

10 May 2017



Councillor  
(as addressed)

The next Council Meeting will be held in the Council Chamber, Braeside Avenue, Ringwood, on Monday 15 May 2017, commencing at 7:30pm and your presence is requested.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Steve Kozlowski', with a long horizontal stroke extending to the right.

Steve Kozlowski  
CHIEF EXECUTIVE OFFICER

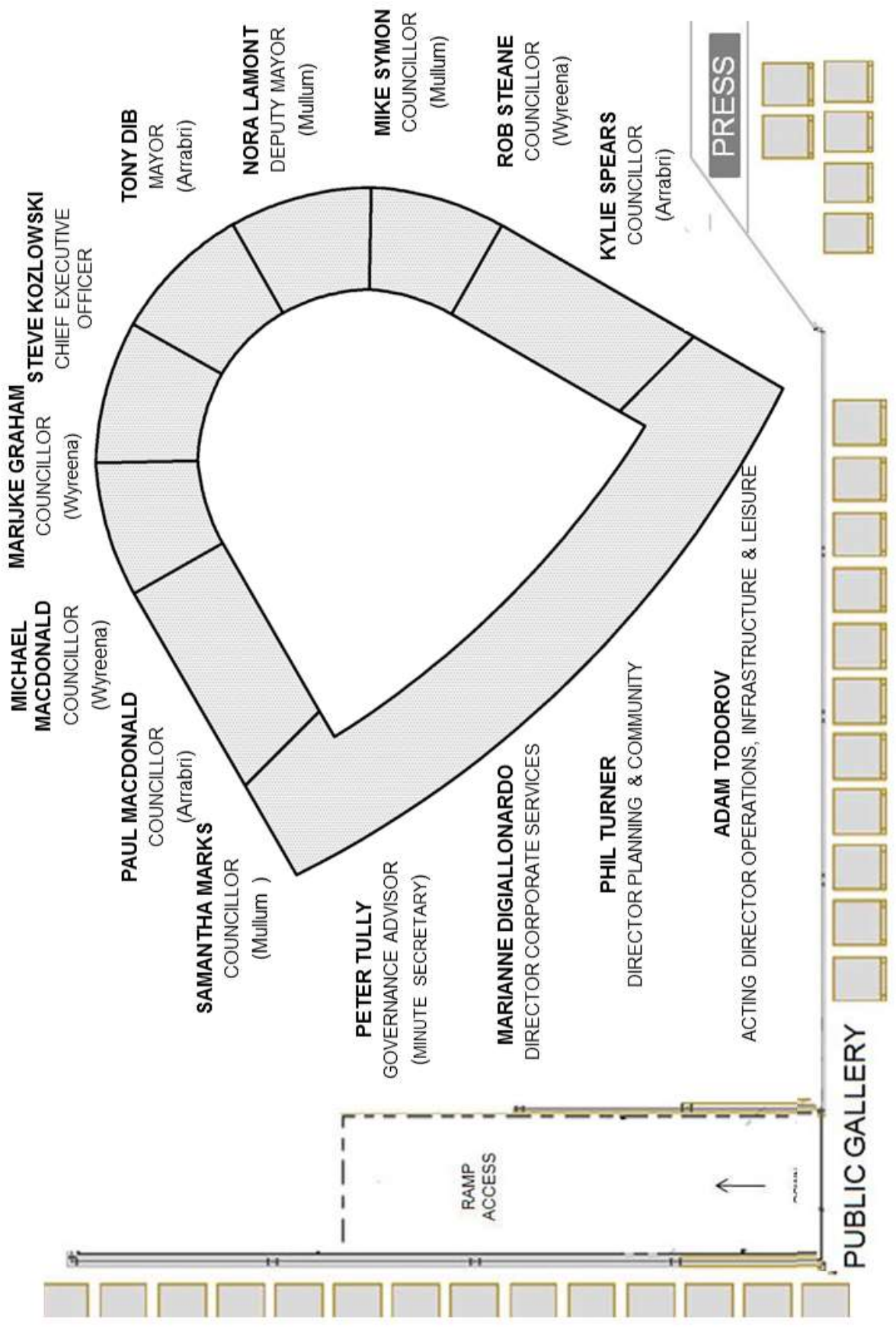
**Note:**  
***This meeting is being streamed live on the internet and recorded.***  
***Every care is taken to maintain privacy and attendees are advised they may be recorded.***



COUNCIL CHAMBER  
IS FITTED WITH A HEARING AID  
INDUCTION LOOP

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

City Offices	Braeside Avenue, Ringwood, 3134
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
	REALM: 179 Maroondah Hwy, Ringwood



## **ORDER OF BUSINESS**

1. Prayer
2. Acknowledgment of Country
3. Apologies
4. Declaration of Interests
5. Confirmation of Minutes of the Ordinary Council Meeting held on Monday 24 April 2017 and the Special Council Meeting held on Monday 8 May 2017.
6. Public Questions
7. Officers' Reports
  - Director Corporate Services
    1. Attendance Report 4
    2. Reports of Assembly of Councillors 6
    3. Financial Report: Nine Months Ending 31 March 2017 11
    4. Delegations Review 34
    5. Audit & Risk Advisory Committee Report 36
  - Acting Director Operations, Infrastructure & Leisure
    1. Capital Works Quarterly Report 2016/2017 39
  - Director Planning & Community
    1. Draft Youth Strategy - Public Exhibition 66
    2. Council Plan 2013-2017 (Year 4: 2016/17) Progress Report - as at 31 March 2017 71
    3. Local Government Performance Reporting Framework (LGPRF) - Quarter 3 Results 2016/17 80
8. Documents for Sealing
  1. Employee Milestones Letters under Seal 95
9. Motions to Review
10. Late Item
11. Requests / Leave of Absence
12. In Camera
  - Chief Executive Officer
    1. Land Matters - General

## **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 2013-2017 (Year 4: 2016-2017) 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 2013 – 2017:

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

### **BACKGROUND**

Not Applicable

### **ISSUE / DISCUSSION**

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

### **FINANCIAL / ECONOMIC ISSUES**

Not Applicable

### **ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

### **SOCIAL / COMMUNITY ISSUES**

Not Applicable

### **COMMUNITY CONSULTATION**

Not Applicable

### **CONCLUSION**

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

**ATTENDANCE REPORT Cont'd**

**ITEM 1**

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

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

## **REPORTS OF ASSEMBLY OF COUNCILLORS**

## **ITEM 2**

### **PURPOSE**

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

### **STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2013-2017 (Year 4: 2016-2017) 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 2014 – 2015:

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

### **BACKGROUND**

An Assembly of Councillors, as defined under the Local Government Act 1989 [s.3], is a planned or scheduled meeting, comprising at least five (5) Councillors and one (1) member of Council staff, that considers matters that are intended or likely to be:

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

Examples of an Assembly of Councillors may include:

- Councillor Briefings (which are attended by all Councillors and generally held on Monday evenings),
- On-site inspections,
- Consultative Meetings with residents, developers, consultants,
- Panel Hearings conducted under s223 of the Act,
- Meetings with local organisations, Government Departments, statutory authorities, and local politicians

### **ISSUE / DISCUSSION**

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

**REPORTS OF ASSEMBLY OF COUNCILLORS Cont'd****ITEM 2**

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

The intent of this report is to present the 'Public Record' of those Assembly of Councillors briefings which are attended by all Councillors and generally held on Monday evenings, and to note the items discussed. This information is already available to the public upon request in accordance with the Local Government Act [s.80A].

This report and attachments formally table the information items previously covered by Councillors.

The 'Public Record' of the Assembly of Councillors briefings held on 24 April 2017 and 8 May 2017 is attached for information.

The items contained therein were noted.

**FINANCIAL / ECONOMIC ISSUES**

Not Applicable

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Not Applicable

**CONCLUSION**

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

It is appropriate that the 'Public Record' of those Assembly of Councillors briefings which are attended by all Councillors and generally held on Monday evenings at the City Offices Ringwood, usually two weeks prior to the formal Council Meeting, be noted at a formal meeting of Council.

**REPORTS OF ASSEMBLY OF COUNCILLORS Cont'd**

**ITEM 2**

**ATTACHMENTS**

1. [↓](#) 2017 April 24 - Assembly of Councillors Public Record
2. [↓](#) 2017 May 08 - Assembly of Councillors Public Record

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES THE PUBLIC RECORD OF THE ASSEMBLY OF COUNCILLORS BRIEFINGS HELD ON 24 APRIL 2017 AND 8 MAY 2017**





## ASSEMBLY OF COUNCILLORS – PUBLIC RECORD

### Assembly Details:

Date: Monday 24 April 2017

Time: 6:05pm

Location: Meeting Room 4,  
Braeside Avenue, Ringwood

### Attendees:

#### **Councillors**

Cr Tony Dib, JP (Mayor)  
Cr Nora Lamont (Deputy Mayor)  
Cr Marijke Graham

Cr Michael Macdonald  
Cr Paul Macdonald

Cr Kylie Spears  
Cr Rob Steane  
Cr Mike Symon

#### **Council Officers:**

Steve Kozlowski  
Dale Muir  
Phil Turner  
Adam Todorov  
Peter Tully

Chief Executive Officer  
Acting Director Corporate Services  
Director Planning & Community  
Acting Director Operations, Infrastructure & Leisure  
Governance Advisor

#### **Others:**

Robyn Williams  
Nick Doherty  
Inspector Gerry De Vries

Community Safety Officer  
Team Leader Customer Service  
Victoria Police

Item 2  
Item 3

### Apologies:

Councillors:

Cr Samantha Marks (Leave of Absence)

Council Officers:

Marianne Di Giallonardo, Director Corporate Services  
Stephen Onans, Team Leader Governance

### Conflict of Interest Disclosure:

Councillors:

Nil

Council Officers:

Nil

### Items Discussed:

## Confidential

1	Council Meeting Agenda
2	Victoria Police Presentation
3	Customer Service Strategy

### Record completed by:

Council Officer  
Title

Peter Tully  
Governance Advisor



## ASSEMBLY OF COUNCILLORS – PUBLIC RECORD

### Assembly Details:

Date: Monday 8 May 2017

Time: 6:00pm

Location: Meeting Room 4,  
Braeside Avenue, Ringwood

### Attendees:

#### **Councillors**

Cr Tony Dib, JP (Mayor)  
Cr Nora Lamont (Deputy Mayor)  
Cr Marijke Graham

Cr Michael Macdonald  
Cr Paul Macdonald

Cr Kylie Spears  
Cr Rob Steane  
Cr Mike Symon

#### **Council Officers:**

Steve Kozlowski	Chief Executive Officer	
Marianne Di Giallonardo	Director Corporate Services	
Grant Meyer	Acting Director Planning & Community	
Adam Todorov	Acting Director Operations, Infrastructure & Leisure	
Wendy King	Manager Community Services	Item 1
Adam Cooper	Interim Team Leader Youth & Children's Services	Item 1
Heather Cummings	Youth Planning & Policy Officer	Item 1
Sherryn Dunshea	Manager Communications & Marketing	Item 2
Peter Tully	Governance Advisor	

### Apologies:

Councillors:

Cr Samantha Marks (Leave of Absence)

Council Officers:

Phil Turner, Director Planning &amp; Community

### Conflict of Interest Disclosure:

Councillors:

Nil

Council Officers:

Nil

### Items Discussed:

## Confidential

1	Youth Strategy Update
2	Election Advocacy Projects 2018/19
3	Wyreena Heritage Masterplan
4	Review of Delegations
5	MAV State Council Meeting 2017 Motions
6	Community Assistance Fund

### Record completed by:

Council Officer

Peter Tully

Title

Governance Advisor

**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH 2017**

**ITEM 3**

**PURPOSE**

To present the Audit and Risk Advisory Committee and Council, with a snapshot of Council's financial performance for the nine months ending 31 March 2017. Attachment 1 provides the full financial report.

**STRATEGIC / POLICY ISSUES**

The following directions contained in the Maroondah 2040: Our Future Together and the Council Plan 2013-2017 (Year 4: 2016-2017) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A well governed and empowered community.

Vision Statement: In the year 2040, Maroondah will be an effectively empowered community that is actively engaged in Council decision making through processes that ensure their voice is heard and considered. Council provides strong and responsive leadership, ensures transparent processes and works with the community to advocate and champion their needs.

Key Directions 2016 - 2017:

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

**BACKGROUND**

In accordance with Sections 136, 137 and 138 of the Local Government Act 1989, 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.

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 per accounting standards by nature.

The statements have been prepared on the basis of accrual accounting (i.e. including significant accruals) and non-consolidation (i.e. excludes the results of the Eastern Regional Library Corporation and Section 86 Committees of Management).

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 nine months ending 31 March 2017. Detailed report is attached.

**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH 2017 Cont'd**

**ITEM 3**

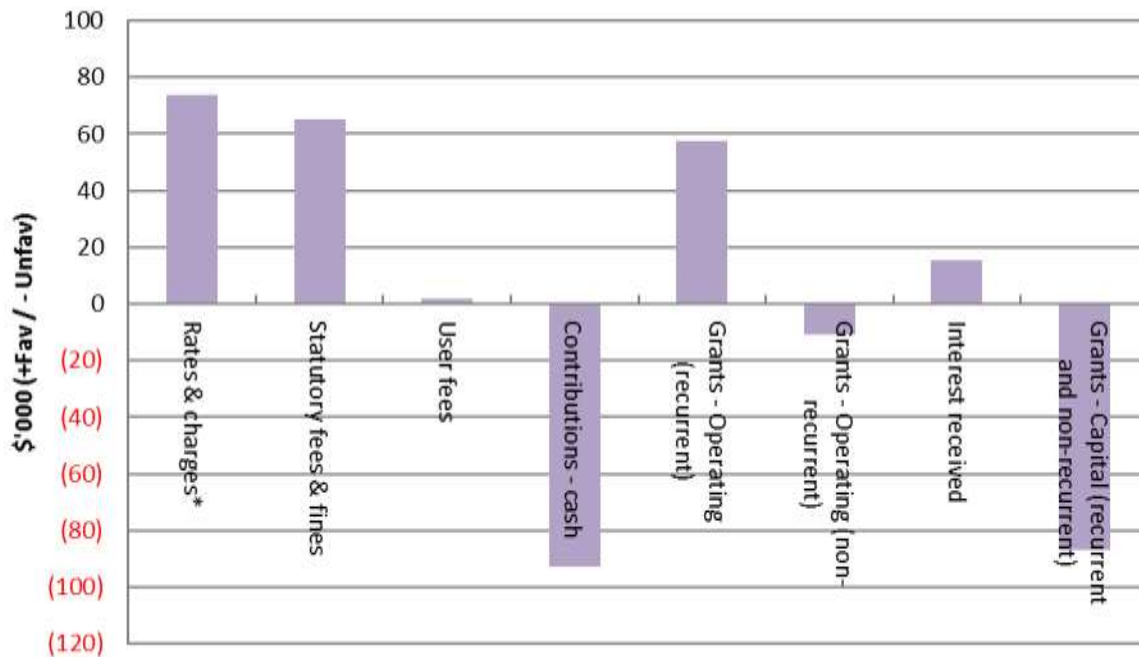
**1. OPERATING PERFORMANCE**

**1.1 Overall Operating Performance**

	YTD Forecast \$'000	YTD Actual \$'000	YTD Var \$'000	Forecast Budget \$'000	Adopted Budget \$'000
<b>Operating</b>					
Income	115,830	115,886	56	126,700	126,863
Expenses	(88,677)	(87,256)	1,421	(121,106)	(122,046)
<b>Underlying Surplus (Deficit)</b>	<b>27,153</b>	<b>28,630</b>	<b>1,477</b>	<b>5,594</b>	<b>4,817</b>
<b>Capital</b>					
Grants - Capital (recurrent and non-recurrent)	3,662	3,575	(87)	6,565	1,420
<b>Comprehensive result</b>	<b>30,815</b>	<b>32,205</b>	<b>1,390</b>	<b>12,159</b>	<b>6,237</b>

For the nine months ended 31 March 2017, Council has recorded an operating surplus before capital revenues of \$28.63 million, which is \$1.48 million ahead of the year to date forecast budget.

**1.2 Income – YTD Forecast Budget variances**



**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH 2017 Cont'd**

**ITEM 3**

The table at 1.2 illustrates how each income stream is performing at year to date against forecast, by variance. Key variances of note include:

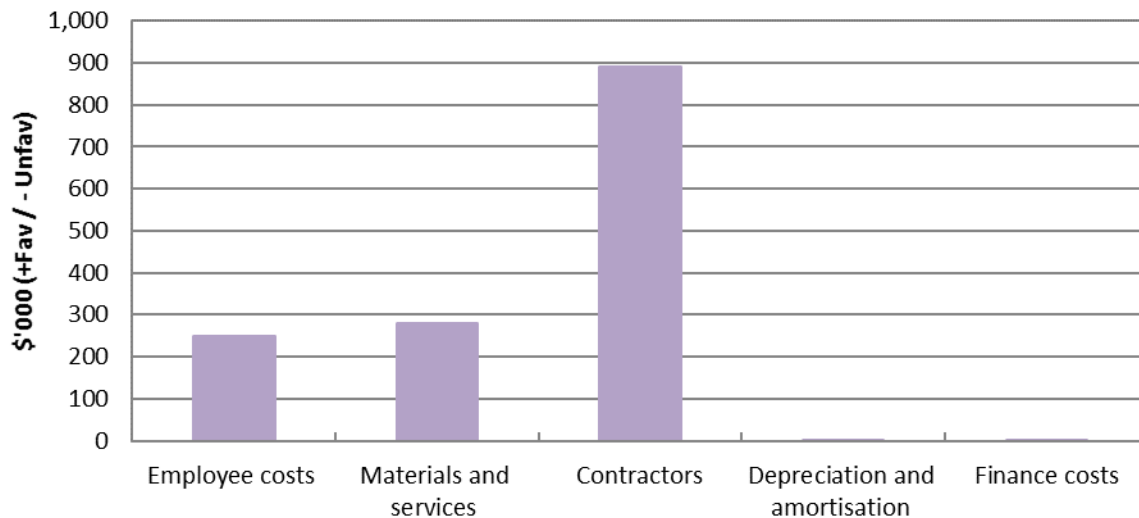
*Favourable Variances:*

- *Rates and Charges* – relates mostly to supplementary income that has been achieved over and above forecast.
- *Statutory Fees and Charges* – associated with greater than forecast performance in the Planning, Health and Local Laws area, by \$77k, most of which relates to planning applications.

*Unfavourable Variances:*

- *Contributions Cash* – again, this variance mainly driven from the Planning, Health and Local Laws area, with Open Space Cash in Lieu down on forecast by \$81k. In general, a resitricated asset, so no significant impact. Will work with service area to monitor forecast.

**1.3 Expenses – YTD Forecast Budget variances**



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

*Favourable Variances:*

- *Employee Costs* – Generally driven by vacancies that have not been filled in the timeline expected, resulting in reduced expenditure to what was initially forecast. This has been the case for Planning, Health and Local Laws (\$88k), Community Services (\$84k), Leisure (\$44k) and Comms and Marketing (\$37k).
- *Materials and Services* – Driven by timing, with forecast expenditure already predicted, by spend now not happening until last quarter of the year. Specifically

**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH 2017 Cont'd**

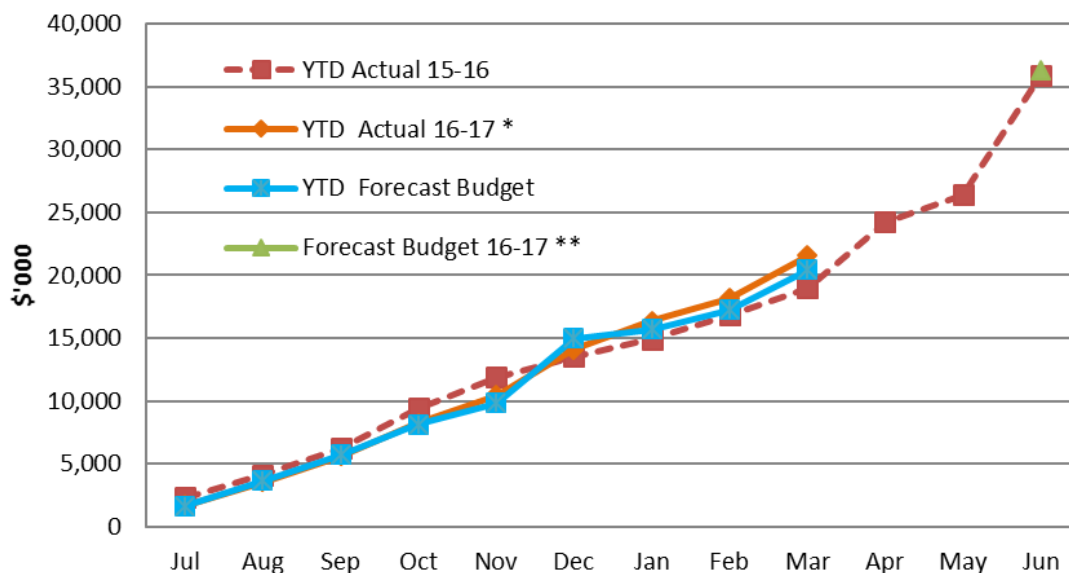
**ITEM 3**

the case for Operations (Materials \$185k), Planning, Health and Local Laws (Legal Fees \$16k) and Leisure (\$81k).

- *Contractors* – Largest driver of this variance is Community Services (\$579k) – all in relation to the transition to CHSP and reduced number of referrals. However, the service area have indicated that they expect to catch-up on the spend by EOFY.

**2. CAPITAL WORKS**

**2.1 Capital works YTD expenditure cumulative**



\* YTD Actual expenditure includes Carried Forwards

\*\* Forecast Budget expenditure includes Carried Forwards

The Capital Expenditure program for 2016/17 is \$24.553m. A carry forward amount from 2015/16 of \$8.357m is included in the forecast for the current year.

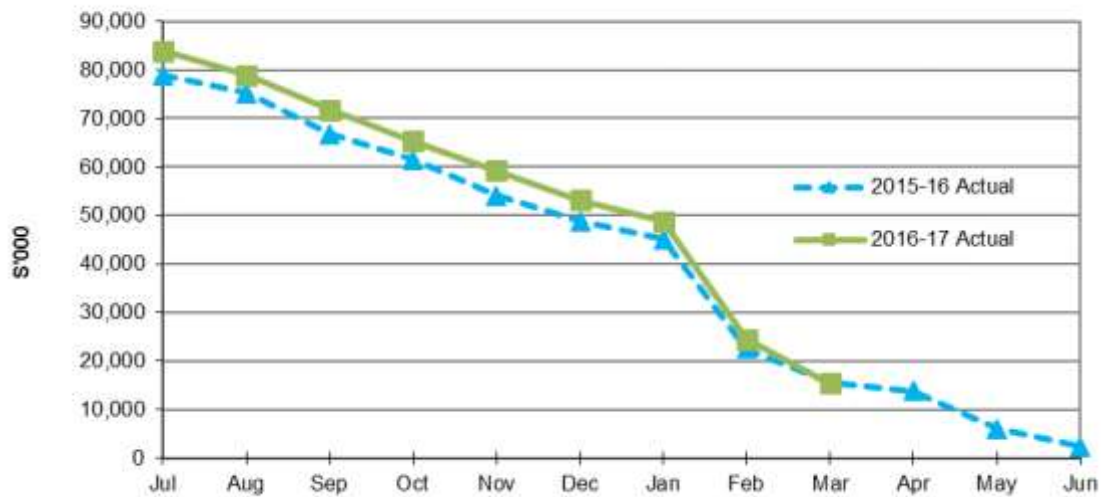
The chart above indicates how Council is performing year to date against the forecast, as well as how we are tracking to achieve the year end target of \$36.3m. Currently Council has spent 59.4% of its forecast at the end of quarter 3, with approximately another \$14.7m of forecast remaining for the last quarter of the year.

**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH  
2017 Cont'd**

**ITEM 3**

**3. RATES**

**3.1 Actual rates outstanding balance by month**



The chart above compares the rates outstanding as at 31 March 2017 and compares it to the same time, last financial year. As can be clearly seen in the chart above, rates collection is on track and virtually at the same balance as the same time last year. As a percentage, the collection rate has in fact improved compared to last year, given there was higher dollar value of rates to collect on this year, compared to last year.

Financial / economic issues

As presented in this report and accompanying financial statements.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Not Applicable

**CONCLUSION**

The 31 March YTD results are favourable and provide a solid foundation for achieving Council's 2016/2017 services and advocacy programs.

**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH  
2017 Cont'd**

**ITEM 3**

**ATTACHMENTS**

1. [↓](#) 15 May 2017 - Council Meeting Report - Financial report appendix 9 months 31 March 2017
2. [↓](#) 15 May 2017 - Council Meeting Report - Appendix 2 - Financial Report Analytics - Balance Sheet - March 2017
3. [↓](#) 15 May 2017 - Council Meeting Report - Appendix 3 - Financial Report Analytics - Cashflow - March 2017

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES THE REPORT ON THE FINANCIAL PERFORMANCE AGAINST BUDGET FOR THE NINE MONTHS ENDING 31 MARCH 2017**



# FINANCIAL REPORT

Nine months ended

31 March 2017



Financial Report  
Nine months ended 31 March 2017

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**Financial Report  
Nine months ended 31 March 2017**

**1. Income Statement**

For the nine months ending 31 March 2017

	YTD	YTD	YTD		
	Forecast	Actual	Forecast	Annual	Adopted
	Budget	Results	Variance	Forecast	Budget
	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Income</b>					
Rates & charges	81,960	82,034	74	82,000	82,030
Statutory fees & fines	2,967	3,032	65	4,172	3,778
User fees	17,283	17,285	2	22,892	24,147
Contributions - cash	3,640	3,547	(93)	4,701	4,341
Grants - Operating (recurrent)	8,683	8,741	57	11,583	11,698
Grants - Operating (non-recurrent)	288	277	(11)	398	54
Interest received	854	869	15	1,046	908
Net gain (loss) on disposal of property, infrastructure, plant & equipment	155	100	(54)	(91)	(93)
<b>Total Income</b>	<b>115,830</b>	<b>115,886</b>	<b>56</b>	<b>126,700</b>	<b>126,863</b>
<b>Expenses</b>					
Employee costs	37,167	36,918	249	50,959	51,731
Materials and services	19,217	18,939	278	25,323	25,044
Contractors	16,515	15,624	891	23,435	23,883
Depreciation and amortisation	15,225	15,223	2	20,298	20,297
Finance costs	553	553	0	1,091	1,091
<b>Total expenses</b>	<b>88,677</b>	<b>87,256</b>	<b>1,421</b>	<b>121,106</b>	<b>122,046</b>
<b>Underlying Surplus (Deficit)</b>	<b>27,153</b>	<b>28,630</b>	<b>1,477</b>	<b>5,594</b>	<b>4,817</b>
Grants - Capital (recurrent and non-recurrent)	3,662	3,575	(87)	6,565	1,420
<b>Comprehensive result</b>	<b>30,815</b>	<b>32,205</b>	<b>1,390</b>	<b>12,159</b>	<b>6,237</b>

**Financial Report**  
**Nine months ended 31 March 2017**

**2. Balance Sheet**

As at 31 March 2017

	31/03/2017	31/03/2016	30/06/2016
	\$ '000	\$ '000	\$ '000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	16,668	15,212	10,642
Trade and other receivables	20,137	19,078	7,061
Other financial assets	33,257	34,902	24,889
Inventories	394	325	288
Other assets	390	868	846
<b>Total current assets</b>	<b>70,847</b>	<b>70,385</b>	<b>43,726</b>
<b>Non-current assets</b>			
Trade and other receivables	407	695	407
Investments in associates and joint ventures	2,862	2,706	2,862
Property, infrastructure, plant and equipment	1,454,287	1,398,006	1,448,670
Intangible assets	495	13,922	495
<b>Total non-current assets</b>	<b>1,458,050</b>	<b>1,415,329</b>	<b>1,452,434</b>
<b>Total assets</b>	<b>1,528,897</b>	<b>1,485,714</b>	<b>1,496,160</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	(10,492)	(7,812)	(9,910)
Trust funds and deposits	(3,330)	(2,542)	(3,336)
Provisions	(11,537)	(10,879)	(10,984)
Interest-bearing loans and borrowings	(1,300)	(1,180)	(1,208)
<b>Total current liabilities</b>	<b>(26,659)</b>	<b>(22,413)</b>	<b>(25,438)</b>
<b>Non-current liabilities</b>			
Provisions	(1,045)	(911)	(1,045)
Interest-bearing loans and borrowings	(20,596)	(21,896)	(21,285)
Trust funds and deposits	(208)	(343)	(208)
<b>Total non-current liabilities</b>	<b>(21,849)</b>	<b>(23,150)</b>	<b>(22,538)</b>
<b>Total liabilities</b>	<b>(48,508)</b>	<b>(45,563)</b>	<b>(47,976)</b>
<b>Net assets</b>	<b>1,480,389</b>	<b>1,440,151</b>	<b>1,448,184</b>
<b>Equity</b>			
Accumulated surplus	469,888	457,354	469,888
Surplus (deficit) for period	32,205	28,758	-
Reserves	978,296	954,039	978,296
<b>Total equity</b>	<b>1,480,389</b>	<b>1,440,151</b>	<b>1,448,184</b>

**Financial Report**  
**Nine months ended 31 March 2017**

**3. Statement of Cash Flows**

For the nine months ended 31 March 2017

	31/03/2017	31/03/2016
	\$'000	\$'000
<b>Cash flows from operating activities</b>		
Rates and charges	67,631	63,161
Statutory fees and fines	3,032	2,717
User fees	18,581	18,711
Grants - operating	9,017	6,938
Grants - capital	3,575	3,570
Contributions - monetary	3,547	3,881
Interest received	900	1,016
Trust funds and deposits taken	7,563	3,808
Net GST refund	-	-
Employee costs	(37,047)	(36,947)
Materials and services	(32,948)	(32,472)
Trust funds and deposits repaid	(7,418)	(4,548)
<b>Net cash provided by/(used in) operating activities</b>	<b>36,435</b>	<b>29,835</b>
<b>Cash flows from investing activities</b>		
Payments for property, infrastructure, plant and equipment	(21,505)	(18,925)
Proceeds from sales of property, infrastructure, plant and equipment	666	546
Payments for investments	(50,278)	(46,279)
Proceeds from sales of investments	41,857	41,996
<b>Net cash provided by/(used in) investing activities</b>	<b>(29,260)</b>	<b>(22,663)</b>
<b>Cash flows from financing activities</b>		
Finance costs	(552)	(580)
Proceeds from borrowings	-	-
Repayment of borrowings	(597)	(569)
<b>Net cash provided by/(used in) financing activities</b>	<b>(1,149)</b>	<b>(1,149)</b>
Net increase (decrease) in cash and cash equivalents	6,026	6,023
Cash and cash equivalents at the beginning of the period	10,642	9,189
<b>Cash and cash equivalents at the end of the financial period</b>	<b>16,668</b>	<b>15,212</b>

**Financial Report**  
**Nine months ended 31 March 2017**

**4. Statement of Capital Works**

For the nine months ending 31 March 2017

	YTD Forecast Budget	YTD Actual *	YTD Bud Var	Forecast Budget **	Amount Carried Forward	Adopted Budget
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Classification</b>						
Buildings	4,487	4,575	(88)	9,913	3,136	2,900
Roads	3,499	3,521	(22)	6,050	1,653	4,280
Footpaths and Cycleways	1,504	1,495	9	2,375	61	2,050
Carparks	251	299	(48)	359	59	426
Drainage	2,071	2,169	(98)	3,056	798	2,420
Waste Management	36	35	1	66	16	50
Other Capital Roads and Drainage	339	331	8	1,512	566	525
Recreational Leisure and Community Facilities	2,930	3,040	(110)	3,710	1,447	2,396
Parks and Open Space	1,015	1,046	(30)	2,994	332	2,191
Fixtures, Fittings and Furniture	35	31	4	69	14	60
Plant, Machinery and Equipment	2,517	1,912	605	3,705	74	3,502
Computers and Telecommunications	828	788	40	1,579	587	920
Property Sales	380	376	4	380	0	0
Building Renewal	523	1,950	(1,427)	523	(386)	2,833
<b>Total capital works</b>	<b>20,416</b>	<b>21,568</b>	<b>(1,152)</b>	<b>36,290</b>	<b>8,357</b>	<b>24,553</b>

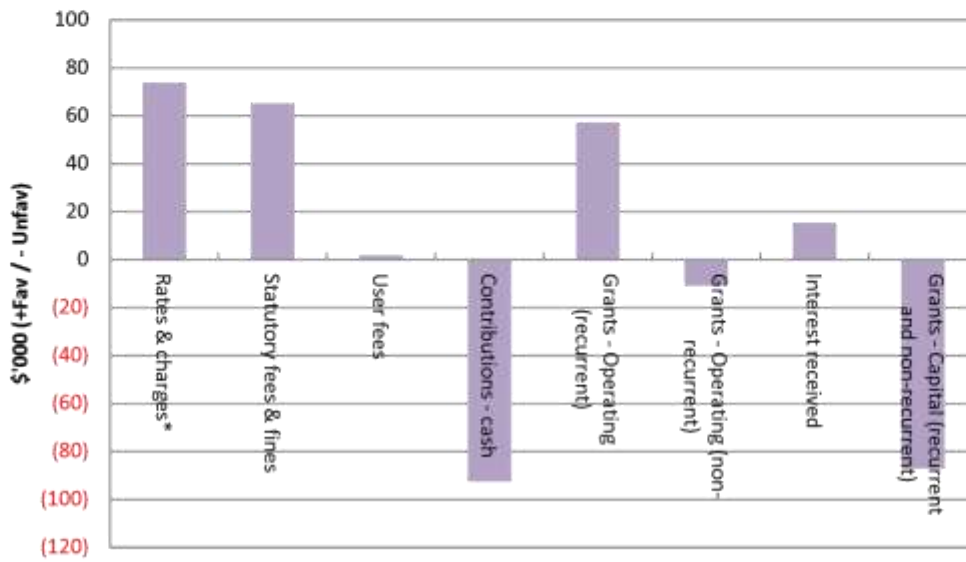
\* YTD Actual expenditure includes Carried Forwards

\*\* Forecast Budget expenditure includes Carried Forwards

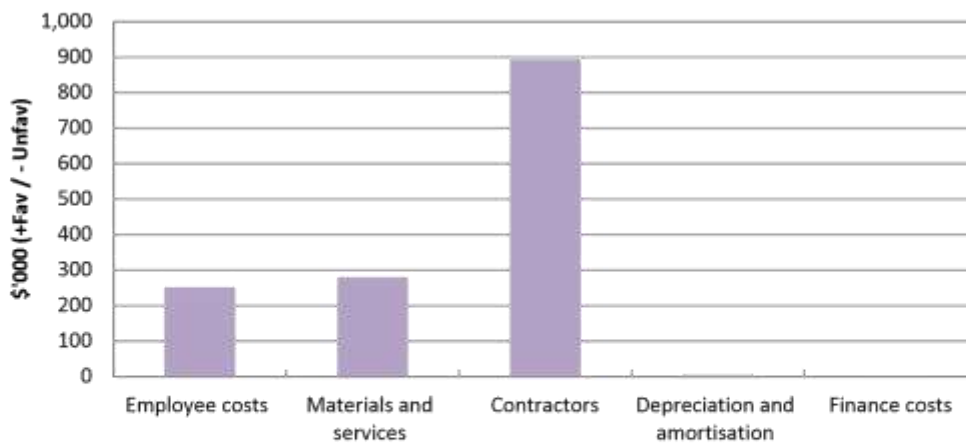
Financial Report  
Nine months ended 31 March 2017

## 5. Financial and Capital Analysis

### Income – YTD Forecast Budget variances

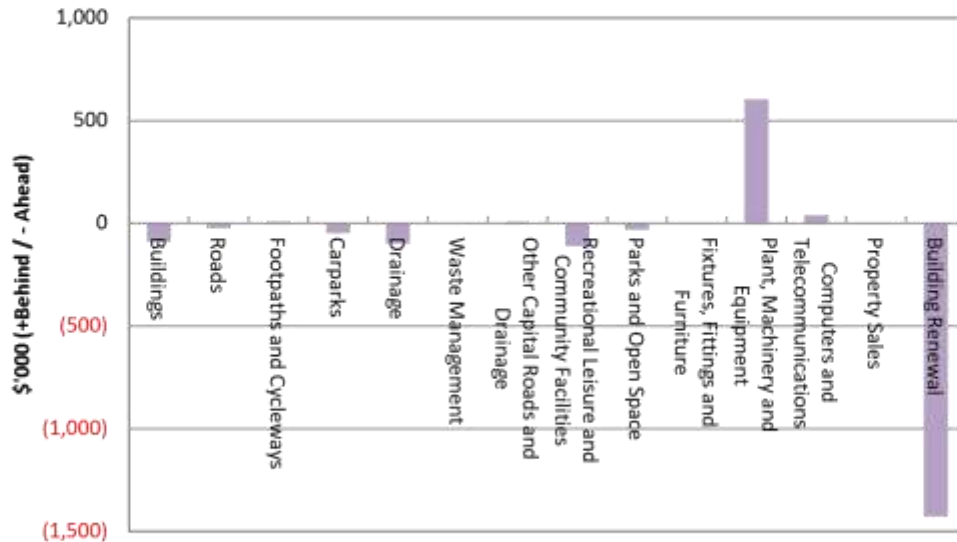


### Expenses – YTD Forecast Budget variances

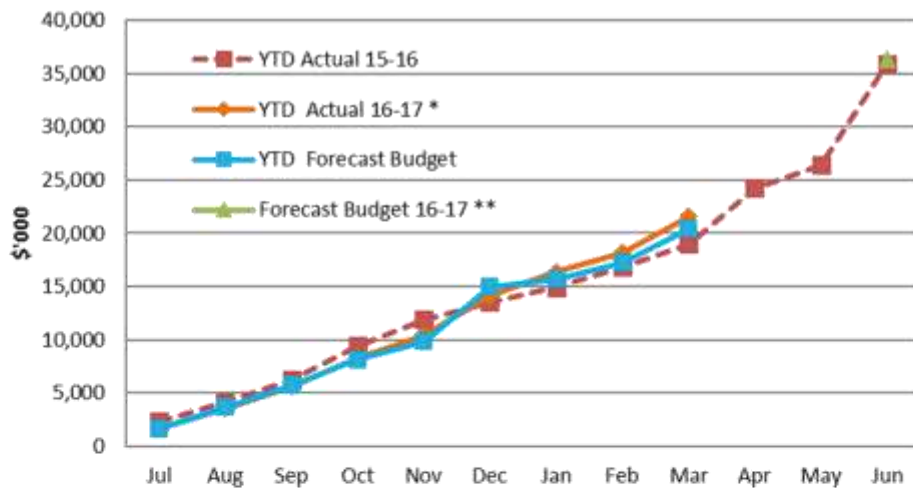


**Financial Report**  
**Nine months ended 31 March 2017**

**Capital Works – YTD Forecast Budget variances by asset class**



**Capital works YTD expenditure cumulative**



\*YTD Actual expenditure includes Carried Forwards

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

These graphs demonstrate that the capital program is on par with overall budget predictions.



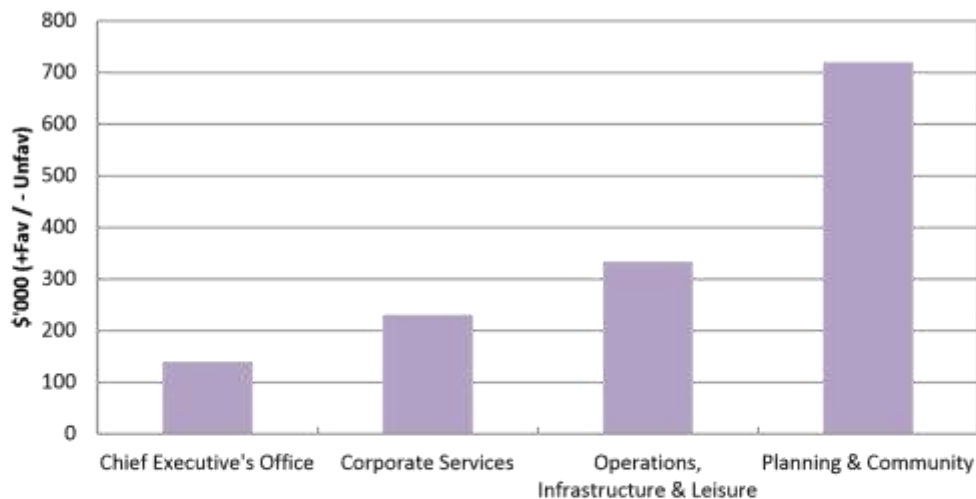
**Financial Report**  
**Nine months ended 31 March 2017**

**Directorate Analysis**

	YTD Forecast Net	YTD Actual Net	YTD Bud Var Net	Annual Forecast Net
	\$'000	\$'000	\$'000	\$'000
<b>Department</b>				
Chief Executive's Office	(1,528)	(1,390)	138	(2,157)
Corporate Services	(19,484)	(19,255)	229	(26,063)
Operations, Infrastructure & Leisure	(15,803)	(15,471)	332	(22,307)
Planning & Community	(5,918)	(5,200)	718	(9,618)
	<b>(42,733)</b>	<b>(41,316)</b>	<b>1,417</b>	<b>(60,145)</b>
Capital Grants & Contributions	3,662	3,575	(87)	6,565
Net (Gain)/Loss on disposal of equipment	155	100	(54)	(91)
Other non-attributable 1	69,731	69,846	114	65,829
<b>Net (surplus) deficit</b>	<b>30,815</b>	<b>32,205</b>	<b>1,390</b>	<b>12,159</b>

\* Other non-attributable includes rate & charges revenue, grants commission, depreciation, and insurance.

**Department net cost YTD Budget variances (depiction of the table above)**



This graph shows that all directorates are showing a positive variance to the Year to Date Budget.

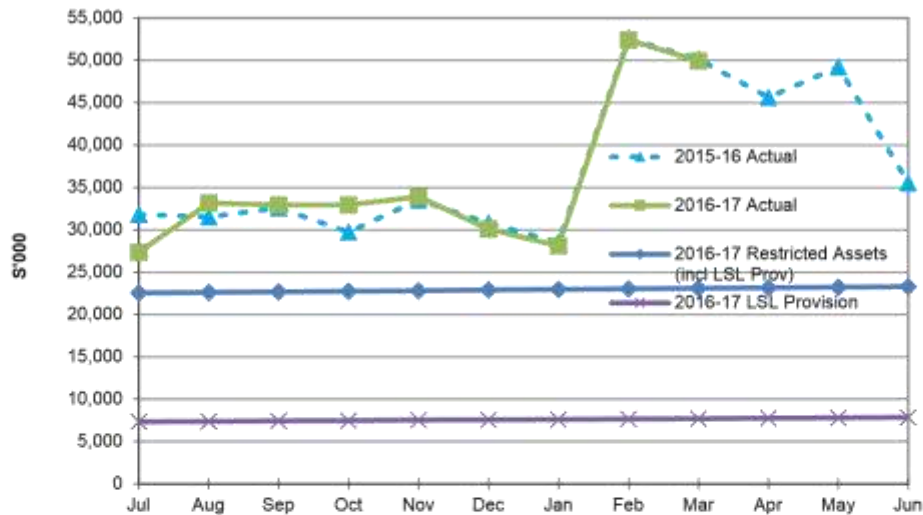
**Financial Report**  
**Nine months ended 31 March 2017**

**6. Financial Position**

	2016-17	2015-16	2016-17	2015-16
	March YTD	March YTD	Adopted	June EOFY
	Actual	Actual	Budget	Actual
	\$'000	\$'000	\$'000	\$'000
Cash and investments	49,925	50,114	32,549	35,531
Net current assets	44,188	47,972	16,367	18,288
Net assets and total equity	1,480,389	1,440,151	1,427,494	1,448,184

The Financial Position as at 31 March 2017 shows cash and investment balances of \$49.9 million and a net current asset position of \$44.2 million, which are both in line with balances this time last year. The net asset position as at 31 March 2017 is \$1.5 billion. Cash and investment balances are above expectations identified in the Long Term Financial Strategy for the current period of 2016/2017.

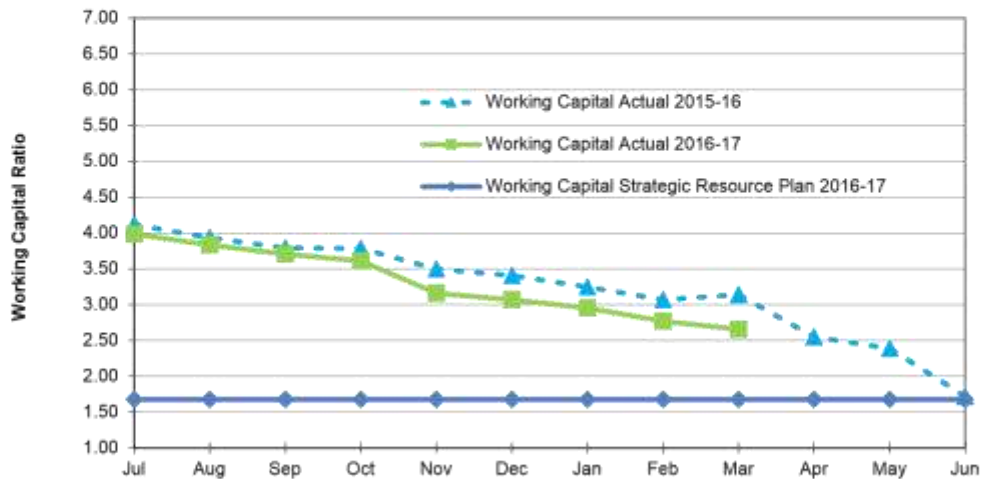
**Actual cash & investments balance by month**



This graph reflects that there are sufficient cash reserves to cover both restricted assets and any fluctuations in cash flow.

**Financial Report**  
**Nine months ended 31 March 2017**

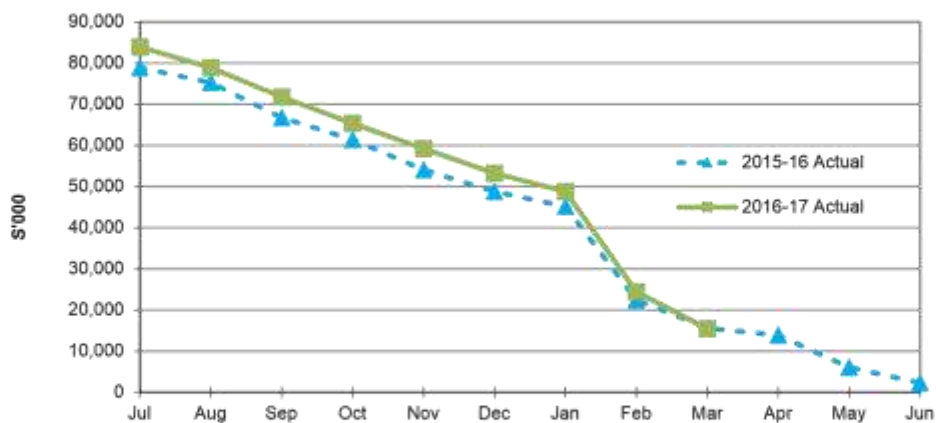
**Actual working capital ratio by month**  
**(Current Assets / Current Liabilities)**



The working capital ratio is a measure of liquidity. It is essential for this figure to be greater than 1.00 at all times, with the VAGO recommended level being in excess of 1.50. Council's working capital ratio clearly meets this recommendation.

The ratio is expected to follow a similar trend to the previous financial year.

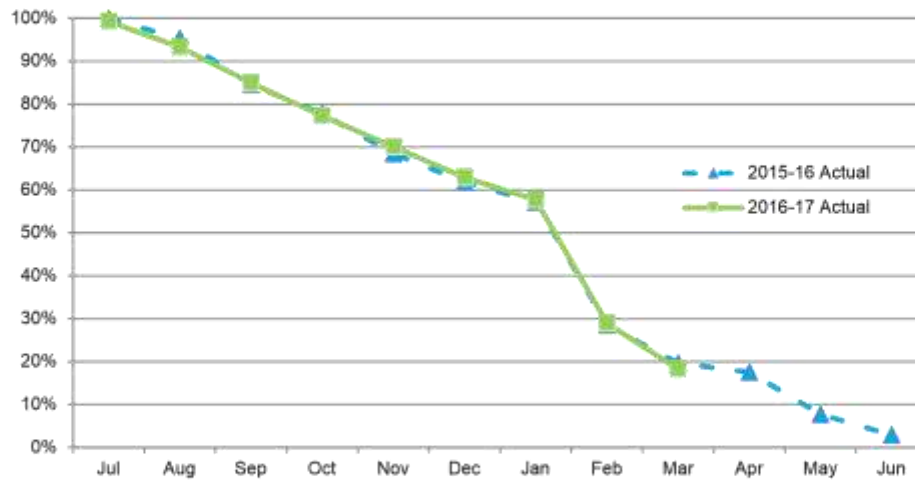
**Actual rates outstanding balances by month**



The March result indicates a similar trend of rates outstanding as compared to the same stage last year.

**Financial Report**  
**Nine months ended 31 March 2017**

**Rates debtor collection rate by %**

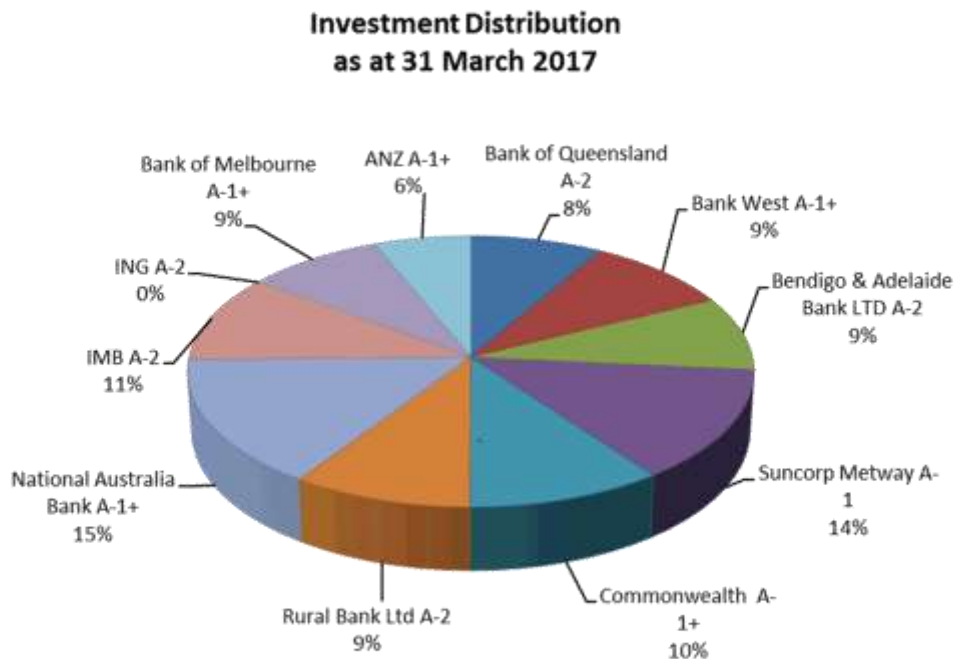
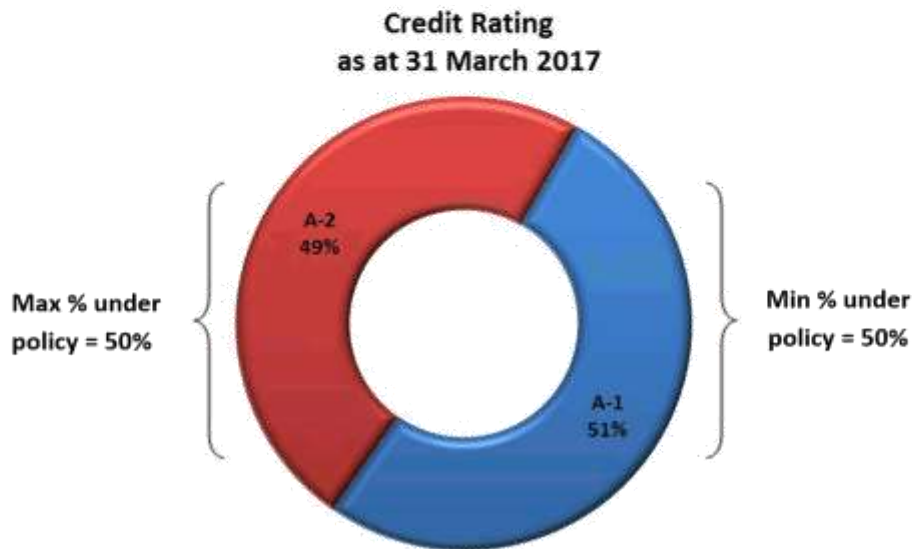


Rate debtor's collection levels during 2016/2017 are in line with expectations.

**Financial Report**  
**Nine months ended 31 March 2017**

**7. Cash and Investments**

The following graphs indicate the diversification and credit ratings of the investment portfolio at the end of March. The table lists all the investments held as at 31 March 2017. Council has met Investment Policy guidelines at the end in March with respect to the portfolio's balance between A-1 and A-2 investments, and holding greater than 15% of the portfolio with one investing partner.



**Financial Report  
Nine months ended 31 March 2017**

<b>Investments as at 31 March 2017</b>							
Institution	Credit Rating	Maturity Date	Period Days	Yield %	Type	\$000's	%
Bank West	A-1+			1.45	On-Call	1,526	3.1%
National Australia Bank	A-1+			1.80	On-Call	2,004	4.1%
ANZ	A-1+	6-Apr-17	64	2.25	Term Dep.	1,500	3.1%
Suncorp Metway	A-2	12-Apr-17	64	2.30	Term Dep.	1,600	3.3%
Commonwealth	A-1+	19-Apr-17	72	2.26	Term Dep.	1,500	3.1%
Bank of Melbourne	AA-	27-Apr-17	76	1.82	Term Dep.	1,200	2.5%
ANZ	A-1+	3-May-17	79	2.33	Term Dep.	1,500	3.1%
IMB	A-2	4-May-17	79	2.48	Term Dep.	1,000	2.0%
Suncorp Metway	A-2	11-May-17	86	2.43	Term Dep.	1,500	3.1%
Bank of Melbourne	AA-	17-May-17	85	1.95	Term Dep.	1,000	2.0%
Bank of Queensland	A-2	9-Aug-17	363	2.80	Term Dep.	600	1.2%
National Australia Bank	A-1+	25-May-17	98	2.55	Term Dep.	2,500	5.1%
IMB	A-2	26-May-17	99	2.55	Term Dep.	1,000	2.0%
Bank of Queensland	A-2	30-May-17	103	2.45	Term Dep.	2,500	5.1%
Suncorp Metway	A-2	8-Jun-17	112	2.45	Term Dep.	2,000	4.1%
Rural Bank Ltd	A-2	14-Jun-17	118	2.40	Term Dep.	1,000	2.0%
Bank West	A-1+	15-Jun-17	118	2.50	Term Dep.	1,500	3.1%
Bank West	A-1+	22-Jun-17	121	2.50	Term Dep.	1,000	2.0%
Bank of Melbourne	AA-	28-Jun-17	125	2.29	Term Dep.	1,000	2.0%
IMB	A-2	29-Jun-17	122	2.25	Term Dep.	700	1.4%
National Australia Bank	A-1+	6-Jul-17	128	2.53	Term Dep.	1,500	3.1%
National Australia Bank	A-1+	6-Jul-17	128	2.53	Term Dep.	1,500	3.1%
Bendigo & Adelaide Bank LTD	A-2	12-Jul-17	118	2.30	Term Dep.	1,000	2.0%
Rural Bank Ltd	A-2	13-Jul-17	133	2.60	Term Dep.	508	1.0%
Rural Bank Ltd	A-2	13-Jul-17	115	2.55	Term Dep.	1,500	3.1%
IMB	A-2	20-Jul-17	141	2.55	Term Dep.	2,000	4.1%
Bendigo & Adelaide Bank LTD	A-2	26-Jul-17	146	2.35	Term Dep.	1,020	2.1%
Bank of Queensland	A-2	26-Jul-17	140	2.55	Term Dep.	1,000	2.0%
Rural Bank Ltd	A-2	27-Jul-17	147	2.60	Term Dep.	500	1.0%
Suncorp Metway	A-2	27-Jul-17	141	2.47	Term Dep.	602	1.2%
Commonwealth	A-1+	3-Aug-17	148	2.45	Term Dep.	1,234	2.5%
Bank West	A-1+	9-Aug-17	153	2.60	Term Dep.	503	1.0%
Rural Bank Ltd	A-2	10-Aug-17	154	2.50	Term Dep.	1,010	2.1%
IMB	A-2	17-Aug-17	161	2.55	Term Dep.	402	0.8%
Commonwealth	A-1+	16-May-17	90	2.35	Term Dep.	1,114	2.3%
Bendigo & Adelaide Bank LTD	A-2	30-May-17	365	2.95	NCD	1,046	2.1%
Bendigo & Adelaide Bank LTD	A-2	2-Jun-17	88	2.25	Term Dep.	1,236	2.5%
Commonwealth	A-1+	23-Jun-17	240	2.62	Term Dep.	1,099	2.3%
Bank of Melbourne	AA-	13-Mar-18	1461	4.25	Term Dep.	1,057	2.2%
Suncorp Metway	A-1	7-Jul-17	240	2.75	Term Dep.	862	1.8%
						<b>48,824</b>	<b>100%</b>

Term Dep. = Term Deposit NCD = Negotiable Certificate of Deposit

Council's performance against the industry wide benchmark (Bank Bill Swap Reference Rate – Average Bid which summarises the returns on banks bills over the period chosen) is provided below:

**Financial Report**  
**Nine months ended 31 March 2017**

Benchmark: 90 days Bank Bill Swap Reference Rate – Average Bid (Source: Australian Financial Markets Association)	2.16%
Maroondah Investment Portfolio as at 31 March 2017	2.48%

*Balance Sheet Analytics - as at 31 March 2017*

	31/03/2017 \$ '000	31/03/2016 \$ '000	VARIANCE \$ '000	Comments
<b>Assets</b>				
<b>Current assets</b>				
Cash and cash equivalents	16,668	15,212	1,456	Cash at Bank and Term Investments are split between this line item and the "Other financial assets" line item, depending on whether an investment has a maturity of 90 days or more. This line item is up \$1.45m whilst other financial assets is down \$1.65m, reflecting a small difference in the maturity profile of our investments pool.
Trade and other receivables	20,137	19,078	1,059	Comprises of numerous debtor balances. Small expected increase \$200k due to increase in rates debtors in line with a rate increase. Remainder of difference is a \$1.1m increase in our debtors control account, which comprises of all sundry debtors (large volume and variety of transactions).
Other financial assets	33,257	34,902	-1,645	See cash comments.
Inventories	384	325		
Other assets	390	668	-478	This is made up of prepayment accounts. Last year had a \$685k ERL Library contribution prepayment that is not recorded for this year at end of March. Slightly offset by a \$152k GB super prepayment in March this year not recorded last year.
<b>Total current assets</b>	<b>70,847</b>	<b>70,385</b>	<b>462</b>	
<b>Non-current assets</b>				
Trade and other receivables	407	696		
Investments in associates and joint ventures	2,852	2,706		
Property, infrastructure, plant and equipment	1,454,287	1,398,006	56,281	This is a 4% increase in value of assets. Largest variances was \$47m increase in buildings (net of depreciation) and \$40m increase in land. \$13m will relate to the completion of Realm/Town Square.
Intangible assets	495	13,922	-13,427	As above, conversion of Realm/Town Square from intangible rights asset to completed asset.
<b>Total non-current assets</b>	<b>1,458,050</b>	<b>1,415,329</b>	<b>42,721</b>	
<b>Total assets</b>	<b>1,528,897</b>	<b>1,485,714</b>	<b>43,183</b>	
<b>Liabilities</b>				
<b>Current liabilities</b>				
Trade and other payables	-10,482	-7,812	-2,680	\$2m increase in accounts payable control and sundry creditors. Result of timing differences, as well as the size of any accruals in the current month vs. last year.
Trust funds and deposits	-3,330	-2,542	-788	These are suspense, deposit and obligation offset accounts, no likely trends to follow.
Provisions	-11,537	-10,879	-658	These are employee provisions. Increase relates to an increase in annual leave and LSL accrual balances.
Interest-bearing loans and borrowings	-1,300	-1,180	-120	
<b>Total current liabilities</b>	<b>-26,659</b>	<b>-22,413</b>		
<b>Non-current liabilities</b>				
Provisions	-1,045	-911	-134	
Interest-bearing loans and borrowings	-20,596	-21,696	1,300	
Trust funds and deposits	-208	-343	135	
<b>Total non-current liabilities</b>	<b>-21,849</b>	<b>-23,150</b>	<b>1,301</b>	
<b>Total liabilities</b>	<b>-48,508</b>	<b>-45,563</b>	<b>-2,945</b>	
<b>Net assets</b>	<b>1,480,389</b>	<b>1,440,151</b>	<b>40,238</b>	
<b>Equity</b>				
Accumulated surplus	459,888	457,354	12,534	
Surplus (deficit) for period	32,205	28,758	3,447	
Reserves	978,296	954,039	24,257	
<b>Total equity</b>	<b>1,480,389</b>	<b>1,440,151</b>	<b>40,238</b>	



*Cashflow Analytics - as at 31 March 2017*

	31/03/2017	31/03/2016	Variance	Comments
	\$'000	\$'000	\$'000	
<b>Cash flows from operating activities</b>				
Rates and charges	67,631	63,181		
Statutory fees and fines	3,032	2,717		
User fees	10,501	10,711		
Grants - operating	9,017	6,938		
Grants - capital	3,575	3,570		
Contributions - monetary	3,547	3,881		
Interest received	900	1,016		
Trust funds and deposits taken	7,583	3,808		Deposits taken and repaid a function of timing. These amounts recognise movements in various deposit, suspense and clearing accounts.
Net GST refund	-	-	3,755	
Employee costs	-37,047	-36,947		
Materials and services	-32,948	-32,472		
Trust funds and deposits repaid	-7,418	-4,548		Deposits taken and repaid a function of timing. These amount recognise movements in various deposit, suspense and clearing accounts.
<b>Net cash provided by/(used in) operating activities</b>	<b>38,435</b>	<b>29,835</b>	<b>8,600</b>	
<b>Cash flows from investing activities</b>				
Payments for property, infrastructure, plant and equipment	-21,505	-10,825		
Proceeds from sales of property, infrastructure, plant and equipment	606	546		
Payments for investments	-50,278	-46,279		This reflects the councils purchases of term deposit investments.
Proceeds from sales of investments	41,857	41,996	-3,999	
<b>Net cash provided by/(used in) investing activities</b>	<b>-29,295</b>	<b>-22,863</b>	<b>-6,587</b>	
<b>Cash flows from financing activities</b>				
Finance costs	-552	-580		
Proceeds from borrowings	-	-		
Repayment of borrowings	-597	-509		
<b>Net cash provided by/(used in) financing activities</b>	<b>-1,149</b>	<b>-1,149</b>	<b>0</b>	
Net increase (decrease) in cash and cash equivalents	6,006	6,023		
Cash and cash equivalents at the beginning of the period	10,542	9,189		
<b>Cash and cash equivalents at the end of the financial period</b>	<b>16,548</b>	<b>15,212</b>	<b>1,456</b>	

## **DELEGATIONS REVIEW**

## **ITEM 4**

### **PURPOSE**

To advise on the review of Council delegations as prescribed by section 98(6) Local Government Act 1989.

### **STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council plan 2013-2017 (Year 4: 2016-2017) provide the strategic framework that underpins the purpose in this report.

Outcome Area: A well governed and empowered community.

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

Key Directions 2013 – 2017:

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

### **BACKGROUND**

Council is required to review its delegations 12 months after an election pursuant to section 98(6) Local Government Act 1989. A register of delegations is maintained as prescribed by Regulation 12 Local Government (General) Regulations 2015 – available for public inspection.

Delegations are a power or duty or function of Council that via a formal resolution of Council are delegated to member(s) of Council Officers. They are a means of effectively streamlining decision-making and enable Councils to concentrate on the broader strategic issues rather than administrative and routine matters.

### **ISSUE / DISCUSSION**

Maroondah has a multiple number of delegations under a wide range of State legislation – 38 Acts and 13 Regulations - and such is appropriate given the diversity of services provided by Council.

Councillors have recently had the opportunity to review the extent of the delegations and to also note that Maroondah's delegations are based upon the format provided by Council solicitors, Maddocks. All delegations are subject to a formal Instrument of Delegation. There are two types of formal Instruments of Delegations, firstly, Council to the Chief Executive Officer – with the Chief Executive Officer having power to sub-delegate; and secondly, Council direct to Council Officers. A small number of acts do not permit any sub-delegation and these are delegated direct from Council to Officers, for instance delegations under the Planning and Environment Act 1987 and the Food Act 1984.

**DELEGATIONS REVIEW Cont'd**

**ITEM 4**

**FINANCIAL / ECONOMIC ISSUES**

Not Applicable

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Not Applicable

**CONCLUSION**

That Council formally notes that a review of delegations has occurred in accordance with Councils obligations under s98(6) LGA with no immediate change being required to the existing processes and delegations within the current register.

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT WITH RESPECT TO DELEGATIONS OF POWERS DUTIES AND FUNCTIONS OF COUNCIL, MAROONDAH CITY COUNCIL NOTES AND ENDORSES THE CURRENT ARRANGEMENTS RELATING TO THE FORMAL PROCESSES FOR DELEGATIONS, HAVING COMPLETED A REVIEW OF DELEGATIONS IN ACCORDANCE WITH SECTION 98(6) OF THE LOCAL GOVERNMENT ACT 1989**

**AUDIT & RISK ADVISORY COMMITTEE REPORT**

**ITEM 5**

**PURPOSE**

To report to Council on the outcomes of the Audit & Risk Advisory Committee Meeting held on 26 April 2017.

**STRATEGIC / POLICY ISSUES**

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

**BACKGROUND**

Council's Audit & Risk Advisory Committee consists of both Council and external representatives. The Mayor Tony Dib, and Councillor Mike Symon, are Council representatives on the Committee.

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

The Audit & Risk Advisory Committee Charter requires that this Committee report to Council on the findings and recommendations from its meetings. This report provides a summary of matters under consideration by the Audit & Risk Advisory Committee of the meeting held on Wednesday 26 April 2017.

**ISSUE / DISCUSSION**

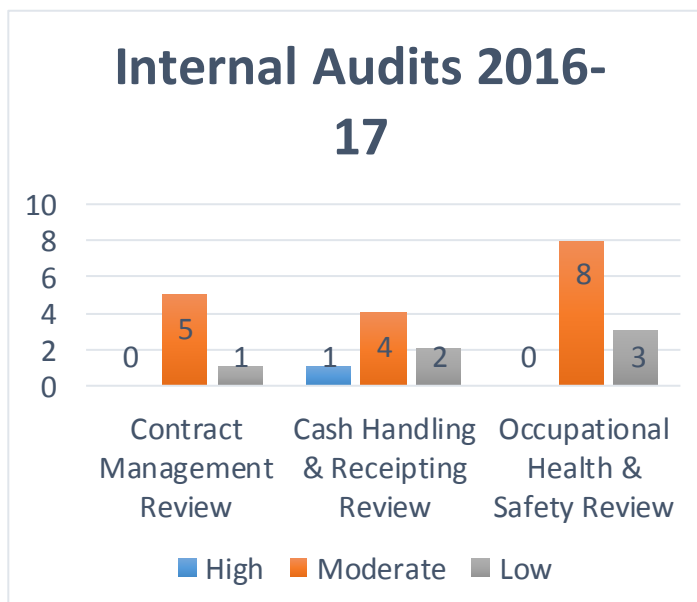
The Annual Financial Report and Annual Performance Statement for the nine months ended 31 March 2017 were presented for the consideration and approval in principle of the Audit & Risk Advisory Committee. An overview of the Statements was provided as well as some analytics explaining some of the movements in the Statements. The Committee accepted the Statements and were complimentary in terms of how the information presented. This report is included as a separate item in this Council Meeting Agenda.

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

- Standard Items
  - CEO's Report, Finance Quarterly Report, VAGO Audit Strategy 16/17, Internal Audit Progress and Status reports, Risk and Insurance report and reports from sector related agencies.
- Internal Audit Projects
  - Cash Handling & Receipting Review - the Internal Auditors concluded that Council had an overarching Cash & Handling Policy that incorporates cash handling procedures and uses the Pathway receipting module and the LINK system to record customer payments and to process cash payments. The sites that were reviewed have a safe with a combination access code to store cash.

**AUDIT & RISK ADVISORY COMMITTEE REPORT Cont'd****ITEM 5**

- Contract Management Review – the Internal Auditors concluded that Council has in place a contract management process which is governed by the Council's Procurement Policy Procedure and Guidelines. The Procurement Guidelines are comprehensive, well-structured, and clearly outline Council expectations of Contract managers in their management of contracts throughout the contract lifecycle.
- OH&S (including Contractors) Review – the Internal Auditors concluded that Council's current controls in place for safety management provide a framework that complies with AS 4801. They also identified that there is strong management commitment to occupational health and safety at Council.
- A summary of number of findings and ratings can be seen in the chart below:

**FINANCIAL / ECONOMIC ISSUES**

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

**ENVIRONMENTAL / AMENITY ISSUES**

Not applicable.

**SOCIAL / COMMUNITY ISSUES**

Not applicable.

**COMMUNITY CONSULTATION**

Not applicable.

**AUDIT & RISK ADVISORY COMMITTEE REPORT Cont'd****ITEM 5****CONCLUSION**

This report provides a summary of the outcomes of the Audit & Risk Advisory Committee meeting held on Wednesday 26 April 2017.

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES THE REPORT FROM THE AUDIT & RISK ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 26 APRIL 2017**

**CAPITAL WORKS QUARTERLY REPORT 2016/2017**

**ITEM 1**

**PURPOSE**

To present the financial and operational status of major Capital Works projects for the third quarter of the 2016/2017 financial year.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2013-2017 (Year 4: 2016-2017) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A well governed and empowered community.

Vision Statement: In the year 2040, Maroondah will be an effectively empowered community that is actively engaged in Council decision making through processes that ensure their voice is heard and considered. Council provides strong and responsive leadership, ensures transparent processes and works with the community to advocate and champion their needs.

Key Directions 2013 - 2017:

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

**BACKGROUND**

Council, as part of its Adopted Budget 2016/2017, allocated \$24.553m to Capital Works projects. Council has obtained external State and Federal grants totalling an additional \$1.260m.

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

Provided in this report is an overview of the period 1 July to 31 March 2017 Capital Expenditure on Council's major projects, together with explanations on budget overruns or timing differences in the stages of project completion.

The report also discusses those Capital Projects which due to various reasons required funds to be carried forward from the previous financial year (2015/2016).

**CAPITAL WORKS QUARTERLY REPORT 2016/2017 Cont'd**

**ITEM 1**

**ISSUE / DISCUSSION**

The following is a summary of the status of Council's major construction projects and financial position for the third quarter of the 2016/2017 financial year.

**CAPITAL PERFORMANCE – NINE MONTHS ENDING MARCH 2017**

	YTD Forecast Budget \$'000	YTD Actual * \$'000	YTD Bud Var \$'000	Forecast Budget ** \$'000	Amount Carried Forward \$'000	Adopted Budget \$'000
<b>Classification</b>						
Buildings <sup>1</sup>	4,487	4,575	(88)	9,913	3,136	2,900
Roads <sup>2</sup>	3,499	3,521	(22)	6,050	1,653	4,280
Footpaths and Cycleways	1,504	1,495	9	2,375	61	2,050
Carparks	251	299	(48)	359	59	426
Drainage	2,071	2,169	(98)	3,056	798	2,420
Waste Management	36	35	1	66	16	50
Other Capital Roads and Drainage	339	331	8	1,512	566	525
Recreational Leisure and Community Facilities <sup>3</sup>	2,930	3,040	(110)	3,710	1,447	2,396
Parks and Open Space <sup>4</sup>	1,015	1,046	(30)	2,994	332	2,191
Fixtures, Fittings and Furniture	35	31	4	69	14	60
Plant, Machinery and Equipment <sup>5</sup>	2,517	1,912	605	3,705	74	3,502
Computers and Telecommunications <sup>6</sup>	828	788	40	1,579	587	920
Property Sales	380	376	4	380	0	0
Building Renewal	523	1,950	(1,427)	523	(386)	2,833
<b>Total capital works</b>	<b>20,416</b>	<b>21,568</b>	<b>(1,152)</b>	<b>36,290</b>	<b>8,357</b>	<b>24,553</b>

**Explanation of variations between forecast budget and adopted budget:**

- <sup>1</sup> **Buildings** – Variation between adopted (\$2.9m) and forecast (\$9.9m) budgets is due to:
  - \$3.1m that was carried forward from the 15/16 financial year, which relates to the Ringwood Athletics Pavilion (\$928k) and East Ringwood Multipurpose Pavilion (\$1.7m) projects;
  - \$450k from the Federal Government for HE Parker Sporting Pavilion Redevelopment (which is the majority of their allocation, the rest of which is anticipated in 17/18);
  - \$750k from external funding sources (State and Federal Government) for the East Ringwood Multipurpose Pavilion project; and



**CAPITAL WORKS QUARTERLY REPORT 2016/2017 Cont'd**

**ITEM 1**

- \$2.3m from the Building Renewal budget (note that the building renewal line item has a reduction in the budget of this amount), which has been allocated to individual building projects within this category
- <sup>2</sup> **Roads** – Variation between adopted (\$4.3m) and forecast (\$6.05m) budgets is due primarily to the \$1.65m that was carried forward from the 15/16 financial year, which includes the Roads to Recovery program (Lincoln Road) (\$990k), Bedford/Great Ryrie Street Signalisation (\$418k), and some other minor road improvement projects.
- <sup>3</sup> **Rec Leisure and Community Facilities** – Variation between adopted (\$2.4m) and forecast (\$3.7m) budgets is due to the \$1.45m that was carried forward from the 15/16 financial year, which relates primarily to the AC Robertson Athletics Track Renewal project and some other minor associated projects;
- <sup>4</sup> **Parks and Open Space** – Variation between adopted (\$2.2m) and forecast (\$2.9m) budgets is due primarily to the \$332k that was carried forward from the 15/16 financial year, which relates to the East Ringwood Reserve Drainage and Landscaping (\$155k) and other minor park improvement works;
- <sup>5</sup> **Plant, Machinery and Equipment** – Variation between adopted (\$3.5m) and forecast (\$3.7m) budgets is due primarily to the \$74k that was carried forward from the 15/16 financial year, which relates to the Plant & Equipment replacement program
- <sup>6</sup> **Computers and Telecommunication** - – Variation between adopted (\$920k) and forecast (\$1.6m) budgets is due primarily to the \$587k that was carried forward from the 15/16 financial year, which relates to a number of the IT based projects

**FINANCIAL / ECONOMIC ISSUES**

**CARRIED FORWARDS**

These projects have funds allocated in 2015/2016 budget year and have been carried forward into the 2016/2017 budget year to allow completion of projects. Attachment 1: Projects Carried Forward 2015/2016 shows the current status of these projects.

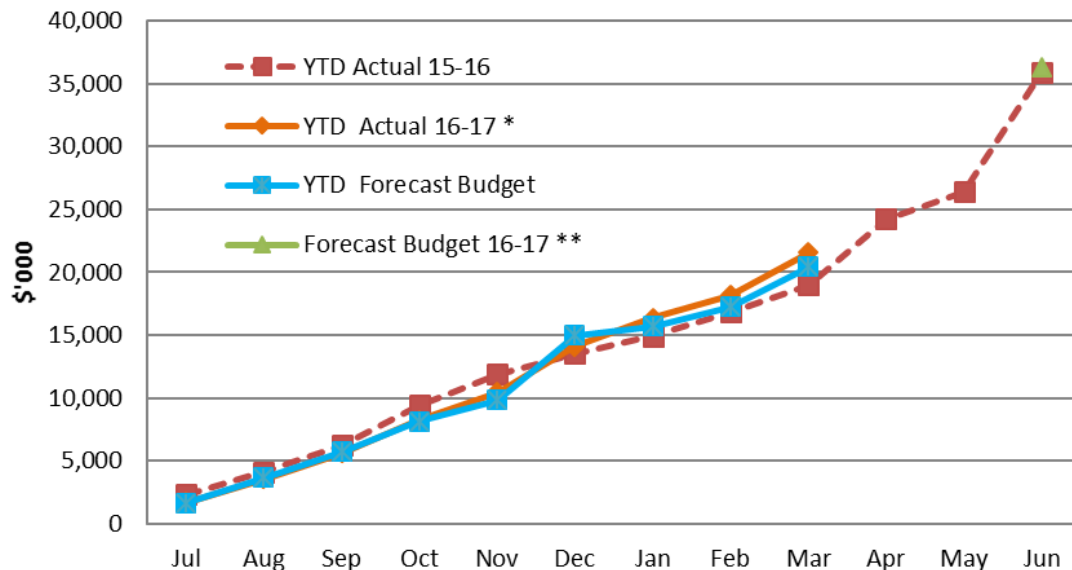
**PROJECT STATUS**

See Attachment 2: Project Status 1 July to 31 March 2017.

**CAPITAL WORKS QUARTERLY REPORT 2016/2017 Cont'd**

**ITEM 1**

**CAPITAL WORKS YTD – EXPENDITURE (CUMULATIVE)**



\* YTD Actual expenditure includes Carried Forwards

\*\* Forecast Budget expenditure includes Carried Forwards

Currently Council has spent 59.4% of its forecast at the end of quarter 3, with approximately another \$14.7m of forecast remaining for the last quarter of the year.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Not Applicable

**CONCLUSION**

The 2016/2017 Capital Works Budget is tracking close to projection at the third quarter point. Most carried forward projects are now complete. End of year forecast budget is \$11.1m above adopted due to variations of brought forwards to complete large projects.

**CAPITAL WORKS QUARTERLY REPORT 2016/2017 Cont'd**

**ITEM 1**

**ATTACHMENTS**

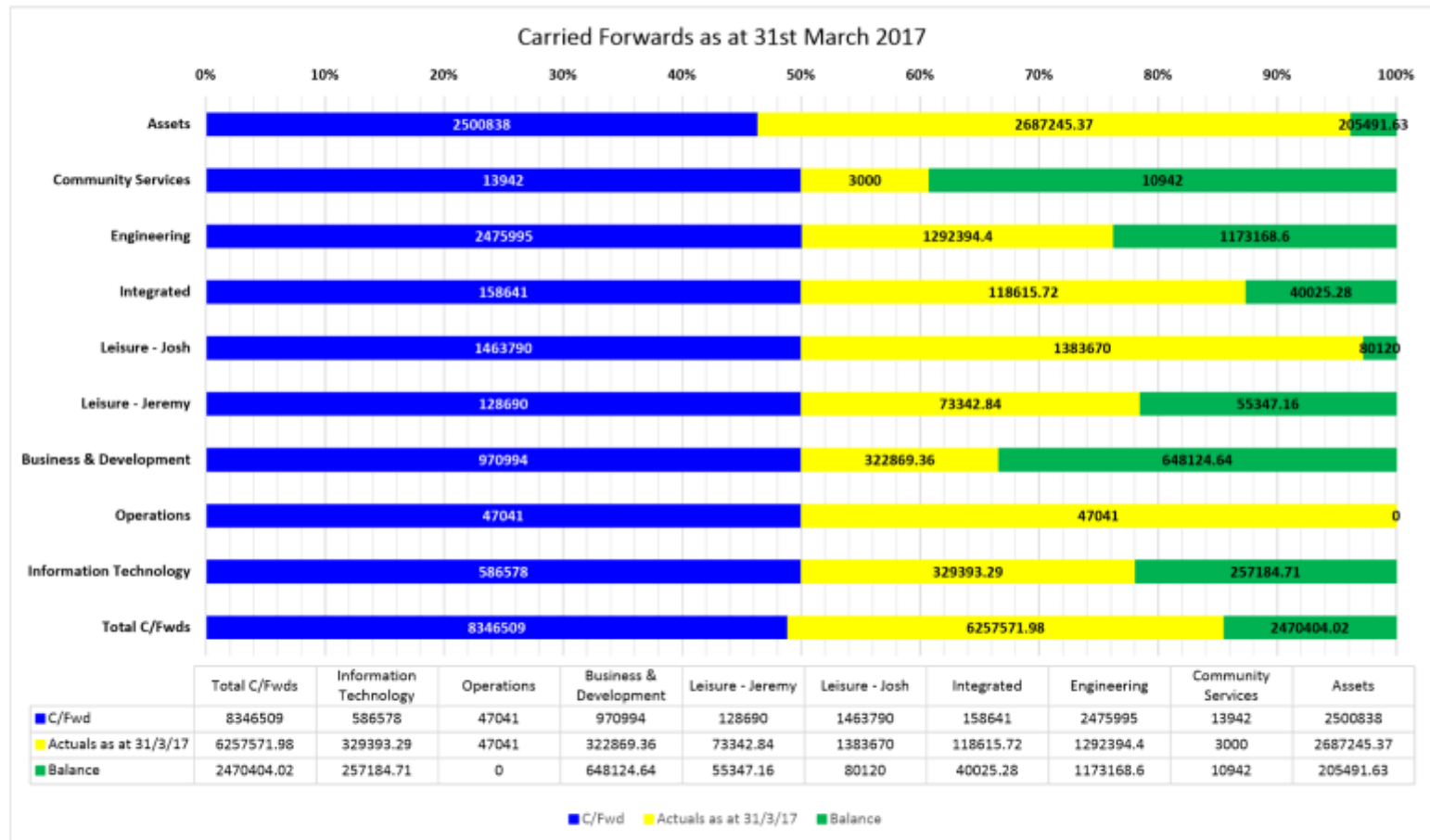
1. [!\[\]\(aca6fcc8bd95e8255b9ea1b1d08ef300\_img.jpg\)](#) Carried Forwards 15/16 Status Graph
2. [!\[\]\(0083087c61cec498ac803a4aec5bb1bd\_img.jpg\)](#) Capital Works Project Status at 31 March 2017

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES THE REPORT ON THE PROGRESS AND  
STATUS OF CAPITAL WORKS PROJECTS FOR THE PERIOD 1 JULY TO 31 MARCH  
2017**



ASSETS						
Resp.Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
1	ASSETS		Council	Others	Total	
Community Facilities Projects						
General						
ATO	70472	Project Management - see comments for Variations	320,000	0	320,000	187,157
ATO	72000	Furniture & Equipment	30,000	0	30,000	27,591
ATO	72970	Design Fees (Op'n Var'n No. 83 \$25K to 72057)	30,000	0	30,000	0
Major Works						
ATO	70193	Bedford Park Ballet Studio (F'cast Var'n No. 2 \$330K from 70888) (Op'n Var'n No. 30 \$16,818 Council & \$53,182 Others)(F'cast Var'n No. 35 \$130K from yet to be determined)	476,818	53,182	530,000	105,165
ATO	70232	Lipscombe Park Kindergarten - (F'cast Var'n No. 2 \$400K from 70888)(F'cast Var'n No. 34 \$130K from yet to be determined)	530,000	0	530,000	267,670
ATO	70438	Croydon Sporting Pavilion (F'cast Var'n No. 2 \$250K from 70888)	250,000	0	250,000	0
Grant	70518	East Kingwood multipurpose Pavilion - C/Fwd \$1,711,093 from 15/16 (F'cast Var'n No. 7 \$750K from Others)(Op'n Var'n No. 56 \$157,854 C/Fwd in error)(Op'n Var'n No. 107 \$50K from 70472)	1,603,239	750,000	2,353,239	1,494,525
ATO	70618	Griff Hunt Sporting Pavilion - (F'cast Var'n No. 2 \$130K from 70888)	130,000	0	130,000	99,760
ATO	70629	Heathmont Tennis Pavilion	0	0	0	-603
ATO	70665	Knaith Road Child Care Centre - (F'cast Var'n No. 2 \$110K from 70888)	110,000	0	110,000	41,532
ATO	70693	North Ringwood Pre-School (F'cast Var'n No. 2 \$80K from 70888)	80,000	0	80,000	95

ASSETS CONTINUED:-						
Resp. Off	2016/2017 Capital WORKS PROGRAM		Target Budget 2016/2017			Actual as at 31/3/17
	C/WKS NO	PROJECT DESCRIPTION				
<b>1</b>	<b>ASSETS</b>		<b>Council</b>	<b>Others</b>	<b>Total</b>	
<b>Major Works Continued:-</b>						
ATO	71013	H.E. Parker Netball Pavilion - Redevelopment	0	0	0	4,959
ATO	71044	Aquanation - Post PC Improvement works (F'cast Var'n No. 11 \$50K from 71044.1016 Bendigo Bank)	0	50,000	50,000	43,114
ATO	71779	Norwood Family & Children Centre - Playspace redevelopment and shadesail installation - C/Fwd \$10,547 from 15/16 (F'cast Var'n No. 32 \$22,740 received from Others)	10,547	22,740	33,287	34,860
ATO	72046	Proclamation Park Sporting Pavilion - Design for redevelopment (F'cast Var'n No. 4 \$100K from 72979)(Op'n Var'n No. 72 \$366K from 72979)	466,000	0	466,000	20,754
ATO	72149	Ringwood Lake Storage - (F'cast Var'n No. 2 \$120K from 70888)	120,000	0	120,000	365
Grant	72979	Replacement of existing community buildings 16/17 & part 17/18 Proclamation Park - C/Fwd \$927,910 from 15/16 For all Forecast Variations see comments	1,419,910	65,000	1,484,910	1,499,732
Grant	72981	H.E.Parker Pavilion Upgrade (Op'n Var'n No. 82 \$450K from Fed Grant)	0	450,000	450,000	59,496
ATO	72983	Jubilee Park #1 Pavilion - redevelopment (F'cast Var'n No. 22 \$250K from 70888)	250,000	0	250,000	19,200
ATO	73603	Glen Park Community Shed - (F'cast Var'n No. 2 \$150K from 70888)(Op'n Var'n No. 107 \$10K from 70472)	160,000	0	160,000	117,098
<b>Improvement Works</b>						
ATO	70180	Community Facilities - Access & Inclusion (F'cast Var'n No. 1 \$200K to 70888)	0	0	0	0
ATO	70520	Non Programmed Emergency Renewal (F'cast Var'n No. 1 \$515K to 70888)	0	0	0	0



## ASSETS CONTINUED:-

Resp.Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
1	ASSETS Continued:-		Council	Others	Total	
Improvement Works Continued						
ATO	70823	Croydon Memorial Pool renewal works	50,000	0	50,000	138,580
ATO	70885	Buildings OHS & Regulatory works (F'cast Var'n No. 1 \$650k to 70888)	0	0	0	0
		Community Facilities Renewal from Condition Audit - C/Fwd -\$58,031 from 70472, -\$39,704 from 71101, - \$288,690 from 70888 from 15/16 For Forecast variations refer to comments				
ATO	70888		496,575	26,136	522,711	1,974,877
ATO	70889	Community Facilities - Heating, Ventilation and AC and Building Mgt System	550,000	0	550,000	0
Grant Works						
Community Groups 16/17 50/50 Funds from 70220 & 70280						
50/50	70242	Ellie V Pullin Pre School - Shade sail install (Op'n Var'n No. 30 \$4K Council & \$4K Others from 70220)	4,000	4,000	8,000	7,410
TC	70321	Aquahub-Creche Outdoor Playspace	40,000	0	40,000	0
50/50	70774	Croydon North Kindergarten - Shade sail (Op'n Var'n No. 30 \$3,863 Council \$3,864 Others from 70220)	3,863	3,864	7,727	764
50/50	70934	Nth Ringwood Senior Citizens - hall extension - (Op'n Var'n No. 30 \$25K Council \$25K Others)	25,000	25,000	50,000	43,146
ATO	71756	Central Ringwood Community Centre - Solar power project - C/Fwd \$12,077 Council & \$13,636 Others from 15/16	12,077	13,636	25,713	23,146
ATO	71757	Croydon Lions Club - storage shed construction - C/Fwd \$15,937 Council & \$13,636 Others from 15/16	15,937	13,636	29,573	10,429
50/50	71758	Maroondah Citizens Advice Bureau - Croydon food pantry project - shelving (Op'n Var'n No. 30 \$1,795 from 70220)	1,795	0	1,795	687
50/50	71759	Tarralla Kinder - Screen and letterbox (Op'n Var'n No. 30 \$5K from 70220)	5,000	0	5,000	7,593

## ASSETS CONTINUED:-

Resp.Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
1	ASSETS Continued:-		Council	Others	Total	
Grant Works Continued:-						
Community Groups 16/17 50/50 Funds from 70220 & 70280						
50/50	71853	Ringwood Bowls Club - social area development (Op'n Var'n No. 30 \$36,363 Council \$36,364 Others from 70220)	36,363	36,364	72,727	56,797
TC	72044	Bedford Road Scout Hall (Bill Wilkins Lodge redevelopment) - C/Fwd \$123,571 from 15/16 (Op'n Var'n No. 130 \$33,570 from 60073.2265)	157,141	0	157,141	4,749
TC	72045	Town Park Athletics Track - Lighting Upgrade - C/Fwd \$90K from 15/16 (F'cast Var'n No. 39 \$150K from 70397)	240,000	0	240,000	10,540
50/50	73800	Croydon West Girl Guides - Climate control project (Op'n Var'n No 30 \$4,545 Council \$4,546 Others from 70220)	4,545	4,546	9,091	6,510
50/50	73801	East Ringwood Junior FC - Electronic Scoreboard & Structure (Op'n Var'n No. 30 \$22,728 Council \$22,727 Others from 70220)	22,728	22,727	45,455	0
50/50	73802	3rd Heathmont Scout Group - Heating/Cooling (Op'n Var'n No. 30 \$9,091 Council \$9,091 Others from 70220)	9,091	9,091	18,182	16,690



## ASSETS CONTINUED:-

Resp. Off	2016/2017 Capital WORKS PROGRAM		Target Budget 2016/2017			Actual as at 31/3/17
	C/WKS NO	PROJECT DESCRIPTION				
<b>1</b>	<b>ASSETS</b>		<b>Council</b>	<b>Others</b>	<b>Total</b>	
<b>Open Space - Cormac</b>						
ATO	70095	Ringwood Lake Management Plan Implementation (Op'n Var'n No. 83 \$6K to 72058)	81,000	0	81,000	1,820
ATO	70115	Reserves - Playgrounds renewal (Op'n Var'n No. 83 \$25K to 72058)	325,000	0	325,000	241,587
ATO	70126	Reserves - Signage Program	20,000	0	20,000	12,389
ATO	70140	Bicycle Path Upgrade (Op'n Var'n No. 83 \$3,500 to 72058)	46,500	0	46,500	19,408
ATO	70205	Public Toilet improvement program - C/Fwd \$3,100 from 15/16 (Op'n Var'n No. 83 \$17K to 72058)(F'cast Var'n No., 37 \$15,605 to 71792)	220,495	0	220,495	28,564
ATO	70286	Warren Reserve (COM) Pine tree removal and tree pruning (Op'n Var'n No. 29 \$8K from 70280)	8,000	0	8,000	7,460
ATO	70289	Warranwood Reserve (COM) - install viewing seating (Op'n Var'n No. 29 \$8K from 70280)	8,000	0	8,000	0
ATO	70345	Street Furniture renewal program (Op'n Var'n No. 83 \$5K to 72058)	65,000	0	65,000	32,707
ATO	70367	Ongoing program or providing new & upgraded paths in new & existing parkland (Op'n Var'n No. 52 \$5K to 72200) (Op'n Var'n No. 83 \$3K to 72058)	32,000	0	32,000	26,657
ATO	70515	Signage (Op'n Var'n No. 83 \$3,500 to 72058)	46,500	0	46,500	55,726
ATO	70599	Wyreena Playspace - C/Fwd \$12,500 from 15/16	12,500	0	12,500	17,368
ATO	70611	Cheong Park (COM) - Upgrade seating (Op'n Var'n No. 29 \$8K from 70280)	8,000	0	8,000	2,500
ATO	70748	Ringwood Lake - Master plan - C/Fwd \$10,435 from 15/16	10,435	0	10,435	4,250
ATO	70781	Park inventory & signage replacement program (ongoing) - C/Fwd -\$5,474 from 15/16 (Op'n Var'n No. 83 \$10,500 to 72058)	146,026	0	146,026	154,410
ATO	70782	Park development program - C/Fwd \$33,611 from 15/16 (Op'n Var'n No. 83 \$3,500 to 72058)	80,111	0	80,111	82,394

## ASSETS CONTINUED:-

Resp. Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
1	ASSETS		Council	Others	Total	
Open Space - Cormac - Continued:-						
ATO	72057	Ringwood Lake Playspace (Op'n Var'n No. 83 \$25K from 72970)	25,000	0	25,000	24,555
ATO	72058	Open Space Project Management (See comments for breakdown)	116,000	0	116,000	27,367
ATO	72600	Reserves - Bridge replacement works (Op'n Var'n No. 83 \$14K to 72058)	186,000	0	186,000	-5,858
ATO	72652	East Ringwood Reserve - drainage and landscape - C/Fwd \$154,771 from 15/16 (F'cast Var'n No. 5 \$160K from 70390 for car park works) (Op'n Var'n No. 83 \$11K to 72058)(F'cast Var'n No. 43 \$100K from POS)(F'cast Var'n No. 45 \$400K from POS)	803,771	0	803,771	339,160
ATO	72654	Jubilee Park Oval No. 2 - Spectator & Player access area renewal - C/Fwd \$7,767 from 15/16	7,767	0	7,767	8,226
ATO	72750	Reserves - Footpath lighting (ongoing)	32,000	0	32,000	19,050
ATO	72755	Fenced Dog Parks (Op'n Var'n No. 83 \$14K to 72058)	186,000	0	186,000	4,450
TOTAL ASSETS			10,126,734	1,549,922	11,676,656	7,428,578

Community Services						
Resp. Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
2	ARTS & CULTURAL DEVELOPMENT		Council	Others	Total	
TC	70210	Art in Public Places - C/PWD \$13,942 from 15/16 - \$13,942 is for Acacia Crt Balance for Public Art Commissions for Croydon laneways (Op'n Var'n No. 153 \$5K to 66062.2265)	38,942	0	38,942	3,000
TC	70407	Kingwood Station Art - C/PWD \$10,904 from 15/16 (Op'n Var'n No. 104 \$10,904 to Operating 66063.2728)	0	0	0	0
TOTAL COMMUNITY SERVICES			38,942	0	38,942	3,000

ENGINEERING & BUILDING SERVICES						
Resp. Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION	Council	Others	Total	
3	ENGINEERING & BUILDING SERVICES					
Drainage Projects						
AT	70085	North West drainage scheme projects (F'cast Var'n No. 5 \$100K to 72451)	0	0	0	0
AT	70688	Dromsally Rise Reserve - drainage improvements (F'cast Var'n No. 5 \$7,800 from 72405)(F'cast Var'n No. 14 \$2,873 from 72405)F'cast Var'n No. 50 \$2,343.16 from 72405)	13,016	0	13,016	12,916
AT	72403	Bridget Crt Drainage	0	0	0	1,250
AT	72405	Stormwater drainage infrastructure renewal - C/Fwd \$14,784 from 15/16 For Forecast variations refer to comments	298,556	65,500	364,056	307,181
AT	72451	Ringwood Activities Area - drainage infrastructure - C/Fwd \$100,115 from 15/16 (F'cast Var'n No. 5 \$100K from 70085)(F'cast Var'n No. 27 \$86,593 from Developer)	800,115	86,593	886,708	226,420
AT	72471	Scenic Avenue Flood mitigation works - Stage 2 (F'cast Var'n No. 5 \$200K from 72405)	0	0	0	0
AT	72475	Easement drain upgrade program (F'cast Var'n No. 5 \$75K from 72405)(F'cast Var'n No. 9 \$25K to 72482)(F'cast Var'n No. 46 \$7996 from 72480 & \$5111 from 72405)	63,107	0	63,107	63,107
AT	72476	Kandra Street - integrated water management - C/Fwd \$45,719 from 15/16	45,719	0	45,719	20,750
AT	72477	Lusher Road - Flood mitigation works - C/Fwd \$301,984 from 15/16 (F'cast Var'n No. 5 \$550K from 72405)(F'cast Var'n No. 29 \$100K from 70391)	951,984	0	951,984	816,909
AT	72478	Kauri Court - Flood mitigation works - C/Fwd \$4,300 from 15/16 (F'cast Var'n No. 15 \$2,700 from 72405)	7,000	0	7,000	7,000
AT	72479	Derwent Street - Flood mitigation works - C/Fwd \$3,280 from 15/16 (F'cast Var'n No. 5 \$30K from 72405)	33,280	0	33,280	24,994



**ENGINEERING & BUILDING SERVICES Continued:-**

Resp. Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
3	ENGINEERING & BUILDING SERVICES		Council	Others	Total	
Drainage Projects Continued:-						
AT	72480	Relining Program (F'cast Var'n No. 5 \$40K from 72405)(F'cast Var'n No. 46 \$7995.55 to 72475)	32,004	0	32,004	32,005
AT	72481	Brentwood Park - retarding basin - C/Fwd \$100K from 15/16 (F'cast Var'n No. 19 \$400K from 72405)	500,000	0	500,000	604,364
AT	72482	213 Wonga Road - Eastment drain (F'cast Var'n No. 9 \$25K from 72475)	25,000	0	25,000	3,350
Traffic Projects						
AT	70175	Bus Shelters (Op'n Var'n No. 52 \$20K to 70952)	0	0	0	0
AT	70395	Disability Footpath Access (F'cast Var'n No. 5 \$60K to 73030, \$50K to 73035)(F'cast Var'n No. 17 \$50K from 73035)(F'cast Var'n No. 48 \$5K to 72430)	75,000	0	75,000	61,913
AT	70903	Waste vehicles turning points - C/Fwd \$16,212 from 15/16	66,212	0	66,212	34,812
AT	70952	LATM (F'cast Var'n No. 5 \$84K to 73030, \$70K to 72430)(Op'n Var'n No. 52 \$20K from 70175) (F'cast Var'n No. 16 \$19,799 to 73485)	116,201	0	116,201	22,744
AT	72200	Footpath construction program (Op'n Var'n No. 52 \$5K from 70367) (F'cast Var'n No. 28 \$3K to 72405)(F'cast Var'n No., 49 \$7,600 to 72405)	344,400	0	344,400	323,735
AT	72418	Traffic Lights and Pedestrian crossings	70,000	0	70,000	0
Renewal Programs						
AT	70370	Bike path overlays/reseals (F'cast Var'n No. 5 \$250K to 73102)	60,000	0	60,000	32,090
AT	70385	Kerb & Channel replacement works (F'cast Var'n No. 20 \$300K to 73077)(F'cast Var'n No. 21 \$100K to 73035)(F'cast Var'n No. 28 \$5K to 72405)(F'cast Var'n No. 47 \$4,579 to 73053)	205,421	0	205,421	55,493

**ENGINEERING & BUILDING SERVICES Continued:-**

Resp. Off	2016/2017 Capital WORKS PROGRAM		Target Budget 2016/2017			Actual as at 31/3/17
	C/WKS NO	PROJECT DESCRIPTION				
	3	ENGINEERING & BUILDING SERVICES		Council	Others	
Renewal Programs Continued:-						
AT	72430	LATM Renewal (F'cast Var'n No. 5 \$70K from 70952)(F'cast Var'n No. 48 \$5K from 70395)	75,000	0	75,000	42,837
AT	73035	Heathmont Road - Kerb and resurfacing - For F'cast Var'ns see comments	300,000	7,235	307,235	232,367
AT	73102	Ringwood/Belgrave Rail Trail shared path - C/Fwd \$61,140 from 15/16 (F'cast Var'n No. 5 \$250K from 70370)(F'cast Var'n No. 51 \$145,023 from 70357)	456,163	0	456,163	446,163
Car Park Renewal/Construction						
AT	70390	Car Park resealing (F'cast Var'n No. 5 \$20K to 71797, \$20K to 70709, \$160K to 72652)(F'cast Var'n No. 37 \$28,899.35 to 71792)	11,101	0	11,101	0
AT	70709	Merrindale Shopping Centre car park design (F'cast Var'n No. 5 \$20K from 70390)	20,000	0	20,000	0
AT	70904	Seal Carparks (F'cast Var'n No. 5 \$80K to 71796, \$106K to 71794)	0	0	0	0
AT	71792	Wenwood Street Car park - C/Fwd \$58,882 from 15/16 (F'cast Var'n No. 37 \$15,605 from 70205 & \$28,899.35 from 70390)	103,386	0	103,386	101,457
AT	71794	Glen Park Reserve Car park works - (F'cast Var'n No. 5 \$106K from 70904)	106,000	0	106,000	149,020
AT	71796	Abbeyfield House carpark works (F'cast Var'n No. 5 \$80K from 70904)(F'cast Var'n No. 25 \$18,182 from Others)	80,000	18,182	98,182	37,747
AT	71797	Town Park car park design (F'cast Var'n No. 5 \$20K from 70390)	20,000	0	20,000	0
Road Renewal						
Grant	70017	RTR - Lincoln Road - C/Fwd \$987,026 from 15/16 For Variations see comments	-97,974	836,036	738,062	36,915
AT	70391	Road Reaseal Works (For all Variations refer to comments)	551,462	0	551,462	486,885

**ENGINEERING & BUILDING SERVICES Continued:-**

Resp. Off	2016/2017 Capital WORKS PROGRAM		Target Budget 2016/2017			Actual as at 31/3/17
	C/WKS NO	PROJECT DESCRIPTION				
	ENGINEERING & BUILDING SERVICES			Council	Others	
3						
Road Renewal Continued:-						
AT	72940	Dublin Road between Mt Dandenong Road & Patterson Street reconstruction	400,000	0	400,000	42,605
Grant	73030	Knaith Road - road renewal - C/Fwd \$69,670 from 15/16 See comments for Forecast variations	1,364,670	22,503	1,387,173	1,319,214
AT	73036	Dixon Avenue - road reconstruction (F'cast Var'n No. 31 \$175K from 70017)	175,000	0	175,000	170,032
AT	73053	Clearwood Avenue - road renewal (Op'n Var'n No. 52 \$65K from 70391)(F'cast Var'n No. 47 \$4,579 from 70385)	69,579	0	69,579	69,579
AT	73077	Wenwood Road reconstruction design - C/Fwd \$4,050 from 15/16 (F'cast Var'n No. 20 \$300K from 70385 & \$40K from 70391)	344,050	0	344,050	212,300
Special Projects						
AT	73078	Golf Links Estate Stage works (F'cast Var'n No. 13 \$400K from 70391)	400,000	0	400,000	182,849
AT	73081	Bennett Avenue - renewal works - C/Fwd -\$58,268 from 70391 & \$68,700 from 15/16 (Op'n Var'n No. 52 \$148,538 from 70391)	158,970	0	158,970	158,970
AT	73484	Oban Rd/Mullum Rd - install roundabout - C/Fwd \$164,518 from 15/16	164,518	0	164,518	181,668
AT	73485	Oban Road/Wonga Road (F'cast Var'n No. 16 \$19,799 from 70952)	19,799	0	19,799	19,799
AT	70343	Croydon Main Street Connects Safety - C/Fwd \$3,101 from 15/16	3,101	0	3,101	0
AT	70387	Taralla Creek - Upgrade path - C/Fwd \$112,981 from 15/16 (F'cast Var'n No. 53 \$80K from POS)	192,981	0	192,981	49,092
AT	71798	Ringwood Lake Carpark	0	0	0	9,475
AT	71812	Eastfield Shopping Centre Car Park	0	0	0	1,200
Grant	72966	Beauford/Great Ryrie Street signalisation - C/Fwd \$417,801 from 15/16 (F'cast Var'n No. 5 \$100K from 72405 & \$250K from Others)	517,801	250,000	767,801	286,699
TOTAL ENGINEERING & BUILDING SERVICES			9,142,623	1,286,049	10,428,672	6,887,906



INTEGRATED PLANNING						
Resp. Off	2016/2017 Capital WORKS PROGRAM		Target Budget 2016/2017			Actual as at 31/3/17
	C/WKS NO	PROJECT DESCRIPTION				
	4	INTEGRATED PLANNING	Council	Others	Total	
GM	70035	Street Lighting Improvements - Energy Efficiency - C/Fwd \$145,175 from 15/16 (F'cast Var'n No. 52 \$75K from 72500)	520,175	0	520,175	118,041
GM	70396	Sustainable Maroondah Fund	50,000	0	50,000	0
GM	70493	Water Sensitive City Activities - C/Fwd \$13,466 from 15/16	13,466	0	13,466	575
Grant	70696	CCTV Croydon (Op'n Var'n No. 95 \$435K Grant Attorney General) \$105K to be received this FY \$330K to be received in 2017/2018 C/Fwd	0	435,000	435,000	32,620
GM	72500	Carbon Neutral Greenpower (F'cast Var'n No. 52 \$75K to 70035)	0	0	0	0
TOTAL INTERGRATED PLANNING			583,641	435,000	1,018,641	151,236



LEISURE - Sports & Recreation Josh						
Resp. Off	2016/2017 Capital WORKS PROGRAM		Target Budget 2016/2017			Actual as at 31/3/17
	C/WKS NO	PROJECT DESCRIPTION				
	5	LEISURE		Council	Others	
Leisure - Sport & Recreation - Josh						
TC	70220	Capital improvements to sporting facilities and community groups on Council land managed by others (Op'n Var'n No. 30 see comments for breakdown)	21,297	0	21,297	0
50/50	70228	Ringwood Cricket Club - Turf Wicket replacement x 3 (Op'n Var'n No. 30 \$5K from 70220)	5,000	0	5,000	1,711
TC	70280	Capital improvements to Council facilities managed by others (Op'n Var'n No. 29 see comments for details)	10,000	0	10,000	0
TC	70060	Springfield Park - Reconstruction of Gridiron oval (F'cast Var'n No. 3 \$400K from 70135)	400,000	0	400,000	433,410
TC	70061	Belmont Park - Reconstruction of soccer oval (F'cast Var'n No. 3 \$400K from 70135)	400,000	0	400,000	327,231
TC	70135	Sports field surface renovation program (A.C. Robertson Athletics Track) - C/Fwd \$1,195,062 from 15/16 (F'cast Var'n No. 3 \$400K to 70060 & \$400K to 70061)(F'cast Var'n No. 12 \$30K from POS)(F'cast Var'n No. 38 \$22,728 from 70257)(F'cast Var'n No. 44 \$100K from POS)	1,347,790	0	1,347,790	1,324,089
TC	70257	Norwood Cricket Club - cricket practice nets - C/Fwd \$22,728 from 15/16 (F'cast Var'n No. 38 \$22,728 to 70135)	0	0	0	0
TC	70381	Oval irrigation system replacement program	65,000	0	65,000	72,049
TC	70397	Sportsfield Lighting renewal - (F'cast Var'n No. 39 \$150K to 72045)	50,000	0	50,000	3,800
TC	70779	Sports Ovals - fence replacement (ongoing) (F'cast Var'n No. 10 \$50K to 72979 ACRob Retaining wall)	0	0	0	0
TC	70780	Sports Ovals - goal post replacement (ongoing)	40,000	0	40,000	0
TC	72603	Sports infrastructure renewal - cricket nets, coaches boxes and scoreboards	100,000	0	100,000	19,980

LEISURE - Sport & Recreation - Josh - Continued:-						
Resp. Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
5	LEISURE		Council	Others	Total	
Leisure - Sport & Recreation - Josh Continued:-						
TC	72650	Netball and Tennis courts surfacing including court surfaces, lines, nets and fencing (F'cast Var'n No. 6 - \$19,400 Payback brought forward into 2015/2016)(F'cast Var'n No. 42 \$15K to 70668)	115,600	0	115,600	5,626
TC	72651	Town Park - renew 2 inner lanes of athletics track - C/Fwd \$156K from 15/16	156,000	0	156,000	155,340
TC	72993	Benson Oval - Reconstruction of Oval	0	0	0	32,982
50/50	73803	Croydon Little Aths Club - Upgrade of discuss & shot-put facilities (Op'n Var'n No. 30 \$22,500 Council \$22,500 Others from 70220)	22,500	22,500	45,000	43,405
TOTAL LEISURE - Sport & Recreation - Josh			2,733,187	22,500	2,755,687	2,419,623

LEISURE - Maroondah Leisure Facilities - Jeremy						
Resp. Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
5	LEISURE		Council	Others	Total	
Leisure - Maroondah Leisure Facilities - Jeremy						
TC	70325	Golf Courses - Tee renewal	62,000	0	62,000	64,662
TC	70330	Golf Courses - Fairway drainage improvements	75,000	0	75,000	93,632
TC	70331	Golf Courses - sealed pathways - C/Fwd \$6,956 from 15/16 (F'cast Var'n No. 8 \$80K from 71098 & \$100K from 71099)	252,956	0	252,956	253,494
TC	70850	Leisure Facilities - equipment replacement - C/Fwd \$41,007 from 15/16 (F'cast Var'n No. 36 \$51K from 71003)(Op'n Var'n No. 197 \$39,722 from 65000.2480)	342,007	39,722	381,729	199,282
TC	71000	Golf Courses - Renew fairways	35,000	0	35,000	59,228
TC	71003	Golf - Perimeter Fencing - C/Fwd \$24,551 from 15/16 (F'cast Var'n No. 36 \$51K to 70850)	23,551	0	23,551	6,055
TC	71011	Dorset Golf - Desilting of Dam - C/Fwd \$56,176 from 15/16	206,176	0	206,176	19,325
TC	71012	Dorset Golf - Compliance with EPA requirements	200,000	0	200,000	101,297
TC	71093	Golf Courses - renewal of major irrigation components	90,000	0	90,000	43,941
TC	71098	Golf Courses - track sealing replacement (F'cast Var'n No. 8 \$80K to 70331)	0	0	0	0
TC	71099	Golf Courses - Travel pathways (F'cast Var'n No. 8 \$100K to 70331)	0	0	0	0
TC	72980	Golf Courses - renew bunkers	43,000	0	43,000	16,046
TOTAL LEISURE - Maroondah Leisure Facilities - Jeremy			1,329,690	39,722	1,369,412	856,962

LEISURE - Karralyka - Amity						
Resp. Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
5	LEISURE		Council	Others	Total	
Leisure - Karralyka Centre - Amity						
TC	70668	Karralyka & Federation Estate - Renew equipment (F'cast Var'n No. 42 \$15K from 72650)	95,000	0	95,000	77,396
TOTAL LEISURE - Karralyka - Amity			95,000	0	95,000	77,396

AQUANATION						
Resp.Off	2016/2017 Capital		Target Budget 2015/2016			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
6	AQUANATION		Council	Others	Total	
TW	71020	Aquanation - C/Fwd \$163,105 from 15/16 (Op'n Var'n No. 53 C/Fwd \$163,105 in error)	0	0	0	0
TOTAL AQUANATION			0	0	0	0



BUSINESS & DEVELOPMENT/MAJOR Projects						
Resp. Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
7	BUSINESS & DEVELOPMENT/Major Projects		Council	Others	Total	
CZ	70340	Commercial Centres - Upgrade program - C/Fwd \$188,177 from 15/16	298,177	0	298,177	180,046
CZ	70357	Croydon Town Centre - Town Square (F'cast Var'n No. 51 \$145,023 to 73102)	854,977	0	854,977	9,084
CZ	70358	Ringwood Metropolitan Activity Centre - C/Fwd \$378,274 from 15/16	578,274	0	578,274	0
CZ	70433	Clocktower - C/Fwd \$80,832 from 15/16	80,832	0	80,832	7,500
Grant	70487	Realm - C/Fwd -\$1,116,540 from 15/16 (Op'n Var'n No. 34 \$3M from Others \$51,507 from 70689 & \$7,744 from 70692)(Op'n Var'n No. 57 \$2M Carried forward in Error)	-2,959,289	3,000,000	40,711	18,670
CZ	70689	Realm - Collectors Cabinets - C/Fwd \$51,507 from 15/16 (Op'n Var'n No. 34 \$51,507 to 70487)(Op'n Var'n No. 137 \$50K from Various Realm Accounts).	50,000	0	50,000	0
CZ	70692	Realm - General Equipment - C/Fwd \$7,744 from 15/16 (Op'n Var'n No. 34 \$7744 to 70487)	0	0	0	0
Grant	70694	CCTV - Ringwood Major Activity Centre - C/Fwd \$93K Council \$100K OthersFrom 15/16	93,000	100,000	193,000	61,171
Grant	70695	CCTV - East Ringwood - C/Fwd \$90K Council & \$100K OthersFrom 15/16	90,000	100,000	190,000	55,482
TOTAL BUSINESS & DEVELOPMENT/Major Projects			-914,029	3,200,000	2,285,971	331,953

OPERATIONS						
Resp.Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION	Council	Others	Total	
8	OPERATIONS					
AT	70072	Retarding basins reinstatment works - C/Fwd \$14,264 from 15/16	134,264	0	134,264	49,119
AT	70336	Depot Lincoln Road Paved Roadway	100,000	0	100,000	0
AT	70375	Footpath replacement works	1,200,000	0	1,200,000	562,622
VK	77000	Plant & Equipment - C/fwd - \$242,817 from 73485 15/16 \$275,594 C/Fwd from 15/16 (Op'n Var'n No. 154 \$23,436 from 68107.2552)	1,961,213	1,267,000	3,228,213	1,635,610
TOTAL OPERATIONS			3,395,477	1,267,000	4,662,477	2,247,351

INFORMATION TECHNOLOGY						
Resp.Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
9	INFORMATION TECHNOLOGY		Council	Others	Total	
GK	78005	PC & Printer Replacement - C/Fwd \$9,291 from 15/16 (F'cast Var'n No. 33 \$2,045 received from Others)	239,291	2,045	241,336	112,610
GK	78006	Develop GIS - C/Fwd \$26,785 from 15/16	66,785	0	66,785	13,050
GK	78007	IT Karralyka Tudor POS - C/Fwd \$3,204 from 15/16	3,204	0	3,204	0
GK	78012	Network Upgrades - C/Fwd \$1,788 from 15/16	51,788	0	51,788	11,094
GK	78016	GEAC Software Upgrades - C/Fwd \$38,060 from 15/16	78,060	0	78,060	39,350
GK	78020	E-mail and Microsoft Office Upgrade	350,000	0	350,000	340,341
GK	78062	Server renewals - C/Fwd \$25,277 from 15/16	75,277	0	75,277	13,725
GK	78090	Intranet/ESD - C/Fwd \$137,038 from 15/16	257,038	0	257,038	104,712
GK	78096	Data Management Project - C/Fwd \$51,209 from 15/16	91,209	0	91,209	49,976
GK	78100	IT Projects - C/Fwd \$205,576 from 15/16 For Variations refer to Comments	275,576	0	275,576	91,063
GK	78103	Events Perfect Project - C/Fwd \$3K from 15/16	3,000	0	3,000	7,500
GK	78104	MLF/Riteq - C/Fwd \$8,039 from 15/16	8,039	0	8,039	0
GK	78106	IPS - Integrated Planning System project - C/Fwd \$47,271 from 15/16	47,271	0	47,271	563
GK	78108	IT Aquanation - C/Fwd \$849 from 15/16	849	0	849	0
GK	78109	IT Ringwood Library & Learning - C/Fwd \$6,991 from 15/16	6,991	0	6,991	3,580
GK	78110	Councillors Dashboard - C/Fwd \$22,200 from 15/16	22,200	0	22,200	585
TOTAL INFORMATION TECHNOLOGY			1,576,578	2,045	1,578,623	788,149



Land Purchases						
Resp. Off	2016/2017 Capital		Target Budget 2016/2017			Actual as at 31/3/17
	WORKS PROGRAM					
	C/WKS NO	PROJECT DESCRIPTION				
10	Land Purchase		Council	Others	Total	
	79093	Purchase of 116 Exeter Road, Croydon North (Op'n Var'n No. 77 \$380K from POS)	380,000	0	380,000	381,947
			380,000	0	380,000	381,947
			28,487,843	7,802,238	36,290,081	21,574,101
Summary of Total						
Capital Works Program						
			Council	Others	Budget	Actual as at 31/3/17
			28,487,843	7,802,238	36,290,081	21,574,101

**DRAFT YOUTH STRATEGY - PUBLIC EXHIBITION**

**ITEM 1**

**PURPOSE**

To resolve to place the Draft Youth Strategy on public exhibition for community comment.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2013-2017 (Year 4: 2016-2017) provide the strategic framework that underpins the purpose of this report.

Outcome Area: Safe, healthy and active

Our Vision: In 2040, Maroondah will be a safe, healthy and active community with local opportunities provided for people of all ages and abilities to have high levels of social, emotional and physical wellbeing.

Key Directions 2016 – 2017:

- 1.5 Facilitate the provision of affordable, accessible and responsive services, resources and initiatives that support the physical and mental health and wellbeing of the community
- 1.6 Actively promote health and wellbeing principles and initiatives within the community
- 1.9 Facilitate development of integrated health and community service hubs within neighbourhood centres in partnership with key service providers
- 1.11 Work in partnership to address and promote awareness of mental health issues within the community
- 1.14 Ensure that all young people and their families in Maroondah have access to affordable childcare, education, health and leisure services
- 1.17 Promote healthy eating and physical activity by supporting education initiatives and providing a diverse range of accessible open spaces, and recreation facilities and services
- 1.19 Provide a range of integrated recreation and leisure facilities that meet the needs of all ages and abilities

Priority Action 2016-2017:

Complete development of the Youth Plan 2017-2021 and present to Council for consideration

**BACKGROUND**

The newly developed Youth Strategy replaces the Maroondah City Council Youth Plan 2012-2016 as Council's key strategic document regarding its work with and for young people.

**DRAFT YOUTH STRATEGY - PUBLIC EXHIBITION Cont'd**

**ITEM 1**

The Youth Strategy seeks to:

- Guide and focus Council's work with and for young people
- Ensure that Council delivers best practice services for young people and their families
- Utilise a strong evidence base to help Council better meet the needs of Maroondah's young people
- Ensure that Council is actively engaged with young people and responsive to their needs
- Outline how Council will raise the well-being of Maroondah's young people

Extensive community consultation and research informed the development of the Youth Strategy, including consultation with over 5000 young people, as well as youth service providers, parents / carers, and community members. Internal engagement across many Council service areas has also contributed to the development of the Youth Strategy.

The new Youth Strategy adopts a well-being framework based on the multi-dimensional model of adolescent well-being developed by the University of Melbourne.

In this model, there are six domains of well-being that cover multiple elements of a young person's life:

- Psychological wellbeing
- Cognitive wellbeing
- Emotional wellbeing and strengths
- Social wellbeing
- Physical wellbeing
- Economic wellbeing

This model informs Council's understanding of the well-being of Maroondah's young people, and our approach to raising it through the Youth Strategy.

Scope of the Youth Strategy:

- The Youth Strategy covers the age range of 10 – 25 years
- The Youth Strategy is a Council-wide strategic document
- The Youth Strategy does not cover organisations or groups outside of Council – it does however aim to guide some of Council's work with those organisations or groups
- The Youth Strategy will commence in 2017, but will not have a set end-date – it will be reviewed every two years and renewed when required

**DRAFT YOUTH STRATEGY - PUBLIC EXHIBITION Cont'd**

**ITEM 1**

- To ensure that Council is responsive to changes in need and evidence, the Youth Strategy will have a sequence of two-year action plans that sit under, but separately from, the Youth Strategy

**ISSUE / DISCUSSION**

Using strong evidence, Council has developed a strategy that outlines its strategic focus regarding its work with and for young people over the coming years. The strategic framework of the Youth Strategy is outlined below.

**Vision:**

Maroondah's young people are flourishing as part of a healthy and thriving community

**Mission:**

To raise the well-being of Maroondah's young people

**Strategic Outcomes:**

- Maroondah's young people are HEALTHY
- Maroondah's young people are CONNECTED
- Maroondah's young people are ENGAGED
- Maroondah's young people are PREPARED

**Key Directions:**

Maroondah's young people are HEALTHY:

1. Provide high quality accessible services and activities that support young people to develop their HEALTH and wellbeing in all aspects of their lives
2. Educate and empower young people to make positive choices about their HEALTH
3. Support young people to have safe and respectful relationships that protect and build their physical and emotional HEALTH
4. Ensure Maroondah provides a safe and HEALTHY natural and built environment for young people now and into the future
5. Develop the community's capacity to effectively build and support young people's HEALTH and wellbeing
6. Advocate for the provision of affordable, accessible, high quality and responsive services, resources and initiatives that effectively support the HEALTH and wellbeing of Maroondah's young people

Maroondah's young people are CONNECTED:

1. Build young people's sense of belonging and CONNECTION through the strengthening of positive relationships with their peers, families, and communities
2. Support young people to CONNECT with the digital world in positive and safe ways
3. Provide, develop and advocate for safe and effective options that CONNECT young people to places and opportunities
4. Work in partnership with stakeholders to ensure that young people and their families know about, and feel confident to CONNECT with, the range of services, opportunities, and information available to them

**DRAFT YOUTH STRATEGY - PUBLIC EXHIBITION Cont'd**

**ITEM 1**

Maroondah's young people are ENGAGED:

1. Ensure that young people are effectively informed and ENGAGED on matters that affect them and their community
2. Employ principles of youth participation and co-design to ensure young people are effectively ENGAGED in making decisions about themselves and their community
3. Support young people to develop leadership and advocacy skills that assist them to be actively involved and ENGAGED citizens
4. Provide, promote and advocate for a wide range of meaningful opportunities in Maroondah that young people want to ENGAGE with
5. Recognise and celebrate young people's accomplishments to support their ENGAGEMENT in the Maroondah community

Maroondah's young people are PREPARED:

1. Equip young people with skills and knowledge that PREPARE them to successfully navigate change, grow from life's challenges, and build their resilience
2. Leverage the use of character strengths to PREPARE young people to flourish throughout their lives
3. Support the development of positive learning environments in Maroondah that are engaging for young people and effectively PREPARE them for the future
4. Assist young people to be work ready and PREPARED for the changing landscape of employment
5. Support parents, schools, and youth service providers to better understand young people and feel confident to PREPARE them to grow into adulthood

Councillors were briefed on the Youth Strategy's draft strategic framework prior to the public exhibition process. A full copy of the Youth Strategy will be circulated to Councillors prior to the public exhibition period.

**FINANCIAL / ECONOMIC ISSUES**

The Youth Strategy will be implemented within existing resources.

**ENVIRONMENTAL / AMENITY ISSUES**

Through the consultation process a number of items were raised in relation to Maroondah's natural and built environment. The Youth Strategy outlines a several Key Directions which will address environmental and amenity issues for the benefit of young people.

**SOCIAL / COMMUNITY ISSUES**

All four of the Youth Strategy's Strategic Outcomes (i.e. Healthy, Connected, Engaged, Prepared) cover social and community aspects of young people's lives. The Youth Strategy outlines several Key Directions which support the development of healthy and positive social connections and the strengthening of young people's engagement in the community.

**DRAFT YOUTH STRATEGY - PUBLIC EXHIBITION Cont'd**

**ITEM 1**

**COMMUNITY CONSULTATION**

The development of the Youth Strategy was underpinned by significant consultation and needs analysis work, which involved four key components:

- The Maroondah Well-being Survey in schools, conducted in partnership with The University of Melbourne
- Broader youth consultation, to reach those young people not able to access the school survey – this included 11 youth focus groups, consultations at Maroondah Festival and an additional youth survey
- Stakeholder consultation, including youth service providers, school staff and parents/carers
- Research, including demographics, social and well-being data, youth needs/issues, and best practice youth service delivery

**CONCLUSION**

The draft Youth Strategy has been developed through extensive consultation, engagement, and research work, and is informed by a strong evidence base. Council now seeks to place the draft Youth Strategy on public exhibition to obtain community feedback and ensure that Council is meeting the needs of Maroondah's young people.

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL DETERMINES**

1. **THAT THE DRAFT YOUTH STRATEGY BE PLACED ON PUBLIC EXHIBITION FROM 16 MAY TO 13 JUNE 2017 AND**
2. **IF REQUIRED, A COMMITTEE OF COUNCILLORS \_\_\_\_, \_\_\_\_ AND \_\_\_\_ BE APPOINTED TO HEAR FROM ANY PERSONS WISHING TO BE HEARD IN SUPPORT OF THEIR SUBMISSION, ON A DATE TO BE FIXED**

**COUNCIL PLAN 2013-2017 (YEAR 4: 2016/17) PROGRESS  
REPORT - AS AT 31 MARCH 2017**

**ITEM 2**

**PURPOSE**

To provide an update on the progress of priority actions identified in the Council Plan 2013-2017 (Year 4: 2016/17)

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2013-2017 (Year 4: 2016-2017) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A well governed and empowered community

Our Vision: In 2040, Maroondah will be an empowered community that is actively engaged in Council decision making through processes that consider the needs and aspirations of all ages and population groups. Council will provide strong and responsive leadership, ensuring transparency, while working with the community to advocate for and 'champion' local needs.

Key Directions 2016 – 2017:

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

Priority Action 2016-2017:

Not Applicable

**BACKGROUND**

The Council Plan 2013-2017 is Maroondah City Council's key medium-term strategic document that sets key directions and priority actions to work towards the long-term community vision outlined in Maroondah 2040: Our future together.

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

The Council Plan is implemented through a service delivery planning process, and outcomes are measured and reported regularly. Achievements are reported back to Council and the community through the Maroondah City Council Annual Report at the end of each financial year.

**COUNCIL PLAN 2013-2017 (YEAR 4: 2016/17) PROGRESS  
REPORT - AS AT 31 MARCH 2017 Cont'd**

**ITEM 2**

**ISSUE / DISCUSSION**

Each year, Council presents to the community an updated set of key directions and priority actions for implementing the four-year Council Plan. This helps to ensure that the Plan continues to be aligned with Maroondah 2040: Our future together, the community's long-term vision, and is responsive to community needs and expectations. The review also helps to ensure that all Council planning, strategies, policies, and processes take their lead from the key directions outlined within the Plan.

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

The attached report identifies the progress made by Council this financial year in working towards the delivery of the Council Plan 2013-2017 (Year 4: 2016/17) Priority Actions.

As at 31 March 2017, all 24 Council Plan Priority Actions for 2016/17 were on track.

**FINANCIAL / ECONOMIC ISSUES**

Not Applicable

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Not Applicable

**CONCLUSION**

The attached report identifies that Council in continuing to make excellent progress in working towards the delivery of Council Plan priority actions for 2016/17.

**ATTACHMENTS**

1. [Council Plan 2013-2017 - Year 4 2016-17 - Priority Actions Progress Report - As at 31 March 2017](#)

**CONFIDENTIALITY**

Not Applicable



**COUNCIL PLAN 2013-2017 (YEAR 4: 2016/17) PROGRESS  
REPORT - AS AT 31 MARCH 2017 Cont'd**

**ITEM 2**

**RECOMMENDATION**

**THAT COUNCIL NOTES THE PROGRESS MADE TOWARDS THE DELIVERY OF  
COUNCIL PLAN 2016/17 PRIORITY ACTIONS AS AT 31 MARCH 2017**

## Council Plan 2013-2017 (Year 4: 2016/17) Progress Report



PROGRESS REPORT ON PRIORITY ACTIONS (YEAR 4: 2016/17)  
AS AT 31 MARCH 2017



## Introduction





The Council Plan 2013-2017 is Maroondah City Council's key medium-term strategic document that sets key directions and priority actions to work towards the long-term community vision outlined in *Maroondah 2040: Our future together*.

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

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

The Council Plan is implemented through a service delivery planning process, and outcomes are measured and reported regularly. This report identifies Council's progress in relation to the Council Plan Priority Actions for the 2016/17 financial year. Progress is identified as at 31 March 2017.

The following status icons may assist in interpreting these service performance results:

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



## Council Plan 2013-2017

Year 4: 2016/17 - Priority Actions  
Progress Reporting - 31 March 2017



Maroondah 2040 Community Outcome	CPPA #	Council Plan Priority Action	Service Area	Directorate	Responsible Manager	Project Status	Progress Comment	On track status
A safe, healthy and active community	1.1	Complete construction of the \$1.7m Ringwood Athletics Pavilion and \$1m athletics track renewal.	Assets	Operations, Infrastructure and Leisure	Manager Assets	Complete	Construction of the new Tony Lethbridge Pavilion and the AC Robertson athletics track was completed in early March 2017. The official opening occurred on 14 March 2017.	
A safe, healthy and active community	1.2	Complete sportsfield reconstruction works at Belmont Reserve and Springfield Reserve.	Leisure	Operations, Infrastructure and Leisure	Tim Cocks	Complete	At both Belmont Park and Springfield Park, all works as per the contract schedule and scope have been completed. Turf establishment is now at practical completion. Both sportsfields will return to use from 1 April 2017.	
A safe, healthy and active community	1.3	Undertake a strategic review of Maroondah Golf.	Leisure	Operations, Infrastructure and Leisure	Tim Cocks	Underway	The strategic review of golf in Maroondah will to help guide the long-term planning and development of our facilities, services and experiences. A situational analysis and community consultation has been undertaken and draft design concepts have been developed. An interim discussion paper will be presented in April 2017.	
A safe, healthy and active community	1.4	Complete development of the Youth Plan 2017-2021 and present to Council for consideration.	Community Services	Planning and Community	Wendy King	Underway	The development of the strategic framework for the Youth Strategy is nearing completion. This includes the Vision, Mission, Strategic Outcomes and Key Directions. The Strategy is due to be completed in 2017.	
A safe, healthy and active community	1.5	Undertake construction of dog parks in Maroondah.	Planning, Health and Local Laws	Planning and Community	Andrew Fuaux	Underway	Construction of the fenced dog park at Eastfield Park commenced in early March and completion is anticipated for the end of April. An official opening day is planned for 13 May 2017.	
A prosperous and learning community	2.1	Develop, promote and expand the BizHub Co-Working Space and investigate opportunities for private investment to facilitate serviced office space.	Business and Development	Planning and Community	Chris Zidak	Ongoing	BizHub has had a total of 156 financial members up until Dec 2016. February 2017 saw the launch of new membership packages that included a new Premium membership that entitles the business to a permanent desk and PO Box to name a few new features. BizHub is exploring future partnerships with Inspire 9 co-work space and seeking potential premises to expand the BizHub co-work offering.	
A vibrant and culturally rich community	2.2	Develop innovative, accessible and responsive ways to transform the way training, events, new initiatives and programs are delivered to businesses through BizHub at Realm.	Business and Development	Planning and Community	Chris Zidak	Ongoing	In partnership with Eastland the 2017 Women on the go exhibition was conducted in the Eastland shopping centre to promote approximately 80 plus small business. Metrics received to date show that 90% of attendees rated the expo as assisting them with promoting their business. 70% of those participating in Expo would recommend it to others. The continued success of Business Week requires us to look at Hoyts Cinemas largest cinema to accommodate our numbers. We have secured Dianne McGrath, Australia's finalist for the Mars One Project. Connecting with external events sees BizHub hosting the Creative Melbourne 2017 conference that will see a panel from NASA, Cinc De Soleil and international universities discussing the benefits of collaborative work spaces.	
A vibrant and culturally rich community	3.1	Commence construction of the new Croydon Town Centre linking Main Street to the Croydon Transport Hub and creating a focal point for the local community.	Business and Development	Planning and Community	Chris Zidak	Underway	Establishment of Project Steering Group completed. Site surveys, asset investigations and liaison with regulatory authorities has commenced. Design specification completed and appointment of design consultant completed. Entering Preliminary design phase. Project tracking on time and budget.	
A vibrant and culturally rich community	3.2	Develop a masterplan for buildings and open space at Wyreena Community Arts Centre.	Assets	Operations, Infrastructure and Leisure	Manager Assets	Underway	The initial consultation phase was completed in February 2017, and the consultants are currently preparing some preliminary concept masterplans to facilitate further discussion with the Steering Group.	

## Council Plan 2013-2017

Year 4: 2016/17 - Priority Actions  
Progress Reporting - 31 March 2017



Maroondah 2040 Community Outcome	CPA #	Council Plan Priority Action	Service Area	Directorate	Responsible Manager	Project Status	Progress Comment	On track status
A clean, green and sustainable community	4.1	Commence a municipal wide vegetation review.	Integrated Planning	Planning and Community	Grant Meyer	Underway	Initial scoping has been undertaken and project planning is now underway with the services of a consultant to undertake a biodiversity analysis to be sought within the month.	😊
A clean, green and sustainable community	4.2	Continue to rollout the installation of energy efficient streetlights across Maroondah.	Integrated Planning	Planning and Community	Grant Meyer	Ongoing	The installation issues with SP Ausnet have now been resolved so installation can be resumed. Approximately 1,200 lights will be installed in 2016/17.	😊
A clean, green and sustainable community	4.3	Participate in a joint regional procurement process to establish a long term contract for processing of garden organics.	Finance and Governance	Corporate Services	Tony Rocca	Underway	The Metro Waste & Resource Recovery Group (MWRRG) has compiled the Tender Evaluation Panel Report with recommended preferred tenderers. The report has been presented to Council's Corporate Management Team and was presented to Council in February 2017. It is still in progress awaiting further developments from MWRRG.	😊
An accessible and connected community	5.1	Work in partnership to develop the detailed design for the Heatherdale Station Level Crossing Removal Project.	Business and Development	Planning and Community	Chris Zidak	Complete	Project completed. Council's Business and Development service area represented Council at the Stakeholder Liaison Group for this State Government led project.	😊
An accessible and connected community	5.2	Commence a \$3m upgrade of Lincoln Road east of Dorset Road.	Engineering and Building Services	Operations, Infrastructure and Leisure	Andrew Taylor	Underway	Lincoln Road detailed design is progressing well, with initial cost estimates and proposed staging of works received from consultant and discussed with internal stakeholders. The revised design program from the consultant indicates that the detailed design and tender documentation is now expected to be completed by August 2017. Early works involving the construction of an upgraded drainage line within the service road from East Court to Hull Road is scheduled to commence in mid-2017. The Brentwood Park retarding basin works associated with the road upgrade were successfully completed in March 2017.	😊
An attractive, thriving and well built community	6.1	Implement Council's 2016/17 community facilities improvement program including major works at Lipscombe Park Kindergarten, Wyreena Community Arts Centre, Croydon Sporting Pavilion, Brentwood Park Kindergarten (stage 2), and Knaith Road Child Care Centre.	Assets	Operations, Infrastructure and Leisure	Manager Assets	Underway	The 2016/17 community facilities improvement program is nearing completion. The Lipscombe Park Kindergarten redevelopment and the Bedford Park Ballet Studio redevelopment projects will be completed in April 2017. The Glen Park Community Shed expansion was completed in February 2017, and the Knaith Road Child Care Centre redevelopment works were completed in January 2017.	😊
An attractive, thriving and well built community	6.2	Complete development of the Croydon Civic Masterplan.	Assets	Operations, Infrastructure and Leisure	Manager Assets	Underway	Preliminary consultation with the various community groups has been completed, and three (3) redevelopment options were prepared and presented at the Councillor Conference on 18 March 2017, for Council's information and direction. The consultants are currently refining the preferred option, to facilitate discussion with the Steering Group.	😊
An attractive, thriving and well built community	6.3	Continue the upgrade of drainage in the Ringwood Metropolitan Activity Centre, including the Acacia Court and Larissa Avenue catchments.	Engineering and Building Services	Operations, Infrastructure and Leisure	Andrew Taylor	Underway	Stage 2 Water Sensitive Urban Design works were completed in December 2016, with associated public art commission tender submissions presented to Council in February 2017. The artist is currently preparing the artwork offsite and it is expected to be installed in May 2017. The Stage 3 works involving underground drainage works in Nelson Street were completed in March 2017. The Stage 4 underground drainage works in Browns Avenue and Bourke Street commenced in April 2017 and are expected to be completed by July 2017.	😊

## Council Plan 2013-2017

Year 4: 2016/17 - Priority Actions  
Progress Reporting - 31 March 2017



Maroondah 2040 Community Outcome	CPA #	Council Plan Priority Action	Service Area	Directorate	Responsible Manager	Project Status	Progress Comment	On track status
An attractive, thriving and well built community	6.4	Commence implementation of the Maroondah Housing Strategy through the preparation of a planning scheme amendment.	Integrated Planning	Planning and Community	Grant Meyer	Underway	Planning scheme amendments for the rezoning of Ruskin Park and Wonga Park from General Residential Zone to Neighbourhood Residential Zone were due to be considered at a Planning Panel in April but have been deferred following the State Government reformed residential zones amendment so as to consider the implications. A Heritage Study of Jubilee Park Precinct in Ringwood has been completed and we are in discussions with the consultants regarding implementation of the report's recommendations. The Greening the Greyfields project is progressing with a community reference group now established to advise the development of the project. A planning scheme amendment for the Maroondah Housing Strategy is currently being planned.	😊
An inclusive and diverse community	7.1	Complete construction of the \$2.7m East Ringwood Multipurpose Pavilion, incorporating a home for the Victoria Chin Community.	Assets	Operations, Infrastructure and Leisure	Manager Assets	Underway	Construction of the multipurpose facility will be completed in mid-April 2017, with the official opening anticipated to occur in early to mid-May 2017.	😊
An inclusive and diverse community	7.2	Complete development of a Reconciliation Action Plan and present to Council for consideration.	Integrated Planning	Planning and Community	Grant Meyer	Underway	The consultation for the Reconciliation Action Plan has been completed and the draft RAP has been developed in consultation with the Maroondah Reconciliation Action Plan Working Group. The draft RAP has been presented to Reconciliation Australia for comment. Next steps include incorporating feedback from Reconciliation Australia and presenting to Council for public exhibition.	😊
A well governed and empowered community	8.1	Complete the upgrade and launch the new Maroondah City Council website with mobile and social functionality.	Communications and Marketing	CEO Office	Sherryn Dunshea	Underway	Aesthetic and functional designs for the website are fully specified and build is underway. Engagement portal specifications have been defined for a fully functional and flexible module and all content is being audited and rewritten prior to migration. Redevelopment of Community Organisations and Halls for Hire listings has begun and an expansion and update of the My Maroondah mapping facility has commenced. It is expected that the website will be launched in mid 2017.	😊
A well governed and empowered community	8.2	Develop and commence implementation of the Information Communication Technology (ICT) Strategy 2017-2020 to enhance online transactions, and community engagement with Council services and activities.	Information Technology	Corporate Services	Gradimir Konstantinovic	Yet to commence	The ICT Strategy 2017-2020 development will commence in 2017 after the commencement of the new IT Manager.	😊
A well governed and empowered community	8.3	Continue to build a skilled, professional, and innovative workforce through implementation of the People, Workforce and Culture Plan 2016-2020, with a focus on ensuring an agile, community responsive and engaging employee resource base.	Human Resources	Corporate Services	Dianne Vrahnas	Ongoing	Over the past quarter, activities have included implementation of the Workforce People and Culture Strategy 2016-2020 and the implementation of phase two of Council's learning frameworks including focusing on the 'investing in our future' framework. This addresses career transition, succession planning, knowledge transfer and talent management. Work has also commenced in developing the wMaroondah Strategy and Action Plan, which incorporates the Improvement Performance and Efficiency Process (IPEP) across the organisation. A draft Employee Health and Wellbeing Plan has now been completed with organisational consultation commencing. Organisational reporting framework has been revamped and is more providing timely data. As at 31 March 2017, 64% of actions in the four-year Strategy have been completed.	😊

## Council Plan 2013-2017

Year 4: 2016/17 - Priority Actions  
Progress Reporting - 31 March 2017



Meroondah 2040 Community Outcome	CPPA #	Council Plan Priority Action	Service Area	Directorate	Responsible Manager	Project Status	Progress Comment	On track status
A well governed and empowered community	8.4	Enhance delivery of customer service using state of the art technology and the implementation of an integrated service delivery model at Council Service Centres.	Revenue, Property and Customer Service	Corporate Services	Dale Muir	Ongoing	Meroondah's new Customer Service Strategy is set to be launched in May 2017 and sees the commencement of key projects and activities. The introduction of a multichannel customer contact centre in June 2017 currently have the team involved in both design and implementation activities. Integrated in-person service continues to highlight council services and community activities and information within Realm.	



**LOCAL GOVERNMENT PERFORMANCE REPORTING  
FRAMEWORK (LGPRF) - QUARTER 3 RESULTS 2016/17**

**ITEM 3**

**PURPOSE**

To provide a financial year-to-date report of Council's Local Government Performance Reporting Framework (LGPRF) service performance information as at the end of the third quarter of 2016/17 (31 March 2017).

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2013-2017 (Year 4: 2016-2017) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A well governed and empowered community

Our Vision: In 2040, Maroondah will be an empowered community that is actively engaged in Council decision making through processes that consider the needs and aspirations of all ages and population groups. Council will provide strong and responsive leadership, ensuring transparency, while working with the community to advocate for and 'champion' local needs.

Key Directions 2016 – 2017:

- 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

Priority Action 2016-2017:

Not Applicable

**BACKGROUND**

The 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 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 each year via the Report of Operations and Performance Statement sections as required by the *Local Government (Planning and Reporting) Regulations 2014* and associated elements of the *Local Government Act 1989*.



**LOCAL GOVERNMENT PERFORMANCE REPORTING  
FRAMEWORK (LGPRF) - QUARTER 3 RESULTS 2016/17**

**ITEM 3**

**Cont'd**

End of financial year results are also publicly released on the Victorian Government's 'Know Your Council' website in November each year. This site provides information on the sector and enables users to benchmark the relative performance of Councils on LGPRF indicators.

**ISSUE / DISCUSSION**

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

A report that outlines LGPRF service performance indicator results as at the end of the third quarter of 2016/17 (31 March 2017) is attached to this Council Report.

Due to the implementation of a new Maternal and Child Health (MCH) system during the quarter, several MCH related measures cannot be reported upon for this particular period.

It is also important to note that many of the financial measures included in this report will not necessarily reflect or be predictive of annual performance due to the phasing of service delivery across the year and seasonal influences.

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

**FINANCIAL / ECONOMIC ISSUES**

Not Applicable

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Not Applicable

**CONCLUSION**

Council's third quarter results for LGPRF service performance indicators are presented in the attached report. Annual results for the 2016/17 financial year will be reported to Council in August 2017 and published on the Victorian Government 'Know Your Council' website in November 2017.

**ATTACHMENTS**

1. [LGPRF Service Performance Results - Q3 2016-17 - 8 May 2017](#)

**LOCAL GOVERNMENT PERFORMANCE REPORTING  
FRAMEWORK (LGPRF) - QUARTER 3 RESULTS 2016/17**

**ITEM 3**

**Cont'd**

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL NOTES THE REPORT ON LOCAL GOVERNMENT PERFORMANCE  
REPORTING FRAMEWORK SERVICE PERFORMANCE INDICATORS AS AT THE END  
OF QUARTER 3, 2016/17**

# Local Government Performance Reporting Framework Quarterly Report 2016/17







SERVICE PERFORMANCE INDICATOR RESULTS  
YEAR TO DATE PROGRESS AS AT 31 MARCH 2017

## Introduction

The Local Government Performance Reporting Framework (LGPRF) is a key initiative to improve the transparency and accountability of council performance to ratepayers and to provide a more meaningful set of information to the public. The framework is made up of a range of performance measures and a governance and management checklist items which together build a comprehensive picture of council performance.

The following report provides the prescribed Local Government Performance Reporting Framework service performance indicator results for the 2016/17 financial year to date (1 July 2016 to 31 March 2017), including relevant commentary.

The following status icons may assist in interpreting these service performance results

	Result is currently on track / progressing as expected / within expected range for the reporting period
	Result is neutral / yet to be finalised / not measured during reporting period
	Result is currently not on track / not progressing as expected / outside expected range for the reporting period
	Result not available

Please note:

- The expected range shown is for the full financial year, not just the year to date data.
- Some results will not reflect full-year performance due to the considerable variation in service delivery activities in different quarters of the year and /or the presence of seasonal factors.



## Animal Management

Provision of animal management and responsible pet ownership services to the community including monitoring, registration, enforcement and education

Service/indicator/measure	Measure expressed as:	Result Q3, 2016/17	Result Full 2015/16 Year	Comment	Status
<b>Timeliness</b> Time taken to action animal requests	Number of days taken to action animal requests <i>Expected range: 1 to 10 days</i>	1.16 days  Q3, 2015/16 Result: 1.41 days	1.01 days		
<b>Service standard</b> Animals reclaimed	% of collected animals reclaimed <i>Expected range: 40% to 90%</i>	163 %  Q3, 2015/16 Result: 66%	65.41%		
<b>Service cost</b> Cost of animal management service	\$ direct cost of the animal management service per registered animal <i>Expected range: \$10 to \$60</i>	\$17.06  Q3, 2015/16 Result: \$25.44	\$32.13	Data is for first three quarters only and not representative of full year costs.	
<b>Health and safety</b> Animal management prosecutions	Number of prosecutions <i>Expected range: 0 to 50 prosecutions</i>	1 prosecution  Q3, 2015/16 Result: 5 prosecutions	6 prosecutions	There was one successful animal management prosecution during the first quarter of 2016/17.	



## Aquatic Facilities

Provision of indoor and outdoor aquatic facilities to the community and visitors for wellbeing, water safety, sport and recreation

Service/Indicator/measure	Measure expressed as:	Result Q3, 2016/17	Result Full 2015/16 Year	Comment	Status
<b>Service standard</b> User satisfaction with aquatic facilities	User satisfaction with how Council has performed on the provision of aquatic facilities <i>Expected range: N/A</i>	N/A  Q3, 2015/16 Result: N/A	N/A	Optional measure only. Not being measured in 2016/17	
<b>Service standard</b> Health inspections of aquatic facilities	Number of health inspections per Council aquatic facility <i>Expected range: 1 to 4 inspections</i>	2 inspections  Q3, 2015/16 Result: 1 inspection	2 inspections	On track. Only three quarters of data. Current regime of six monthly inspections at each facility	
<b>Service standard</b> Reportable safety incidents at aquatic facilities	Number of WorkSafe reportable aquatic safety incidents <i>Expected range: 0 to 20 incidents</i>	0 incidents  Q3, 2015/16 Result: 3 incidents	6 incidents	No reportable incidents have been registered for the financial year to date.	
<b>Service cost</b> Cost of indoor aquatic facilities	\$ direct cost less any income received of providing indoor aquatic facilities per visit <i>Expected range: -\$10 to \$10</i>	-\$0.88  Q3, 2015/16 Result: \$0.36	\$0.37	Data is for first three quarters only and not representative of full year costs. At present, the income received has exceeded expenditure.	
<b>Service cost</b> Cost of outdoor aquatic facilities	\$ direct cost less any income received of providing outdoor aquatic facilities per visit <i>Expected range: -\$5 to \$50</i>	\$4.92  Q3, 2015/16 Result: \$5.86	\$8.15	Please note this indicator is influenced by seasonal factors and is not representative of full year costs.	
<b>Utilisation</b> Utilisation of aquatic facilities	Number of visits to aquatic facilities per head of municipal population <i>Expected range: 1 to 10 visits</i>	8.79 visits  Q3, 2015/16 Result: 4.75 visits	7.23 visits	Please note this result is for the first three quarters only and not representative of the full year result.	





## Food Safety

Provision of food safety services to the community including registrations, education, monitoring, inspections and compliance

Service/indicator/measure	Measure expressed as:	Result Q3, 2016/17	Result Full 2015/16 Year	Comment	Status
<b>Timeliness</b>					
Time taken to action food complaints	Number of days taken to action food complaints <i>Expected range: 1 to 10 days</i>	1.71 days <i>Q3, 2015/16 Result: 1 day</i>	1.3 days		
<b>Service standard</b>					
Food safety assessments	% of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment <i>Expected range: 60% to 100%</i>	71.51% <i>Q3, 2015/16 Result: 48.84%</i>	89.51%	Below expected range as data is for first three quarters only and activities are subject to phasing across financial year	
<b>Service cost</b>					
Cost of food safety service	\$ direct cost of the food safety service per registered food premises <i>Expected range: \$500 to \$1,200</i>	\$466.55 <i>Q3, 2015/16 Result: \$527.20</i>	\$667.85	Data is for first three quarters only and not representative of full year costs.	
<b>Health and safety</b>					
Critical and major non-compliance notifications	% of critical and major non-compliance outcome notifications that are followed up by council <i>Expected range: 70% to 100%</i>	98.77% <i>Q3, 2015/16 Result: 85.71%</i>	92.31%	Data is for first three quarters only with activities subject to phasing across financial year	



## Governance

Provision of good governance to the community including making and implementing decisions with reference to community engagement, policy frameworks and agreed practice

Service/indicator/measure	Measure expressed as:	Result Q3, 2016/17	Result Full 2015/16 Year	Comment	Status
<b>Transparency</b> Council resolutions at meetings closed to the public	% of Council resolutions made at meetings closed to the public <i>Expected range: 0% to 25%</i>	12.2%  <i>Q3, 2015/16 Result: 12.9%</i>	13.71%		
<b>Consultation and engagement</b> Satisfaction with community consultation and engagement	Satisfaction rating out of 100 <i>Expected range: 50 to 100</i>	58  <i>Q3, 2015/16 Result: 55</i>	58	2017 Local Government Community Satisfaction ratings will be made available in Q4, 2016/17	
<b>Attendance</b> Council attendance at Council meetings	% of Council attendance at ordinary and special Council meetings <i>Expected range: 80% to 100%</i>	86.67%  <i>Q3, 2015/16 Result: 83.33%</i>	88.10%	Personal and health circumstances have resulted in a reduced level of Councillor attendance at several meetings.	
<b>Service cost</b> Cost of governance	\$ direct cost of the governance service per councillor <i>Expected range: \$10,000 to \$100,000</i>	\$36,068  <i>Q3, 2015/16 Result: \$32,120</i>	\$43,653	Data is for first three quarters only and not representative of full year costs.	
<b>Decision making</b> Satisfaction with Council decisions	Satisfaction rating out of 100 <i>Expected range: N/A</i>	61  <i>Q3, 2015/16 Result: 61</i>	61	2017 Local Government Community Satisfaction ratings will be made available in Q4, 2016/17	





## Home and Community Care

Provision of support to frail older people and younger people with disabilities living at home and their carers whose capacity for independent living is at risk

Circular No. 35/2016 from Local Government Victoria, dated 7 October 2016, confirmed that the Performance Reporting Analysis and Support Team has resolved to remove the HACC indicators from the LGPRF from the 2016/17 reporting period onwards. As a result, Councils will no longer be required to report to the State Government on the seven HACC indicators. This change will be reflected in the *Local Government (Planning and Reporting) Regulations 2014*.



## Libraries

Provision of print and digital based resources to the community in a variety of formats including collection services, e-services, research tools and interactive learning programs

Service/indicator/measure	Measure expressed as:	Result Q3, 2016/17	Result Full 2015/16 Year	Comment	Status
<b>Utilisation</b>					
Library collection usage	Number of library collection item loans per library collection item <i>Expected range: 1 to 10 items</i>	7.27 loans  Q3, 2015/16 Result: 6.88 loans	9.41 loans	This result is higher than Q3, 2015/16 – although this was prior to the opening of the Realm library.	
<b>Resource standard</b>					
Standard of library collection	% of the library collection that has been purchased in the last 5 years <i>Expected range: 50% to 100%</i>	77.43%  Q3, 2015/16 Result: 79.78%	79.34%	Data is only for first three quarters and not representative of full year purchasing arrangements.	
<b>Service cost</b>					
Cost of library service	\$ direct cost of the library service per visit <i>Expected range: \$3 to \$20</i>	\$2.63  Q3, 2015/16 Result: \$2.99	\$3.01	Data is for first three quarters only and not representative of full year costs.	
<b>Participation</b>					
Active library members	% of the municipal population that are active library members <i>Expected range: 10% to 50%</i>	14.61%  Q3, 2015/16 Result: 15.90%	24.17%	This result is similar to third quarter data from 2015/16 but is not likely to be indicative of the full year result.	



## Maternal and Child Health

Provision of universal access to health services for children from birth to school age and their families including early detection, referral, monitoring and recording child health and development

Service/indicator/measure	Measure expressed as:	Result Q3, 2016/17	Result Full 2015/16 Year	Comment	Status
<b>Satisfaction</b> Participation in first MCH home visit	% of infants enrolled in the MCH service who receive the first MCH home visit <i>Expected range: 80% to 100%</i>	100.82%  Q3, 2015/16 Result: 97.18%	99.35%		
<b>Service standard</b> Infant enrolments in the MCH service	% of infants enrolled in the MCH service <i>Expected range: 90% to 110%</i>	97.54%  Q3, 2015/16 Result: 94.1%	98.83%		
<b>Service cost</b> Cost of the MCH service	\$ cost of the MCH service per hour of service delivered <i>Expected range: \$50 to \$200</i>	N/A  Q3, 2015/16 Result: \$183.87	\$72.64	A change to the new CDIS reporting system during the quarter has prevented the ability to report an accurate result for staff hours. This issue will be resolved during the next quarter.	
<b>Participation</b> Participation in MCH service	% of children enrolled who participate in the MCH services <i>Expected range: 80% to 100%</i>	73.59%  Q3, 2015/16 Result: 89.52%	90.62%	A change to the new CDIS reporting system during the quarter has prevented the ability to report an accurate result relating to client participation. This issue will be resolved during the next quarter	
<b>Participation</b> Participation in MCH service by Aboriginal children	% of Aboriginal children enrolled who participate in the MCH service <i>Expected range: 80% to 100%</i>	54.84%  Q3, 2015/16 Result: 146.15%	118.31%	A change to the new CDIS reporting system during the quarter has prevented the ability to report an accurate result relating to client participation. This issue will be resolved during the next quarter	



## Roads

Provision of a network of sealed local roads under the control of the municipal council to all road users

Service/indicator/measure	Measure expressed as:	Result Q3, 2016/17	Result Full 2015/16 Year	Comment	Status
<b>Satisfaction of use</b> Sealed local road requests	Number of sealed local road requests per 100 kilometres of sealed local road <i>Expected range: 0 to 200 requests</i>	63.40 requests  Q3, 2015/16 Result: 57.75 requests	71.58 requests	These are customer requests logged in Council's corporate customer service application. Data is for first three quarters only and not representative of full year result.	
<b>Condition</b> Sealed local roads below the intervention level	% of sealed local roads that are below the renewal intervention level <i>Expected range: 70% to 100%</i>	97.25%  Q3, 2015/16 Result: 99.32%	99.33%	To be consistent with other Councils using SMEC Pavement Management System (PMS), Maroondah has reduced the intervention level in 2016/17 from 5 to 4.	
<b>Service cost</b> Cost of sealed local road reconstruction	\$ direct reconstruction cost per square metre of sealed local roads reconstructed <i>Expected range: \$30 to \$300</i>	\$209.37  Q3, 2015/16 Result: \$125.51	\$140.10	This indicator is higher than previous years due to one unconventional reconstruction project. This project included road pavement, kerb, carpark, WSUD and pathway works.	
<b>Service cost</b> Cost of sealed local road resealing	\$ direct resealing cost per square metre of sealed local roads resealed <i>Expected range: \$5 to \$30</i>	\$33.68  Q3, 2015/16 Result: \$32.44	\$24.21	Data is for first three quarters only and not representative of full year costs. Year to date costs are comparable with the same period in 2015/16.	
<b>Satisfaction</b> Satisfaction with sealed local roads	Satisfaction rating out of 100 <i>Expected range: 50 to 100</i>	68  Q3, 2015/16 Result: 69	68	2017 Local Government Community Satisfaction ratings will be made available in Q4, 2016/17	



## Statutory Planning

Provision of land use and development assessment services to applicants and the community including advice and determination of applications

Service/indicator/measure	Measure expressed as:	Result Q3, 2016/17	Result Full 2015/16 Year	Comment	Status
<b>Timeliness</b> Time taken to decide planning applications	Days between receipt of a planning application and a decision on the application <i>Expected range: 20 to 200 days</i>	41 days  <i>Q3, 2015/16 Result: 36 days</i>	29 days	Data is for first three quarters only and not necessarily representative of full year result.	
<b>Service standard</b> Planning applications decided within 60 days	% of planning application decisions made within 60 days <i>Expected range: 50% to 100%</i>	80.02%  <i>Q3, 2015/16 Result: 84.16%</i>	83.98%		
<b>Service cost</b> Cost of statutory planning service	\$ direct cost of the statutory planning service per planning application <i>Expected range: \$500 to \$5,000</i>	\$1,526.33  <i>Q3, 2015/16 Result: \$1,416.34</i>	\$1,424	Data is for first three quarters only and not necessarily representative of full year costs.	
<b>Decision making</b> Planning decisions upheld at VCAT	% of decisions subject to review by VCAT that were not set aside <i>Expected range: 20% to 100%</i>	51.52%  <i>Q3, 2015/16 Result: 38.46%</i>	42.86%	Data is for first three quarters only and not necessarily representative of full year result.	



## Waste Collection

Provision of kerbside waste collection service to the community including garbage and recyclables

Service/indicator/measure	Measure expressed as:	Result Q3, 2016/17	Result Full 2015/16 Year	Comment	Status
<b>Satisfaction</b> Kerbside bin collection requests	Number of kerbside bin collection requests per 1000 kerbside bin collection households <i>Expected range: 20 to 200 requests</i>	46.27 requests  Q3, 2015/16 Result: 41.79 requests	56 requests	Data is for first three quarters only and not necessarily representative of full year result.	
<b>Service standard</b> Kerbside collection bins missed	Number of kerbside collection bins missed per 10,000 scheduled kerbside collection bin lifts <i>Expected range: 1 to 100 bins</i>	1.82 bins  Q3, 2015/16 Result: 1.69 bins	2.3 bins	Comprised from 120L + 80L + second bin + fortnightly recycling. Please note that residents with a second recycle bin offset residents who share a recycling bin.	
<b>Service cost</b> Cost of kerbside garbage collection service	\$ direct cost of the kerbside garbage bin collection service per kerbside garbage collection bin <i>Expected range: \$20 to \$200</i>	\$76.77  Q3, 2015/16 Result: \$76.28	\$101.50	Data is for first three quarters only and not representative of full year costs. This result is comparable with Q3 data for 2015/16.	
<b>Service cost</b> Cost of kerbside recyclables collection service	\$ direct cost of the kerbside recyclables collection service per kerbside recyclables collection bin <i>Expected range: \$10 to \$100</i>	\$22.51  Q3, 2015/16 Result: \$22.54	\$30.06	Data is for first three quarters only and not representative of full year costs. This result is comparable with Q3 data for 2015/16.	
<b>Waste diversion</b> Kerbside collection waste diverted from landfill	% of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill <i>Expected range: 20% to 80%</i>	55.30%  Q3, 2015/16 Result: 54.56%	53.96%		

## **DOCUMENTS FOR SEALING**

### **EMPLOYEE MILESTONES LETTERS UNDER SEAL**

**ITEM 1**

#### **LETTERS UNDER SEAL**

##### **BACKGROUND**

Council recognises employees each year who have achieved service milestones. Combined service with either the former Cities of Ringwood or Croydon and Maroondah City Council is recognised.

During the year, from 1 July 2016 to 30 June 2017, three employees will have achieved 30 years of service, eleven will have achieved 20 years and eighteen will have achieved 10 years.

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

The Chief Executive Officer and the Mayor will host a reception on Thursday 29 June 2017, at Karralyka at which the Letters Under Seal and gifts will be presented.

It is necessary for Council to formally resolve to execute the Letters Under Seal.

##### **ATTACHMENTS**

Not Applicable

##### **CONFIDENTIALITY**

Not Applicable

##### **RECOMMENDATION**

#### **THAT COUNCIL SIGNS AND SEALS LETTERS IN RECOGNITION OF:**

##### **1. THIRTY YEARS OF SERVICE GIVEN BY:**

**KARYN ANDERSON  
MICHAEL MURRAY  
NEIL RATTRAY**

##### **2. TWENTY YEARS OF SERVICE GIVEN BY:**

**CHRISTINE BIESBROEK  
TRACEY CARDAMONE  
KAREN CHYNOWETH  
KERRI HACK  
YEASMIN HAIDER  
ANDREA HARGREAVES**

<b>DOCUMENTS FOR SEALING</b>
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**JUDY MCGRATH  
STEPHEN ONANS  
WENDY POTTER  
RAY SMART  
MARK WEIGHTMAN**

**3. TEN YEARS OF SERVICE GIVEN BY:**

**BEN ALLAMBY  
JO BESTER  
MICHAEL BLOWFIELD  
DENISE BROWN  
VICKIE BUTLER  
RUSSELL DAVISON  
JOY DELANEY  
JOHN DUPE  
TERRI JANSSEN-ARENDSE  
CHRISTINE MASSAROTTI  
GRAEME RATCLIFFE  
PAMELA REFELD  
SARAH REMIN  
TANYA RUHNAU  
JULIE SOFTLEY  
ALISHIO WHITE  
HEATHER WITTINGSLOW  
MICHELLE WOODMAN**