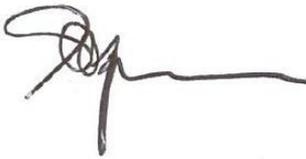


Councillor  
(as addressed)

The next Council Meeting will be held in the Council Chamber Realm, on Monday 13 December 2021, commencing at 7:30pm and your presence is requested.

Yours faithfully



Steve Kozlowski  
CHIEF EXECUTIVE OFFICER

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

***This meeting of Council can be viewed on Council's website via:***  
<https://www.maroondah.vic.gov.au/Live-Council-Meetings>



COUNCIL CHAMBER  
IS FITTED WITH A HEARING AID  
INDUCTION LOOP

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

Realm	179 Maroondah Hwy, Ringwood, 3134
Postal	PO Box 156, Ringwood 3134 DX 38068, Ringwood
Telephone	1300 88 22 33 Translating and Interpreting Service (TIS): 131 450 National Relay Service (NRS): 133 677
Facsimile	(03) 9298 4345
Email	maroondah@maroondah.vic.gov.au
Web	www.maroondah.vic.gov.au
Service Centres	Croydon: Civic Square, Croydon 3136 Realm: 179 Maroondah Hwy, Ringwood 3134

## ORDER OF BUSINESS

1. Prayer
2. Acknowledgment of Country
3. Apologies
4. Declaration of Interests
5. Confirmation of Minutes of the Ordinary Council Meeting held on Monday 22 November 2021.
6. Public Questions
7. Officers' Reports
  - Director Corporate Services
    1. Attendance Report 4
    2. Reports of Councillor Briefings 6
    3. Proposed Part Road Discontinuance Abutting 274-280 Liverpool Road Kilsyth South 9
    4. Sale Of Land Adjacent To 3 Dunn Street Ringwood East 14
    5. Sale Of Land Rear 14 Bridget Court Warranwood 18
    6. Financial Report: Three Months Ending September 2021 22
    7. Local Government Women's Charter 21 - Annual Update 28
    8. Audit & Risk Committee Report 34
  - Director Operations, Assets & Leisure
    1. Community Facilities Lease Agreement for 1st Maroondah Scout Hall 37
  - Director Strategy & Community
    1. Maroondah Heritage Study Review- Stage 1: Thematic Environmental History Post WW2 40
    2. Local Government Performance Reporting Framework - Service Indicator Progress Report - Quarter 1, 2021/22 47
8. Documents for Sealing
  1. Letter Under Seal - Michael Phillips 50
  2. Letter Under Seal - Bill Wilkins Volunteer Award 51
  3. Letter Under Seal - Nora Lamont 52
9. Motions to Review
10. Late Item

11. Requests / Leave of Absence

12. In Camera

Director Corporate Services

1. Tender Evaluation Report - Contract 21010 Provision of Loan

Director Operations, Assets & Leisure

1. Tender Evaluation Report - Contract 21009 Minor Stormwater Drainage Maintenance
2. Tender Evaluation Report – Contract 21013 Cheong Park Pavilion Redevelopment
3. Tender Evaluation Report – Contract 21012 Ainslie Park Pavilion Redevelopment

Director Development & Amenity

1. Tender Evaluation Report – Contract 21011 Eastfield Road Infrastructure Enhancement Works
2. Tender Evaluation Report - Contract 21007 Tarralla Creek Stormwater Harvesting Scheme Construction

**ATTENDANCE REPORT**

**ITEM 1**

**PURPOSE**

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

**STRATEGIC / POLICY ISSUES**

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

Outcome Area: A well governed and empowered community

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

Key Directions 2021 – 2025:

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

**BACKGROUND**

Not Applicable

**ISSUE / DISCUSSION**

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

**FINANCIAL / ECONOMIC ISSUES**

Not Applicable

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Not Applicable

**CONCLUSION**

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

**ATTENDANCE REPORT Cont'd**

**ITEM 1**

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

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

**REPORTS OF COUNCILLOR BRIEFINGS**

**ITEM 2**

**PURPOSE**

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

**STRATEGIC / POLICY ISSUES**

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

Outcome Area: A well governed and empowered community

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

Key Directions 2021 – 2025:

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

**BACKGROUND**

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

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

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

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

Examples of a Councillor Briefings may include:

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

**REPORTS OF COUNCILLOR BRIEFINGS Cont'd**

**ITEM 2**

**ISSUE / DISCUSSION**

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

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

The 'Public Record' of the Councillor Briefing held on the 22 November 2021 and 6 December 2021 are attached for information.

**FINANCIAL / ECONOMIC ISSUES**

Not Applicable

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Not Applicable

**CONCLUSION**

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

It is appropriate that the 'Public Record' of those Councillor Briefings, which are attended by a majority of Councillors, i.e. at least five (5) Councillors and one (1) employee of Council, be noted.

**ATTACHMENTS**

1.  2021 November 22 - Councillor Briefing Public Record
2.  2021 December 06 - Councillor Briefing Public Record

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES THE PUBLIC RECORD OF THE FOLLOWING COUNCILLOR BRIEFINGS HELD ON THE 22 NOVEMBER 2021 AND 6 DECEMBER 2021**

**PROPOSED PART ROAD DISCONTINUANCE ABUTTING 274- 280 LIVERPOOL ROAD KILSYTH SOUTH** **ITEM 3**

**PURPOSE**

For Council to consider whether the land shown as Lot 1 on TP 965734F, attached as Schedule 1 (Road) abutting 274-280 Liverpool Road Kilsyth South, being part of the land contained in certificate of title volume 9804 folio 865, should be discontinued pursuant to the Local Government Act 1989 (Act) and sold to the owner of 274-280 Liverpool Road Kilsyth South (Owner).

**STRATEGIC / POLICY ISSUES**

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

Outcome Area: A well governed and empowered community.

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

Key Directions 2021 – 2025:

- 8.1 Provide enhanced governance that is transparent, accessible, inclusive, and accountable.
- 8.2 Ensure responsible and sustainable management of Maroondah resources, assets, infrastructure, and natural environment.

**BACKGROUND**

The Road abuts 274-280 Liverpool Road Kilsyth South, shown shaded red on the locality plan, attached as Schedule 2 (Locality Plan).

Council is the registered proprietor of the Road which is known to title as 'road' and shown as 'Tereddan Drive' on the registered plan of subdivision no. LP207093, attached as Schedule 3.

The Owner has requested that Council discontinue and sell the Road to the Owner (Proposal).

The Owner has agreed to pay Council's costs and disbursements associated with the proposed discontinuance of the Road, together with the market value for the transfer of the discontinued Road to the Owner.

Westlink Consultants provided a market valuation for the 121 sqm part of the road, as \$7,750 plus GST.

**PROPOSED PART ROAD DISCONTINUANCE ABUTTING 274- ITEM 3  
280 LIVERPOOL ROAD KILSYTH SOUTH Cont'd**

**ISSUE / DISCUSSION**

Road

The Road is a 'road' for the purpose of the Act. Council has statutory power to consider discontinuing the Road.

If the Road is discontinued, the Road will vest in Council.

At its meeting on 20 September 2021, Council resolved to:

- Commence the statutory procedures and give notice pursuant to section 207A and 223 of the Act of its intention to discontinue and sell the Road to the Owner; and
- For the Road to be removed from Council's Register of Public Roads.

Public Notice

The required public notice was placed in:

- The Age newspaper on 13 October 2021; and on
- Council's website from 13 October 2021 to 10 November 2021.

Due to the Covid-19 restrictions, Council was unable to utilise its usual practice of displaying the public notice at Council's Customer Service centres or libraries located in Ringwood and Croydon. The public notice was available to any persons requesting a copy to be emailed or mailed to them via Council's Customer Service team.

No submissions were received by Council in response to the public notice by the closing date, being 10 November 2021.

Adjoining owners

The Road does not adjoin any other property and Council did not require the written consent to the Proposal from any other property owner.

Internal Consultation

Consultation with Council's relevant service areas resulted in support of the Proposal. Comments provided:

- No traffic issues or implications associated with the road discontinuance
- The discontinuance appears to be logical and does not affect any future developments for the area
- No issues from a drainage perspective
- No need for the area to remain as road

**PROPOSED PART ROAD DISCONTINUANCE ABUTTING 274- 280 LIVERPOOL ROAD KILSYTH SOUTH Cont'd** **ITEM 3**

Public Authorities

The following statutory authorities have been advised of the proposed discontinuance and have been asked to respond to the question whether they have any existing assets in the Road which should be saved under section 207C of the Act:

- Yarra Valley Water
- Telstra
- Ausnet
- Optus
- Multinet/Comdain

All authorities notified advised that they have no assets in or above the Road and have no objection to the proposed discontinuance of the Road.

Consolidation

If the Road is discontinued and sold to the Owner, as a condition of sale of the Road to the Owner, Council will require the Owner to consolidate the title of the Road with the title of their property, being 274-280 Liverpool Road.

**FINANCIAL / ECONOMIC ISSUES**

All legal and disbursement costs associated with the discontinuance, subdivision and sale of the Road would be funded by the Owner, which are anticipated at \$10,000 plus GST. The costs associated with Council's administration in dealing with property matters is contained within the current budget.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Council has notified the community of the proposal to discontinue and sell the Road, by publishing a public notice in the 'Age' newspaper on 13 October 2021 and placing the public notice on Council's website, inviting submissions to be received in accordance with the statutory procedures pursuant to section 223 of the Act.

At the conclusion of the consultation period on 10 November 2021, there were no submissions received.

**PROPOSED PART ROAD DISCONTINUANCE ABUTTING 274- 280 LIVERPOOL ROAD KILSYTH SOUTH Cont'd** **ITEM 3**

**CONCLUSION**

It is proposed that Council should discontinue the Road pursuant to the Act and sell the Road to the Owner as the Road is no longer reasonably required for general public use, as the Road is not:

- Required for public access;
- Open or available for public use

**ATTACHMENTS**

1. Proposed Part Road Discontinuance abutting 274-280 Liverpool Road - Schedule 1 - TP 965734
2. Proposed Part Road Discontinuance abutting 274-280 Liverpool Road - Schedule 2 - Locality Plan
3. Proposed Part Road Discontinuance abutting 274-280 Liverpool Road - Schedule 3 - LP 207093

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL, ACTING UNDER CLAUSE 3 OF SCHEDULE 10 OF THE LOCAL GOVERNMENT ACT 1989 (ACT):**

1. **RESOLVES, HAVING FOLLOWED ALL THE REQUIRED STATUTORY PROCEDURES PURSUANT TO SECTIONS 207A AND 223 OF THE ACT, PURSUANT TO ITS POWER UNDER CLAUSE 3 OF SCHEDULE 10 OF THE ACT, AND BEING OF THE OPINION THAT PART OF THE ROAD SHOWN MARKED AS LOT 1 ON TP965734F ATTACHED AS SCHEDULE 1 (ROAD), IS NO LONGER REASONABLY REQUIRE FOR GENERAL PUBLIC USE, TO DISCONTINUE THE ROAD;**
2. **DIRECTS THAT A NOTICE PURSUANT TO THE PROVISIONS OF CLAUSE 3(A) OF SCHEDULE 10 OF THE ACT, IS PUBLISHED IN THE VICTORIA GOVERNMENT GAZETTE;**
3. **DIRECTS THAT ONCE DISCONTINUED, THE ROAD BE SOLD TO THE OWNER OF 274-280 LIVERPOOL ROAD KILSYTH SOUTH (OWNER) FOR AN AMOUNT NOT LESS THAN THE MARKET VALUATION HELD BY COUNCIL, PLUS OTHER INCIDENTAL COSTS IN RELATION TO THE DISCONTINUANCE AND SALE PROCESS;**
4. **DIRECTS THE CHIEF EXECUTIVE OFFICER, OR ANY PERSON WITH THE NECESSARY DELEGATION, SIGN ANY TRANSFER OR TRANSFERS OF THE ROAD AND ANY OTHER DOCUMENTS REQUIRED TO BE SIGNED IN**

**PROPOSED PART ROAD DISCONTINUANCE ABUTTING 274- ITEM 3  
280 LIVERPOOL ROAD KILSYTH SOUTH Cont'd**

**CONNECTION WITH THE DISCONTINUANCE OF THE ROAD AND ITS  
SUBSEQUENT TRANSFER TO THE OWNER;**

- 5. DIRECTS THAT THE OWNER MUST IMMEDIATELY FOLLOWING THE DATE OF  
TRANSFER, CONSOLIDATE THE TITLE TO THE DISCONTINUED ROAD WITH THE  
TITLE TO THEIR PROPERTY, AS A CONDITION OF THE SALE OF THE ROAD TO  
THEM.**

**SALE OF LAND ADJACENT TO 3 DUNN STREET RINGWOOD EAST      ITEM 4**

**PURPOSE**

For Council to consider whether the land shown as Lot 1 on the registered plan of subdivision no. PS833031T, that abuts 3 Dunn Street Ringwood East being the whole of the land contained in certificate of title volume 12187 folio 357 (Land), should be sold to the adjoining owner of 3 Dunn Street (Owner) subject to Council complying with section 114 of the Local Government Act 2020 (Act).

**STRATEGIC / POLICY ISSUES**

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

Outcome Area: A well governed and empowered community.

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

Key Directions 2021 – 2025:

- 8.1 Provide enhanced governance that is transparent, accessible, inclusive, and accountable.
- 8.2 Ensure responsible and sustainable management of Maroondah resources, assets, infrastructure, and natural environment.

**BACKGROUND**

The Land abuts 3 Dunn Street and 5 Dunn Street Ringwood East, which are shown outlined red and green respectively on the locality plan attached as Schedule 1 (Locality Plan).

Council is the registered proprietor of the Land which is shown hatched on the Locality Plan and as 'Lot 1' on the title plan attached as Schedule 2 (Title Plan).

History

On 19 July 2010, Council discontinued the right of way shown as lots 1, 2 and 3 on plan of subdivision no. PS833031T (Former Road)

Council at its meeting on 27 August 2018, resolved to sell part of the Former Road, being lots 2 and 3 on plan of subdivision no. PS 833031T (Lots 2 and 3), to the adjoining owners of 46 Grey Street and 49 Eastfield Road. Lots 2 and 3 were then consolidated with those adjoining properties as shown outlined blue on the Locality Plan.

The owners of 3 Dunn Street and 5 Dunn Street were provided with the opportunity to purchase the Land, being a section of the Former Road located between their properties in 2018, however neither owner expressed an interest at the time and the Land remained in Council's ownership.

**SALE OF LAND ADJACENT TO 3 DUNN STREET RINGWOOD      ITEM 4  
EAST Cont'd**

The Land has been enclosed within the property of 3 Dunn Street by a fence for many years. The Owner was advised in January 2021, as a final reminder, that the side fence of 3 Dunn Street was to be reinstated to the correct title boundary as the Owner was not the owner of the Land.

Subsequently, the Owner requested to purchase the Land and has signed a Cost Agreement to reimburse all of Council's costs incurred in completing the sale.

The owner of 5 Dunn Street was notified of Council's intention to sell the Land, and provided with an opportunity to make a submission, however no response was received.

**ISSUE / DISCUSSION**

The Land is no longer reasonably required for public use as it is considered insignificant in terms of useful recreational land located within the municipality.

At its meeting on 18 October 2021, Council resolved to commence the statutory process to sell the Land to the Owner.

Public Notice

Council is required to publish notice of its intention to sell land on its website at least 4 weeks prior to selling the Land and undertake a community engagement process in accordance with its community engagement policy pursuant to section 114 of the Act.

On 20 October 2021, a public notice of the proposed sale of Land was placed on Council's website, which contained details of the proposal and sought submissions from the public regarding the proposal. The public notice was displayed on Council's website for 4 weeks and provided that submissions must be provided to Council by 17 November 2021.

A copy of the public notice was sent to the adjoining owner of 5 Dunn Street, being the only person directly affected by the sale of the Land.

Due to the Covid-19 restrictions, Council was unable to utilise its usual practice of displaying the public notice at Council's Customer Service centres or libraries located in Ringwood and Croydon. The public notice was available to any persons requesting a copy, to be emailed or mailed to them via Council's Customer Service team.

At the conclusion of the 4-week period for submissions which ended on 17 November 2021, no submissions were received in response to the public notice.

Valuation

Westlink Consultants provided a current market valuation of \$23,000 plus GST for the 56 sqm of land. The Owner has agreed to proceed with the sale on this basis and to pay all of Council's legal and disbursement costs associated with the sale process.

Easements

Upon the Land being discontinued, the rights of Yarra Valley Water and Council were saved under section 207C of the Local Government Act 1989 as shown marked as 'E1' on the Title

**SALE OF LAND ADJACENT TO 3 DUNN STREET RINGWOOD EAST Cont'd** **ITEM 4**

Plan. If the Land is sold, these rights will be retained on title in favour of Yarra Valley Water and Council.

Consolidation

As a condition of the sale, Council will require the Owner to consolidate the title of the Land with the title of their property, being 3 Dunn Street, at a time agreed by Council.

**FINANCIAL / ECONOMIC ISSUES**

Council's legal and disbursement costs associated with the sale of the Land would be funded by the Owner in line with Council policy. These costs are estimated at \$10,000 plus GST. The costs associated with Council's administration in dealing with property matters is contained within the current budget.

**ENVIRONMENTAL / AMENITY ISSUES**

As the Land has been enclosed within the fence boundary of 3 Dunn Street and repaired and maintained by the Owner for many years, it is considered that there will be minimal environmental impact (if any) arising from the proposed sale.

**SOCIAL / COMMUNITY ISSUES**

Similarly, as the Land has been enclosed within the fence boundary of 3 Dunn Street and repaired and maintained by the Owner for many years, it is considered that there will be minimal social impact (if any) arising from the proposed sale.

**COMMUNITY CONSULTATION**

Council has undertaken the necessary statutory procedures in accordance with section 114 of the Act for the sale of the Land, by publishing a public notice on Council's website on 20 October 2021 for a 4-week period, which sought submissions from the public, and notifying those persons directly affected by the proposed sale of the Land.

There were no submissions received at the conclusion of the consultation period on 17 November 2021.

**CONCLUSION**

Having complied with section 114 of the Act, Council is now in a position to determine whether or not to proceed with the sale of the Land to the Owner, as the Land is not required for municipal purposes.

**ATTACHMENTS**

1.  Sale of Land adjacent to 3 Dunn Street - Schedule 1 - Locality Plan
2.  Sale of Land adjacent to 3 Dunn Street - Schedule 2 - Title Plan

**CONFIDENTIALITY**

Not Applicable

**SALE OF LAND ADJACENT TO 3 DUNN STREET RINGWOOD EAST Cont'd** **ITEM 4**

**RECOMMENDATION**

**THAT COUNCIL**

- 1. HAVING FOLLOWED ALL THE REQUIRED STATUTORY PROCEDURES UNDER SECTION 114 OF THE LOCAL GOVERNMENT ACT 2020 (ACT) IN RELATION TO ITS PROPOSAL TO SELL THE LAND CONTAINED IN CERTIFICATE OF TITLE VOLUME 12187 FOLIO 357 (LAND) AND NOTING THAT THERE WERE NO SUBMISSIONS RECEIVED IN RESPONSE TO THE PUBLIC NOTICE, RESOLVES TO SELL THE LAND TO THE ADJOINING OWNER OF 3 DUNN STREET RINGWOOD EAST, FOR AN AMOUNT NOT LESS THAN A CURRENT MARKET VALUATION HELD BY COUNCIL, PLUS OTHER INCIDENTAL COSTS IN RELATION TO THE SALE PROCESS;**
- 2. AUTHORISES THE CHIEF EXECUTIVE OFFICER OR ANY OFFICER WITH DELEGATED AUTHORITY TO UNDERTAKE THE ADMINISTRATIVE PROCEDURES NECESSARY TO COMPLETE THE SALE OF THE LAND.**

**PURPOSE**

For Council to consider whether the land shown as Lot 11 on the registered plan of subdivision no. PS610395W, at the rear of 14 Bridget Court Warranwood being the whole of the land contained in certificate of title volume 11090 folio 354 (Land), should be sold to the adjoining owners of 14 Bridget Court (Owners) subject to Council complying with section 114 of the Local Government Act 2020 (Act).

**STRATEGIC / POLICY ISSUES**

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

Outcome Area: A well governed and empowered community.

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

Key Directions 2021 – 2025:

- 8.1 Provide enhanced governance that is transparent, inclusive and accountable.
- 8.2 Ensure responsible and sustainable management of Maroondah resources, assets, infrastructure, and natural environment.

**BACKGROUND**

The Land abuts Council’s reserve (Quambee Reserve) shown highlighted red on the plan attached as Schedule 1 (Locality Plan) and highlighted blue on the title plan attached as Schedule 2 (Title Plan).

Council is the registered proprietor of the Land which is shown as ‘Lot 11’ on the Title Plan.

History

The Land has been enclosed within the property of 14 Bridget Court since 2001.

In 2009, the previous owners of 14 Bridget Court had entered into a Permissive Occupancy Agreement with Council, on the understanding that this would be revoked upon sale of their property.

In April 2019 the property of 14 Bridget Court was sold, and the Owners were notified that the permissive occupancy agreement was no longer applicable. Subsequently, the Owners requested to purchase the Land.

Council at its meeting on 16 September 2019 had resolved to commence the statutory procedures to sell the Land to the Owners, however due to financial difficulties and later the onset of Covid-19, it was deemed feasible to postpone the sale until 2021.

**SALE OF LAND REAR 14 BRIDGET COURT WARRANWOOD  
Cont'd**

**ITEM 5**

**ISSUE / DISCUSSION**

The Land is considered surplus to Council's strategic directions for Quambee Reserve.

In March 2021, the Owners requested Council to recommence the sale process of the Land. Council at its meeting on 18 October 2021, resolved to commence the statutory process to sell the Land to the Owners.

Public Notice

Council is required to publish notice of its intention to sell land on its website at least 4 weeks prior to selling the Land and undertake a community engagement process in accordance with its community engagement policy pursuant to section 114 of the Act.

On 20 October 2021, a public notice of the proposed sale of Land was placed on Council's website, which contained details of the proposal and sought submissions from the public regarding the proposal. The public notice was displayed on Council's website for 4 weeks and provided that submissions must be provided to Council by 17 November 2021.

Due to Covid-19 restrictions, Council was unable to utilise its usual practice of displaying the public notice at Council's Customer Service centres or libraries located in Ringwood and Croydon. The public notice was available to any persons requesting a copy, to be emailed or mailed to them via Council's Customer Service team.

At the conclusion of the 4-week period for submissions which ended on 17 November 2021, no submissions were received in response to the public notice.

Valuation

The valuation previously obtained by Council in 2019 has since lapse - \$57,500 plus GST.

Westlink Consultants provided a current market valuation of \$62,000 plus GST for the 220 sqm of land. The Owners agreed to proceed with the sale on this basis and to pay all legal and disbursement costs associated with the sale process.

The Owners have since signed a Cost Agreement to reimburse all of Council's costs incurred in completing the sale.

Easements

There are no Council assets within the Land.

There are no easement rights required by other statutory authorities.

**SALE OF LAND REAR 14 BRIDGET COURT WARRANWOOD  
Cont'd**

**ITEM 5**

**FINANCIAL / ECONOMIC ISSUES**

Council's legal and disbursement costs associated with the sale of the Land would be funded by the Owners in line with Council policy. These costs are estimated at \$6,000 plus GST. The costs associated with Council's administration in dealing with property matters is contained within the current budget.

**ENVIRONMENTAL / AMENITY ISSUES**

As the Land has been enclosed within the fence boundary of 14 Bridget Court and maintained by previous owners and the Owner for many years, it is considered that there will be minimal environmental impact (if any) arising from the proposed sale.

**SOCIAL / COMMUNITY ISSUES**

Similarly, as the Land has been enclosed within the fence boundary of 14 Bridget Court and maintained by previous owners and the Owner for many years, it is considered that there will be minimal social impact (if any) arising from the proposed sale.

**COMMUNITY CONSULTATION**

Council has undertaken the necessary statutory procedures in accordance with section 114 of the Act for the sale of the Land, by publishing a public notice on Council's website on 20 October 2021 for a 4-week period, which sought submissions from the public.

There were no submissions received at the conclusion of the consultation period on 17 November 2021.

**CONCLUSION**

Having complied with section 114 of the Act, Council is now in a position to determine whether or not to proceed with the sale of the Land to the Owner, as the Land is not required for municipal purposes.

**ATTACHMENTS**

1.  Sale of Land - Rear 14 Bridget Court - Schedule 1 Locality Plan
2.  Sale of Land - Rear 14 Bridget Court - Schedule 2 Title Plan

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL**

1. **HAVING FOLLOWED ALL THE REQUIRED STATUTORY PROCEDURES UNDER SECTION 114 OF THE LOCAL GOVERNMENT ACT 2020 (ACT) IN RELATION TO ITS PROPOSAL TO SELL THE LAND CONTAINED IN CERTIFICATE OF TITLE VOLUME 11090 FOLIO 354 (LAND), AND NOTING THAT THERE WERE NO**

**SALE OF LAND REAR 14 BRIDGET COURT WARRANWOOD  
Cont'd**

**ITEM 5**

**SUBMISSIONS RECEIVED IN RESPONSE TO THE PUBLIC NOTICE, RESOLVES TO SELL THE LAND TO THE ADJOINING OWNERS OF 14 BRIDGET COURT WARRANWOOD, FOR AN AMOUNT NOT LESS THAN A CURRENT MARKET VALUATION HELD BY COUNCIL, PLUS OTHER INCIDENTAL COSTS IN RELATION TO THE SALE PROCESS;**

- 2. AUTHORISES THE CHIEF EXECUTIVE OFFICER OR ANY OFFICER WITH DELEGATED AUTHORITY TO UNDERTAKE THE ADMINISTRATIVE PROCEDURES NECESSARY TO COMPLETE THE SALE OF THE LAND.**

**FINANCIAL REPORT: THREE MONTHS ENDING SEPTEMBER 2021** **ITEM 6**

**PURPOSE**

To present Council with a snapshot of Council's financial performance for the three months ending 30 September 2021. These figures have considered the significant impact to Council due to the COVID-19 pandemic with associated instructions from the Federal and State Chief Health Officers, Prime Minister and Victorian Premier. Attachment 1 provides the full financial report.

**STRATEGIC / POLICY ISSUES**

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

Outcome Area: A well governed and empowered community.

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

Key Directions 2021 – 2025:

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

**BACKGROUND**

In accordance with Section 97 of the Local Government Act 2020, Council is required each quarter to consider the financial performance of the municipality against budget for the year to date (YTD).

This requirement is not a substitute for the more frequent range of detailed financial reports that continue to be provided to Council management and the Audit and Risk Committee.

The attached financial statements contain an Income Statement (Operating Statement); Balance Sheet; Statement of Cash Flows and a Statement of Capital Works. The Income Statement is presented in line with required accounting standards.

The Statements provide comparisons between actual results and the YTD forecast budget.

**ISSUE / DISCUSSION**

The following is a summary of the financial position for the three months ending 30 September 2021. A detailed report is attached to this document.

**FINANCIAL REPORT: THREE MONTHS ENDING SEPTEMBER 2021 Cont'd**

**ITEM 6**

**1. OPERATING PERFORMANCE**

**1.1 Overall Operating Performance**

	YTD Forecast Budget \$'000	YTD Actual Results \$'000	YTD Forecast Variance \$'000	Annual Forecast \$'000	Adopted Budget \$'000	Adopted To Forecast \$'000
<b>Operating</b>						
Income	106,533	106,601	68	151,830	145,559	6,271
Expenses	37,315	36,575	740	156,510	141,716	(14,794)
<b>Underlying surplus (deficit)</b>	<b>69,218</b>	<b>70,027</b>	<b>809</b>	<b>(4,680)</b>	<b>3,843</b>	<b>(8,523)</b>
<b>Capital</b>						
Grants - capital (recurrent and non-recurrent)	3,935	3,826	(109)	37,837	19,046	18,790
<b>Comprehensive result</b>	<b>73,153</b>	<b>73,853</b>	<b>700</b>	<b>33,156</b>	<b>22,889</b>	<b>10,267</b>

For the three months ended 30 September 2021, Council has recorded an underlying surplus before capital revenues of \$70.03 million, which is \$0.8 million ahead of the year to date forecast budget. This is primarily related to unexpended funds during the period, as outlined in section 1.3 of the report.

**1.2 Underlying Unrestricted Surplus/(Deficit)**

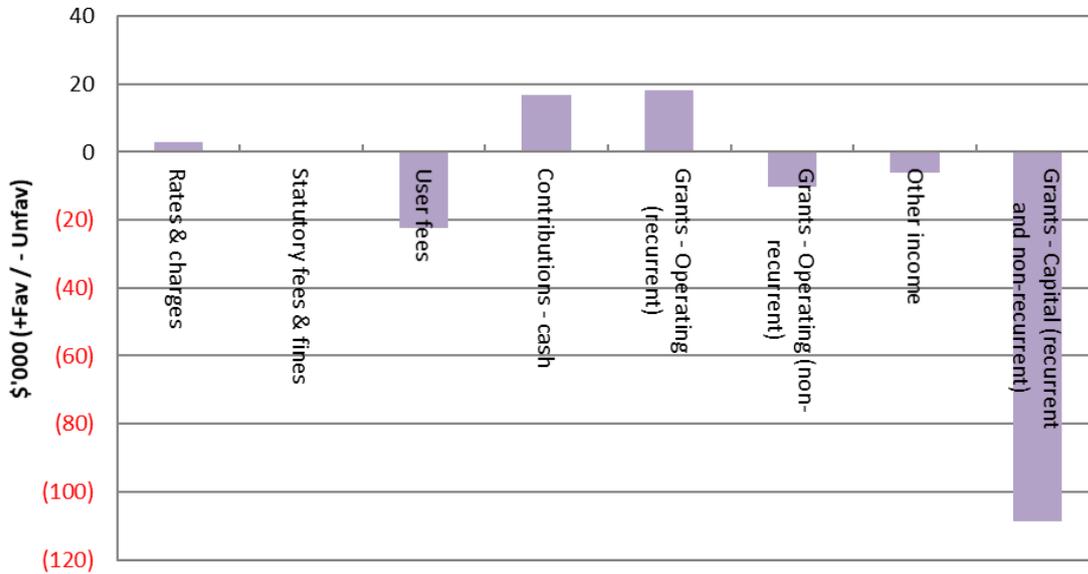
The Underlying Unrestricted Surplus/(Deficit) provides a more reflective indication of Council's financial position/performance at year end, as it represents other committed or restricted elements/costs that are not reflected within Council's Comprehensive Income Statement. Once these items are adjusted, as shown in the table below, Council will be in a deficit position of (\$10.5) million at financial year end, taking into account restricted allocations.

	Annual Forecast \$'000
<b>Underlying Surplus /(Deficit) - As Above</b>	(4,680)
<b>Restricted Assets</b>	
Public Open Space	3,200
Waste Management	118
Capital Reserve	0
Superannuation Reserve	0
Loan Repayment (Principal)	2,526
<b>Total Restricted Allocations</b>	<b>5,844</b>
<b>Underlying Unrestricted Position</b>	<b>(10,524)</b>

FINANCIAL REPORT: THREE MONTHS ENDING SEPTEMBER 2021 Cont'd

ITEM 6

1.3 Income – YTD Forecast Budget variances

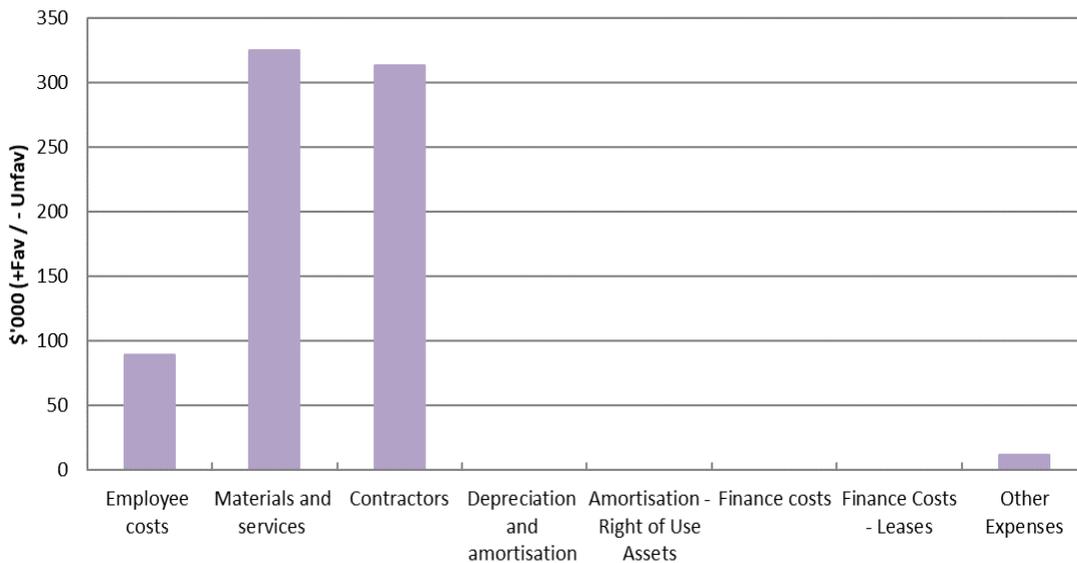


The table at 1.3 illustrates how each income stream is performing year to date against forecast, by variance. Key variances of note include:

Unfavourable Variances:

- Grants Operating (non-recurrent) (\$109k) - Timing variance is mainly due to Barneong Reserve Fencing Dugout (\$32k), Hughes Park Tennis Court Upgrade (\$30k) and H.E. Parker Reserve Curators Shed (\$15k).

1.4 Expenses – YTD Forecast Budget variances



**FINANCIAL REPORT: THREE MONTHS ENDING SEPTEMBER 2021 Cont'd** **ITEM 6**

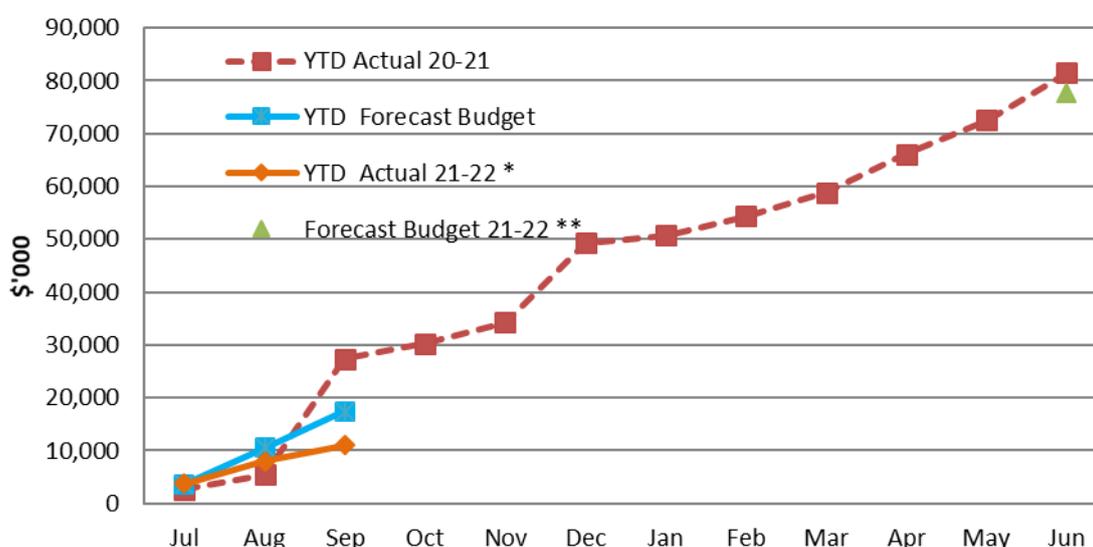
The table at 1.4 illustrates how each expense stream is tracking year to date against forecast, by variance. Key variances of note include:

Favourable Variances:

- Materials and Services \$326k - Areas of Council contributing to this are: Leisure \$73k, Operations \$107k, Finance & Governance \$31k, Business & Activity Centre \$24k, Information Technology \$33k and Chief Executive’s Office \$20k.
- Contractors \$314k - Driven by differences in the timing of expenses across the organisation. Areas of Council contributing to this are: Operations \$241k, Leisure \$23k, Business & Activity Centre \$19k.
- Employee costs \$89k - Areas of Council contributing to this are: Finance & Governance \$63k, Community Services \$38k, Revenue, Property & Customer Service \$19k and Leisure (\$35k).

**2. CAPITAL WORKS**

**2.1 Capital works YTD expenditure cumulative**



\* YTD Actual expenditure includes Carried Forwards

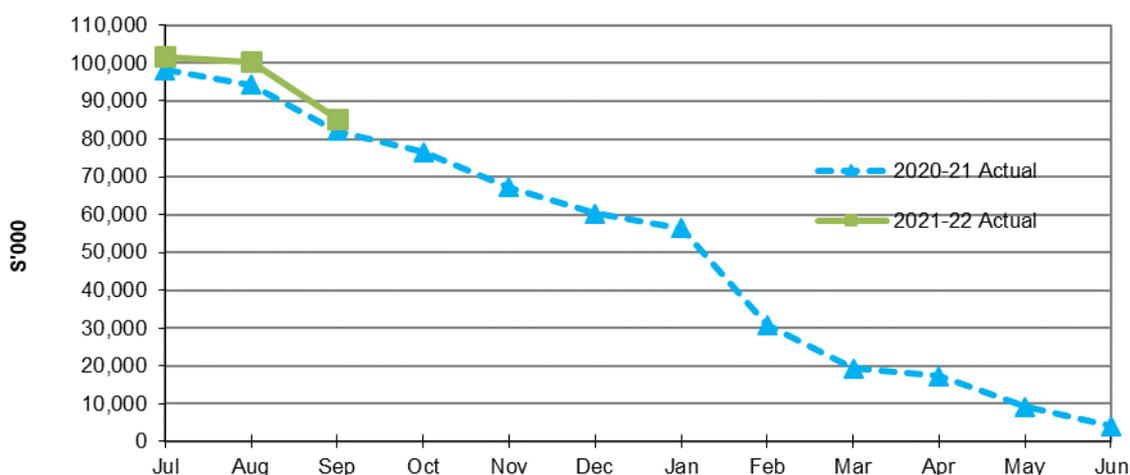
\*\* Forecast Budget expenditure includes Carried Forwards

The Forecast Capital Expenditure program for 2021/22 is \$77.62 million. A carry forward amount from 2020/21 of \$13.10 million is included in the forecast for the current period.

The chart above indicates how Council is performing year to date against the forecast, as well as how we are tracking to achieve the period end target of \$17.46 million. Council has spent 14.24% of its forecast at the end of the first quarter.

**3. RATES**

**3.1 Actual rates outstanding balance by month**



The chart above compares the rates outstanding as at 30 September 2021 to the same time last financial period. Our collection rate follows a similar pattern to previous periods, based on rate instalments occurring at set times throughout the financial period. Council has one of the highest debt recovery performances in comparison to other local government authorities.

**FINANCIAL / ECONOMIC ISSUES**

As presented in this report and accompanying financial statements. As per section 97 of the Local Government Act 2020, the accompanying financial statements provide a comparison of actual and budgeted results to date with any variances deemed to be material commented on accordingly. On this basis, it is deemed that as at 30 September 2021, a revised budget for the 2021/22 financial year is not required.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Not Applicable

**FINANCIAL REPORT: THREE MONTHS ENDING SEPTEMBER 2021 Cont'd** **ITEM 6**

**CONCLUSION**

Over the course of the year, including prior financial year, Council has responded to the Covid-19 pandemic. The quarterly budget review has focused on delivering priority actions as we respond to the changing environment through Covid-19 recovery plan and transition into upcoming and new, medium to longer term strategic planning processes.

**ATTACHMENTS**

1.  Quarterly Finance Report - 30 Sep 2021 - Appendix Analytics
2.  Quarterly Reporting - Council Meeting - Sep 2021

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES THE REPORT ON THE FINANCIAL PERFORMANCE AGAINST BUDGET FOR THE THREE MONTHS ENDING 30 SEPTEMBER 2021**

**LOCAL GOVERNMENT WOMEN'S CHARTER 21 - ANNUAL UPDATE**

**ITEM 7**

**PURPOSE**

To provide an update on Maroondah City Council's participation in the Victorian Local Government Australia (VLGA) Women's Charter; and to acknowledge activities that have taken place in Maroondah over the past twelve months which support the Charter principles.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 4: 2020-2021) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A well governed and empowered community

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

Key Directions 2020-21:

The organisation has a significant amount of activity relating to increasing female participation across all its operations.

- 1.6 Actively promote health and wellbeing principles and initiatives within the community
- 2.15 Facilitate and encourage the provision of world class life-long learning opportunities in Maroondah, from early learning through to adult and tertiary levels
- 2.20 Encourage life-long learning opportunities that support mature age and retired people to participate in the workforce, learn new skills and build community connections
- 2.23 Facilitate connections between education providers, businesses and the broader community to support employment pathways, intergenerational connections and knowledge transfer
- 7.1 Ensure accessibility and social inclusion principles are considered in the planning, delivery and evaluation of facilities and services
- 7.4 Support community members to age in place, live in accessible neighbourhoods and remain socially connected
- 7.8 Supports all ages and population groups to be valued, connected and empowered within their local community through the provision and coordination of accessible services, programming and facilities
- 7.9 Promote the value, expertise and contribution of mature aged workers and encourage intergenerational mentoring and skill transfer
- 7.10 Promote and create opportunities for community connectedness, learning, mentoring and social interactions for people from all life-stages and cultural background

**LOCAL GOVERNMENT WOMEN'S CHARTER 21 - ANNUAL  
UPDATE Cont'd**

**ITEM 7**

- 8.1 Provide enhanced governance that is transparent, accessible, inclusive and accountable
- 8.3 Provide community inspired leadership in democratic governance
- 8.8 Undertake inclusive engagement and consultation using accessible and tailored approaches to consider the needs and aspirations of different age and population groups

Priority Action 2021-2022:

- Investigate and implement additional female changing facilities at local sporting venues.
- Implement the Gender Equality Act 2020, including Council's Gender Equality Action Plan

The Local Government Women's Charter recognises the need for increased women's participation in Local Government and promotes the principles of:

- gender equity: advocating the equal right of women and men to be local government representatives;
- diversity of representation: encouraging the inclusion of different experiences and perspectives in local government and community decision making;
- recognising and supporting the active citizenship of women: increasing the numbers and participation of women in decision making so that our community demographics are more accurately reflected in local government.

Council at its meeting in August 2010 endorsed the Victorian Local Government Women's Charter and, at the time, nominated both Councillors Lamont and Thomas as Charter Champions along with the Director Corporate Services. Council undertook a range of activities in the lead up to the 2012 Council elections to attract greater interest in civic affairs and increase participation in the number of female candidates for the 2012 elections.

In 2018, the VLGA received funding from the Department of Health and Human Services (DHHS) Community Primary Prevention Partnerships program to work with Councils to reactivate the Charter in their local government area, with a 12 month project entitled "WomensCharter21". In November 2018, Council appointed Councillors Damante, Graham, Lamont, Mazzuchelli and Spears as Women's Charter Champions in conjunction with the Director Corporate Services and provided a report on activities over the previous 12 months that supported the Charter principles.

More recently in November 2020 with the current Council and reinforced at the previous Council Meeting in 2021 Councillors Damante, Graham, Lamont, Stojanovic and Spears together with the Director Corporate Services were appointed to this role.

On the 6 December 2021, Nora Lamont handed in her resignation as a Councillor of Maroondah. As a result, she will no longer continue in her role as Representative for the Local Government Women's Charter 21.

**LOCAL GOVERNMENT WOMEN'S CHARTER 21 - ANNUAL  
UPDATE Cont'd**

**ITEM 7**

**ISSUE / DISCUSSION**

The Local Government Women's Charter is in its 24th year of existence and is adopted by 73 out of 79 Victorian Councils.

Since endorsing the VLGA Women's Charter in August 2010, Council has undertaken a range of programs and projects to support the three key principles: gender equity; diversity; and active citizenship. The importance over the past 12 - 18 months through covid the importance of these activities has been amplified. A list of activities over the past 12 months is provided below:

Gender Equity

- Over the past financial year, Council has continued to implement its Gender Equity Policy that was adopted in May 2018. The Policy contains commitments around building leadership and internal capacity; creating organisational cultural change around inclusion; applying a gender lens to Council activities, documents and social media and ensuring equitable employment opportunities for employees along with flexible work options.
- Council is one of 30+ partners participating in Together for Equality and Respect, the regional plan for preventing violence against women project in Melbourne's East. This includes regular attendance at Community of Practice forums; looking at practice in sporting clubs, gender equity in culturally and linguistically diverse communities and women in leadership. The Regional Action Plan for the 2017-2021 period continued to be implemented during 2020/21. A key focus of the TFER partnership during 2020/21 has involved development of a Sexual and Reproductive Health Strategy for the region to inform collaborative work and targeted initiatives.
- Council continues to the year's 16 Days of Activism campaign, a global movement that promotes gender equality and encourages communities to take action to prevent gender-based violence. The 16 Days of Activism Against Gender Based Violence begins on 25 November with International Day for the Elimination of Violence Against Women and culminates on Human Rights Day on 10 December.

The 2020/21 campaign involved the placement of seven billboards in strategic locations around the municipality with messages relating to violence against women and family violence. Planning is underway for campaign activities in November and December 2021 to incorporate placement of billboards across Maroondah, an online community information session on "Protecting Your Rights as You Get Older" for seniors and those who care for them, an evening with acclaimed author Jess Hill who will present on "Understanding Controlling Behaviour in Relationships", and a "Wear for Respect" youth event at EV's Hangout in partnership with Eastern Domestic Violence Outreach Service.

- Council has proactively pursued a range of organisational readiness initiatives in the past 12 months to fulfil the requirements of the new Gender Equality Act 2020. A cross-Council workplace equality working group was established to seek employee feedback on how gender and equal opportunity has influenced their working life, review Equal Opportunity policies and processes, identify gender equality improvements and initiatives and build awareness of workplace equality and inclusion principles. Through

**LOCAL GOVERNMENT WOMEN'S CHARTER 21 - ANNUAL  
UPDATE Cont'd**

**ITEM 7**

this project, Council is well placed to respond to the requirements of the new Act and ensure Council is an inclusive and respectful workplace for all. As part of our obligations, Council will undertake workplace audits, gender impact assessments, develop an Action Plan, and submit progress reports.

- Council has recently partnered with Women's Health East (WHE) to undertake women's safety walks in open space areas where Council projects are proposed or in progress. These walks are intended to place a gender lens of access, use and amenity in public open spaces and to elevate the voices of women in response to identified safety concerns. The walks also provide an excellent opportunity to engage with local women and provide valuable consumer feedback on major projects. During the coronavirus (COVID-19) pandemic in 2020, a successful walk was held in a virtual setting to inform development of the Croydon Structure Plan. This walk was attended by 18 women plus Council representatives from a range of Council service areas.
- The MABELS (Mothers And Babies Engaging and Living Safely) program continued over the past 12 months. This program continues to support families experiencing family violence.
- Council's Maternal and Child Health service has developed strong partnerships to improve the mental health wellbeing of children and their families through improved referral pathways. Key partners include EACH; Eastern Health Mental Health Services; Eastern Community Legal Centre (ECLC); Eastern Health Perinatal Emotional Health Service (PEHS) for women experiencing emotional health issues including: postnatal depression and trauma impacting mental health during the first 12 months post birth; The O'Connell Centre providing early parenting support for vulnerable families; and Child and Youth Mental Health Services. Maternal and Child Health have seen an increase in mental health and family violence issues during coronavirus (COVID-19) restrictions with corresponding increase in referrals to specialist services.

Diversity of Representation

- Council holds a gender balance at the Councillor level. The 2020 Maroondah election saw 13 women run for Council, resulting in 5 women elected to a 9 seat Council. Maroondah continues to have a majority 5 women in elected positions which is the third time this has occurred over the past 27 years. For the 2020/21 Council term the position of Mayor and Deputy Mayor were held by Crs Kylie Spears and Nora Lamont respectively.
- Former Mayor Cr Kylie Spears was also elected President of the Victorian Branch of the Australian Local Government Women's Association, an organisation that assists in furthering women's participation, knowledge and understanding of the function of Local Government.
- Councillors have participated in the ALGWA Victoria Branch 2020 Stand for Council campaign, including video interviews and social media messaging.

**LOCAL GOVERNMENT WOMEN'S CHARTER 21 - ANNUAL  
UPDATE Cont'd**

**ITEM 7**

Recognising and Supporting the Active Citizenship of Women

- Council has continued implementation of the two year Equally Active Strategy which supports Council's commitment to advancing gender equity in sport and recreation and implement initiatives to address the needs of specific cohorts which have low participation in physical activity.
- In 2019/20, Council secured Victorian Government funding to work with tenant clubs of the RO Spencer Pavilion at Jubilee Park on a primary prevention project. The project subsequently received further funding and an 18-month extension to create additional Gender Equality resources for Maroondah sporting clubs and to deliver gender equality education to South Croydon Football and Cricket Clubs and Ringwood Baseball Club.
- Council has completed, or is currently undertaking, several capital works projects to increase or modify existing change room facilities and sporting pavilions to meet the needs of women and girls. New facilities include the completion of the HE Parker Reserve sporting pavilion; Quambee Reserve pavilion; and commencement of the Silcock Reserve pavilion and Griff Hunt Pavilion.

Further works at Cheong Pavilion in Croydon South; Ainslie Pavilion in Croydon; Proclamation Pavilion in Ringwood; Springfield Pavilion in Croydon have commenced design with construction to during in 2020/21. Council was successful in receiving \$4 million in funding (\$2 million from the Australian Government and \$2 million from the Victorian Government) for a new pavilion at Dorset Recreation Reserve. The funding will be used to develop a new multi-purpose pavilion that will be home to the Croydon City Arrows, supporting the Club in developing their highly successful women's program.

- This year's International Women's Day breakfast at Maroondah Federation Estate was held in March 2021. Mandy Hose and Kate Jones, Maroondah-based presenters of Too Peas in a Podcast, spoke about how they created a podcast to reach out and support people parenting children with disabilities and additional needs, and how along the way they discovered a connection with an audience of supportive, strong and determined women.
- Council held an online event in collaboration with Knox City Council and Yarra Ranges Council in December 2020 to support women in business during the coronavirus (COVID-19) pandemic. Women on the Go: Building a Bold Business and Brand featured speakers including local businesswomen to inspire recovery and resilience in small business in Maroondah. Topics included; learning how to build a business, bold business practice, branding, and a speaker coach. Speakers shared their stories of resilience and triumph on their way to business success. Participants learnt how to develop a message that connects with customers; craft a brand experience that customers will remember; build business confidence; and resilience and how to be an agile business in a changing market.

**FINANCIAL / ECONOMIC ISSUES**

Advocacy and Council programs identified in this report are contained within the current budget.

**LOCAL GOVERNMENT WOMEN'S CHARTER 21 - ANNUAL  
UPDATE Cont'd**

**ITEM 7**

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

This report continues to recognise the positive work undertaken across the municipality by Council and its many partners in ensuring women in Maroondah are able to develop to their full potential and participate equally across all aspects of family, community and business life.

**COMMUNITY CONSULTATION**

During the COVID-19 pandemic, Council sought to engage with the Maroondah community through a COVID-19 Community Survey, workshops with key community service partners, and social impact assessments undertaken with input from local agencies. This engagement input highlighted the gendered social and economic impacts of the COVID-19 pandemic on the Maroondah community; including impacts on job security, home schooling and childcare responsibility and increased levels of family violence.

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL NOTES THE OVERVIEW OF ACTIONS IN SUPPORT OF THE THREE WOMEN'S CHARTER KEY PRINCIPLES OF GENDER EQUITY, DIVERSITY AND ACTIVE CITIZENSHIP THAT COUNCIL HAS UNDERTAKEN OVER THE PAST 12 MONTH PERIOD**

**AUDIT & RISK COMMITTEE REPORT**

**ITEM 8**

**PURPOSE**

To report to Council the outcomes of the Audit and Risk Committee Meeting held on 9 December 2021.

**STRATEGIC / POLICY ISSUES**

Section 53 of the Local Government Act 2020 prescribes that Council must establish an Audit and Risk Committee and that such a Committee will be advisory in nature. The Audit and Risk Committee provides a mechanism for Council to strategically examine various aspects of the Council operations to ensure risk management, legal compliance, financial control, and governance measures are in place, acted upon and continually improved.

**BACKGROUND**

Council's Audit and Risk Committee consists of both Council and external representatives. The Mayor of the day, Councillor Mike Symon, and Councillor Kylie Spears (who was an apology for this meeting), are Council representatives on the Committee. Councillor Tasa Damante (also an apology at this meeting) is an observer on the Committee.

The external members are Mr John Watson (Chair - recently reappointed by Council), Mr Bruce Potgieter and Mr Michael Ulbrick who are highly regarded and well recognised sector leaders in the Audit and Risk space.

The Audit and Risk Committee Charter requires that this Committee report to Council on the findings and recommendations from its meetings. This report provides a summary of matters under consideration by the Audit and Risk Committee of the meeting held on 9 December 2021. Many items on the Agenda are regular reports such as the CEO's Report which covers State-wide Integrity Agencies activity and Report Findings, MCC's Internal Audit Progress Report, quarterly Finance Report, Risk and Insurance Report, Internal Audits Actions Register, Local Government Act Implementation Update and sector related agencies reports.

**ISSUE / DISCUSSION**

The details associated with some of the regular reports as well as other specific items considered by the Audit and Risk Committee and the Committee's assessment included:

- New Internal Audit Reports were presented to the Committee. Those internal audit reports were for:
  - Legislative Compliance Review - with a focus on the implementation requirements of the new Local Government Act 2020; and
  - ICT Strategy Review - which focused on the Information Technology team and organisational capability for implementing the ICT Strategy.

Both reviews were positive and found that Maroondah is doing some great work in these areas while also identifying some areas for continuous improvement. Cyber Security was discussed in more detail with the Committee noting the importance of elevating this risk and ensuring that it supported across the organisation;

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

**ITEM 8**

- The Internal Audit Tracking Report Summary as well as the Internal Audit Actions Register for the 1<sup>st</sup> Quarter 30 September 2021. The feedback provided was that the Committee was satisfied with how the organisation is progressing with implementing internal audit recommendations in a timely manner. Any changes to dates of when findings are implemented, will be summarised in the summary page for ease of understanding going forward. The Committee noted that it will be important to complete the remaining outstanding Occupational Health and Safety recommendations over the course of the next quarter given the organisation has opened facilities in line with the Chief Health Officer Directions;
- Internal Auditors HLB Mann Judd provided a general update of how the internal audit program is progressing outlining it was on track. They also provided their issues paper, that outlines general sector guidance and trends;
- The Finance Report for the three months ending 30 September 2021 was discussed and the Committee was satisfied with the level of detail provided for the first quarter of the year under what has been unprecedented, unforeseeable and generally unpredictable in the months ahead, with the impacts of COVID-19 on the organisation's 'bottom line'. This is particularly in relation to Council's facilities capacity to be open and the flow on effect this has on Council's financial position. These were noted and will continue to be tightly monitored and discussed at future meetings. Feedback provided on the Financial Reporting was that it was well presented and provided all the necessary information for decision making;
- An updated Risk Management and Insurance Report for the period ending 30 September 2021 noting the organisation's current operational and strategic risks and the controls that are currently in place to mitigate those risks. One element for further consideration was how the organisation aligns the Strategic Risks to all the other service area and cyber security risk registers. After a wide ranging and insightful discussion the Committee supported the uplifting of the Cyber Security organisational residual risk from low to moderate given the acceleration of negative digital online activity world-wide including Australia; and
- An update on the Local Government Act 2020 Implementation noting that good progress in the implementation of the Act is being demonstrated and on track to meet State Government requirements.

**FINANCIAL / ECONOMIC ISSUES**

Council's current budget provides for the operation of the Audit and Risk Committee, the completion of an Internal Audit Program and associated duties and responsibilities to ensure the organisation is actively delivering exemplar leadership and control of all its risks.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable.

**SOCIAL / COMMUNITY ISSUES**

Not Applicable.

**COMMUNITY CONSULTATION**

Not Applicable.

**CONCLUSION**

This Report provides a summary of the outcomes of the Audit and Risk Committee meeting held on 9 December 2021 providing transparency to the Maroondah Community and all stakeholders that Council has a high level of sophistication in managing and mitigating its risks for the benefit of a highly effective and efficient organisation in serving the people of Maroondah.

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES THE REPORT FROM THE AUDIT & RISK COMMITTEE MEETING HELD ON 9 DECEMBER 2021**

**COMMUNITY FACILITIES LEASE AGREEMENT FOR 1ST  
MAROONDAH SCOUT HALL**

**ITEM 1**

**PURPOSE**

To seek Council approval of a lease agreement between Maroondah City Council, as the appointed Landlord, and The Scout Association of Australia - Victorian Branch for the occupancy of the scout hall located in North Ringwood Reserve and to authorise the signing and sealing of the associated documentation.

**STRATEGIC / POLICY ISSUES**

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

Outcome Area: A safe healthy and active community

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

Key Directions 2021 – 2025

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

**BACKGROUND**

Maroondah has seven (7) Scout Halls on Lease agreements which are located on land that is managed or owned by Maroondah City Council. The community facilities lease agreements for five (5) facilities located on Council land were endorsed at a meeting of Council on 22 June 2020. This report seeks Council approval for the Lease agreement for the 1<sup>st</sup> Maroondah Scout Hall located on Crown land and is further subject to approval Under Section 17D of the Crown Land (Reserves) Act 1978 from the delegate of the Minister for Energy, Environment and Climate Change.

An independent building condition assessment was undertaken on all Council buildings and structures by specialised building consultants during late 2010 and early 2011. Scout and Guide Halls were included in the assessment as Council was required through the existing Lease Agreement to ensure that the premises were maintained in a satisfactory manner and that the Halls complied with all statutory codes and regulations. Whilst the Halls were not built by Council, they are situated on Council land, and as such are recognised as a Council asset for the purposes of strategic management.

The building condition assessment report highlighted that significant work was required to be undertaken to both the Scout and Guide Halls. In light of the extensive work required, discussions were held with the Girl Guides Association of Victoria and Scouts Victoria to consider the long-term future of these community assets. It was determined that the development of new Lease Agreements should be established, which would allocate responsibilities of maintenance, compliance and renewal of the halls in line with all other

**COMMUNITY FACILITIES LEASE AGREEMENT FOR 1ST  
MAROONDAH SCOUT HALL Cont'd**

**ITEM 1**

existing Council owned Community Facilities. In April 2015, The Girl Guides Association of Victoria agreed to Council ownership of the Bedford Park and Ainslie Park Guide Hall buildings and Scouts Victoria agreed to this ownership arrangement for Scout Halls in December 2019.

**ISSUE / DISCUSSION**

Lease negotiations with the Department of Environment, Land, Water and Planning (DELWP) commenced in late 2020. The DELWP standard lease agreement together with Council's standard Community Facilities Lease Agreement has been used to develop the Lease.

Through a Lease Agreement made between Council, as appointed Landlord, and the Lessee, the Lessee will be granted use and occupation of the premises for a term of four (4) years with an option for a further two (2) terms of five (5) years at an annual rental calculated in accordance with the principles of the Community Facilities Pricing Policy and determined under the category of Groups Traditionally Supported by Council.

It is recommended that the Lease Agreement incorporates the following principal terms:

- Term – four years with the option for a further two (2) by five (5) year terms
- Maintenance – in accordance with the Community Facilities Standard Maintenance Schedule
- Public Liability Insurance of \$20M

**FINANCIAL / ECONOMIC ISSUES**

Council's Community Facilities Pricing Policy provides an overarching framework to guide Council and ensures a consistent and transparent approach to the pricing of facilities. Under the category of Groups Traditionally Supported by Council, Council has identified six sub-categories of community groups it wishes to recognise by way of subsidised rental. The nominal fee acknowledges the support and service these organisations contribute to the social fabric of Maroondah.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

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

**COMMUNITY CONSULTATION**

All seven scout groups located on Council owned or managed land were involved in the development of the conditions for the lease agreement in conjunction with the Scout Association of Australia - Victorian Branch.

**COMMUNITY FACILITIES LEASE AGREEMENT FOR 1ST  
MAROONDAH SCOUT HALL Cont'd**

**ITEM 1**

**CONCLUSION**

The lease agreement will provide a mutually beneficial arrangement between Council as appointed landlord, 1<sup>st</sup> Maroondah Scout Group and the Maroondah Community for the continued use and occupation of the scout hall located at North Ringwood Reserve.

**ATTACHMENTS**

1.  1st Maroondah Scout Lease - Crown - September 2021 - Particulars

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL**

1. **GRANTS APPROVAL TO ENTER INTO A LEASE ARRANGEMENT WITH THE SCOUT ASSOCIATION OF AUSTRALIA - VICTORIAN BRANCH FOR THE OCCUPANCY OF 1<sup>ST</sup> MAROONDAH SCOUT HALL LOCATED ON NORTH RINGWOOD RESERVE**
2. **SIGNS AND SEALS ALL REQUIRED DOCUMENTATION AS APPROPRIATE**

**MAROONDAH HERITAGE STUDY REVIEW- STAGE 1:  
THEMATIC ENVIRONMENTAL HISTORY POST WW2**

**ITEM 1**

**PURPOSE**

The purpose of this report is to recommend that Council adopts the City of Maroondah Heritage Study Review - Volume One: Post Ww2 Thematic Environmental History dated 21 June 2021.

**STRATEGIC / POLICY ISSUES**

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

Outcome Area: The relevant preferred outcomes for the community are:

- Vibrant and Culturally Rich;
- Attractive, Thriving and Well Built
- Inclusive and Diverse

**Our Vision: A vibrant and culturally rich community**

Key Directions 2021 – 2025:

- 3.6 Celebrate the local history, diversity, arts and produce of our community through a range of festivals, events programs and activities.
- 3.7 Celebrate, value and recognise local history to facilitate enhanced community understanding and a broader appreciation of cultural heritage.

**Our Vision: An attractive, thriving and well-built community**

Key Directions 2021 – 2025:

- 6.5 Develop and implement an urban environment that enhances the desirable attributes of Maroondah to protect and value neighbourhood character, local history and cultural heritage.
- 6.7 Coordinate and advocate for the increased utilisation, longevity and availability of fit for purpose community facilities and spaces that meet local needs and act as key places for neighbourhood connection.

**Our Vision: An inclusive and diverse community**

Key Directions 2021 – 2025:

- 7.11 Support and celebrate the unique cultural diversity, heritage and languages of communities in Maroondah.
- 7.12 Acknowledge, recognise, value and support our indigenous heritage, culture and communities.

**MAROONDAH HERITAGE STUDY REVIEW- STAGE 1:  
THEMATIC ENVIRONMENTAL HISTORY POST WW2 Cont'd**

**ITEM 1**

**BACKGROUND**

Council recently prepared a *Maroondah Heritage Action Plan* which establishes the parameters for a proactive approach towards heritage conservation. This Plan was adopted at the 18 October 2021 Council Meeting.

Under the *Planning and Environment Act 1987* (The Act) the recognition and protection of heritage and local significance is the responsibility of municipal councils. Specifically, Section 4(1)(a) of the Act provides that local councils as planning authorities have a statutory obligation to ensure that their planning schemes '*conserve and enhance those buildings, areas or other places which are of scientific aesthetic, architectural or historical evidence or otherwise special cultural value*'. Part of this role involves undertaking heritage studies with assessments of places identified as having heritage value.

A priority action in both the Heritage Action Plan and Council Plan 2017-2021 was to undertake a municipal wide heritage review. As part of this review a *Thematic Environmental History: Post WW2* of the municipality has been completed.

The term 'cultural heritage' or heritage refers to places that reflect or embody valued aspects of our history and cultural identity to be retained for the benefit of current and future generations. Places of heritage significance warrant special attention and management to ensure that their heritage values are sufficiently identified, documented and protected.

By way of background, in 1998 Council commissioned its first heritage study: The Maroondah Heritage Identification Study (Richard Peterson with Peter Barrett). This study was confined to 'historic places of well recognised heritage significance' and it ultimately identified 52 places.

In 2003, Maroondah Council undertook a thematic and contextual history study of the City of Maroondah. This study identified and listed potential post contact cultural heritage places in Maroondah. A second study *Maroondah Heritage Study Stage Two, November 2003* identified additional heritage places within Maroondah and included detailed statements of significance for the additional properties. The 2003 Stage One study identified corrections to the heritage overlay and provided the strategic justification for the inclusion of several properties into a heritage listing. The inclusion of new heritage citations recommended by the 2003 Heritage Study were introduced via Amendment C42 to the Maroondah Planning Scheme (gazetted on 10 November 2011).

There are 147 heritage overlays listed in the Maroondah Planning Scheme. As of November 2021, there are almost 300 properties protected across the City of Maroondah, two are in the Victorian Heritage Register (VHR) and the balance are individual places or are in one of 13 Heritage Overlay precincts. Many of the residential places listed are from the interwar period.

The importance of the interwar period to the development of the former municipalities of Ringwood and Croydon was noted in Maroondah C42 Panel Report with further heritage assessments encouraged.

Of relevance in the report prepared by the Heritage Council Victoria "*State of Heritage Review local Heritage Report 2020*", it was identified that one of the most common types of gaps in heritage studies for metropolitan Councils is post war residential.

**MAROONDAH HERITAGE STUDY REVIEW- STAGE 1:  
THEMATIC ENVIRONMENTAL HISTORY POST WW2 Cont'd**

**ITEM 1**

The first stage of Maroondah's recent municipal wide heritage study review involved the preparation of the Thematic Environmental History: Post WW2. This supplements the Thematic Environmental History prepared for the Maroondah Heritage Study Stage 1 (2003).

The 2021 Thematic Environmental History, which is the subject of this Council report, focuses on the development of the municipality since 1945. Although this is a stand-alone document, the new TEH was drafted to complement the earlier 2003 Thematic History.

**ISSUE / DISCUSSION**

The preparation of heritage studies in Victoria typically follows a two-stage process as follows:

1. Preparation of a Thematic Environmental History and identification of places of potential heritage significance.
2. Detailed assessment of a shortlist of places identified in Stage 1 to determine whether they meet the thresholds for local significance.

Heritage Studies must be prepared in accordance with the Australia ICOMOS Burra Charter, 1999 and its Guidelines.

A Thematic Environmental History (TEH) sets out "the key themes that have influenced the historical development of the municipality since the first contact between Aboriginal and non-Aboriginal people." A TEH is intended to:

Explain how and why the municipality looks like it does today; and it should address:

- The key themes in the historical development of the municipality
- Explain how the themes have influenced the settlement and development patterns of the municipality
- Help to raise community awareness of the historical development and heritage of the area."

A thematic Environmental history is not intended to be:

- A chronological account of everything that happened in the municipality
- A record of all the individual, events school, sporting clubs, institutions etc that may have left their mark on the municipality or study area
- A substitute for a municipal or local history"

Extracts from Heritage Victoria Model "Consultant's Brief for Heritage Studies, January 2010

In summary a Thematic Environmental history has three main purposes:

1. Ensure that the places that are identified for conservation reflect and represent the historical development of the area.

**MAROONDAH HERITAGE STUDY REVIEW- STAGE 1:  
THEMATIC ENVIRONMENTAL HISTORY POST WW2 Cont'd**

**ITEM 1**

2. Provide knowledge of places of historical importance that might not otherwise come to be identified or for which there may be little if any visible evidence (such as potential historical and archaeological sites).
3. It is a useful tool when undertaking comparative heritage assessments of the significance of places.

Source: Appendix 4 Guidelines for Thematic Environmental Histories, Heritage Victoria Model “*Consultant’s Brief for Heritage Studies January 2010*”

***Maroondah’s Thematic Environmental History***

The Maroondah Thematic Environmental History has been undertaken by Built Heritage Pty Ltd focusing on the development of the municipality since 1945. It is relevant to note that Simon Reeves of Built Heritage Pty Ltd is considered a post-World War 2 heritage specialist.

The *Thematic Environmental History* (TEH) is not intended to be a chronological history of The City of Maroondah, rather it is intended to provide a snapshot of how various themes have shaped its physical environment over a period. As noted in the content of the “TEH” where specific examples have been cited these are intended only to illustrate a particular theme or pattern of development.

The TEH addresses post 1945 development within the municipality as this is a gap in the previous studies. The role of gap studies as “*legitimate way to address areas or themes not previously studied in detail*” has been recognised by Planning Panels as can be seen in the example of *Moonee Valley C200moon (PSA) [2021] PPV 7 (16 February 2021)*.

While sparse suburb development in Maroondah only began at the coming of the railway line in the 1880s and later intensified during the 1920s with the electrification of the railway line; the majority of suburban development in the municipality took place after World War II. It is this post war period that most strongly characterises Maroondah’s residential areas and activity centres.

The TEH found that while some parts of the City of Maroondah provide physical evidence dating back to 1870s, most of the municipality is characterised by twentieth century development and in the cases of areas such as Heathmont, Bayswater North, Warranwood and Croydon Hills, by post WW2 development.

The TEH is divided into 9 main themes which are in line with Victoria’s Framework of Historic Themes adopted by Heritage Victoria in 2009 as follows: -

1. Shaping Victoria’s Environment (e.g. responding to fires; floods developing nature reserves: for example, former Croydon Fire Station)
2. Peopling Victoria’s Places and Landscapes (e.g. creating migrant communities such as factories employing British migrants- former British Nylon Spinners)
3. Connecting Victorians by Transport and Communications (sub-theme the influence of motor car in Victoria’s way of life, e.g. Ringwood Motel)

**MAROONDAH HERITAGE STUDY REVIEW- STAGE 1:  
THEMATIC ENVIRONMENTAL HISTORY POST WW2 Cont'd**

**ITEM 1**

4. Transforming and Managing Land and Natural Resources (sub theme: developing Victoria's poultry industry after 1945, poultry sites and egg producers association)
5. Building Victoria's Industries and Workforce (e.g. Cadbury Schweppes Factory)
6. Building Towns, Cities and the Garden Estate (sub theme creating public landscapes- e.g. HE Parker Reserve, 1962)
7. Governing Victorians (sub theme Maintaining law and order: e.g. Ringwood Police Station, 1961)
8. Building Community Life (sub theme educating people: e.g. Heathmont East Primary School, 1962, oldest survivor of post war state schools).
9. Shaping Cultural and Creative Life (enjoying indoor leisure activities after 1945, e.g. Croydon Leisure Centre)

Built Heritage Pty has indicated that representative places have been included merely to illustrate the geographic and chronological spread of a particular theme and it should not be misconstrued that any representative place is more important than any other manifestation of the themes. While the list includes some places already on Council's Heritage Overlay (HO) schedule, and others that may have been recommended as part of the present project, they also include some more generic examples that are unlikely to reach the threshold for local significance. The lists sometimes include key manifestations of a theme that have since been demolished, to satisfy the curiosity of the interested reader.

Clause 21.04 of the Maroondah Planning Scheme includes the *Maroondah Heritage Study Stage 2, 2003* and the *Maroondah Heritage Identification Study, 1998* as reference documents. In line with the new format planning policy framework requirements introduced as part of the Victorian Government's Amendment VC148, these studies will be included in the Maroondah Planning Scheme as background documents. The TEH will be recommended for inclusion as a further background document ahead of a proposed municipal wide planning scheme amendment that will seek to add further post war heritage places to the Maroondah Planning Scheme.

A copy of *Maroondah's Thematic Environmental History* is included **Attachment 1** of this report.

***Council's Response to Heritage Council of Victoria Report***

The Heritage Council of Victoria report "*State of Heritage Review -Local Heritage Report 2020*" provides an analysis of the local heritage provisions and practices in Victoria.

The report highlights the need for councils to ensure that they are meeting their obligations to conserve heritage places under the *Planning and Environment Act 1987*. It notes that "local heritage outcomes are ultimately dependent on Council action: completing heritage studies to identify places of local heritage significance and acting to protect them through the planning scheme."

**MAROONDAH HERITAGE STUDY REVIEW- STAGE 1:  
THEMATIC ENVIRONMENTAL HISTORY POST WW2 Cont'd**

**ITEM 1**

The report identifies the following criteria to indicate best practice:

- Completion of a stage 2 Heritage Studies including place types not commonly investigated including post war heritage.
- Heritage overlay provisions in place. This has been considered as the biggest strength of the local system.
- Measures undertaken to support local heritage property owners including running a heritage advisory service. This has also been identified as a strength of the system.
- Initiatives undertaken to promote and celebrate local heritage.
- A Heritage Strategy or plan
- A Heritage Committee/Advisory Group

In response Council has recently undertaken the following:

- Adopted the Maroondah Heritage Action Plan, October 2021
- Formed a Heritage Reference Group as a consultative community group
- Appointed a Heritage Advisor

**FINANCIAL / ECONOMIC ISSUES**

As part of the implementation of a heritage program budget has been allocated towards the preparation of the Heritage Study Review.

**ENVIRONMENTAL / AMENITY ISSUES**

The proposed Council adoption of *Maroondah's Thematic Environmental History Post WW2* is the first stage in the implementation of the Heritage Study Review.

This will further the objectives and strategies found within the Maroondah Planning Scheme and contribute towards conserving places of heritage significance consistent with the following clauses of Maroondah Planning Scheme:

- Clause 15- Built Environment and Heritage: "Planning *should protect places and sites with significant heritage, architectural, aesthetic and cultural value*"
- Policy 15.03 Heritage -15.03-1S Heritage Conservation- which specifies the strategies:
  - Identify, assess and document places of natural and cultural heritage significance as basis for their inclusion in the planning scheme
  - Provide for the protection of natural heritage and man-made resources
  - Provide for the conservation and enhancement of those places which are of aesthetic, archaeological, architectural, cultural scientific or social significance

**MAROONDAH HERITAGE STUDY REVIEW- STAGE 1:  
THEMATIC ENVIRONMENTAL HISTORY POST WW2 Cont'd**

**ITEM 1**

- Clause 21.04 which notes that the recognition of Maroondah's heritage is crucial to the development of a vibrant and confident community. One of the objectives being to "*identify and plan for the future protection, enhancement and appropriate use of heritage places in Maroondah*"

**SOCIAL / COMMUNITY ISSUES**

The identification and conservation of heritage places assists in developing a distinctive sense of identity and cultural diversity. This provides certainty to owners of heritage properties and developers regarding Council's position in relation to heritage. In addition, many research studies have demonstrated that heritage conservation improves people's wellbeing by preserving and enhancing an environment that can holistically support their physical, mental, emotional, social, cultural, spiritual and economic needs (*ICCROM, Heritage and Wellbeing 2008*).

**COMMUNITY CONSULTATION**

The preparation of the Thematic Environmental History Post WW2 included:

- Community nominations process during 19 March 2018 to 9 April 2018 including direct communications with historical groups and community wide messages requesting nominations including Council's website and social media channels.
- Consultation with Maroondah's Heritage Reference Group (MHRG) who have provided feedback on the document.

The next stage to be commenced in 2022 will involve implementing the recommendations of the Heritage Study Review, ensuring that those places of heritage significance are appropriately protected through the Maroondah Planning Scheme.

**CONCLUSION**

The preparation of *Maroondah's Thematic Environmental History Post WW2* report recognises the importance of post war period places for Maroondah. This document supplements the municipalities' previous thematic environmental history. The recommended adoption of the report will assist Council to continue to fulfil its ongoing responsibility to identify, protect and manage heritage places.

**ATTACHMENTS**

1.  Maroondah Thematic Environmental History Post WW2 Report Vol1 Oct2021

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL ADOPTS THE CITY OF MAROONDAH HERITAGE STUDY REVIEW -  
VOLUME ONE: POST WW2 THEMATIC ENVIRONMENTAL HISTORY DATED 21 JUNE  
2021**

**LOCAL GOVERNMENT PERFORMANCE REPORTING  
FRAMEWORK - SERVICE INDICATOR PROGRESS REPORT -  
QUARTER 1, 2021/22**

**ITEM 2**

**PURPOSE**

To provide a report of Council's indicators of service performance as measured by the Local Government Performance Reporting Framework (LGPRF) for the 2021/22 financial year (1 July to 30 September 2021).

**STRATEGIC / POLICY ISSUES**

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

Outcome Area: A well governed and empowered community.

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

Key Directions 2021-2022:

- 8.1 Provide enhanced governance that is transparent, accessible, inclusive and accountable
- 8.2 Ensure responsible and sustainable management of Maroondah's resources, assets, infrastructure and natural environment
- 8.4 Foster a culture of innovation, cooperation, commitment, communication and continuous improvement that positions Maroondah City Council as a leader in local government

**BACKGROUND**

The Local Government Performance Reporting Framework (LGPRF) is a mandatory reporting system developed by Local Government Victoria which was introduced in 2014 to ensure all Victorian Councils are measuring and reporting on their performance in a consistent way.

The LGPRF is a Victorian Government initiative aimed at ensuring transparency and accountability of the local government sector performance to ratepayers and the public. The Framework is made up of service performance, financial performance and sustainability measures, along with a governance and management checklist. Together these components build a comprehensive picture of local government performance.

These measures are reported in Council's Annual Report as part of the Report of Operations and Performance Statement sections as required by the *Local Government (Planning and Reporting) Regulations 2020* and associated elements of the *Local Government Act 2020*. End of financial year results are also publicly released on the Victorian Government's 'Know Your Council' website in November/December each year. This site provides information on the sector and enables users to benchmark the relative performance of Council's on LGPRF indicators.

**LOCAL GOVERNMENT PERFORMANCE REPORTING  
FRAMEWORK - SERVICE INDICATOR PROGRESS REPORT -  
QUARTER 1, 2021/22 Cont'd**

**ITEM 2**

**ISSUE / DISCUSSION**

Council continues to monitor LGPRF results on a quarterly basis for service performance indicators and annually for financial performance and sustainable capacity indicators.

Many service performance indicators are subject to fluctuations across the year, reflect seasonality, or phasing of service delivery. As a result, quarterly data is not always indicative of the end of financial year result.

Despite the coronavirus (COVID-19) pandemic, it is pleasing to see that the performance of most indicators continues to be aligned with expected results for this stage of the financial year. A number of indicator results have been impacted by facility closures associated with the coronavirus (COVID-19) pandemic, particularly in relation to the utilisation levels and service costs for aquatic facilities and the number of active borrowers for libraries in Maroondah.

Council will continue to monitor its performance against the LGPRF indicators and report quarterly to ensure accountability and transparency.

**FINANCIAL / ECONOMIC ISSUES**

Not Applicable

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

The end of 2021/22 financial year results will be publicly released in Council's Annual Report 2021/22. They will also be submitted for publication on the Victorian Government's 'Know Your Council' website in November/December 2022.

**CONCLUSION**

LGPRF service performance indicators for the full 2021/22 financial year as at 30 September 2021 are presented in the attached report.

It is important to note that results for a number of indicators have been impacted by the COVID-19 pandemic. Some indicators are also subject to seasonal fluctuations.

Annual results for the full 2021/22 financial year will be published in Council's Annual Report 2021/22 and on the Victorian Government 'Know Your Council' website in November/December 2022.

**ATTACHMENTS**

1.  LGPRF Service Indicator Progress Report: Q1, 2021/22

**LOCAL GOVERNMENT PERFORMANCE REPORTING  
FRAMEWORK - SERVICE INDICATOR PROGRESS REPORT -  
QUARTER 1, 2021/22 Cont'd**

**ITEM 2**

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL NOTES THE LOCAL GOVERNMENT PERFORMANCE REPORTING  
FRAMEWORK SERVICE PERFORMANCE RESULTS FOR THE 2021/22 FINANCIAL  
YEAR AS AT 30 SEPTEMBER 2021**

## **DOCUMENTS FOR SEALING**

### **LETTER UNDER SEAL - MICHAEL PHILLIPS**

**ITEM 1**

#### **BACKGROUND**

Council is aware that Mr Michael Phillips, Principal of Ringwood Secondary College has advised of his impending retirement after 30 years of service spanning three secondary schools in the eastern suburbs of Victoria.

Mr Phillips was an Assistant Principal at Mooroolbark Heights Secondary College from 1992 until 1994. From there he moved to Monbulk Secondary College from 1994 to 1997. In 1997 he moved to Ringwood Secondary College as Principal until 2021 which is where he stayed until his recent notice of retirement which is due to commence in January 2022.

Michael has extensive experience as Principal and Department of Education and Training Leader and is the longest serving Principal at Ringwood Secondary College. He is well recognised and has been a significant leader in shaping the lives of secondary students, teachers and parents alike throughout his career.

#### **ATTACHMENTS**

Not Applicable

#### **CONFIDENTIALITY**

Not Applicable

#### **RECOMMENDATION**

**THAT COUNCIL SIGNS AND SEALS A LETTER UNDER SEAL FOR MR MICHAEL PHILLIPS ON HIS IMPENDING RETIREMENT FROM RINGWOOD SECONDARY COLLEGE IN RECOGNITION OF HIS SERVICE TO THE COMMUNITY FOCUSING ON THE EDUCATION SECTOR**

## **DOCUMENTS FOR SEALING**

**LETTER UNDER SEAL - BILL WILKINS VOLUNTEER AWARD**

**ITEM 2**

### **BACKGROUND**

Council's Honours, Recognition of Milestones and Achievements Policy 2019 provides a framework for the recognition of significant milestone events achieved by Councillors, community organisations and residents within the City of Maroondah, and Council employees.

Pamela Catling was awarded the 2021 Bill Wilkins Volunteer Award on December 8, 2021. As per the Policy, Pamela Catling has been presented with a Letter Under Seal to acknowledge her significant contribution to the Maroondah Community.

### **ATTACHMENTS**

Not Applicable

### **CONFIDENTIALITY**

Not Applicable

### **RECOMMENDATION**

**THAT COUNCIL NOTES THAT A LETTER UNDER SEAL HAS BEEN PRESENTED TO PAMELA CATLING TO ACKNOWLEDGE HER AS THE RECIPIENT OF THE 2021 BILL WILKINS VOLUNTEER AWARD**

**BACKGROUND**

Wonga Ward Councillor Nora Lamont has resigned from her role as Councillor of the City of Maroondah, effective 6 December 2021. Her resignation was advised to Councillors on Monday 6 December 2021 at a Councillor Briefing.

Cr Lamont was first elected Councillor in the former Mullum Ward in November 2008. She served a full four-year term and was re-elected in 2012 and again in 2016. During this time Cr Lamont was elected Mayor in 2012, Maroondah's second female Mayor since amalgamation in 1996. In 2016, Cr Lamont was elected the first Deputy Mayor for Maroondah, and the following year, she was once again elected Mayor for the 2017/18 term.

Council elections were held in October 2020, with a change to the ward and member representation electoral structure. At that time Cr Lamont was once again elected, this time for the new Wonga Ward, an area that sat within the former Mullum Ward. In November 2020 she was elected Deputy Mayor for the first year of the new Council term.

Over the years Cr Lamont has represented Council on a range of Committees and Boards, including:

- the Maroondah Partners in Health, Safety and Well-Being Committee,
- Maroondah Tourism and Heritage Advisory Board,
- Maroondah Disability Advisory Committee (where she was Chair for many years),
- Audit and Risk Committee,
- Maroondah Community Safety Committee,
- Maroondah Business Advisory Committee,
- Maroondah Community Wellbeing Committee,
- the Municipal Association of Victoria,
- Eastern Region Group of Councils; and
- the Victorian Local Government Women's Charter.

More recently, Cr Lamont has represented Council on the Maroondah:

- Access, Inclusion and Equity Advisory Committee; and
- Liveability, Safety and Amenity Committee.

Given Nora's extensive representation, community involvement, support and strong leadership for the Maroondah Community, its people, placemaking, geography, animals, native wildlife and infrastructure, it is appropriate that Council formally recognises Nora Lamont's service as a Councillor, Mayor and Deputy Mayor during the period November 2008 to December 2021.

**DOCUMENTS FOR SEALING**

**LETTER UNDER SEAL - NORA LAMONT**

**ITEM 3**

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL SIGNS AND SEALS A LETTER UNDER SEAL FOR NORA LAMONT IN RECOGNITION OF HER SERVICE AS A COUNCILLOR OF THE CITY OF MAROONDAH BETWEEN 2008 AND 2021, AS MAYOR FOR THE YEARS 2012/13 AND 2017/18 AND DEPUTY MAYOR 2016/17 AND 2020/21**