limits on the number of animals kept.	<ul style="list-style-type: none"> <li>Specifies the number and types of animals that may be kept on properties of 0.5 hectares or less without a permit:               <ul style="list-style-type: none"> <li>Dogs: 2</li> <li>Cats: 2</li> <li>Domestic Birds: 20</li> <li>Poultry (<u>not</u> Roosters): 5</li> <li>Pigeons: 20</li> <li>Ferrets, Guinea Pigs, Rabbits, Rodents: 5</li> </ul> </li> <li>No more than four different types of animal may be kept.</li> <li>Roosters, large birds, horses, donkeys, cattle, sheep, alpacas, llamas, goats, pigs and agricultural animals must not be kept without a permit.</li> </ul>
Local Law 11, Section 41: Removal of animal faeces.	<ul style="list-style-type: none"> <li>A person in charge of an animal must remove that animal's faeces from any road, Council land or land owned by another person and ensure it is disposed of appropriately.</li> <li>A person in charge of an animal on a road or Council land must carry a suitable litter device for cleaning up the animal's faeces and must be able to produce the litter device when requested to do so by an Authorised Officer.</li> </ul>
Local Law 11, Section 42: Animal housing.	<ul style="list-style-type: none"> <li>Requires the provision of animal housing suitable for the animal's welfare needs, kept in a sanitary condition and good repair, free from materials that may harbour vermin and built separately to boundary fences.</li> </ul>
Local Law 11, Section 43: Provision of effective fencing to contain animals.	<ul style="list-style-type: none"> <li>Requires land on which animals are kept be adequately fenced to prevent the animal from escaping.</li> </ul>
Order pursuant to Section 26(2) of the DAA	<ul style="list-style-type: none"> <li>Stipulates how dogs must be controlled in all public places.</li> <li>Dogs must be on leash within 15 metres of playgrounds, picnic facilities, BBQs, sporting events, and in accordance with signage.</li> <li>Identifies designated 'leash free' areas in Maroondah.</li> <li>Identifies designated dog and cat free areas in Maroondah.</li> <li>Cats to be confined to the owner's property from sunset to sunrise.</li> </ul>

Consistent with principles of good governance, Maroondah City Council conducts reviews of the Maroondah Local Laws and orders made pursuant to section 26(2) of the DAA to confirm their ongoing necessity and effectiveness. The current Local Order 26(2) will be reviewed in Year One of the DAMP plan.

Local laws about animal management in Maroondah are contained in Maroondah Local Law 11, which was made under section 111 of the *Local Government Act 1989* and remains in force pursuant to section 71(6) of the *Local Government Act 2020*. Unless repealed earlier, Maroondah Local Law 11 will cease operation on 31 December 2025.

Prior to the cessation of Maroondah Local Law 11, Council will conduct a major review and refresh of its local laws, including those sections related to animal management; this work is scheduled to occur in years one and two of the DAMP. As required by section 73(2) of the *Local Government Act 2020*, this work will involve extensive community input consistent with Council's Community Engagement Policy.

## A vision for domestic animal management in Maroondah

### Our Focus Areas

Council has developed a comprehensive program of activities and initiatives it will pursue over the life of the DAMP to ensure animal management services in Maroondah continue to meet the objectives of the DAA and are responsive to the needs of our community. This program is structured around six focus areas as highlighted in the DAA, and two additional focus areas:

- Authorised Officer training
- Promoting responsible pet ownership and compliance with applicable ordinances
- Minimising the risk of dog attacks
- Encouraging animal registration and addressing issues of dog and cat overpopulation
- Minimising the potential for dogs and cats to create a nuisance
- Identifying and managing dangerous, menacing and restricted breed dogs

Activities and initiatives under each focus area have been developed with reference to the requirements of the DAA, the Maroondah Local Law and orders made under the DAA, related legislation, and industry best practice approaches to animal management services.

Importantly, actions under the plan reflect the results of community consultation conducted by Council in June and July 2021, which captured a broad range of views about animal management in Maroondah, animal welfare, and the needs of pet owners across the municipality. The consultation program has helped Council to identify ongoing and emerging animal management issues, as well as opportunities to address service demands through actions included in the DAMP.

# Focus area 1 - Authorised Officer training

## Outcomes

- Ensuring that employees possess or attain the necessary skills, knowledge and experience to carry out their role safely and successfully under the requirements of the DAA to meet the community's needs.
- To help foster innovation and maintain the high quality of our animal management services, Council invests in ongoing training and education for our Local Laws team.

## What the evidence tells us

Maroondah City Council has a strong commitment to the safety and development of the skills for all Animal Management Officers. Table 5 outlines the core competencies required of Council's Authorised Officers, as well as identifying additional training provided to our designated Animal Management Officers. This ongoing training builds upon the extensive experience of our Local Laws team and reinforces Council's commitment to ensuring Maroondah's animal management services reflect industry best practice and up-to-date information.

Qualification / Training	Frequency
Certificate IV in Government or equivalent	Upon appointment or within 12 months
Certificate IV in Animal Control & Regulation	As required
Animal Handling Behaviour & Animal Assessment	As required
Customer service / OH&S training including: <ul style="list-style-type: none"><li>• conflict resolution</li><li>• managing aggressive customers</li><li>• communication / public speaking</li><li>• situation awareness.</li></ul>	Annually, as required
Breed identification (restricted)	As required

## What the community has told us

	Strongly agree	Agree	Total	n/a
Council animal management staff are responsive	8%	21%	<b>29%</b>	<b>67.6%</b>
Council animal management staff are informative and knowledgeable	7%	19%	<b>26%</b>	<b>70.7%</b>

Very few responses (less than 4%) disagreed with Council's performance in various aspects of animal management, however many of the responses were marked 'Not applicable' or 'Neither agree nor disagree'.

These results provide opportunities for Council to raise awareness about Council's animal management service and to review and promote the content and information available to residents.

## Priority actions

Key activities related to the training of Council's Local Laws team that are scheduled to occur over the life of the DAMP are summarised in Table 6.

Table 5 - Summary of Maroondah Local Laws Services team training activities

Action	Role of Council	Measure	Timeframe
Ensure Authorised Officers receive adequate training in line with operational requirements including attending industry conferences, regional professional meetings, participation in formal training and information workshops.	Deliver	Completion of training by Authorised Officers	Ongoing
Maintain accurate staff training register.	Deliver	Register maintained	Ongoing
Identify additional training requirements in response to service demands, legislative change, and emerging risks.	Develop	Training completed	Annually

## Focus area 2 - Responsible pet ownership

### Outcome

Promoting and encouraging responsible pet ownership in Maroondah will provide a more positive environment for all community members.

### What the evidence tells us

Council plays a central role promoting and encouraging responsible pet ownership in Maroondah. While a significant part of this role relates to the enforcement of laws, regulations and other ordinances requiring animals to be properly managed, Council is also involved in promoting animal welfare and educating pet owners and other community members to encourage more positive and rewarding relationships with pet dogs and cats.

Research shows a marked change in the role of dogs and cats in Australian households in recent years. Australians are disclosing that they have a far more personal relationship with their pets now, than in the past. This is indicated by the significant increase in the proportion of owners who see their pets as a member of the family rather than as merely companions.

Our community appreciates the pet friendly atmosphere provided in Maroondah. The range of local parks, reserves, and recreational facilities in Maroondah is strongly valued by the community. It is felt that enhancements to our local parks and reserves in the future will help to ensure they cater for a broad range of age groups and abilities for pet owners and non-pet owners alike.

### What the community has told us

Through community consultation, we know that there is strong support for initiatives that aim to address pet welfare issues in Maroondah. While From survey responses, we also know that more can be done to inform our community about the responsibilities that come with owning a pet and the work our Local Laws team is doing to promote responsible pet ownership in Maroondah.

	Strongly agree	Agree	Total
Council provides relevant information on the benefits of microchipping pets	13%	47%	60%
Council provides relevant information on desexing of pets	11%	45%	56%
Council's website has relevant information about caring for pets	6%	38%	44%

More than a third of responses agreed that there should be:

- events delivered specifically for pets in Maroondah

- more information on joining dog obedience or dog friendly activities on Council's website
- more information about adopting pets from animal shelters on Council's website.

## Priority actions

Actions to promote and encourage responsible pet ownership and compliance with applicable ordinances over the life of the DAMP are presented in Table 7.

Table 6 – Promoting responsible pet ownership and compliance with animal management ordinances

Action	Role of Council	Measure	Timeframe
Develop a communication program for responsible pet ownership, raising the profile and awareness of the scope of Council's animal management service. This may include:	Develop	Communication plan developed	Year 1
<ul style="list-style-type: none"> <li>• review information currently provided on Council's website</li> <li>• develop an annual communications program through a range of channels and different media, including social media, videos, hard copy, footpath stencilling</li> <li>• provide accessible information including languages other than English</li> <li>• addressing significant number of new and possibly first time pet owners during COVID.</li> </ul>	Deliver	Communication plan implemented	Year 2- 4
Issues to build awareness:			
<ul style="list-style-type: none"> <li>• dogs on leash</li> <li>• pick up after your dog</li> <li>• keeping children safe around pets</li> <li>• appropriate selection of pets</li> <li>• relevant pet care/welfare information</li> <li>• criteria that determines "having effective control" of their dog</li> </ul>			



Action	Role of Council	Measure	Timeframe
<ul style="list-style-type: none"> <li>benefits of preventing cats from wandering.</li> </ul>			
<p>Actively work with schools to increase the number of students exposed to relevant programs including:</p> <ul style="list-style-type: none"> <li>'Living Safely with Dogs' program (kindergartens)</li> <li>Pet Town (kindergartens and primary schools)</li> <li>The Responsible Pet Ownership Primary School Program.</li> </ul>	Deliver	<p>Program developed</p> <p>Number of schools visited by DJPR increases</p>	<p>Year 1</p> <p>Years 2- 4</p>
<p>Piloting a pet-friendly event with a focus on:</p> <ul style="list-style-type: none"> <li>profiling the scope of the animal management service and other local businesses, community support groups and agencies</li> <li>building community relationships to address key service issues e.g. control of dogs in off leash areas</li> <li>neighbourhood social connection and active participation</li> <li>consider COVIDSafe events such as online photo competition or informative webinars.</li> </ul>	Develop	<p>Event scoped</p> <p>Event completed</p>	<p>Year 2</p> <p>Year 3</p>
<p>Deliver community awareness programs:</p> <ul style="list-style-type: none"> <li>about the benefits of adopting from animal shelters</li> <li>to dispel myths about animals that come from shelters</li> </ul>	Deliver	<p>Information researched in conjunction with relevant stakeholders</p> <p>Information prepared and promoted</p>	Annually / Ongoing
Actively encourage the adoption of animals from animal shelters and	Deliver	Promotion undertaken as per	Ongoing

Action	Role of Council	Measure	Timeframe
promote adoption opportunities available to Maroondah residents		Communications Plan	

## Focus area 3 - Minimising the risk of dog attacks

### Outcome

To minimise the risk of dog attacks on people and animals within our community.

### What the evidence tells us

Dog attacks are a serious issue. Contrary to common perceptions, most dog attacks will occur in the home and frequently involve children – many of these dog attacks will go unreported. Council data shows that a total of 80 dog attacks were reported in 2020/21 – 26 more than in 2016/17, but four fewer than in 2012/13.

It is important to understand that any dog is capable of behaving in an aggressive manner. Animal professionals advise that any dog's tendency to bite is influenced by these characteristics:<sup>5</sup>

- heredity – the dog's breed and individual breeding
- early experience – including the environment the dog was exposed to as a pup
- socialisation – helps dogs to stay calm when exposed to new things
- training – being taught how to behave
- health – dogs can feel threatened when unwell or injured
- behaviour of the victim – people (especially children) may not be accustomed to interacting with dogs and noticing the dog's behaviour

Maroondah City Council is committed to minimising the risk of attacks on people and animals within our community. As a result, Council's animal management officers investigate all allegations of dog attacks and aggressive behaviour displayed by dogs as quickly and efficiently as possible. Officers utilise their tools and skills to investigate and remove the risk from the community.

### What the community has told us

	Very frequently	Frequently	Occasionally	Total
Owners letting their dog/s annoy other dogs or people	14%	16%	38%	68%
Dog/s not being controlled in on-leash areas	16%	16%	28%	60%
Dog/s not being controlled in off-leash areas	11%	17%	31%	59%

Nearly two thirds of survey respondents highlighted issues with dogs in public places, not being controlled by their owner/handler. Another 18 respondents also highlighted concerns with untrained/aggressive dogs.

<sup>5</sup> Australian Veterinary Association, 2012 – *Dangerous dogs – a sensible solution*.

## Priority actions

While education is key to reducing the incidence of dog attacks, it is also important for Council to thoroughly investigate all reports of dog attacks and to take appropriate enforcement action. Table 8 outlines actions Council will take over the next four years to minimise the risk of dog attacks.

Table 7 - Actions to minimise risks of dog attack

Action	Role of Council	Measure	Timeframe
Review the data collected relating to dog attacks in order to identify if there are any patterns/trends that could be addressed via targeted strategies	Deliver	Data reviewed, and additional data collected if required	Annually
Investigate the benefits of promoting Court outcomes of dog attack investigations to as a way of raising awareness to prevent dog attacks	Deliver	Number of media stories released	Ongoing
Timely and thorough investigation of all dog attacks and dog rushes and appropriate enforcement action taken	Deliver	Number of investigations  Number of successful court outcomes	Ongoing

## Focus area 4 - Animal registration and overpopulation

### Outcome

- Maximising the number of pets that are registered in Maroondah, increases opportunities for higher rates of reunification and provides more targeted education and awareness campaigns about the welfare and health benefits of desexing animals.

### What the evidence tells us

Animal registration is central to the effective management of pet cats and dogs in Maroondah. Not only does animal registration provide a ready means for reuniting pets and owners if their dog or cat is brought in to Council's pound, but registration fees also help support the provision of:

- animal management services by Council's Local Laws team
- stray cat collection
- pet facilities, including dog parks and animal pound services
- community education campaigns and pet owner information
- audit and compliance activities for domestic animal businesses such as pet shops, breeders, kennels and catteries
- payment of a levy to the Victorian Government that supports responsible pet ownership programs to be provided in schools and kindergartens.

Pleasingly, the number of cat registrations in Maroondah has increased by more than 17% since 2017, while number of stray cats impounded by Council has fallen by 8.4%. The proportion of animals brought in to pound that could not be reunited with an owner or rehomed and were euthanised remained relatively stable (7%).

### What the community has told us

	Strongly agree	Agree	Total
Council provides relevant information on the benefits of microchipping pets	13%	47%	<b>60%</b>
Council provides relevant information on desexing of pets	11%	45%	<b>56%</b>

## Priority actions

Actions proposed over the life of the DAMP to encourage animal registration and address overpopulation are outlined in Table 9.

Table 8 - Actions to encourage animal registration and address overpopulation

Action	Role of Council	Measure	Timeframe
<p>Research successful strategies employed by other LGAs to increase compliance with registration requirements and consider how they might be applied in Maroondah.</p> <p>Consider strategies associated with:</p> <ul style="list-style-type: none"> <li>targeted educational programs (e.g. localised programs)</li> <li>social media</li> <li>newer technology and continuous improvement of registration/renewal processes</li> </ul>	Facilitate	<p>Strategies investigated/ researched</p> <p>Initiatives to increase rates of registration implemented</p>	Annually
<p>Ensure Council's registration database is maintained and accurate by:</p> <ul style="list-style-type: none"> <li>cleansing records of all deceased / relocated pets etc.</li> <li>cross referencing with microchip databases</li> <li>annual registration door knock, SMS and email reminders</li> <li>cross referencing with State Government Pet Exchange Register to identify any Domestic Animal Breeders that require registration</li> </ul>	Deliver	<p>Updating of database undertaken</p> <p>Annual renewal process more efficient</p>	Annually / Ongoing
Development of 'new owner' pet ownership pack (show bag)	Deliver	Pet ownership pack developed	Year 2-3
Assess if more appropriate (smaller) cat registration tags would improve incidence of being worn as legislated.	Deliver	Cat tags purchased	Year 3

Action	Role of Council	Measure	Timeframe
Continue to advocate through Municipal Association Victoria for the Federal Government to develop a single industry microchip and registration database, and funds to develop the database.	Advocate	Advocacy undertaken	Ongoing
Continue to advocate to the State Government requesting legislated options to reduce registration fees (for example) for dogs: <ul style="list-style-type: none"> <li>that have completed obedience training</li> <li>adopted pets</li> <li>adopted older pets.</li> </ul>	Advocate	Advocacy undertaken	Ongoing
Monitor data for all impounded and surrendered animals captured through Animal Aid, for trends that could assist in developing new projects, as well as understanding any impacts from COVID-19 (increase in pet ownership)	Develop	Improved record keeping within Council database to assist the collection of statistics for animal related matters	Annually
Consider opportunities that will reduce overpopulation through the three areas of microchipping, desexing initiatives and increasing registration rates. This could include: <ul style="list-style-type: none"> <li>recognising good behaviour of pet owners</li> <li>free microchipping day</li> <li>desexing initiative</li> <li>incentives for cat owners to register cats</li> <li>further incentives for dog/cat owners to desex their animal.</li> </ul>	Deliver and support	<p>Opportunities/benefits considered</p> <p>Events/activities implemented (depending on funding)</p> <p>Available State and Federal Grants for desexing programs applied for</p>	Year 2 - 4

## Focus area 5 - Nuisance dogs and cats

### Outcome

- To understand key issues impacting residents in relation to nuisances caused by pets, and to identify the best ways to minimise the impact of those issues.

### What the evidence tells us

Despite the many benefits of pet ownership, there is always potential for cats and dogs to cause a nuisance to others that detracts from neighbourhood amenity. The total number of customer requests related to animal management issues in 20/21 was 1,369 – a reduction of 256 since 2017. Of these requests, 323 (23.5%) related to nuisance dogs, such as dogs at-large; 220 (16.1%) were for barking dogs; and 249 (18.2%) were for nuisance cats or cats being held for collection.

### What the community has told us

While the overall reduction in animal management request since 2017 is pleasing, community consultation and the increased use of local parks and reserves through the COVID lockdowns tells us that there are additional opportunities to lessen the impact of nuisance animals. Survey participants reinforced the need for pet owners to take responsibility for their pets, with key issues being irresponsible dog owners and aggressive dogs at off leash parks; owners not picking up after their dogs; and cats being allowed to wander onto neighbouring properties and being out at night.

### Priority actions

Actions proposed to address nuisance animal issues over the next four years are presented in Table 10.

Table 9 - Actions to address nuisance animal issues

Action	Role of Council	Measure	Timeframe
Review information resources for use by Council and pet owners in relation to barking dog complaints, that has been reviewed by an animal behaviourist	Deliver	Information resources reviewed	Year 1
Investigate partnership opportunities with community-based and dog training providers to develop initiatives and incentives that encourage dog owners to attend dog training and obedience classes	Facilitate	Promotion of providers/programs	Year 2 - 4
Undertake a review of extent of litter issues caused by incorrect disposal of dog litter	Deliver	Benchmarking, cost analysis and consultation complete	Year 2
Investigate provision and cost of litter bags, bins, and waste bin collections in specific public reserves to reduce the impact of dog litter	Deliver	Benchmarking, cost analysis and consultation complete	Year 3 - 4



Action	Role of Council	Measure	Timeframe
Routine patrolling of public places such as reserves, retail precincts, trails etc., , with a particular focus on addressing 'high complaint' parks	Deliver	Patrol schedule completed	Ongoing
Investigate successful industry/sector programs that have achieved reduced incidents of cat trespass/wandering	Facilitate	Investigation/research undertaken Initiatives considered for implementation	Year 2 Year 3 - 4
Promote the benefits of preventing cats from wandering to reduce cat nuisance complaints	Deliver	Number of cat nuisance complaints reduced	Year 2 - 4
Promote the cat cage service provided by Council to assist dealing with nuisance complaints	Deliver	Cat traps acquired if demand warrants	Ongoing
Gauge community sentiment for further restrictions on current cat curfew times	Deliver	Review/community consultation undertaken	Year 3 - 4
Update information resources for cat owners whose cats are the subject of cat trespass complaints	Deliver	Information reviewed and made available	Year 2
Consider incentives for cat owners who build in and secure their cats to their property 24/7	Deliver	Incentive program scoped	Year 3 - 4
Work with Animal Aid or other neighbouring Councils to: <ul style="list-style-type: none"> <li>improve information to the community about managing and addressing the semi-owned cat population</li> <li>establish programs to address issues associated with the un-owned and semi-owned cat populations.</li> </ul>	Facilitate	Partnership established  Target programs established, including key performance measures	Year 2 - 3
Enhance promotion/distribution and/or develop information that assists residents to make appropriate pet selection, particularly in relation to dogs.	Deliver	Information more widely promoted in conjunction with promotional partners	Year 2 - 4

## Focus area 6 - Dangerous dogs

### Outcome

- Ensure owners of dangerous, menacing and restricted breed dogs are aware of their obligations and to comply with all legislated requirements for the keeping of these declared dogs.

### What the evidence tells us

Effective identification and management of dangerous, menacing and restricted breed dogs is a key responsibility for Councils under the DAA, which also establishes standards for how these declared dogs must be housed and controlled. There are currently four declared 'menacing' dogs registered in the City of Maroondah, and no declared 'dangerous' dogs. This is half the number of 'declared' dogs that were on Council's register in 2017. It is important to ensure all dog owners are aware of the potential for all dogs to exhibit dangerous and/or menacing behaviour, not just restricted breed dogs.

### What the community has told us

There wasn't a specific question in the recent community survey relating to dangerous dogs, but there was significant feedback regarding owners not being in control of their dogs, allowing them to annoy other dogs or not being handled properly when being aggressive.

### Priority actions

Actions to ensure Council is fulfilling its duties in relation to 'declared' dogs are shown in Table 11.

Table 10 - Management of 'declared' dogs in Maroondah

Action	Role of Council	Measure	Timeframe
Review and enhance information for dog owners to ensure there is a clear understanding as to dog behaviour that may lead to their dog being 'declared' as a dangerous or menacing.	Deliver	Information reviewed and promoted more widely	Annual
Review and distribute information to owners of dangerous, menacing and restricted breed dogs, to ensure they are aware of current requirements and inspect premises to ensure compliance	Deliver	Information provided Inspections conducted	Annual
Cross reference microchip details of all dogs reported as missing from the Victorian Declared Dog Registry.	Deliver	Cross referencing completed	Annual
Undertake planned patrols in industrial estates and other appropriate areas for guard dogs and following up on any compliance action required.	Deliver	Patrols completed Number of dogs found to be not registered	Annual

## Focus area 7 - Off-leash areas

### Outcome

- To plan and manage dog off-leash areas in consideration of the needs of all park users including dog owners.

### What the evidence tells us

Council is committed to continually improving the services it provides to the City of Maroondah and invests in service reviews, community consultation, good governance and strategic partnerships to help achieve this goal.

There are currently 35 public reserves determined in Council's Local Order that are designated as off-leash. Council has received Victorian Government funding to establish a new fenced dog park in Maroondah. Planning and community consultation for this, will begin late 2021. The Local Order as permitted under s26(2) of DAA, will be reviewed and updated in 2022.

### What the community has told us

Through consultation conducted to inform the development of the DAMP, we know that there is strong support for Council to take a more active role in promoting animal wellbeing and responsible pet ownership in Maroondah. We also know that our community is interested in identifying opportunities for new dog off-leash areas.

### Priority actions

Table 12 provides a summary of action planned over the life of the DAMP.

Table 11 - Actions to deliver on updating current ordinances

Action	Role of Council	Measure	Timeframe
Dog off-leash areas			
Review and update Council's Local Order that stipulates the reserves in Maroondah that have 'dog off-leash' areas, or "on-leash" only, and other restrictions within that public place.	Deliver	Community consultation completed Order is reviewed and adopted by Council	Year 1 - 2
Construct a new off-leash dog park at Parkwood Reserve based on community consultation and engagement.	Deliver	Dog park completed	Year 1
Undertake an audit of all signage in reserves to ensure clear understanding of any restrictions for dogs in that reserve, particularly on sportsfields.	Deliver	Signage audit completed	Year 1-2
Investigate use of QR scan codes at reserves to provide easy information regarding any off-leash or on-leash areas	Deliver	Review completed Signage rollout completed	Year 2 Year 3-4
Maroondah Local Law			

Action	Role of Council	Measure	Timeframe
Review and update Maroondah Local Laws related to animal management.	Deliver	New Maroondah Local Law enacted	Year 2

## Focus area 8 - Pets and people

### Outcome

- To recognise and optimise health and wellbeing opportunities associated with pets.
- To strengthen networks that support pet owners and pets in crisis.

### What the evidence tells us

Evidence shows that victims of domestic violence will choose to stay in that relationship if they are not able to take their pet with them. By providing an avenue for their pet to be housed and boarded while the victim finds suitable housing can often be the difference between them, staying or getting out of a domestic violence situation.

### What the community has told us

Through consultation conducted to inform the development of the DAMP, we know that there is strong support for Council to take a more active role in promoting animal wellbeing in Maroondah. We also know that our community is interested addressing issues related to pet welfare in circumstances of domestic violence and other crises.

	Very Important	Important	Total
The welfare of animals in domestic violence situations, and how they can be made safe	65%	22%	<b>87%</b>

### Priority actions

Table 13 provides a summary of action planned over the life of the DAMP.

Table 3 - Actions to deliver actions on emerging needs and acknowledging the importance of pets

Other matters			
In partnership with Animal Aid, develop an animal emergency accommodation policy for vulnerable residents that is built on the foundations of the EDVOS family violence program:	Deliver	Policy developed	Year 1
		Policy endorsed	Year 2 - 4
<ul style="list-style-type: none"><li>• Animal Management Officers complete appropriate training on emerging risks, including (but not limited to) domestic violence, homelessness, mental health and drug use</li><li>• Develop procedures to support victims and pets</li></ul>			

Work with EDVOS to identify opportunities to better inform the community about the impact of domestic violence on pets and how to make them safe.	Deliver	Information updated	Year 1
		Project plan scoped	Year 2
		Project implemented	Year 3 - 4
Work with Animal Aid to identify strategies that address the root causes of animal abandonment.	Deliver	Opportunities identified and implemented	Annually
Maintain emergency management plans that facilitate the safety of pets during emergencies.	Deliver	Plan reviewed	Annually
Encourage other Council service areas to optimise health and wellbeing and community networking opportunities associated with pets for example inclusion in the Active Ageing strategy, pet therapy, improving physical health outcomes.	Deliver	Activities included in relevant strategies	Annually

## Tracking our progress

In line with the requirements of the Act Council will:

- review the Domestic Animal Management Plan annually to ensure actions and priorities are still relevant and can be completed within available resources
- provide community with annual updates on the progress of actions in the plan
- undertake a major review of the plan in 2025/26.
- provide the Secretary of the Department of Jobs, Precincts and Regions with a copy of the plan
- provide the Secretary of the Department of Jobs, Precincts and Regions with an annual report highlighting progress against the actions and any amendments to priority actions.

**To contact Council**

- phone 1300 88 22 33 or (03) 9298 4598
- SMS 0480 020 200
- visit our website at [www.maroondah.vic.gov.au](http://www.maroondah.vic.gov.au)
- email [maroondah@maroondah.vic.gov.au](mailto:maroondah@maroondah.vic.gov.au)

**Translating and Interpreter Service**

13 14 50

**National Relay Service (NRS)**

13 36 77

-  MaroondahCityCouncil
-  maroondahcitycouncil
-  Maroondah City Council
-  CityofMaroondah
-  Maroondah City Council

