



Councillor  
(as addressed)

The next Council Meeting will be held in the Council Chamber, Braeside Avenue, Ringwood, on Monday 24 June 2019, commencing at 7:30pm and your presence is requested.

Yours faithfully

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

Steve Kozlowski  
CHIEF EXECUTIVE OFFICER

**Note:**

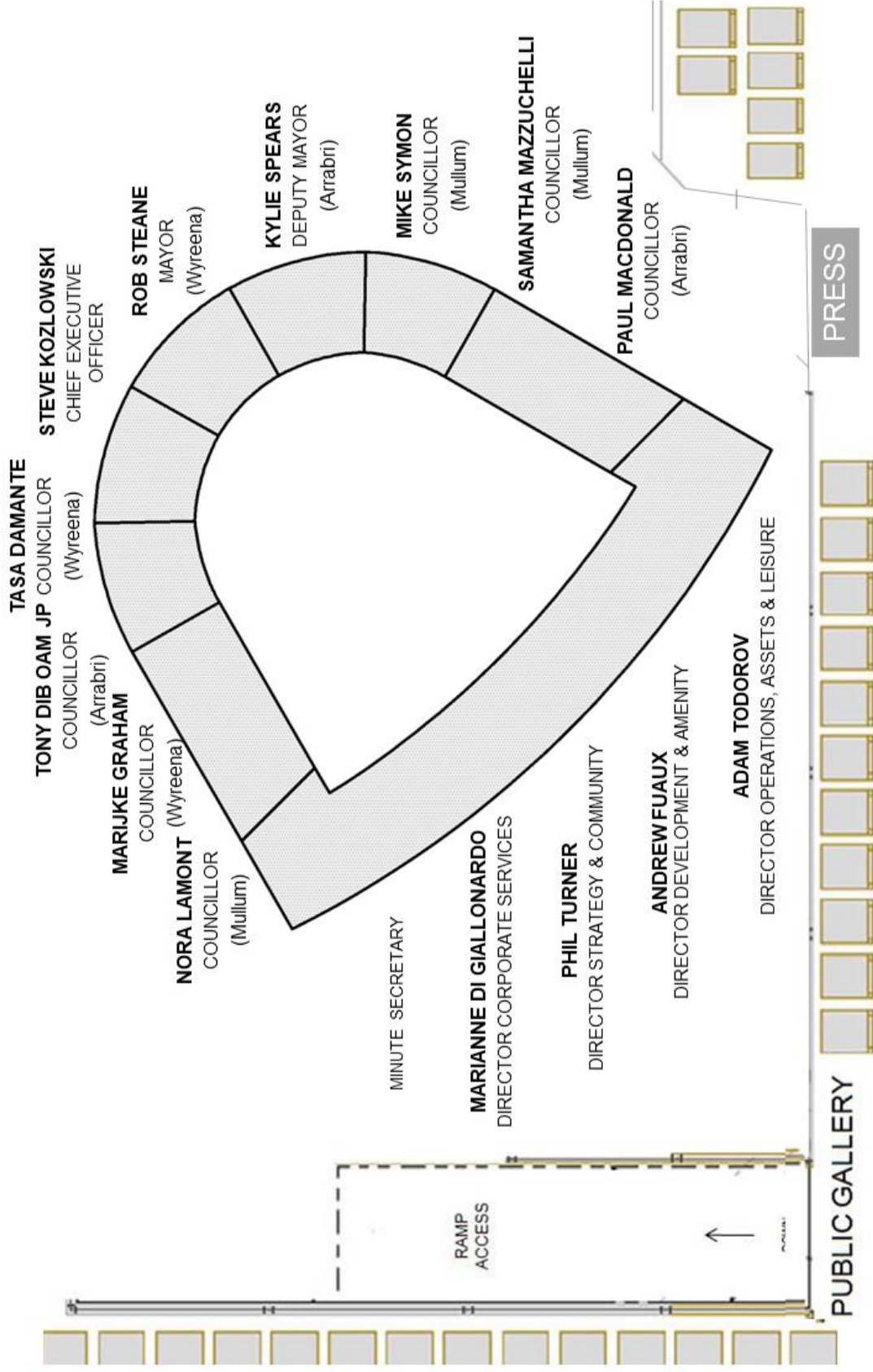
***This meeting is being streamed live on the internet and recorded.  
Every care is taken to maintain privacy and attendees are advised they may be recorded.***



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
  - Cr Rob Steane (Mayor) Leave of Absence
  - Cr Paul Macdonald Leave of Absence
4. Declaration of Interests
5. Confirmation of Minutes of the Ordinary Council Meeting held on Monday 20 May 2019.
6. Public Questions
7. Officers' Reports
  - Director Corporate Services
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    - 7. Audit & Risk Advisory Committee Report 29
  - Director Operations, Assets & Leisure
    - 1. Capital Funding for Community Groups 2019/2020 31
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  - Director Strategy & Community
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  - Director Development & Amenity
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10. Late Item
11. Requests / Leave of Absence
12. In Camera
  - Director Operations, Assets & Leisure
    1. Tender Evaluation Report - Contract 20914 Cleaning Services for Aquanation & Aquahub
  - Director Strategy & Community
    1. Local Government Power Purchasing Agreement

## **ATTENDANCE REPORT**

**ITEM 1**

### **PURPOSE**

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

### **STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 2: 2018-2019) 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 2018 – 2019:

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

### **BACKGROUND**

Not Applicable

### **ISSUE / DISCUSSION**

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

### **FINANCIAL / ECONOMIC ISSUES**

Not Applicable

### **ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

### **SOCIAL / COMMUNITY ISSUES**

Not Applicable

### **COMMUNITY CONSULTATION**

Not Applicable

### **CONCLUSION**

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

**ATTENDANCE REPORT Cont'd**

**ITEM 1**

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

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

## **REPORTS OF ASSEMBLY OF COUNCILLORS**

## **ITEM 2**

### **PURPOSE**

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

### **STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 2: 2018-2019) 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 2018 – 2019:

- 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 20 May 2019 and 3 June 2019 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.  2019 May 20 - Assembly of Councillors Public Record
2.  2019 June 03 - 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 20 MAY 2019 AND 3 JUNE 2019**

## **COUNCILLOR REPRESENTATION REPORTS**

## **ITEM 3**

### **PURPOSE**

To receive and note the following meeting minutes.

- Maroondah Partners in Community Wellbeing (MPIC) Committee held 7 May 2019
- Local Government Safe Cities Network (LGSCN) held 9-10 May 2019

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 2: 2018-2019) 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 2018 – 2019:

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

### **BACKGROUND**

As part of Council's commitment to the principles and practice of good governance, it is appropriate that Councillors and the Community are formally updated on the actions and activities of the various organisations bodies/advisory groups upon which it is represented.

### **ISSUE / DISCUSSION**

Council is represented on numerous Boards and Organisations. Appointments are made annually by Council at the commencement of the new Mayoral term.

Crs Mazzuchelli and Damante are Council's representatives on the Maroondah Partners in Community Wellbeing Committee.

Crs Steane and Lamont are Council's representatives on the Local Government Safe Cities Network.

### **FINANCIAL / ECONOMIC ISSUES**

Not Applicable

### **ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

### **SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COUNCILLOR REPRESENTATION REPORTS Cont'd****ITEM 3****COMMUNITY CONSULTATION**

Not Applicable

**CONCLUSION**

It is appropriate that Councillors and the Community are formally updated on the actions and activities of the various organisations bodies/advisory groups upon which Council is represented.

**ATTACHMENTS**

1.  Maroondah Partners in Community Wellbeing Committee Minutes - 7 May 2019
2.  Local Government Safe Cities Network Minutes 9-10 May 2019

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES MINUTES OF THE FOLLOWING COMMITTEES**

1. **MAROONDAH PARTNERS IN COMMUNITY WELLBEING (MPIC) COMMITTEE HELD 7 MAY 2019**
2. **LOCAL GOVERNMENT SAFE CITIES NETWORK (LGSCN) HELD 9-10 MAY 2019**

**DISCONTINUANCE AND SALE OF ROAD AT THE REAR OF  
435-445 MT DANDENONG ROAD KILSYTH**

**ITEM 4**

**PURPOSE**

To authorise commencement of the legislative procedures pursuant to the *Local Government Act 1989* (Vic) (Act) to consider discontinuing the road at the rear of 435-445 Mt Dandenong Road Kilsyth, being the whole of the land as contained in certificate of title volume 11433 folio 82, being the land shown as 'Road R1' on registered plan of subdivision no. LP 21344 attached as Schedule 1 (Road)

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 2: 2018-2019) 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 2018 – 2019:

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

8.2 Ensure responsible and sustainable management of Maroondah resources, assets, infrastructure, and natural environment.

**BACKGROUND**

Council is the registered proprietor of the Road which is shown as 'Road R1' on registered plan of subdivision no. LP21344 attached as Schedule 1 (Title Plan).

The Road abuts 3 properties at 2 Churchill Way, 435-443 Mt Dandenong Road and 445 Mt Dandenong Road Kilsyth. These properties are all owned by the same property owner attached as Schedule 2 (Locality Plan). The Road provides the only access onto Churchill Way for the 2 units at the rear of 2 Churchill Way.

Upon an inspection by Council's Planning Department, it was noted that the owner appears to have taken possession of the entire Road and has installed electric gates at the entrance to the Road.

The owner was notified in writing to remove the gates on the basis that the land was a road and should be kept clear of any obstructions as it provides the only access for the tenanted units at 2/2 and 3/2 Churchill Way Kilsyth.

**DISCONTINUANCE AND SALE OF ROAD AT THE REAR OF 435-445 MT DANDENONG ROAD KILSYTH Cont'd** **ITEM 4**

Whilst the owner assured Council that the tenants at 2/2 and 3/2 Churchill Way Kilsyth had access to the coded gates, Council's concern was that should an emergency occur at night, the tenant's safety would be adversely affected if they were not in a position to decode the gates.

Road

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

The Road is listed on Council's Register of Public Roads. It is considered that the Road is no longer reasonably required for general public use as the Road is not:

- Required for public access and
- Open and is not available for public use  
If the Road is discontinued, the Road will vest in Council.

The Road is approximately 6 metres wide.

Consolidation of Titles

To ensure that safety and legal access rights be preserved for the tenants and any future owners of the units at 2/2 and 3/2 Churchill Way Kilsyth, the Road should be split into 2 sections if discontinued, shown red and green highlighted attached as Schedule 3 (Apportionment Plan);

- Extend the existing common property of plan of subdivision No. PS5314041 to incorporate approximately an additional 111 sqm, providing access to Churchill Way.
- The remainder of the Road, approximately 111 sqm to be consolidated with the properties at 435-445 and 445 Mt Dandenong Road Kilsyth.

The owner agreed for Council to discontinue the road and to sell the Road, apportioned into 2 sections as noted above.

The owner also owns the property at the rear of 447 Mt Dandenong Road, known as Lot 4 PS 531401, which is used as a car yard and utilizes the Road as an access entry point. As the plan of subdivision PS531401, has common property providing access from Mt Dandenong Road, this parcel would not be required to be consolidated with 435-443 and 445 Mt Dandenong Road. Refer to area delineated blue on Schedule 3.

Public Authorities

The Road contains a sewer and access will continue through the creation of an easement in favour of Yarra Valley Water

**DISCONTINUANCE AND SALE OF ROAD AT THE REAR OF 435-445 MT DANDENONG ROAD KILSYTH Cont'd** **ITEM 4**

**ISSUE / DISCUSSION**

Councils internal service areas were contacted for their comments and all agreed with the proposal, particularly considering the current situation and vehicle access for the units at 2/2 and 3/2 Churchill Way.

If the Road is discontinued, the land would be apportioned into 2 components as shown on the Apportionment Plan;

- Residential – extending the common property of plan of subdivision PS 531401
- Industrial – consolidation of titles CP 10042 and Lot 9 LP 21344

Councils contract Valuers, Westlink Consulting, provided a current market valuation for both components;

- Residential zoned Schedule 1 (GRZ1) - \$22,500 + GST for 111sqm – street frontage of 3.05 metres to Churchill Way
- Commercial zoned Schedule 1 (C12) - \$24,500 + GST for 111 sqm – street frontage of 3.05 metres to Churchill Way

Proceeding with this proposal will remove the risk liability to Council and will ensure safety and provide legal access rights for any future owners of the units at 2/2 and 3/2 Churchill Way Kilsyth.

**FINANCIAL / ECONOMIC ISSUES**

The total income to Council should all statutory obligations and Council decision be met for both parcels be discontinued and sold, be \$47,000 + GST.

The legal and disbursement costs associated with the discontinuance and sale of the right of way, would be funded by the purchaser, in line with Council Policy, estimated at \$12,000. The costs associated with Councils administration in dealing with property matters is contained within the current budget.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Before proceeding with the discontinuance of the Road, Council must give public notice of the proposed discontinuance and sale in accordance with section 223 of the Act. The Act provides that a person may, within 28 days of the date of the public notice, lodge a written submission regarding the proposed discontinuance and sale of land.

**DISCONTINUANCE AND SALE OF ROAD AT THE REAR OF 435-445 MT DANDENONG ROAD KILSYTH Cont'd** **ITEM 4**

Where a person has made a written submission to Council requesting that he or she be heard in support of the written submission, Council must permit that person to be heard before a meeting of Council or the Committee which has delegated authority to hear those submissions, giving reasonable notice of the day, time, and place of meeting.

After hearing any submissions made, Council must determine whether the Road is not reasonably required as a road for public use, in order to decide whether the Road should be discontinued.

**CONCLUSION**

It is proposed that Council should commence the statutory procedures pursuant to clause 3 of Schedule 10 of the Act, to consider discontinuing the Road and selling the Road to the owner of 435-443 Mt Dandenong Road Kilsyth, subject to the satisfactory completion of those procedures.

**ATTACHMENTS**

1. Road Discontinuance - 435-445 Mt Dandenong Road Kilsyth - Schedule 1 - Title Plan  
 R1 21344
2. Road Discontinuance - 435-445 Mt Dandenong Road Kilsyth - Schedule 2 - Locality  
 Plan
3. Road Discontinuance - 435-445 Mt Dandenong Road Kilsyth - Schedule 3 -  
 Apportionment Plan

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

1. **THAT COUNCIL, ACTING UNDER SECTION 17(4) OF THE ROAD MANAGEMENT ACT 2004 (VIC), RESOLVES**
  - i. **THAT THE ROAD BE REMOVED FROM COUNCIL'S REGISTER OF PUBLIC ROADS ON THE BASIS THAT THE ROAD IS NO LONGER REASONABLY REQUIRED FOR GENERAL PUBLIC USE FOR THE REASONS OUTLINED IN THE REPORT**
2. **THAT COUNCIL, ACTING UNDER CLAUSE 3 OF SCHEDULE 10 OF THE LOCAL GOVERNMENT ACT 1989 (ACT), RESOLVES**
  - i. **THAT THE STATUTORY PROCEDURES BE COMMENCED TO DISCONTINUE THE ROAD KNOWN AS ROAD R1 ON PLAN OF SUBDIVISION LP 21344, CERTIFICATE OF TITLE VOLUME 11433 FOLIO 824**

**DISCONTINUANCE AND SALE OF ROAD AT THE REAR OF                      ITEM 4  
435-445 MT DANDENONG ROAD KILSYTH Cont'd**

- ii.    THAT UNDER SECTIONS 207A AND 223 OF THE ACT, PUBLIC NOTICE OF THE PROPOSED DISCONTINUANCE OF THE ROAD BE GIVEN IN “THE AGE” NEWSPAPER
- iii.   THAT THE PUBLIC NOTICE REQUIRED TO BE GIVEN UNDER SECTIONS 207A AND 223 OF THE ACT SHOULD STATE THAT IF THE ROAD IS DISCONTINUED COUNCIL PROPOSES TO SELL THE ROAD TO THE ADJOINING OWNER FOR MARKET VALUE
- iv.    THAT A COMMITTEE COMPRISING COUNCILLORS STEANE (MAYOR) GRAHAM AND DAMANTE BE APPOINTED TO HEAR ANY PERSON WISHING TO BE HEARD IN SUPPORT OF THEIR SUBMISSION ON A DATE TO BE DETERMINED; AND
- v.     THAT THE DIRECTOR CORPORATE SERVICES BE AUTHORISED TO UNDERTAKE THE ADMINISTRATIVE PROCEDURES NECESSARY TO ENABLE COUNCIL TO CARRY OUT ITS FUNCTIONS UNDER SECTION 223 OF THE ACT IN RELATION TO THIS MATTER



**DISCONTINUANCE AND SALE OF ROAD BETWEEN 15-19  
WILANA STREET RINGWOOD**

**ITEM 5**

**PURPOSE**

This report seeks Council's authority to commence the statutory procedures pursuant to the *Local Government Act 1989* (Vic) (Act) to consider discontinuing the road abutting 15 Wilana Street Ringwood, being the whole of the land contained in certificate of title volume 9144 folio 555, being the land shown as 'Road R1' on registered plan of subdivision no. LP 116394 as Schedule 1 (Road)

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 2: 2018-2019) 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 2018 – 2019:

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

**BACKGROUND**

Council is the registered proprietor of the Road which is shown as 'Road R1' on registered plan of subdivision no. LP116394 attached as Schedule 1 to this report and shown highlighted yellow and red on the locality plan attached as Schedule 2 (Locality Plan).

The Road abuts 15 Wilana Street Ringwood, shown delineated blue on the Locality Plan.

That part of the Road shown marked as 'Lot 1 on TP 965709E' attached as Schedule 3 (Survey Plan) is currently fenced into the owners' land of 15 Wilana Street (Owners) and has been fenced in for approximately 12 years.

That part of the Road shown red highlighted on the Locality Plan and marked as 'Lot 2 on TP 964709E' on the Survey Plan, is enclosed within the common property of 16 Thomas Street Ringwood, shown delineated green on the Locality Plan, and has been fenced in for approximately 40 years.

The Owners have requested that Council discontinue the Road and sell that part of the Road shown marked as 'Lot 1' on the Survey Plan and yellow highlighted on the Locality Plan, to the owners of 15 Wilana Street (Proposal)

**DISCONTINUANCE AND SALE OF ROAD BETWEEN 15-19  
WILANA STREET RINGWOOD Cont'd**

**ITEM 5**

If the Road is discontinued, Council proposes to sell that part of the Road shown marked as 'Lot 2' on the Survey Plan and red highlighted on the Locality Plan, to the owner's corporation plan no. RP11020 (Owners Corporation), being the registered proprietor of the common property at 16 Thomas Street Ringwood, for nominal consideration, to rectify a historical surveying error.

The Owners' have agreed to pay Council's costs and disbursements associated with the proposed discontinuance of the Road, together with the market value for the transfer of that part of the discontinued Road shown marked as 'Lot 1' on the Survey Plan to the Owners.

Road

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

The Road is listed on Council's Register of Public Roads. It is considered that the Road is no longer reasonably required for general public use as the Road is not:

- Required for public access; and
- Open and is not available for public use.

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

Consolidation

If the Road is discontinued and that part of the Road shown marked as

- Lot 1 on the Survey Plan is sold to the Owners (15 Wilana Street); and
- Lot 2 on the Survey Plan is sold to the Owners Corporation (16 Thomas Street).

Council will require the Owners and the Owners Corporation to consolidate the titles to the discontinued Road with the titles to their respective properties within 12 months of the date of transfer of that part of the Road to them, at their expense.

Adjoining owners

In August 2017, Council wrote to the owners of 15 Wilana Street informing them of their encroachment onto the Road. In response, the Owners advised that they were interested in purchasing that part of the Road that they occupied as shown yellow highlighted on the Locality Plan.

Council then sent expression of interest letters to the adjoining owners at 1/19 and 2/19 Wilana Street Ringwood to determine if either party were interested in purchasing the Road, however no response was received.

Site Inspection

A site inspection of the Road was conducted by Millar Merrigan Land Development Consultants on 24 July 2018. The site inspection report notes that;

**DISCONTINUANCE AND SALE OF ROAD BETWEEN 15-19  
WILANA STREET RINGWOOD Cont'd**

**ITEM 5**

- The Road is unconstructed;
- Part of the Road is enclosed within the fenced boundaries of the Owners' land at 15 Wilana Street;
- Part of the Road is enclosed within the fenced boundaries of the Owners Corporation's land at 16 Thomas Street;
- A water tank has been constructed over the Road;
- Part of the Road is not open and is not available for public use; and
- The Road is not required for public use.

A copy of the site inspection report is attached as Schedule 4 to this report.

Public Authorities

The following statutory authorities have been advised of the proposed discontinuance of the Road and have been asked to respond to the question of whether they have any existing assets in the Road, which should be saved under 2017C of the Act:

- Yarra Valley Water;
- Melbourne Water;
- Ausnet;
- Multinet Gas;
- Telstra; and
- Optus.

Yarra Valley Water has advised that it has no assets in or above the Road and no objection to the proposed discontinuance of the Road.

Melbourne Water, Ausnet, Multinet Gas and Telstra have advised that they have no objection to the proposed discontinuance of the Road.

Optus has advised that it has no assets in or above the Road.

**ISSUE / DISCUSSION**

Internal consultation with Council's relevant service areas resulted in support of the Proposal.

There are no strategic traffic or pedestrian reasons to oppose the sale of the Road, particularly given that the Road does not connect to Thomas Street due to the development at 16 Thomas Street Ringwood.

Council will require future access to the Road for the construction of a stormwater drainage infrastructure. This can be protected through the creation of an easement in favour of Council

**DISCONTINUANCE AND SALE OF ROAD BETWEEN 15-19  
WILANA STREET RINGWOOD Cont'd****ITEM 5**

for drainage purposes. It is recommended that an easement width 3.05m be allowed to facilitate future construction works.

Creation of a 3.05 wide drainage easement from the southern boundary of the Road through to connection with the drainage easement on the rear neighbouring property at 16 Thomas Street Ringwood be in favour of Council. Refer to Schedule 5 - Future Drainage Works.

Council's Valuers, Westlink Consultants provided a current market valuation of \$93,500 plus GST, based on an approximate area of 203 m2 for that part of the Road that is to be purchased by the Owners. The Owners have agreed to purchasing that part of the Road for the agreed current market valuation.

**FINANCIAL / ECONOMIC ISSUES**

The legal and disbursement costs associated with the discontinuance, subdivision and sale of that part of the Road that is to be purchased by the Owners, would be funded by the Owners, in line with Council Policy, estimated at \$12,000.

The costs associated with Councils administration in dealing with property matters and the costs associated with the transfer of that part of the Road to the Owners Corporation, is contained within the current budget.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Before proceeding with discontinuance of the Road, Council must give public notice of the proposed discontinuance and sale in accordance with section 223 of the Act. The Act provides that a person may, within 28 days of the date of the public notice, lodge a written submission regarding the proposed discontinuance and sale of the Road.

Where a person has made a written submission to Council requesting that he or she be heard in support of the written submission, Council must permit that person to be heard before a meeting of Council or the Committee which has delegated authority to hear those submissions, giving reasonable notice of day, time, and place of meeting.

After hearing any submissions made, Council must determine whether the Road is not reasonably required as a road for public use, in order to decide whether the Road should be discontinued.

**CONCLUSION**

It is proposed that Council should commence the statutory procedures pursuant to clause 3 of Schedule 10 of the Act to consider discontinuing the Road and selling the Road to the Owners and Owners Corporation.

**DISCONTINUANCE AND SALE OF ROAD BETWEEN 15-19  
WILANA STREET RINGWOOD Cont'd**

**ITEM 5**

**ATTACHMENTS**

1. Road Discontinuance - 15 Wilana Street Ringwood - Schedule 1 - Title Plan - Road  

2. Road Discontinuance - 15 Wilana Street Ringwood - Schedule 2- Locality Plan  

3. Road Discontinuance - 15 Wilana Street Ringwood - Schedule 3 - Survey Plan  

4. Road Discontinuance - 15 Wilana Street Ringwood - Schedule 4 - Site Inspection  

5. Road Discontinuance - 15 Wilana Street Ringwood - Schedule 5 - Future Drainage  
Works  


**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

1. **THAT COUNCIL, ACTING UNDER SECTION 17(4) OF THE ROAD MANAGEMENT ACT 2004 (VIC), RESOLVES**
  - i. **THAT THE ROAD BE REMOVED FROM COUNCIL'S REGISTER OF PUBLIC ROADS ON THE BASIS THAT THE ROAD IS NO LONGER REASONABLY REQUIRED FOR GENERAL PUBLIC USE FOR THE REASONS OUTLINED IN THE REPORT**
2. **THAT COUNCIL, ACTING UNDER CLAUSE 3 OF SCHEDULE 10 OF THE ACT, RESOLVES**
  - i. **THAT THE STATUTORY PROCEDURES BE COMMENCED TO DISCONTINUE THE ROAD KNOWN AS ROAD R1 ON PLAN OF SUBDIVISION LP 116394, CERTIFICATE OF TITLE VOLUME 9144 FOLIO 555**
  - ii. **THAT UNDER SECTIONS 207A AND 223 OF THE ACT, PUBLIC NOTICE OF THE PROPOSED DISCONTINUANCE OF THE ROAD BE GIVEN IN "THE AGE" NEWSPAPER**
  - iii. **THAT THE PUBLIC NOTICE REQUIRED TO BE GIVEN UNDER SECTIONS 207A AND 223 OF THE ACT SHOULD STATE THAT IF THE ROAD IS DISCONTINUED COUNCIL PROPOSES TO**
    - **SELL PART OF THE ROAD TO THE OWNER AT 15 WILANA STREET RINGWOOD FOR MARKET VALUE AND**
    - **TRANSFER PART OF THE ROAD TO THE OWNERS CORPORATION FOR A NOMINAL CONSIDERATION**

**DISCONTINUANCE AND SALE OF ROAD BETWEEN 15-19  
WILANA STREET RINGWOOD Cont'd**

**ITEM 5**

- iv. THAT A COMMITTEE COMPRISING COUNCILLORS LAMONT, MAZZUCHELLI, SYMONS BE APPOINTED TO HEAR ANY PERSON WISHING TO BE HEARD IN SUPPORT OF THEIR SUBMISSION, ON A DATE TO BE DETERMINED; AND
- v. THAT THE DIRECTOR CORPORATE SERVICES BE AUTHORISED TO UNDERTAKE THE ADMINISTRATIVE PROCEDURES NECESSARY TO ENABLE COUNCIL TO CARRY OUT ITS FUNCTIONS UNDER SECTION 223 OF THE ACT IN RELATION TO THIS MATTER

**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH 2019**

**ITEM 6**

**PURPOSE**

To present Council with a snapshot of Council's financial performance for the nine months ending 31 March 2019. 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 2017-2021 (Year 2: 2018-2019) 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 2017 - 2021:

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 and the Audit and Risk Advisory Committee.

The attached financial statements contain an Income Statement (Operating Statement); Balance Sheet; Statement of Cash Flows and a Statement of Capital Works. The Income Statement is presented 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 2019. A detailed report is attached to this document.

**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH 2019 Cont'd**

**ITEM 6**

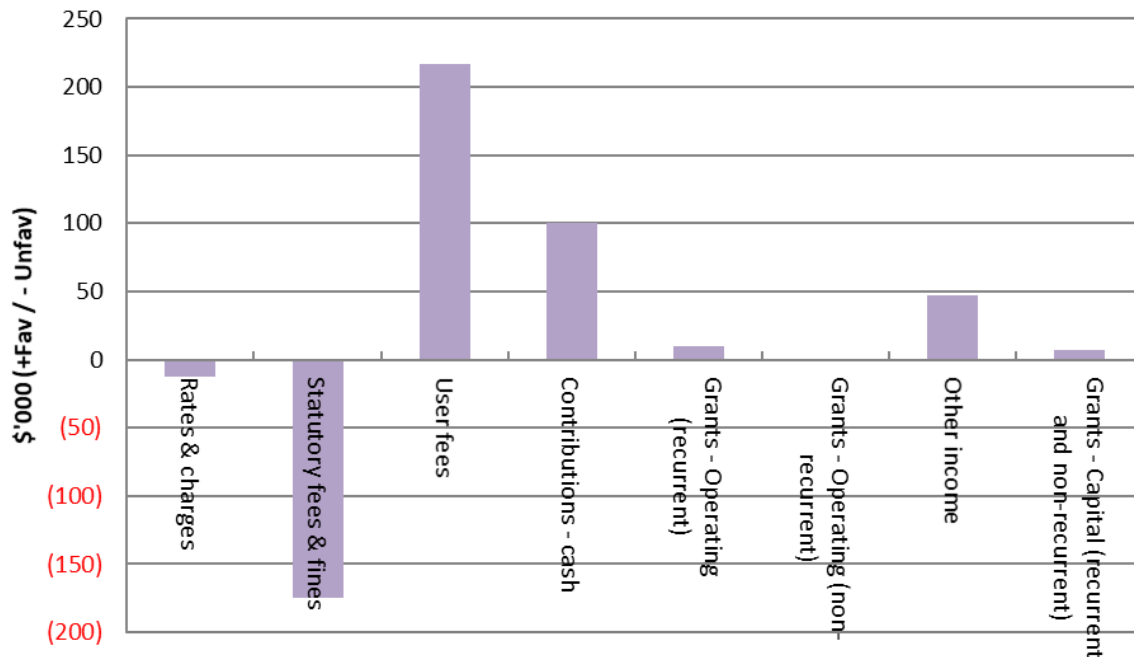
**1. OPERATING PERFORMANCE**

**1.1 Overall Operating Performance**

	YTD Forecast \$'000	YTD Actual \$'000	YTD Var \$'000	Forecast Budget \$'000	Adopted Budget \$'000
<b>Operating</b>					
Income	126,183	126,480	297	140,818	137,489
Expenses	98,297	96,497	1,801	134,900	132,594
<b>Underlying Surplus (Deficit)</b>	<b>27,886</b>	<b>29,983</b>	<b>2,098</b>	<b>5,918</b>	<b>4,895</b>
<b>Capital</b>					
Grants - Capital (recurrent and non-recurrent)	12,381	12,388	7	18,069	13,105
<b>Comprehensive result</b>	<b>40,267</b>	<b>42,372</b>	<b>2,104</b>	<b>23,987</b>	<b>18,000</b>

For the nine months ended 31 March 2019, Council has recorded an underlying surplus before capital revenues of \$29.98 million, which is \$2.10 million ahead of the year to date forecast budget. This is primarily related to unexpended funds during the period, as outlined in section 1.3 of the report.

**1.2 Income – YTD Forecast Budget variances**



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



**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH  
2019 Cont'd**

**ITEM 6**

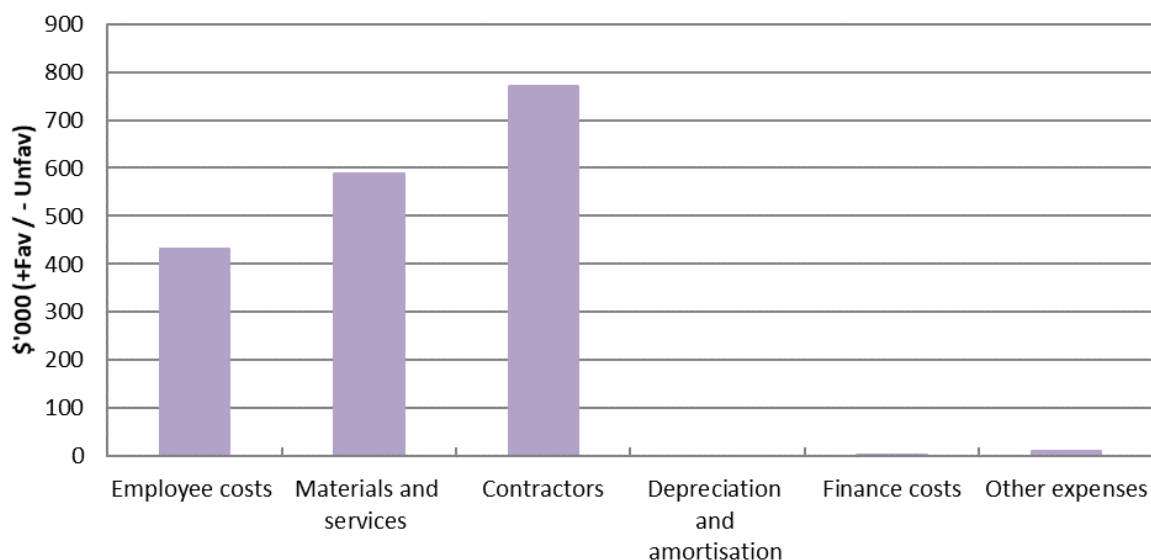
*Favourable Variances:*

- *User Fees \$217k* – variance predominantly due to higher than anticipated income across Council leisure facilities
- *Cash Contributions \$100k* – year to date planning contributions of \$251k are \$110k above budgeted expectations

*Unfavourable Variances:*

- *Statutory Fees and Fines (\$174k)* – variance due to lower than forecast income amounts from planning application fees (\$92k), community health registrations (\$27k), animal registrations (\$19k) and land information certificates (\$17k)

**1.3 Expenses – YTD Forecast Budget variances**



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

*Favourable Variances:*

- *Contractors \$771k* – Driven by differences in the timing of expenses across the organisation. Areas of council contributing to the variance include Operations \$267k, Community Services \$190k, Workplace People and Culture \$98k, Finance and Governance \$67k, Assets \$33k and Revenue, Property and Customer Service \$30k
- *Materials and Services \$588k* – Driven by differences in the timing of expenses across the organisation. Areas of council contributing to the variance include Leisure \$304k, Community Services \$254k, Operations \$102k, Integrated Planning \$79k, Information Technology \$67k, Finance and Governance \$67k,

**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH 2019 Cont'd**

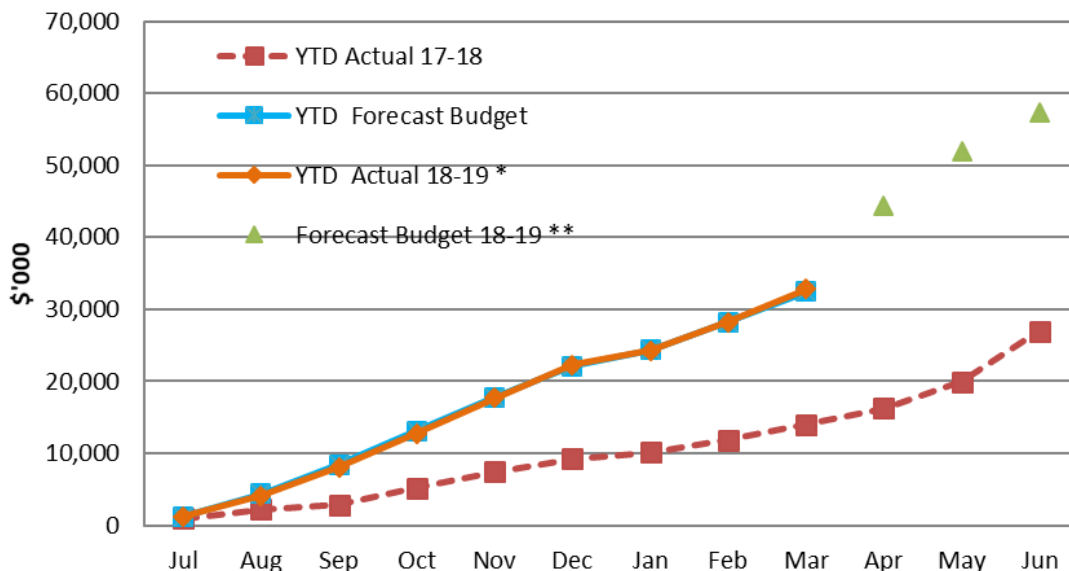
**ITEM 6**

Revenue, Property and Customer Service \$65k and Business & Activity Centre Development \$42k. Assets (\$291k) were above year to date forecast expenses

- *Employee Costs \$431k* – Driven by differences in the timing of expenses across the organisation. Areas of council contributing to the variance include Health, Local Laws and Emergency Management \$84k, Community Services \$67k, Leisure \$57k and Operations \$53k amongst others

**2. CAPITAL WORKS**

**2.1 Capital works YTD expenditure cumulative**

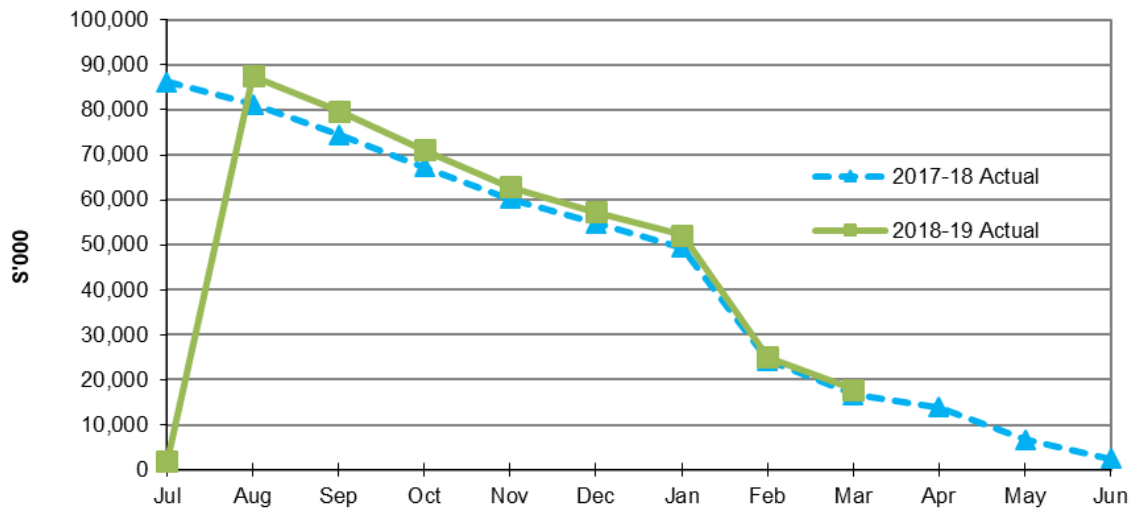


\* YTD Actual expenditure includes Carried Forwards

\*\* Forecast Budget expenditure includes Carried Forwards

The Forecast Capital Expenditure program for 2018/19 is \$57.28 million. A carry forward amount from 2017/18 of \$7.42 million is included in the forecast for the current period.

The chart above indicates how Council is performing year to date against the forecast, as well as how we are tracking to achieve the period end target of \$57.28 million. Council has spent 57.23% of its forecast at the end of the third quarter, and plans to meet target by period end.

**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH 2019 Cont'd****ITEM 6****3. RATES****3.1 Actual rates outstanding balance by month**

The chart above compares the rates outstanding as at 31 March 2019 to the same time last financial period. Our collection rate follows a similar pattern to previous periods, based on rate instalments occurring at set times throughout the financial period. Note that this graph accounts for rates being struck in August this period compared to July last period. Council has one of the highest debt recovery performances in comparison to other local government authorities.

**FINANCIAL / ECONOMIC ISSUES**

As presented in this report and accompanying financial statements.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Not Applicable



**CONCLUSION**

The 31 March 2019 YTD results are favourable and provide a solid foundation for achieving Council's 2018/2019 services and advocacy programs.

**FINANCIAL REPORT: NINE MONTHS ENDING 31 MARCH  
2019 Cont'd**

**ITEM 6**

**ATTACHMENTS**

1.  Quarterly Finance Report - 31 March 2019 - Appendix - Final
2.  Quarterly Finance Report - 31 March 2019 - Appendix Analytics - Final

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES THE REPORT ON THE FINANCIAL  
PERFORMANCE AGAINST BUDGET FOR THE NINE MONTHS ENDING 31 MARCH  
2019**

**AUDIT & RISK ADVISORY COMMITTEE REPORT****ITEM 7****PURPOSE**

To report to Council on the outcomes of the Audit & Risk Advisory Committee Meeting held on 4 June 2019.

**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 of the day, Rob Steane, 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 Tuesday 4 June 2019.

**ISSUE / DISCUSSION**

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

- Internal Audit report update by Crowe Horwath Partner, Mr Andrew Zavitsanos, who discussed the following reports:
  - Internal Audit progress report - as at 22 May 2019
  - Food Act Management Review
  - Draft Internal Audit Plan - September 2019 to August 2020
- A bit of discussion was had regarding the audit plan, which may be adjusted slightly for some of the timing of the reviews.
- Andrew also made clear that there have been no obstructions to the audit program and they are gaining support from Council Officers.
- The 18/19 Quarterly Finance Report for the nine months ended March 2019, with the focus Capital Works, Investments and as well as this, that we are getting closer to year end, with a focus on key variances that need further investigation. As part of this report, the Committee was presented with a summary level Flash Report, updated for the suggested changes they had requested at a previous meeting. The Committee was extremely pleased with the flash report and want it included in future agendas.

**AUDIT & RISK ADVISORY COMMITTEE REPORT Cont'd****ITEM 7**

- Updated risk management and insurance report – presenting the organisations current operational and strategic risks and the controls that are currently in place to mitigate those risks. A new strategic risk was introduced and noted by the Committee, regarding Change Management risk, which will link all Operational Readiness risks for the next meeting.
- Status report of how MCC is tracking in implementation of past audit recommendations. Committee was satisfied with the progress and timeliness of implementation of audit recommendations as well as the percentage of completion regarding the audit recommendations.
- Reports from sector related agencies – with focus on the Victorian Auditor General Reports on services in Local Government – with some contextual discussion regarding all the other reports.

**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.

**CONCLUSION**

This report provides a summary of the outcomes of the Audit & Risk Advisory Committee meeting held on Tuesday 4 June 2019.

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL RECEIVES AND NOTES THE REPORT FROM THE AUDIT & RISK ADVISORY COMMITTEE MEETING HELD ON TUESDAY 4 JUNE 2019**

**CAPITAL FUNDING FOR COMMUNITY GROUPS 2019/2020**

**ITEM 1**

**PURPOSE**

To seek Council approval for the allocation of financial assistance through the *Capital Funding for Community Groups Funding* Program to nominated community organisations for the 2019/2020 financial year.

**STRATEGIC / POLICY ISSUES**

The following directions contained in the Maroondah 2040: Our Future Together and the Draft Council Plan 2017-2021 (Year 2: 2018-2019) provide the strategic framework that underpins the purpose of this report;

Outcome Area: Safe, healthy and active community

Vision Statement: 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 2017-2021

1.21 Support and empower local community groups, sporting clubs and special interest groups across Maroondah.

**BACKGROUND**

There are two categories available for organisations to apply for Capital Funding:

- **Category 1** – projects under \$5,000, which are fully funded by Council; and
- **Category 2** – projects over \$5,000, where a Council contribution of 50% of the total project cost (with a max of \$75,000 Council contribution) applies

The Capital Funding for Community Groups 2019/2020 Program was advertised on Council's website. Application guidelines were sent to all kindergartens, senior citizens groups, youth groups and sporting clubs/organisations within the municipality that utilise Council facilities.

The application process involved two stages: Stage 1 required applicants to submit an initial project proposal for Council consideration. Council officers reviewed the submissions and recommended eligible projects to Stage 2 which required a detailed project submission and full written application. Organisations were requested to submit applications for Capital Funding for Community Groups 2019/2020 by Friday 26<sup>th</sup> April 2019.

The Capital Funding for Community Groups 2019/2020 review process was undertaken at an Assembly of Councillors on Monday 3 June 2019.

All applications received were considered and recommendations were made based on a clearly defined set of selection criteria, which included:

## **CAPITAL FUNDING FOR COMMUNITY GROUPS 2019/2020 Cont'd**

**ITEM 1**

### **Community Benefit**

- Demonstrate a direct benefit to the residents of the City of Maroondah;
- Evidence that supports an anticipated increase in participation rates;
- The extent to which the project maximises the use of the facility;
- That the proposed project is sympathetic to the surrounds of the reserve or building; and
- The extent to which projects address the issues of safety and risk management

### **Evidence of Need**

- Evidence that demonstrates community support and need for the project;
- Evidence to demonstrate improvement to Council assets; and
- The extent to which the project is supported by an adopted concept plan, feasibility assessment and/or linked to any planning process of Council

### **Financial Assessment**

- The financial capacity of the organisation to service a deferred payment plan and initial cash contribution; and
- The ability of the project to be completed within the following financial year

Category 1 (i.e. less than \$5k) projects are fully funded by Council with no organisational contribution. The Category 2 (i.e. over \$5k) project costs are split evenly between Council and the organisation (with a maximum Council contribution of \$75,000). The organisational contribution is also split between an upfront contribution of at least 50% and an optional 5-year deferred payment to be repaid to Council by the relevant organisation.

### **ISSUE / DISCUSSION**

Eleven (11) community groups requested a total of \$246,150 (inclusive of GST) in funding assistance, from which nine (9) projects were recommended to receive funding.

The submissions recommended for funding are detailed in Attachment 1.

In relation to the two (2) projects not recommended for funding in the 2019/2020 program, Council will fund these projects through Council's Capital Works Program 2019/2020.

### **FINANCIAL / ECONOMIC ISSUES**

A total of \$215,600 (inclusive of GST) is available for allocation in the Capital Funding for Community Groups 2019/2020 Program budget. Nine (9) projects are recommended for funding, at a cost of \$208,250 (inclusive of GST).



**CAPITAL FUNDING FOR COMMUNITY GROUPS 2019/2020  
Cont'd****ITEM 1****ENVIRONMENTAL / AMENITY ISSUES**

Financial assistance provided by the Capital Funding for Community Groups Program fosters positive links between Council and community organisations through the improvement and effective management of Council assets.

**SOCIAL / COMMUNITY ISSUES**

Not Applicable


**COMMUNITY CONSULTATION**

Considerable effort has been made to ensure that all relevant groups/organisations were aware of this funding program through Council's website and via direct email updates to local clubs and organisations. Significant discussions have also occurred between Council officers and the various community groups prior to the application process commencing, to ensure that the various community groups had adequate information to support their respective applications.

**CONCLUSION**

The Capital Funding for Community Groups Program encourages commitment from organisations for the continued improvement to Council facilities and their future development.

**ATTACHMENTS**

1. Capital Funding for Community Groups 2019 2020 - Projects Recommended for  
 Funding

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION****THAT COUNCIL**

1. **APPROVE THE RECOMMENDED APPLICATIONS FOR FINANCIAL ASSISTANCE THROUGH THE CAPITAL FUNDING FOR COMMUNITY GROUPS 2019/2020 PROGRAM TOTALLING \$208,250 (INCLUSIVE OF GST) AS OUTLINED IN ATTACHMENT 1 TO THIS REPORT**
2. **APPROVES THESE PROJECTS BASED ON ONE-YEAR FUNDING AND SERVICE AGREEMENTS**
3. **ADVISES ALL ORGANISATIONS OF THE OUTCOME OF THEIR SUBMISSION**

**CAPITAL FUNDING FOR COMMITTEES OF COUNCIL  
2019/2020**

**ITEM 2**

**PURPOSE**

To seek Council approval for funding applications made by Special Committees of Council under Council's 2019/2020 Capital Funding for Committees of Council support program.

**STRATEGIC / POLICY ISSUES**

The following directions contained in the Maroondah 2040: Our Future Together and the Draft Council Plan 2017-2021 (Year 2: 2018-2019) provide the strategic framework that underpins the purpose of this report;

Outcome Area: Safe, healthy and active community

Vision Statement: 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 2017-2021

1.21 Support and empower local community groups, sporting clubs and special interest groups across Maroondah.

**BACKGROUND**

There are currently three Special Committees of Council operating within the City of Maroondah. These are:

- Ringwood Athletic Centre;
- Warrien Reserve; and
- Warranwood Reserve

Generally, each Special Committee of Council is authorised on behalf of Council to manage the facility identified and to exercise Council's powers and functions in respect of:

- Contracts up to a prescribed amount;
- Determination of fees for casual use; and
- Doing all things necessary in connection with the performance of such functions

All Special Committees of Council were provided with details of the 2019/2020 Capital Funding Program and invited to make submissions. The process involved applicants contacting Council Officers for an application form, then providing a detailed written submission, which responded to clearly defined selection criteria. Committees were requested to submit applications for the *Capital Funding for Committees of Council* by Friday 26<sup>th</sup> April 2019.

**CAPITAL FUNDING FOR COMMITTEES OF COUNCIL  
2019/2020 Cont'd**

**ITEM 2**

**ISSUE / DISCUSSION**

Three (3) applications were received for the Capital Funding for Committees of Council 2019/2020, requesting a total of \$26,400 (inclusive of GST) in funding assistance, of which three (3) are recommended for funding.

The successfully nominated submissions for funding are detailed in Attachment 1.

**FINANCIAL / ECONOMIC ISSUES**

The Capital Expenditure for the *2019/2020 Capital Funding for Committees of Council Support Program* has been set at \$26,400 (inclusive of GST), with a maximum of \$8,800 (inclusive of GST) available in funding to each Special Committee of Council. Council has recommended that three (3) projects, at a total cost of \$26,400 (inclusive of GST) be funded.

**ENVIRONMENTAL / AMENITY ISSUES**

Each of the projects recommended for approval will serve to enhance the facility to which the projects relate.

**SOCIAL / COMMUNITY ISSUES**

Not Applicable

**COMMUNITY CONSULTATION**

Special Committees of Council generally comprise of local community members who represent and advocate for the interests of the broader community. Council Officers advised all Special Committees of Council of the Committee of Council Support Program guidelines, timelines, and process.

**CONCLUSION**

Approval of the proposed projects will support the Special Committees of Council in their continued management of the various facilities and the future development of Council owned community facilities.

Satisfactory completion of these projects will also provide clear evidence to user groups and the community, of Council's continuing support for Special Committees of Council and the facilities managed by them.

**ATTACHMENTS**

1.  Capital Funding for Committee of Council ~ Projects Recommended for Funding

**CAPITAL FUNDING FOR COMMITTEES OF COUNCIL  
2019/2020 Cont'd**

**ITEM 2**

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL**

- 1. APPROVES THE RECOMMENDED APPLICATIONS FOR FINANCIAL ASSISTANCE THROUGH THE CAPITAL FUNDING FOR COMMITTEES OF COUNCIL PROGRAM TOTALLING \$26,400 (INCLUSIVE OF GST) AS OUTLINED IN ATTACHMENT 1 TO THIS REPORT**
- 2. APPROVES THESE PROJECTS BASED ON ONE-YEAR FUNDING AND SERVICE AGREEMENTS; AND**
- 3. ADVISES ALL COMMITTEES OF THE OUTCOME OF THEIR SUBMISSION**

**CROYDON MAIN ST SHOPPING CENTRE PROPOSE TO  
DECLARE SPECIAL RATE AND CHARGE SCHEME**

**ITEM 1**

**PURPOSE**

The purpose of this report is for Council to receive the petition, presented on behalf of the Croydon Main St Traders Association (CMSTA), and propose to declare a Special Rate and Charge Scheme to encourage and promote the development of business and commerce in the Croydon Main St. Shopping Centre.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 2: 2018-2019) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A prosperous and learning community

Our Vision: In 2040, Maroondah will be a thriving centre of economic activity and opportunity within the eastern region where the sustainability and growth of local businesses is supported. All community members, groups, education providers and local businesses will have access to a wide range of quality learning resources and facilities.

Key Directions 2018 – 2019:

- 2.7 Embrace a place-based approach to the development and revitalisation of neighbourhood centres that provide opportunities for local business and places for social connection and interaction.
- 2.14 Facilitate the enhancement and revitalisation of industrial and commercial precincts that maximise investment, promote diverse job opportunities and provide for value adding industries.

Priority Action 2018-2019:

Not Applicable

**BACKGROUND**

The CMSTA has petitioned Council for a new Special Rate and Charge Scheme for the Croydon Main St Shopping Centre. This petition was received by Council on 15 April 2019. The prayer of the petition is as follows:

“I support the reintroduction of the Special Rate and Charge Scheme for the Croydon Main Street Precinct”

The Centre has a current scheme which ceased in May 2019. The Centre has had a promotional scheme in place since 1993 and is one of the longest continuing special rates and charge schemes in Victoria.

**ISSUE / DISCUSSION**

The proposed scheme would apply to 191 rateable properties, be in place for five years and would raise approx. \$135,000 p.a. The funds generated through this scheme would be

**CROYDON MAIN ST SHOPPING CENTRE PROPOSE TO  
DECLARE SPECIAL RATE AND CHARGE SCHEME Cont'd**

**ITEM 1**

primarily utilised for the employment of a part-time Shopping Centre Co-ordinator, promotional events, website development, advertising, CCTV maintenance, and activities which aim to increase commerce, patronage, visual appeal and vitality of the Centre. These services will provide a 'special benefit' to the owners and the occupiers of the land and the commercial and business properties located in the Scheme area. For this reason, the whole of the proposed Special Rate and Charge will be levied against the retail, commercial and professional business properties located in the Scheme area. It is considered that there are no other special benefits or community benefits arising from the proposed Special Rate and Charge Scheme.

The proposed Special Rate and Charge Scheme will be levied on all rateable commercial properties in the designated area as indicated on the Map (Attachment 1) and defined in the Recommendation. A listing of the properties that are proposed to be included in the Scheme forms a part of the proposed declaration, and is contained in Attachment 2.

The management of the funds generated by the proposed scheme is to be undertaken by the Committee of the CMSTA in accordance with a signed agreement with Council. This Association is an incorporated body. The CMSTA must adhere to the conditions provided in their funding agreement (as executed to establish a declared scheme) to ensure that, at all times, they are acting in accordance with the legal requirements for expenditure and management of the proposed Scheme.

**FINANCIAL / ECONOMIC ISSUES**

After discussions with the CMSTA representative Committee, they determined that the proposed scheme should be levied using the same apportionment as the previously declared scheme. The only change to the proposed scheme would be a 10% increase in the total collected funds. The CMSTA determined that this increase was valid to accommodate CPI increases and the rising cost of governance, such as the increasing cost of public liability insurance.

The proposed scheme will raise approximately \$135,000 p.a and attributes 50% of levy funds collected to the 'Capital Improved Value' (CIV) of all rateable properties, with the remaining 50% being a flat charge (which varies depending on the location of the property).

Properties with ground floor frontages to Main St (unless otherwise stated) are listed as primary beneficiaries, and attract the full charge component. Properties located in adjoining streets and arcades and those without a frontage to Main St, will receive a secondary benefit from the Special Rate and Charge Scheme (secondary beneficiaries). Secondary beneficiaries will be required to contribute 50% of the special charge amount applied to properties that are classified as primary beneficiaries. All properties that do not have ground floor frontages will be required to contribute 25% of the special charge amount applied to primary beneficiaries (third tier beneficiaries). Contributors will also be required to contribute to the scheme, based on a proportion of the CIV of affected properties.

The calculation of the Special Rate and Charge includes:

- A special charge of \$487.65 per annum per primary beneficiary contributor with ground floor frontages to Main St (unless otherwise stated). A special charge of \$243.83 per annum for all secondary beneficiaries, defined as ground floor properties without frontages to Main St and those located on Mt Dandenong Road, Thomas Brew Lane,

**CROYDON MAIN ST SHOPPING CENTRE PROPOSE TO  
DECLARE SPECIAL RATE AND CHARGE SCHEME Cont'd**

**ITEM 1**

Hewish Road, San Carlos Walk, Hewmart Arcade, Lacey St and Centreway Arcade, and those properties located between and including 12 to 44-48 Main St. A special charge of \$121.91 per annum for all third-tier beneficiaries, defined as all first floor properties.

- A further rate per contributor based on .000541987 cents in the dollar of the CIV of the rated property.

The first instalment of the Special Rate and Charge is due and payable one month from the date of the final Council resolution or, if an appeal is lodged, one month after the Tribunal decision is handed down.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

The application of a Special Rate and Charge for the specified area will be of special benefit for those persons required to pay the levy, as it is anticipated that improved promotion and marketing and the creation of a more vibrant and safe shopping centre will lead to increased patronage of the Centre.

**COMMUNITY CONSULTATION**

The CMSTA had been actively petitioning operators within the Croydon Main St Shopping Centre since mid-January 2019, and have undertaken significant consultation with all affected businesses.

All businesses within the Croydon Main St. Shopping Centre were provided with information outlining the achievements of the current scheme, the proposal for a new scheme and the opportunity to express support, objection or indifference to a scheme renewal. The initial correspondence was followed by visits from representatives of the CMSTA to businesses that had not expressed a definite view. These visits were numerous, often resulting in 3 or more visitations. The consultation phase also included a number of meetings between representatives of the CMSTA and members of the Business and Activity Centre Development team.

This initial consultation by CMSTA (and subsequent petition), is not a requirement of the Local Government Act, but is a recommendation of Council's 'Promotional Special Rate and/or Charge Scheme Policy' and is recognised as best practice when proposing a new scheme. This policy recommends majority support to be demonstrated, as part of the petition process, and also provides guiding principles to be considered when evaluating the level of support. Such parameters include the level of active objection, consideration of vacant tenancies and franchises or businesses that refer messaging to a corporate head office.

The following is a summary of the petition phase outcomes, as conducted by the CMSTA. With consideration of the above parameters, 108 businesses have responded in writing to the proposed scheme. This response demonstrates:

- 72% (or 78 businesses) are supportive of a new scheme; and
- 28% (or 30 businesses) would not support a new scheme.

**CROYDON MAIN ST SHOPPING CENTRE PROPOSE TO  
DECLARE SPECIAL RATE AND CHARGE SCHEME Cont'd**

**ITEM 1**

The accompanying material to the petition provided additional detail, with respect to the 83 businesses that did not provide a written response, following multiple visits from representatives of the CMSTA Committee. These were categorised as 'non-committal/apathetic or no answer' (55), 'vacant or moving out' (21) or 'head office/franchise referral' (7).

Whilst an absolute majority from all potential contributors has not been achieved, the initial consultation represents a significant positive response from those that have participated in the 'petition process'. Therefore, based on significant support, Council should proceed to the next step in the process and consider submissions following a public exhibition period of the proposed scheme.

As required by the Local Government Act 1989 ("the Act"), Council will notify all occupiers and owners of businesses within the specified area. This requirement will also be satisfied through public notice in the Maroondah Leader.

In accordance with the provisions of Section 163(A) of the Act, a person may make a submission under Section 223 relating to a proposed Special Rate and/or Charge Scheme.

With respect to any submissions received, Council will provide all submitters with an opportunity to be heard by Council or a Committee of Council.

In addition to the s223 consultation process, affected ratepayers have the right to object and, if Council receives objections from a majority of those that are liable to pay within 28 days of public notice, it may not declare the scheme.

Council will consider any submissions and take into account any objections in accordance with the Act, prior to making a final decision to vary, proceed or cease the process for a Special Rate and Charge Scheme for the Croydon Main St Shopping Centre. If after consideration the decision is made to proceed, and the Scheme is declared and levied, those liable for payment have the opportunity of further appeal to the Victorian Civil and Administrative Tribunal.

**CONCLUSION**

The proposed Special Rate and Charge Scheme is a positive initiative which will enable businesses within the Croydon Main St Shopping Centre to promote the unique qualities of the precinct and collectively enhance the viability of the Centre.

It is considered that all of the retail, commercial and professional properties and businesses located in the Croydon Main St Shopping Centre will derive a special benefit from the expenditure of the Special Rate and Charge Scheme funds.

It is considered that the only persons to derive a 'special benefit' from the imposition of the proposed Special Rate and Charge are those persons who are liable or required to pay the levy, whether they be the owners or the occupiers of the land and the commercial business properties included in the Scheme area.



It is recommended that Council receives the petition (articulated as a standard pro-forma), containing 78 signatures, supporting a Special Rate and Charge Scheme for the Croydon Main St Shopping Centre, and proposes to declare a Scheme for the centre.



**CROYDON MAIN ST SHOPPING CENTRE PROPOSE TO  
DECLARE SPECIAL RATE AND CHARGE SCHEME Cont'd**

**ITEM 1**

**ATTACHMENTS**

1.  Croydon Main St Special Rate and Charge Scheme Map
2.  Croydon Main St Special Rate and Charge Scheme contributors

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT**

1. **COUNCIL RECIEVES AND NOTES THE PETITION CONTAINING 78 SIGNATURES PRESENTED ON BEHALF OF THE CMSTA REQUESTING A SPECIAL RATE AND CHARGE SCHEME FOR THE CROYDON MAIN ST. SHOPPING CENTRE**
2. **COUNCIL GIVES NOTICE OF ITS INTENTION TO DECLARE A SPECIAL RATE AND CHARGE IN ACCORDANCE WITH SECTION 163 OF THE LOCAL GOVERNMENT ACT 1989 ("THE ACT") AS FOLLOWS ("THE PROPOSED DECLARATION")**
  - i. **A SPECIAL RATE AND CHARGE IS DECLARED FOR THE PERIOD COMMENCING ON THE DAY ON WHICH COUNCIL ISSUES A NOTICE LEVYING PAYMENT OF THE SPECIAL RATE AND CHARGE AND CONCLUDING ON THE FIFTH ANNIVERSARY OF THAT DAY**
  - ii. **THE SPECIAL RATE AND CHARGE BE DECLARED FOR THE PURPOSE OF DEFRAYING EXPENSES IN RELATION TO THE PROMOTION, ADVERTISING, MARKETING AND DEVELOPMENT OF BUSINESSES WITHIN THE CROYDON MAIN ST. SHOPPING CENTRE WHICH PROJECT**
    - **COUNCIL CONSIDERS IS OR WILL BE OF SPECIAL BENEFIT TO THOSE PERSONS REQUIRED TO PAY THE SPECIAL RATE AND CHARGE (AND WHO ARE DESCRIBED IN SUCCEEDING PARTS OF THIS RESOLUTION); AND**
    - **ARISES OUT OF COUNCIL'S FUNCTION OF PLANNING FOR AND PROVIDING SERVICES AND FACILITIES FOR THE LOCAL COMMUNITY AND THE ENCOURAGEMENT OF COMMERCE**
  - iii. **THE TOTAL**
    - **COST OF PERFORMING THE FUNCTION DESCRIBED IN PART 2II OF THIS RESOLUTION BE RECORDED AS \$675,399.90; AND**
    - **AMOUNT FOR THE SPECIAL RATE AND CHARGE TO BE LEVIED BE RECORDED AS \$675,399.90 OR SUCH OTHER AMOUNT AS IS LAWFULLY LEVIED AS A CONSEQUENCE OF THIS RESOLUTION**

**CROYDON MAIN ST SHOPPING CENTRE PROPOSE TO  
DECLARE SPECIAL RATE AND CHARGE SCHEME Cont'd**

**ITEM 1**

iv. THE FOLLOWING BE SPECIFIED AS THE AREA FOR WHICH THE SPECIAL RATE AND CHARGE IS SO DECLARED: THE AREA WITHIN COUNCIL'S MUNICIPAL DISTRICT THAT IS HIGHLIGHTED (IN RED) IN THE PLAN ATTACHED TO THIS RESOLUTION AS ATTACHMENT 1 ("THE AREA")

v. THE FOLLOWING BE SPECIFIED AS THE LAND IN RELATION TO WHICH THE SPECIAL RATE AND CHARGE IS SO DECLARED

ALL LAND WITHIN THE AREA PRIMARILY USED OR ADAPTED OR DESIGNED TO BE USED FOR COMMERCIAL PURPOSES

vi. THE FOLLOWING BE SPECIFIED AS THE CRITERIA WHICH FORMS THE BASIS OF THE SPECIAL RATE AND CHARGE SO DECLARED

OWNERSHIP OF ANY LAND DESCRIBED IN PART 2(v) OF THIS RESOLUTION

vii. THE FOLLOWING BE SPECIFIED AS THE MANNER IN WHICH THE SPECIAL RATE AND CHARGE SO DECLARED WILL BE ASSESSED AND LEVIED

A SPECIAL CHARGE OF EITHER

– \$487.65 PER ANNUM PER PROPERTY WITH GROUND FLOOR FRONTAGES TO MAIN ST UNLESS OTHERWISE STATED (PRIMARY BENEFICIARIES); OR

– \$243.83 PER ANNUM FOR ALL GROUND FLOOR PROPERTIES WITHOUT FRONTAGES TO MAIN ST, AND THOSE LOCATED ON HEWISH ROAD, MT DANDENONG ROAD, THOMAS BREW LANE, SAN CARLOS WALK, HEWMART ARCADE, LACEY ST AND CENTREWAY ARCADE, AND PROPERTIES LOCATED BETWEEN AND INCLUDING 12 TO 44-48 MAIN ST. (SECONDARY BENEFICIARIES); OR

– \$121.91 PER ANNUM PER PROPERTY FOR ALL FIRST FLOOR PROPERTIES (THIRD TIER BENEFICIARIES); AND

– A SPECIAL RATE PER PROPERTY BASED ON .000541987 CENTS IN THE DOLLAR OF THE CAPITAL IMPROVED VALUE OF THE RATED PROPERTY (PRIMARY, SECONDARY AND THIRD TIER BENEFICIARIES)

viii. HAVING REGARD TO THE PRECEDING PARTS OF THIS RESOLUTION BUT SUBJECT TO SECTION 166(1) OF THE ACT, IT BE RECORDED THAT THE OWNERS OF THE LAND DESCRIBED IN PART 2(v) OF THIS RESOLUTION WILL, SUBJECT TO FURTHER RESOLUTION OF COUNCIL, PAY THE SPECIAL RATE AND CHARGE IN THE AMOUNTS SET OUT IN THE TABLE ATTACHED TO THIS RESOLUTION AS ATTACHMENT 2 IN THE FOLLOWING MANNER

**CROYDON MAIN ST SHOPPING CENTRE PROPOSE TO  
DECLARE SPECIAL RATE AND CHARGE SCHEME Cont'd**

**ITEM 1**

**PAYMENT ANNUALLY BY A LUMP SUM ON OR BEFORE:**

- ONE MONTH FOLLOWING THE ISSUE BY COUNCIL OF A NOTICE LEVYING PAYMENT UNDER S 163(4) OF THE ACT OR ONE MONTH AFTER THE DATE OF ANY DETERMINATION BY THE VICTORIAN CIVIL AND ADMINISTRATIVE APPEALS TRIBUNAL FOLLOWING THE HEARING OF ANY APPLICATION FOR REVIEW UNDER SECTION 185 OF THE ACT, WHICHEVER DAY LAST OCCURS; OR
  - PAYMENT ANNUALLY BY FOUR INSTALMENTS TO BE PAID BY THE DATES WHICH ARE FIXED BY THE COUNCIL IN THE NOTICE LEVYING PAYMENT UNDER S 163(4) OF THE ACT
- ix. COUNCIL WILL, SUBJECT TO THE ACT, REQUIRE A PERSON TO PAY INTEREST ON ANY SPECIAL RATE AND CHARGE WHICH THAT PERSON IS LIABLE TO PAY AND HAS NOT BEEN PAID BY THE DATE SPECIFIED FOR ITS PAYMENT
- x. COUNCIL CONSIDERS THAT THERE WILL BE A SPECIAL BENEFIT TO THE PERSONS REQUIRED TO PAY THE SPECIAL RATE AND CHARGE BECAUSE THERE WILL BE A BENEFIT TO THOSE PERSONS THAT IS OVER AND ABOVE, OR GREATER THAN, THE BENEFIT THAT IS AVAILABLE TO PERSONS WHO ARE NOT SUBJECT TO THE PROPOSED SPECIAL RATE AND CHARGE, DIRECTLY AND INDIRECTLY, AS A RESULT OF THE EXPENDITURE PROPOSED BY THE SPECIAL RATE AND CHARGE, IN THAT THE
  - VIABILITY OF THE PRECINCT AS A BUSINESS, COMMERCIAL, RETAIL AND PROFESSIONAL AREA; AND
  - VALUE AND USE, OCCUPATION AND ENJOYMENT OF THE PROPERTIES INCLUDED IN THE SCHEME

WILL BE MAINTAINED AND ENHANCED THROUGH INCREASED ECONOMIC ACTIVITY
- xi. COUNCIL FURTHER CONSIDERS, AND FORMALLY DETERMINES FOR THE PURPOSES OF SECTIONS 163(2)(A), (2A) AND (2B) OF THE ACT, THAT THE ESTIMATED PROPORTION OF THE TOTAL BENEFITS OF THE SCHEME TO WHICH THE PERFORMANCE OF THE FUNCTION OR THE EXERCISE OF THE POWER RELATES (INCLUDING ALL SPECIAL BENEFITS AND COMMUNITY BENEFITS) THAT WILL ACCRUE AS SPECIAL BENEFITS TO ALL OF THE PERSONS WHO ARE LIABLE TO PAY THE SPECIAL RATE AND CHARGE IS IN A RATIO OF 1:1 (OR 100%). THIS IS ON THE BASIS THAT, IN THE OPINION OF COUNCIL, THE COMMUNITY BENEFIT IS NIL BECAUSE EXPENDITURE OF THE PROPOSED SPECIAL RATE AND CHARGE IS RELATED TO MARKETING, PROMOTION, ADVERTISING AND BUSINESS DEVELOPMENT AND WILL ACCORDINGLY ONLY BENEFIT THE OWNERS AND OCCUPIERS OF THOSE PROPERTIES

**CROYDON MAIN ST SHOPPING CENTRE PROPOSE TO  
DECLARE SPECIAL RATE AND CHARGE SCHEME Cont'd**

**ITEM 1**

**INCLUDED IN THE SCHEME THAT ARE PRIMARILY USED OR ADAPTED  
OR DESIGNED TO BE USED FOR COMMERCIAL PURPOSES**

- xii. THE SPECIAL RATE AND CHARGE SO DECLARED WILL REQUIRE THE PREPARATION OF A FUNDING AGREEMENT BETWEEN COUNCIL AND THE CROYDON MAIN ST. TRADERS ASSOCIATION TO FORMALISE THE ADMINISTRATIVE OPERATIONS OF THE SPECIAL RATE AND CHARGE, SUCH AGREEMENT BEING TO ENSURE THAT AT ALL TIMES, AND AS A PRECONDITION TO THE PAYMENT OF ANY FUNDS BY COUNCIL TO THE CROYDON MAIN ST. TRADERS ASSOCIATION, COUNCIL IS, AND REMAINS, LEGALLY RESPONSIBLE FOR APPROVING, DIRECTING AND CONTROLLING THE EXPENDITURE OF THE PROCEEDS OF THE SPECIAL RATE AND CHARGE IN ACCORDANCE WITH ITS OBLIGATIONS UNDER THE ACT TO DO SO**
- 3. ANY SUBMISSIONS MADE UNDER SECTION 223 OF THE ACT BE CONSIDERED BY A COMMITTEE OF COUNCIL, CONSISTING OF THREE COUNCILLORS - \_\_\_\_\_, \_\_\_\_\_ AND \_\_\_\_\_ ON A DATE TO BE DETERMINED**

  - i. THE DIRECTOR STRATEGY AND COMMUNITY BE AUTHORISED TO UNDERTAKE THE ADMINISTRATIVE PROCEDURES NECESSARY TO ENABLE COUNCIL TO CARRY OUT ITS FUNCTIONS UNDER SECTION 223 OF THE ACT IN RELATION TO THIS MATTER**
- 4. ANY OBJECTIONS MADE UNDER SECTION 163B OF THE ACT AND THE PROPOSED DECLARATION BE CONSIDERED BY COUNCIL AT ITS ORDINARY MEETING TO BE HELD ON 16 SEPTEMBER 2019 AND SUCH TO INCLUDE ANY OUTCOMES FROM THE COMMITTEE OF COUNCIL AS REFERRED TO IN 3 ABOVE**
- 5. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO GIVE PUBLIC NOTICE OF THE PROPOSED DECLARATION IN ACCORDANCE WITH SECTIONS 163 (1A) AND (1B) AND 163B(3) OF THE ACT AND SEND A COPY OF THE PUBLIC NOTICE TO EACH PERSON WHO WILL BE LIABLE TO PAY THE SPECIAL RATE AND CHARGE IF IT IS DECLARED IN ACCORDANCE WITH SECTION 163(1C) OF THE ACT**

**COMMUNITY GRANTS FUNDING PROGRAM 2019/20**

**ITEM 2**

**PURPOSE**

To seek Council endorsement for the allocation of financial assistance through the Community Grants Funding Program to nominated community organisations for the 2019/20 financial year.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 2: 2018-2019) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A safe, healthy and active community.

Our Vision: Maroondah is 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 2018 – 2019:

- 1.21 Support and empower local community groups, sporting clubs and special interest groups across Maroondah.
- 2.20 Encourage lifelong learning opportunities that support mature age and retired people to participate in the workforce, learn new skills and build community connections.
- 3.3 Support festivals and events that celebrate local arts, diversity and produce.
- 7.10 Promote and create opportunities for community connectedness, learning, mentoring and social interactions for people from all life-stages and cultural backgrounds.

Priority Action 2018 - 2019:

Not Applicable

**BACKGROUND**

The Community Grants Funding Program offers two grants schemes to incorporated, not-for-profit community groups on an annual basis.

The Community Development Grants Scheme offers assistance to incorporated, not for profit groups to develop programs, projects and events that enhance community wellbeing and increase participation.

The Small Equipment Grants Scheme is for requests of \$500.00 or less to cover small equipment purchases, printing or administration costs to incorporated not for profit community support groups.

For the 2019/20 Community Grants Funding Program, a total of 96 eligible applications were received requesting a total of \$290,068.

**COMMUNITY GRANTS FUNDING PROGRAM 2019/20 Cont'd****ITEM 2**

Eligible applications were reviewed and rated according to the criteria listed below according to program criteria. An online process through the SmartyGrants system is used to administer grant applications.

The Assessment Criteria for the Grants is as follows:

**Community Building**

Projects which increase community participation, encourage volunteering, provide leadership opportunities and increase learning and skill development.

**Community Benefit**

New initiatives or the expansion of an existing service that will address a clearly identified community need and contribute to improved community wellbeing.

**Community Support**

Funding required to provide help, advice or support to a specific population group who share a common experience.

**ISSUE / DISCUSSION**

The Community Development Grants Scheme applications were assessed under the following categories:

- Children
- Community Projects
- Community Support
- Culturally and Linguistically Diverse (CALD)
- Disability
- Emergency Relief
- Physical Activity
- Seniors
- Youth

The Small Equipment Grants Scheme applications were also assessed and have accompanying recommendations.

All successful applicants for the 2019/20 Community Grants Funding Program will be required to enter into a funding and service agreement with Council. The agreements detail specific responsibilities, obligations and any identified reciprocal arrangements.

**FINANCIAL / ECONOMIC ISSUES**

For the 2019/20 Community Grants Funding Program, a total of 96 eligible applications were received requesting a total of \$290,068.

**COMMUNITY GRANTS FUNDING PROGRAM 2019/20 Cont'd**

**ITEM 2**

The total value of recommendations recommended for the 2019/20 Community Grants Funding Program is \$128,746 providing funding to 72 community organisations.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Financial assistance provided by Council through the Community Grants Funding Program will facilitate an increase in the availability and range of community services, community support initiatives and inclusion programs throughout the municipality.

**COMMUNITY CONSULTATION**

The Community Grants Funding Program was promoted through an advertisement placed in the Maroondah Leader newspaper on Tuesday 5 March 2019, an extensive mail-out to previous recipients and through Council's website. Applicants were encouraged to attend a Grants Writing Workshop held on Thursday 21 March 2019 at Council's Offices in Braeside Ave, Ringwood. Applicants also had the opportunity to discuss their application with relevant Council Officers.



**CONCLUSION**

The applications recommended for funding under the Community Development Grants Scheme are detailed in Attachment 1.

The applications recommended for funding under the Small Equipment Grants Scheme are detailed in Attachment 2.

All applicants will be informed in writing of the outcome of their grant submission. Wherever possible, alternative funding options and other forms of assistance will be provided to unsuccessful organisations.

**ATTACHMENTS**

1.  Attach 1 (updated) MCC Council report- 2019 Community Development Grants
2.  Attach 2 updated - MCC Council report 2019 Small Equipment Grants

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL**

1. **APPROVES THE RECOMMENDED SUBMISSIONS (AS OUTLINED IN THE SCHEDULES ATTACHED TO THIS REPORT) FOR FINANCIAL ASSISTANCE THROUGH THE COMMUNITY GRANTS FUNDING PROGRAM, TOTTALLING \$128,746**
2. **ADVISES ALL ORGANISATIONS OF THE OUTCOME OF THEIR GRANT SUBMISSION**

**ARTS AND CULTURAL GRANTS SCHEME 2019/2020****ITEM 3****PURPOSE**

To seek Council endorsement for the allocation of financial assistance through the Arts and Cultural Grants Scheme of the Community Grants Funding Program to nominated community and cultural organisations for the 2019/2020 year.

**STRATEGIC / POLICY ISSUES**

The following direction contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 provide the strategic framework that underpins the purpose of this report.

Outcome Area:

- A vibrant and culturally rich community

Our Vision:

Maroondah is a creative and cosmopolitan community recognised for its celebration and promotion of arts and culture. There are a broad range of engaging entertainment options, diverse cultural activities and the creation and display of traditional and contemporary forms of art.

Key Directions 2017 – 2021:

- 3.3 Support festivals and events that celebrate local arts, diversity and produce.
- 3.4 Promote innovative, contemporary and socially engaged arts practice.
- 3.5 Support and promote the unique cultures of emerging communities in Maroondah.
- 3.6 Promote, celebrate and recognise our indigenous arts and culture.
- 3.7 Encourage artistic expression and community participation in the arts.
- 3.10 Encourage a range of temporary and public art that celebrates the unique characteristics of Maroondah including our history, cultural diversity, environment and future aspirations.
- 3.11 Advocate for and value the contribution of the arts in supporting thriving neighbourhoods and vibrant activity centres.

Priority Action 2018-2019:

Not Applicable

**BACKGROUND**

The Arts and Cultural Grants Scheme is part of Council's Community Grants Program which also includes the Community Development/Small Equipment Grants Scheme.

The Arts and Cultural Grants Scheme supports a diverse and culturally rich Maroondah through community driven projects, initiatives and events that increase arts profile and participation. These initiatives may focus on a wide variety of art forms.



**ARTS AND CULTURAL GRANTS SCHEME 2019/2020  
Cont'd**

**ITEM 3**

An online process through Smarty Grants is used for grant applications. Applications for 2019/2020 opened at 9am Wednesday 13 March, closing on Monday 29 April 2019.

Council received ten eligible applications with a total request of \$40,701. The funding pool for the scheme is \$21,942.

All applications were individually reviewed and rated according to the criteria listed below by Officers from Arts and Cultural Development. Applications and preliminary recommendations were then presented to the three Councillor representatives on the Maroondah Arts Advisory Committee for discussion.

The Assessment Criteria for Community Grants is as follows:

**Community building**

Projects that increase participation, encourage volunteering, provide leadership opportunities and increase learning and skill development.

**Community benefit**

New initiatives or the expansion of an existing service that will address a clearly identified community need or opportunity and contribute to improved well-being.

**Community support**

Funding for community groups that provide help, advice or support to a specific population group who share a common experience.

Arts and Cultural Grant proposals must also meet two or more of the following criteria:

- supports a diverse and culturally rich Maroondah through community driven projects, initiatives and events that increase the profile and participation in the arts;
- involves the participation of a skilled artist/s or arts worker who is suitable to the desired outcomes of the project;
- supports further creative development of existing activities with new and innovative approaches and activities.

**ISSUE / DISCUSSION**

All successful applicants for the 2019-2020 Arts and Cultural Grants Scheme will be required to enter into a Funding and Service Agreement with Council. The Agreements detail specific responsibilities, obligations and any identified reciprocal arrangements.

**FINANCIAL / ECONOMIC ISSUES**

The budget available for the 2019/2020 Arts and Cultural Grants Scheme is \$21,942. The total value of recommendations endorsed is \$21,942 providing funding to seven cultural and community organisations.

**ARTS AND CULTURAL GRANTS SCHEME 2019/2020  
Cont'd****ITEM 3****ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

Financial assistance provided by Council through the Arts and Cultural Grants Scheme will:

- Increase community participation in arts and cultural activities;
- Enhance and celebrate local identity through high quality projects with artists and community;
- Build and strengthen local networks within the Maroondah community and encourage partnerships and collaboration with community, business and Council;
- Strengthen the identity and profile of the arts in Maroondah through effective arts programming and marketing.

**COMMUNITY CONSULTATION**

The Arts and Cultural Grants Scheme was promoted through a wide range of accessible media including Council's website, the Arts in Maroondah website, and social media. Applicants were encouraged to attend a Grants Writing Workshop. Two workshops were held on Thursday 21 March at Braeside Avenue, Ringwood and on Wednesday 27 March at Maroondah Federation Estate, Ringwood. Applicants also had the opportunity to discuss their application with relevant Council Officers.

**CONCLUSION**

The following applications are recommended for funding:

- Nadrasca Community Options - \$2,130
  - Maroondah - Connecting the lines, connecting the people;
  - Local visual art groups, the Nadrasca Artists and Studio 4 Artists, will develop new artworks for an exhibition celebrating what they enjoy about Maroondah. The exhibition will be held at the Maroondah Federation Estate Gallery in September 2019.
- Fresh Theatre for Social Change - \$5,000
  - The Bard in The Backyard;
  - This site-specific work will fuse original, locally based stories with the tragic tale of Romeo and Juliet. It will be performed at The Backyard, within the Ringwood arts precinct.

**ARTS AND CULTURAL GRANTS SCHEME 2019/2020  
Cont'd**

**ITEM 3**

- Croydon Main Street Traders - \$3,500
  - The Chemist;
  - Croydon based artist and award winning photo journalist, Andy Drewitt will develop a street art stencil work for the Croydon Main Street precinct. The work will celebrate the contribution of Croydon pharmacist, Jim Burns in helping people considered by society to be at risk of 'falling through the cracks'. Funds will support the artist and installation costs.
- National Seniors Australia Ltd - \$3,000
  - Carnifex;
  - This mural by Maroondah-based award winning designer/artist Roger Archbold. will explore Croydon's history from the Pleistocene, depicting the marsupial lion which lived and hunted in the area. The mural will be installed in the Croydon Main Street precinct and is supported by partners including La Trobe University, Museums Victoria, and Croydon Main Street Traders.
- Urban Life - \$2,800
  - Urban Chill Nights;
  - Emerging local artists will perform for audiences in a series of friendly and relaxed events presented at Urban Life and the Backyard, combining open mic segments with more experienced performers. Funds will cover artist and technical costs.
- Ringwood Eisteddfod - \$1,512
  - Funds will assist with website development
- Yarrunga Community Centre - \$4,000
  - Look what I can do Art and Craft Market;
  - Funds will cover materials and promotional costs for art workshops for adults with disability/cultural/language barriers to create art and craft pieces for displaying and selling in an Enterprise Art and Craft Market.

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**ARTS AND CULTURAL GRANTS SCHEME 2019/2020  
Cont'd**

**ITEM 3**

**RECOMMENDATION**

**THAT COUNCIL**

- 1. APPROVES THE FOLLOWING SUBMISSIONS, AS OUTLINED IN THIS REPORT, FOR FINANCIAL ASSISTANCE THROUGH THE ARTS AND CULTURAL GRANTS SCHEME, TOTALLING \$21,942**
  - i. NADRASCA COMMUNITY OPTIONS \$2,130**
  - ii. FRESH THEATRE FOR SOCIAL CHANGE \$5,000**
  - iii. CROYDON MAIN ST TRADERS \$3,500**
  - iv. NATIONAL SENIORS AUSTRALIA LTD \$3,000**
  - v. URBAN LIFE \$2,800**
  - vi. RINGWOOD EISTEDDFOD \$1,512**
  - vii. YARRUNGA COMMUNITY CENTRE \$4,000**
- 2. ADVISES ALL ORGANISATIONS OF THE OUTCOME OF THEIR GRANT SUBMISSION**

**PETITION - THE MALL, CROYDON SOUTH - REQUEST FOR  
COUNCIL TO CONSTRUCT A DDA STANDARD RAMP**

**ITEM 1**

**PURPOSE**

The purpose of this report is for Council to receive a petition containing 243 signatures requesting the construction of a ramp to DDA (Disability Discrimination Act) standard and disabled car spaces within The Mall shopping centre in Croydon.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 2: 2018-2019) provide the strategic framework that underpins the purpose of this report.

Outcome Area: An accessible and connected community.

Our Vision: In 2040, Maroondah is an accessible community for all ages and abilities with walkable neighbourhoods, effective on and off-road transport networks, and access to a range of sustainable transport options

Key Directions 2018 – 2019:

Ensure public buildings are accessible to people of all ages and abilities and promote high levels of accessibility in commercial premises.

Work in partnership to provide improved accessibility and safety for transport users across all modes.

Priority Action 2018-2019:

Not Applicable

**BACKGROUND**

The petition, received by Council on 9 May 2019, contains 243 signatures requesting the construction of a DDA standard ramp between the car park and the private medical centre within The Mall shopping centre in Croydon South and additional disabled car spaces within the car park.

The prayer of the petition is as follows:

*“The Petition of certain citizens of the State of Victoria draws to the attention of Maroondah City Council current pathways accessing Eastfield medical centre and Elation dental clinic pose a potential falls risk to the public. Any risk of falls is too great a risk to take and compromises the safety of our patients. As health professionals we endeavour to provide our patients with the best possible care which must include safe access to our premises*

*The Petitioners therefore request that a disability access ramp be built and have at least two disability car spaces outside its front entrance”*

It is also noted Council Engineers are currently undertaking investigations on the need for parking restriction changes that was the subject of a separate petition tabled at Council on

**PETITION - THE MALL, CROYDON SOUTH - REQUEST FOR  
COUNCIL TO CONSTRUCT A DDA STANDARD RAMP Cont'd**

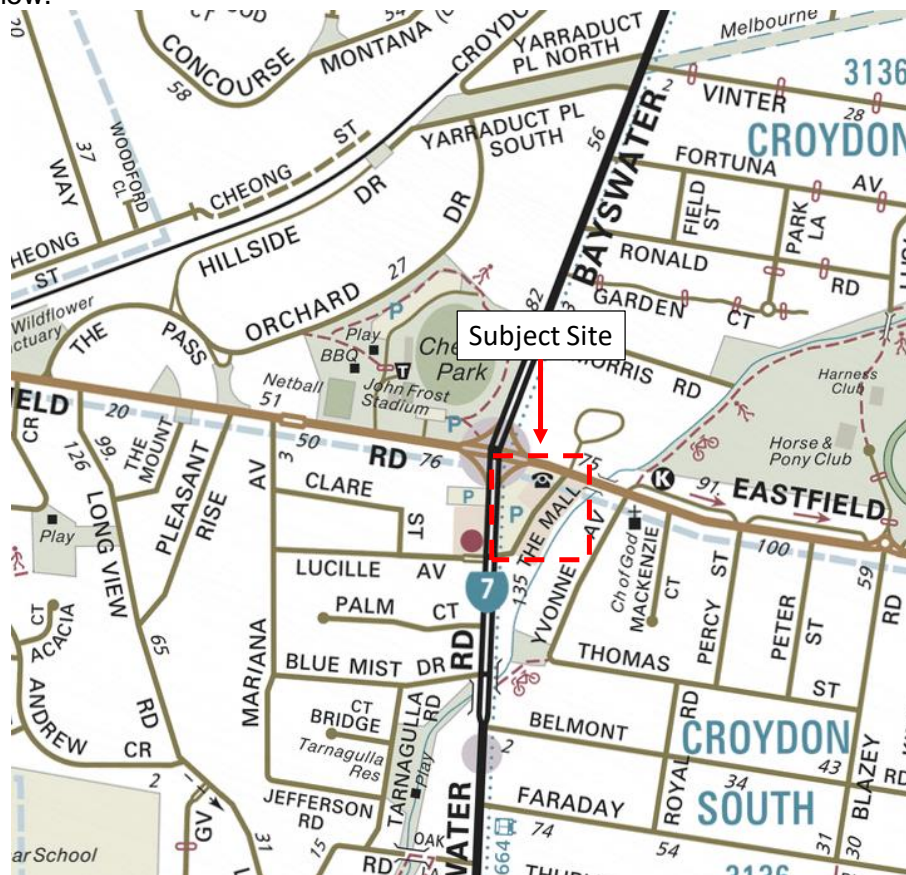
**ITEM 1**

20 May 2019. The petition called for a section of the northern car park to be converted from unrestricted to 2P parking.

Both petitions were managed and submitted by a project management consultant engaged by the Eastfield Pharmacy business. Both petitions are aimed at supporting visitors to the medical centre and the dental clinic.

**ISSUE / DISCUSSION**

The location of the requested improvements at The Mall Shopping Centre is shown in Figure 1 and 2 below.



**Figure 1 – Melways extract showing Petition request location**



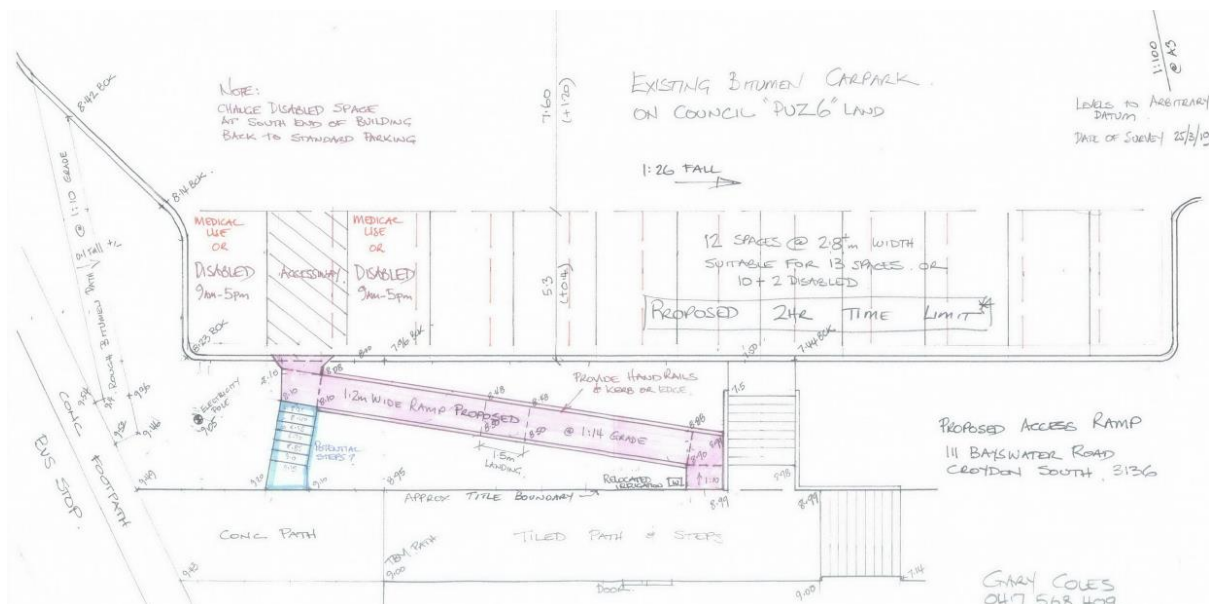
PETITION - THE MALL, CROYDON SOUTH - REQUEST FOR  
COUNCIL TO CONSTRUCT A DDA STANDARD RAMP Cont'd

ITEM 1



**Figure 2 – Aerial Photograph showing existing parking restrictions**

The layout of the requested improvements as proposed by the lead petitioner is shown in Figure 3.



**Figure 3 – Drawing of Improvements proposed by Lead Petitioner**

Subject to Council's endorsement of the recommendations within this report, Council Engineers propose to conduct an investigation that will comprise the following elements:

- The need for a ramp at this location;
- The appropriateness of constructing a ramp as per the layout tabled in the petition.

**PETITION - THE MALL, CROYDON SOUTH - REQUEST FOR  
COUNCIL TO CONSTRUCT A DDA STANDARD RAMP Cont'd**

**ITEM 1**

- If required, review the construction of a ramp at an alternative location that best serves the public footpath network and the existing medical centre.
- The need for additional disabled parking through parking surveys of the existing DDA spaces in the shopping precinct.

**FINANCIAL / ECONOMIC ISSUES**

DDA infrastructure tend to be more expensive than standard civil infrastructure based on lower construction tolerances (i.e. grading requirements) and the need to undertake detailed design.

It is estimated that the access ramp will cost approximately \$60,000 and \$15,000 for the disabled car spaces.

Based on a preliminary analysis, the ramp as proposed by the petition may adjoin private land. It is noted the private land may be redeveloped potentially leaving any connecting infrastructure redundant. It is proposed that this is further investigated.

**ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable

**SOCIAL / COMMUNITY ISSUES**

It is understood the northern car park is generally well utilised. Further conversion of standard parking to disabled parking reduces the supply of parking for most visitors to the shopping centre.

It is also understood some pedestrians that approach the shopping centre from the west traverse down the 1:10 ramp near the western boundary of the car park. This ramp does not meet DDA requirements and may not be appropriate for accessible users.

**COMMUNITY CONSULTATION**

Subject to Council's endorsement of the recommendations within this report, Council will table the outcome of the investigation of consideration at a future meeting of Council. As such, any proposed infrastructure upgrades and community consultation considerations will also be tabled to Council for consideration.

**CONCLUSION**

It is recommended that Council receives the petition containing 243 signatures, for the construction of a DDA standard ramp and parking spaces within The Mall Shopping Centre car park. It is proposed that Council Engineers undertake an investigation on the need and constructability of the requested infrastructure, and if warranted, survey the shop owners and traders on the proposed infrastructure.

Council Engineers will consider the results survey and feedback received from the shop owner and trader survey process in determining appropriate DDA infrastructure projects for Council's consideration.



**PETITION - THE MALL, CROYDON SOUTH - REQUEST FOR  
COUNCIL TO CONSTRUCT A DDA STANDARD RAMP Cont'd**

**ITEM 1**

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION**

**THAT COUNCIL**

- 1. RECEIVES AND NOTES THE PETITION CONTAINING 243 SIGNATURES, REQUESTING THE CONSTRUCTION OF DISABLED PARKING BAYS AND A RAMP TO DDA STANDARD BETWEEN THE CAR PARK AND THE MEDICAL CENTRE IN THE MALL, CROYDON SOUTH**
- 2. DIRECTS OFFICERS TO INVESTIGATE THE NEED FOR A RAMP AT THIS LOCATION, THE APPROPRIATENESS OF THE LAYOUT AS PROPOSED BY THE PETITION AND IF REQUIRED, THE CONSTRUCTION OF A RAMP AT AN ALTERNATIVE LOCATION**
- 3. DIRECTS OFFICERS TO INVESTIGATE THE NEED FOR ADDITIONAL DISABLED PARKING THROUGH PARKING SURVEYS OF THE EXISTING DDA SPACES IN THE SHOPPING PRECINCT**
- 4. SEEKS A REPORT ON THE OUTCOMES OF THE INVESTIGATIONS ABOVE FOR CONSIDERATION AT A FUTURE MEETING OF COUNCIL**
- 5. OFFICERS ADVISE THE LEAD PETITIONER ACCORDINGLY**

**EAST RINGWOOD SENIOR CITIZENS CENTRE- DISABLED PARKING**

**ITEM 2**

**PURPOSE**

To receive a petition containing 46 signatures requesting a review of current parking arrangements at East Ringwood Senior Citizens Centre, with a view to providing additional disabled parking bays.

**STRATEGIC / POLICY ISSUES**

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2017-2021 (Year 2: 2018-2019) provide the strategic framework that underpins the purpose of this report.

Outcome Area: An accessible and connected community.

Our Vision: In 2040, Maroondah is an accessible community for all ages and abilities with walkable neighbourhoods, effective on and off-road transport networks, and access to a range of sustainable transport options

Key Directions 2018 – 2019:

Ensure public buildings are accessible to people of all ages and abilities and promote high levels of accessibility in commercial premises.

Work in partnership to provide improved accessibility and safety for transport users across all modes.

Priority Action 2018-2019:

Not Applicable

**BACKGROUND**

The petition, which contains 46 signatures, is dated 17 April 2019 and was received, via email, on 13 June 2019.

The prayer of the petition is as follows:

*“We, the undersigned Ratepayers and Citizens of the City of Maroondah, humbly pray and petition the Mayor and Councillors of the City of Maroondah to:*

*Alter and rearrange the existing carparking disabled parking and drop off/pickup areas at East Ringwood Senior Citizens and Yarra Valley Bridge Club. This is necessary to cater for the elderly disabled and less abled members of the Centre.*

*In support of the petition WE wish to state as follows:*

*There are not enough disabled bays. There needs to be 3 - 10 more disabled bays and better pickup / drop off spaces at the road frontage. Not necessarily more bays in this area, but rather a better arrangement of existing space”.*

**EAST RINGWOOD SENIOR CITIZENS CENTRE- DISABLED  
PARKING Cont'd****ITEM 2****ISSUE / DISCUSSION**

At present, there is one designated accessible parking bay within the carpark for the East Ringwood Senior Citizens building. This space has been in operation for a number of years and does not comply with current standards, due to levels within the carpark.

It is not possible to simply add additional accessible spaces at this location, as any new accessible space must comply with the current Australian Standards, and this would only be possible with major rework to the carpark and building access, which may not be possible due to site constraints, the size of the carpark and the levels across the site.

An initial preliminary assessment has revealed that it is possible to install four accessible spaces on Laurence Grove, directly outside the centre, with connecting pathways.

Given the age and condition of Laurence Grove, the road is currently programmed for renewal within the next 1-3 years. The design and installation of accessible parking on Laurence Grove would need to be done in conjunction with any programmed road renewal works.

**FINANCIAL / ECONOMIC ISSUES**

The installation of accessible parking along Laurence Grove would cost upwards of \$100,000, however there would be reasonable savings expected if the works were completed as part of a road renewal project (up to 30% saving is estimated). Council has an ongoing funding allocation for a road renewal program that would be used to fund Laurence Grove works. There is also an ongoing funding allocation for accessibility works that would be used to fund the accessible parking spaces and associated pathway works.

**ENVIRONMENTAL / AMENITY ISSUES**

The construction of additional accessible parking spaces would result in improvements to the amenity of the facility for its user group.

It is likely that a medium size nature strip tree, and one or two also medium size trees within the East Ringwood Senior Citizens frontage would require removal as part of the works.

**SOCIAL / COMMUNITY ISSUES**

With Maroondah having an aging population, senior citizen facilities are highly important to the local community. Good access for people attending these centres, including the provision of accessible parking at a level commensurate with community expectations is important to the success of such centres.

**COMMUNITY CONSULTATION**

Consultation with the lead petitioner and the East Ringwood Senior Citizens committee would be undertaken as part of developing design for the provision of additional accessible parking spaces.

The design and consultation works for this project will commence in the 2019/2020 financial year, with construction likely in the 2020/21 financial year.

**EAST RINGWOOD SENIOR CITIZENS CENTRE- DISABLED  
PARKING Cont'd****ITEM 2****CONCLUSION**

The request to install additional accessible parking at the East Ringwood is considered reasonable and justified. It is possible to install four new accessible parking spaces on Laurence Grove adjacent to the East Ringwood Senior Citizens building, within the next two financial years, and to fund the works within existing Capital programs. Council's Engineering Services Team will manage the design and construction works and consult with the lead petitioner and East Ringwood Senior Citizens committee as required, during the design and the delivery of the works.

**ATTACHMENTS**

Not Applicable

**CONFIDENTIALITY**

Not Applicable

**RECOMMENDATION****THAT COUNCIL**

- 1. RECEIVES AND NOTES THE PETITION CONTAINING 46 SIGNATURES, REQUESTING A REVIEW OF CURRENT PARKING ARRANGEMENTS AT EAST RINGWOOD SENIOR CITIZENS CENTRE, WITH A VIEW TO PROVIDING ADDITIONAL DISABLED PARKING BAYS**
- 2. DIRECTS OFFICERS TO UNDERTAKE A DESIGN TO INSTALL ADDITIONAL DISABLED PARKING IN LAURENCE GROVE, AND TO UNDERTAKE THESE WORKS AS PART OF THE FUTURE RENEWAL OF LAURENCE GROVE; AND**
- 3. DIRECTS OFFICERS TO ADVISE THE LEAD PETITIONER ACCORDINGLY, AND TO CONSULT WITH THE EAST RINGWOOD SENIOR CITIZENS COMMITTEE ON THE PROJECT DURING THE DESIGN AND CONSTRUCTION PHASES**

**LETTER UNDER SEAL - STAFF MILESTONES 2019****ITEM 1****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 2018 to 30 June 2019, one employee will have achieved 40 years of service, four employees will have achieved 30 years, thirteen will have achieved 20 years and twenty-six 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 Wednesday 24 July 2019, at Karralyka at which the Letters Under Seal 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****1. FORTY YEARS OF SERVICE GIVEN BY:**

**CARMEL BLACK**

**2. THIRTY YEARS OF SERVICE GIVEN BY:**

**NEIL AMOS**

**ROBYN CLARK**

**ROBERT HOOKEY**

**MARIANNE O'MEARA**

**LETTER UNDER SEAL - STAFF MILESTONES 2019****ITEM 1****3. TWENTY YEARS OF SERVICE GIVEN BY:****SAMANTHA ANDERSON****SAMANTHA BRADLEY****ADAM COOPER****JULIE EASTWOOD****JAMES HELLARY****GRAHAM HOUGHTON****DALE MUIR****STEPHEN O'BRIEN****RENEE PATEL****SALLY-ANN RAMSDEN****DEAN RAMUS****SHARON TRIGT****LISA WATERS****4. TEN YEARS OF SERVICE GIVEN BY:****JENNIFER BLACKSON****HEATHER CARUANA****MARGARET COOK****HEATHER CUMMINGS****ALYSHA DIXON****KAREN DONNELLY****GARY FARISH****LISA HAW****EVELYN HICKMAN****MARK HOSKIN****DEBRA JONES**

<b>DOCUMENTS FOR SEALING</b>
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**LETTER UNDER SEAL - STAFF MILESTONES 2019****ITEM 1****JUSTIN LOWE****JODI MCCONCHIE****TAMMY MCGRATH****CYNTHIA MCKENZIE****GAIL MOHRING****NICOLE MORRISON****WILLIAM MULLENS****JACLYN PAUL****GARRY PRATT****ANTHONY ROBERTS****MELISSA SAVAGE****ROBERT SCOTT****DEBRA SHAW****BEN SPITERI****DAMIAN THORP**

## **LETTER UNDER SEAL - RECOGNITION OF 2019 QUEEN'S BIRTHDAY HONOURS**

**ITEM 2**

### **BACKGROUND**

Council Policy re: Honours/Recognition of Milestones and Achievements provides that recipients of Australian Honours who reside within the City of Maroondah, be also acknowledged on such recognition by Council and presented with a Letter Under Seal.

The Australian Honours comprise:

- Order of Australia medal,
- Australian Bravery decorations,
- Military medals for Gallantry and for Distinguished and Conspicuous Service,
- Commemorative medals,
- Meritorious Service and Long Service medals and,
- Public Service Medals

The Honours List is published twice a year, i.e. Australia Day (January) and Queen's Birthday (June).

Council has been made aware of the following recognition given in the 2019 Queen's Birthday Honours List as recently announced by the Governor General:

- Cr Tony (Antoun) DIB (Croydon resident) – awarded the Medal of the Order of Australia (OAM) in the General Division for services to Local Government and the Community of Maroondah. Since being elected as a Councillor for the City of Maroondah in 2005, he has served as Mayor on four occasions, in 2008, 2011, 2014 and 2017, and has contributed to the numerous achievements of the Council.
- Ms Anita DODDS (Croydon resident) – awarded the Medal of the Order of Australia (OAM) in the General Division for service to international law enforcement education
- Mr William John MOUNTFORD (Croydon resident) – awarded the Medal of the Order of Australia (OAM) in the General Division for service to veterans and their families.
- Mr David William KELLY (Heathmont resident) – awarded the Medal of the Order of Australia (OAM) in the General Division for service to veterans and their families.

### **ATTACHMENTS**

Not Applicable

### **CONFIDENTIALITY**

Not Applicable



**LETTER UNDER SEAL - RECOGNITION OF 2019 QUEEN'S  
BIRTHDAY HONOURS**

**ITEM 2**

**RECOMMENDATION**

**THAT COUNCIL**

- 1. SIGNS AND SEALS LETTERS OF CONGRATULATIONS IN RECOGNITION OF  
THE 2019 QUEEN'S BIRTHDAY HONOURS AWARDED TO**

**CR TONY (ANTOUN) DIB – AWARDED THE MEDAL OF THE ORDER OF  
AUSTRALIA (OAM) IN THE GENERAL DIVISION FOR SERVICE TO LOCAL  
GOVERNMENT AND THE COMMUNITY OF MAROONDAH**

**MS ANITA DODDS – AWARDED THE MEDAL OF THE ORDER OF AUSTRALIA  
(OAM) IN THE GENERAL DIVISION FOR SERVICE TO INTERNATIONAL LAW  
ENFORCEMENT EDUCATION**

**MR WILLIAM JOHN MOUNTFORD – AWARDED THE MEDAL OF THE ORDER OF  
AUSTRALIA (OAM) IN THE GENERAL DIVISION FOR SERVICE TO VETERANS  
AND THEIR FAMILIES**

**MR DAVID WILLIAM KELLY – AWARDED THE MEDAL OF THE ORDER OF  
AUSTRALIA (OAM) IN THE GENERAL DIVISION FOR SERVICE TO VETERANS  
AND THEIR FAMILIES**

- 2. PRESENTS THE LETTERS UNDER SEAL AT THE 15 JULY 2019 COUNCIL  
MEETING**