


Councillor
(as addressed)

The next Council Meeting will be held in the Council Chamber Realm, on Monday 27 June 2022, commencing at 7:30pm and your presence is requested.

Yours faithfully



Phil Turner
ACTING CHIEF EXECUTIVE OFFICER

Note:

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

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

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

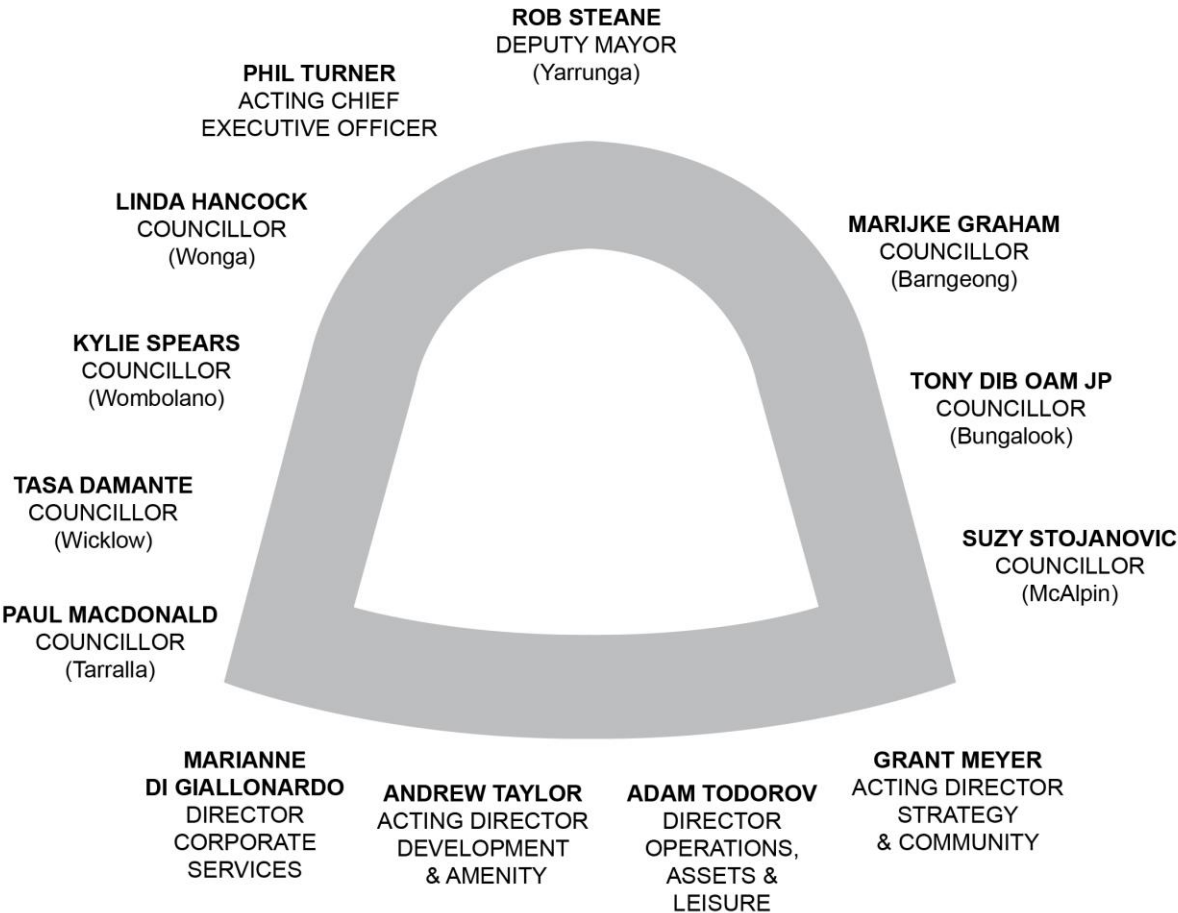


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Council Chamber Seating



Public Gallery



ORDER OF BUSINESS

1. Prayer
2. Acknowledgment of Country
3. Apologies
4. Declaration of Interests
5. Confirmation of Minutes of the Ordinary Council Meeting held on Monday 16 May 2022.
6. Public Questions
7. Officers' Reports
 - Director Corporate Services
 1. Attendance Report 4
 2. Reports of Councillor Briefings 6
 3. Councillor Representation Reports 8
 4. Adoption of Draft Council Plan 2021-2025 (2022/23 Update), Proposed Budget 2022/23, Declaration of Rates 2022/23 and Determination of the Level of Mayoral and Councillor Allowances and Associated Documents 10
 5. Eastern Regional Libraries Corporation Year 2021-22 - Report to April 2022 27
 6. Library Beneficial Enterprise Model 42
 7. Audit & Risk Committee Report 47
 8. Audit & Risk Committee - Committee's Report 50
 - Director Operations, Assets & Leisure
 1. Asset Plan 54
 2. Petition - New Playspace on the Naturestrip of Forest Way, Kilsyth 56
 3. Capital Funding for Community Groups 2022/2023 58
 - Acting Director Strategy & Community
 1. Child Safety and Wellbeing Policy 62
 2. Community Grants Funding Program 2022/23 66
 3. Arts and Cultural Grants 2022 - 2023 70
8. Documents for Sealing
 1. Letter Under Seal - Employee Milestones 2022 75
 2. Letter Under Seal - Recognition of 2022 Queen's Birthday Honours 78
9. Motions to Review
10. Late Item
11. Requests / Leave of Absence

ATTENDANCE REPORT**ITEM 1****PURPOSE**

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

STRATEGIC / POLICY ISSUES

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

Outcome Area: A well governed and empowered community

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

Key Directions 2021 – 2025:

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

BACKGROUND

Not Applicable

ISSUE / DISCUSSION

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

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

CONCLUSION

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

ATTENDANCE REPORT Cont'd

ITEM 1

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE REPORTS AS PRESENTED BY COUNCILLORS

REPORTS OF COUNCILLOR BRIEFINGS

ITEM 2

PURPOSE

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

STRATEGIC / POLICY ISSUES

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

Outcome Area: A well governed and empowered community

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

Key Directions 2021 – 2025:

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

BACKGROUND

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

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

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

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

Examples of a Councillor Briefings may include:

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

REPORTS OF COUNCILLOR BRIEFINGS Cont'd**ITEM 2****ISSUE / DISCUSSION**

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

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

The 'Public Record' of the Councillor Briefing held on the 16 May 2022 and 6 June 2022 are attached for information.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

CONCLUSION

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

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

ATTACHMENTS

1.  2022 May 16 - Councillor Briefing Public Record
2.  2022 June 06 - Councillor Briefing Public Record

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE PUBLIC RECORD OF THE FOLLOWING COUNCILLOR BRIEFINGS HELD ON THE 16 MAY 2022 AND 6 JUNE 2022

COUNCILLOR REPRESENTATION REPORTS

ITEM 3

PURPOSE

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

- Maroondah Liveability, Safety and Amenity Committee meeting held on the 23 May 2022
- Eastern Transport Coalition (ETC) meeting held on the 19 May 2022

STRATEGIC / POLICY ISSUES

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

Outcome Area: A well governed and empowered community

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

Key Directions 2021 – 2025:

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

BACKGROUND

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

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

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 Liveability Safety and Amenity Committee Meeting Minutes - 23 May 2022



2. Eastern Transport Coalition Minutes - 19 May 2022



CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES MINUTES OF THE FOLLOWING COMMITTEES

1. **MAROONDAH LIVEABILITY, SAFETY AND AMENITY COMMITTEE MEETING HELD ON THE 23 MAY 2022**
2. **EASTERN TRANSPORT COALITION MEETING HELD ON THE 19 MAY 2022**

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS **ITEM 4**

PURPOSE

To enable Council to formally adopt the *Draft Council Plan 2021-2025 (2022/23 Update)*, *Proposed Financial Plan 2022/23-2031/32*, *Proposed Budget 2022/23*. Also, to determine the level of the Councillor allowance and Mayoral allowance which is required under Section 39 of the *Local Government Act 2020* (the Act).

STRATEGIC / POLICY ISSUES

The following directions contained in *Maroondah 2040 - Our future together* and the *Council Plan 2021-2025* provide the strategic framework that underpins the purpose of this report.

Outcome Area: A well governed and empowered community

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

Key Directions 2021 – 2025:

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

BACKGROUND

Under the *Local Government Act 2020* (the Act), Council is required to:

- Prepare and adopt a Council Plan for a period of at least the next four financial years after a general election;
- Develop, adopt and keep in force a Financial Plan that is for a period of at least the next 10 financial years;
- Prepare and adopt a Budget for each financial year and the subsequent three financial years; and

These, and other strategic documents of Council, are linked by an Integrated Planning Framework (shown below), which seeks to ensure Council's activities and resources are aligned in order to meet the aspirations, needs and expectations of the Maroondah community as outlined in the Maroondah 2040 Community Vision.

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd

ITEM 4

Figure 1: Council's Integrated Planning Framework



Council Plan

Council Plan

Under the Act (Section 90) Council must prepare and adopt a Council Plan for a period of at least the next four financial years after a general election in accordance with its deliberative engagement practices. Council must adopt the Council Plan by 31 October in the year following a general election.

Resources needed for effective implementation of the Council Plan are outlined in the Budget, and risks to effective implementation identified and addressed through the Maroondah City Council Strategic Risk Management Plan and Policy.

Reporting against the Council Plan is undertaken quarterly to Council. Reporting on annual achievements is undertaken through the Annual Report and the 'Our Achievements' document.

Council Plan 2021-2025

The *Council Plan 2021-2025* was adopted by Council on 28 June 2021. The *Council Plan 2021-2025* was prepared in accordance with the legislative requirements of the Act and was informed by the extensive community consultation undertaken for the Maroondah 2040 Community Vision interim review in 2018 and 2019, as well as the outputs of a deliberative engagement process undertaken with a panel of 40 community members in February and March 2021. In addition, the *Draft Council Plan 2021-2025* was placed on public exhibition for a period of four weeks.

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

Council Plan 2021-2025 (2022/23 Update)

At Maroondah, the Council Plan is refreshed annually to ensure identified priority actions meet emerging community needs and aspirations.

The *Draft Council Plan 2021-2025 (2022/23 Update)* is the first of three annual updates to the *Council Plan 2021-2025*. The updated document acknowledges progress made towards delivery of priority actions during 2021/22 and provides an amended list of proposed priority actions for the remaining three years of the *Council Plan 2021-2025*, from 2022/23 to 2024/25. These proposed priority actions have been aligned with the outcome areas identified in *Maroondah 2040: Our future together*.

Financial Plan and Budget

Financial Plan

Under the Act (Section 91) Council must develop, adopt and keep in force a Financial Plan for a period of at least the next ten financial years in accordance with its deliberative engagement practices. Council must adopt the Financial Plan by 31 October in the year following a general election (i.e. by 31 October 2022 for the *Financial Plan 2022/23-2031/32*).

The Financial Plan provides a 10 year financially sustainable projection regarding how the actions of the Council Plan may be funded to achieve the Community/Council Vision. The Financial Plan is developed in the context of the following strategic planning principles:

- a) Council has an integrated approach to planning, monitoring and performance reporting.
- b) Council financial plan addresses the Community Vision by funding the aspirations of the Council Plan. The Council Plan aspirations and actions are formulated in the context of the Community Vision.
- c) The Financial Plan statements articulate the 10-year financial resources necessary to implement the goals and aspirations of the Council Plan to achieve the Community Vision.
- d) Council's strategic planning principles identify and address the risks to effective implementation of the Financial Plan.
- e) The Financial Plan provides for the strategic planning principles of progress monitoring of progress and reviews to identify and adapt to changing circumstances.

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

Proposed Budget

Under the Act (Section 94) Council must prepare and adopt a budget for each financial year and subsequent 3 financial years. It must adopt its budget by 30 June each year or such other date fixed by the Minister.

The Proposed Budget is one of Council's high-level strategic documents. The community's aspirations for Maroondah's future direction and development are set out in *Maroondah 2040 - Our future together* and this forms the foundation from which Council shapes its medium-term plans for the municipality. The Proposed Budget then addresses the provision of financial resources for the next 4 years as well as articulating how those resources are to be spent in delivering services to the community.

The Proposed Budget is a critical planning and resource tool of Council and is vital to the ongoing operational and financial viability of Council. It sets out the expected income and expenditure for the next four years and also incorporates Council's rates and charges as well as estimating the net worth of the municipality at the end of each year. It is the culmination of Councillor Briefings (including discussions at the Councillor Conference) and detailed preparation by employees and management.

The 2022/23 Budget links to the achievement of the *Council Plan 2021-2025* as part of Council's Integrated Planning Framework. The Council Plan plays a vital role in shaping the future for Maroondah over a four-year period. It sets out local and regional challenges and opportunities for our community within the framework of the community's long term vision. It also forms the basis for Council to make decisions regarding resources and priorities in response to community aspirations.

The 2022/23 Budget outlines the provision of financial resources for the next four years and details how these resources will be applied to meet these actions and initiatives detailed in the Council Plan, as well as delivering the more than 120 services and the extensive range of programs and activities that Council provides to the Maroondah community.

The 2022/23 budget contains 39 major initiatives, as identified in the Council Plan. These initiatives will contribute to the achievement of the four-year Council Plan key directions and ultimately the preferred outcome as outlined in Maroondah 2040.

Statutory requirements

The Act defines the legislative requirements for the Council Plan, Financial Plan and Budget.

Council Plan

In terms of the Council Plan a number of sections of the Act are relevant.

- Section 90 of the Act requires Council to prepare and adopt a Council Plan for a period of at least the next 4 financial years after a general election in accordance with its

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd

ITEM 4

deliberative engagement practices. Council must develop or review the Council Plan in accordance with its deliberative engagement practices and adopt the Council Plan by 31 October in the year following a general election, with effect from 1 July in the year following a general election.

- Section 89 of the Act requires preparation of the Council Plan to be in accordance with the strategic planning principles of the Act which require:
 - (a) an integrated approach to planning, monitoring and reporting;
 - (b) addressing of the Community Vision;
 - (c) taking into account the resources needed for effective implementation;
 - (d) identifying and addressing the risks to effective implementation; and
 - (e) providing for ongoing monitoring of progress and regular review.
- Section 90(2) of the Act also requires Council to include in the Council Plan:
 - (a) the strategic direction of Council;
 - (b) strategic objectives for achieving the strategic direction;
 - (c) strategies for achieving the objectives for a period of at least the next 4 financial years;
 - (d) strategic indicators for monitoring the achievement of the objectives;
 - (e) a description of Council's initiatives and priorities for services, infrastructure and amenity; and
 - (e) any other matters prescribed by the regulations.

Budget, Financial Plan and Revenue and Rating Plan

In terms of the Revenue and Rating Plan, Financial Plan and Budget a number of sections of the Act are relevant.

- Section 93 of the Act requires Council to prepare and adopt a Revenue and Rating Plan by the next 30 June after a general election for a period of at least the next four financial years;
- Section 91 of the Act requires Council to develop, adopt and keep in force a Financial Plan in accordance with its deliberative engagement practices and is for a period of at least 10 financial years;

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

- Section 94 of the Act requires Council to prepare and adopt a budget for each financial year and subsequent 3 financial years. It must adopt its budget by 30 June each year or such other date fixed by the Minister;
- Section 96 of the Act provides that Council must develop the budget in accordance with the financial management principles and its community engagement policy; and
- The Local Government Act 1989 Section 158 remains in force at this time in relation to the declaration of rates and charges and requires Council to declare, for each financial year, the amount which the Council intends to raise by general rates, service rates and service charges by 30 June.
- Section 39 of the Act provides that A Mayor, Deputy Mayor or Councillor is entitled to receive from the Council an allowance as a Mayor, Deputy Mayor or Councillor in accordance with a Determination of the Victorian Independent Remuneration Tribunal under the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019

Community consultation

In terms of community consultation for the Council Plan, Financial Plan and Budget a number of sections of the Act are relevant.

- Sections 90(3) and 91(4) of the Act require that the Council Plan and Financial Plan are prepared in accordance with Council's deliberative engagement practices.
- Section 96(1)(b) of the Act requires that the Budget is prepared in accordance with Council's community engagement policy.

ISSUE / DISCUSSIONCouncil Plan

The *Draft Council Plan 2021-2025 (2022/23 Update)* includes a total of 42 priority actions proposed for the four-year financial year period from 2021/22 to 2024/25. This includes five (5) new priority actions not listed in the *Council Plan 2021-2025* as adopted by Council on 28 June 2021, as well as amendments to the wording of six (6) priority actions, and timing of five (5) priority actions. Actions likely to extend beyond the 2024/25 timeframe have also been identified.

The table below summarises the status of the 42 priority actions, noting the majority (36) will either continue into, or commence, in the 2022/23 year.

Completed in 2021/22	Continue / commence in 2022/23	Commence in 2023/24	Commence in 2024/25	Total
3	36	2	1	42

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

The 36 proposed Council Plan priority actions for 2022/23 are:

- 1) Continue to monitor the social and economic impacts of the COVID-19 pandemic and provide responses aligned to community needs (*new action*)
- 2) Review, update and implement Council's Physical Activity Strategy, and develop and implement an Indoor Sports Facilities (Basketball, Netball and Volleyball) Strategy (*wording amended*)
- 3) Design and construct a dog park in Ringwood North (*timing amended*)
- 4) Design and construct sporting infrastructure upgrades at Jubilee (regional cricket hub), Proclamation, Springfield, Cheong and Ainslie Parks, and at Dorset Recreation, Silcock and JW Manson Reserves (*wording and timing amended*)
- 5) Finalise and implement the *Maroondah Liveability, Wellbeing and Resilience Strategy 2021-2031* (including the *Health and Wellbeing Action Plan 2021-2023* and *Positive Ageing Framework and Action Plan*) (*wording amended*)
- 6) Work in partnership with a broad range of service providers and agencies, to develop and deliver services and cultural experiences in the Croydon Community Wellbeing Precinct
- 7) Advance planning and implementation of 20-Minute Neighbourhood initiatives, including completion of a strategic review of shopping centres in Maroondah (*wording amended*)
- 8) Work in partnership to implement the *Bayswater Business Precinct Transformation Strategy* and investigate and implement opportunities to enhance business capability, skill development, employment and education pathways for the manufacturing sector
- 9) Work in partnership with the Victorian Government to plan for and support the rollout of funded three year old kindergarten in Maroondah
- 10) Facilitate co-working opportunities and spaces in Maroondah
- 11) Design the Karralyka redevelopment, and undertake staged redevelopment works (*timing amended*)
- 12) Implement the *Arts and Cultural Development Strategy 2020-2025* and work with the Maroondah Arts Advisory Committee to maximise arts and cultural opportunities across Maroondah
- 13) Review, update and implement Council's Sustainability Strategy, and Climate Change Risk and Adaptation Strategy
- 14) Review, update and implement Council's Carbon Neutral Strategy, including participation in the power purchasing agreement
- 15) Work in partnership to implement the Reimagining Tarralla Creek project
- 16) Develop and implement *Council's Waste, Litter and Resource Recovery Strategy 2020-2030*
- 17) Prepare and implement a Maroondah Habitat Connectivity Action Plan

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

- 18) Implement a streetscape enhancement program, including a significant increase in tree planting
- 19) Work in partnership with the Victorian Government to implement road improvement works at New Street Ringwood, Reilly Street and Wantirna Road Ringwood, Eastfield Road Ringwood East, Plymouth Road and Kirtain Drive Croydon; and undertake carpark improvement works at McAlpin Reserve Ringwood North and Dorset Recreation Reserve Croydon (*wording and timing amended*)
- 20) Design and construct activity centre carparks in Croydon, Ringwood and Heathmont; and at Heatherdale station
- 21) Work in partnership to undertake renewal works on the Mullum Mullum Creek and Colchester Road shared trails; and continue footpath construction in the Principle Pedestrian Network
- 22) Advocate to the Australian and Victorian Governments for provision of new and upgraded major transportation infrastructure in Maroondah, including public transport enhancements
- 23) Work in partnership with the Victorian Government to support the removal of level crossings at Bedford Road Ringwood; Dublin Road Ringwood East and Coolstore Road Croydon; and the construction of new stations at Ringwood East and Croydon (*new action*)
- 24) Develop a new Croydon Structure Plan and prepare a planning scheme amendment to incorporate the policy into the Maroondah Planning Scheme
- 25) Work in partnership to implement the Greening the Greyfields project to facilitate a sustainable approach to urban redevelopment in identified residential precincts
- 26) Undertake the staged redevelopment of the Croydon Community Wellbeing Precinct
- 27) Undertake flood mitigation works in New Street, Ringwood, Sherbrook Avenue catchment in Ringwood, and Scenic Avenue and Wingate Avenue catchments in Ringwood East; and work in partnership to develop flood mitigation solutions for central Croydon
- 28) Work in partnership to support volunteer-based organisations and facilitate volunteerism within Maroondah
- 29) Investigate and implement additional female changing facilities at local sporting venues
- 30) Implement the *Children and Families Strategy* and Action Plan; and the *Youth Strategy* and Action Plan
- 31) Implement the *Gender Equality Act 2020*, including Council's Gender Equality Action Plan
- 32) Continue to monitor and respond to Australian Government Aged Care Reforms to ensure that Council services adapt appropriately to meet current and future community needs (*new action*)
- 33) Implement the new *Local Government Act 2020*

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

- 34) Advocate on key local issues in the lead up to the Victorian and Australian Government Elections in 2022 (*wording amended*)
- 35) Develop and implement a new Customer Service Strategy that will continue to advance Council's commitment to be highly responsive and customer focused
- 36) Deliver a broad range of Council services to meet current and future community needs along with sustainable management of Maroondah's resources, assets and environment

For *Budget* purposes, all listed Council Plan priority actions above have been classified as *Major Initiatives*.

Financial Plan and Budget

FINANCIAL / ECONOMIC ISSUES

These are contained within the *Draft Council Plan 2021-2025 (2022/23 Update)* at the aggregate level and articulate Council's current directions.

The adoption of the *Proposed Budget 2022/23* (and associated documents) not only contributes to compliance with the financial planning and reporting requirements of the Act, it also provides management with an important tool to monitor and control the detailed financial performance and directions of Council over the next 10 years.

ENVIRONMENTAL / AMENITY ISSUES

These are contained within the *Draft Council Plan 2021-2025 (2022/23 Update)* and articulate Council's current directions.

SOCIAL / COMMUNITY ISSUES

These are contained within the *Draft Council Plan 2021-2025 (2022/23 Update)* and articulate Council's current directions.

COMMUNITY CONSULTATION

The *Council Plan 2021-2025* has been informed by the extensive community consultation undertaken for the Maroondah 2040 Community Vision interim review in 2018 and 2019. Furthermore, during the preparation of the *Council Plan 2021-2025*, *Financial Plan 2021/22-2030/31*, and *Annual Budget 2021/22* extensive community consultation was undertaken in the form of a deliberative engagement process and public exhibition process.

Following preparation of the *Draft Council Plan 2021-2025 (2022/23 Update)*, *Proposed Financial Plan 2022/23-2031/32* and *Proposed Budget 2022/23*; these documents were made available from 1 June 2022 on the Maroondah City Council website and at Council's customer service centres for public inspection.



ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

CONCLUSION

The *Draft Council Plan 2021-2025 (2022/23 Update)*, *Proposed Financial Plan 2022/23-2031/32* and *Proposed Budget 2022/23* have been prepared and reflect Council's commitment to pursue excellence, good governance and responsible management of resources for the Maroondah community.

To meet Council's legislative obligations under the *Local Government Act 2020*, the *Draft Council Plan 2021-2025 (2022/23 Update)*, *Proposed Financial Plan 2022/23-2031/32* and *Proposed Budget 2022/23* are presented for Council adoption.

ATTACHMENTS

1.  Draft Council Plan 2021-2025 (2022-23 Update)
2.  MCC Proposed Budget 2022 2023

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

A. COUNCIL PLAN

THAT COUNCIL:

1. **ADOPTS THE COUNCIL PLAN 2021–2025 (2022/23 UPDATE)**
2. **FORWARDS A COPY OF THE COUNCIL PLAN 2021-2025 (2022/23 UPDATE) TO THE MINISTER FOR LOCAL GOVERNMENT**
3. **AUTHORISES OFFICERS TO ARRANGE FOR THE SUITABLE PUBLICATION AND DISTRIBUTION OF THE COUNCIL PLAN TO COMMUNITY GROUPS AND RELEVANT STAKEHOLDERS**

B. FINANCIAL PLAN

THAT COUNCIL:

1. **ADOPTS THE FINANCIAL PLAN 2022/23 - 2031/32**
2. **IN ACCORDANCE WITH SECTION 57 OF THE LOCAL GOVERNMENT ACT 2020 AND COUNCIL'S PUBLIC TRANSPARENCY POLICY 2020 AUTHORISE OFFICERS TO MAKE AVAILABLE THE FINANCIAL PLAN ON COUNCIL'S WEBSITE AND AT COUNCIL OFFICES**

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

C. BUDGET

THAT COUNCIL DETERMINES:

1. BUDGET

1.1 THE ADOPTION OF THE BUDGET 2022/23

1.2 IN ACCORDANCE WITH SECTION 57 OF THE LOCAL GOVERNMENT ACT 2020 AND COUNCIL'S PUBLIC TRANSPARENCY POLICY 2020 AUTHORISE OFFICERS TO MAKE AVAILABLE THE ADOPTED BUDGET 2022/23 ON COUNCIL'S WEBSITE AND AT COUNCIL OFFICES

2. AMOUNT INTENDED TO BE RAISED

AN AMOUNT OF \$ 101,265,046 (OR SUCH OTHER AMOUNT AS IS LAWFULLY RAISED AS A CONSEQUENCE OF THIS RESOLUTION) BE DECLARED AS THE AMOUNT WHICH COUNCIL INTENDS TO RAISE BY GENERAL RATES AND THE ANNUAL SERVICE CHARGE (DESCRIBED LATER IN THIS RESOLUTION), WHICH AMOUNT IS CALCULATED AS FOLLOWS:

GENERAL RATES	\$83,098,046
ANNUAL SERVICE CHARGE	\$18,167,000

3. GENERAL RATES

3.1. A GENERAL RATE BE DECLARED IN RESPECT OF THE 2022/23 FINANCIAL YEAR

3.2. IT BE FURTHER DECLARED THAT THE GENERAL RATE BE RAISED BY THE APPLICATION OF DIFFERENTIAL RATES

3.3. A DIFFERENTIAL RATE BE RESPECTIVELY DECLARED FOR RATEABLE LAND HAVING THE CHARACTERISTICS SPECIFIED BELOW, WHICH CHARACTERISTICS WILL FORM THE CRITERIA FOR EACH DIFFERENTIAL RATE SO DECLARED:

3.3.1. GENERAL LAND

ANY LAND WHICH DOES NOT HAVE THE CHARACTERISTICS OF DERELICT, COMMERCIAL, INDUSTRIAL, OR VACANT LAND

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd

ITEM 4

3.3.2.DERELICT LAND

DERELICT LAND IS ANY LAND IN RESPECT OF WHICH:

- (a) A NOTICE TO COMPLY HAS BEEN SERVED ON THE OWNER OR OCCUPIER OF THE LAND IN RESPECT OF ANY BREACH OF:**
 - (i) CLAUSE 31 (CONDITION OF LAND);**
 - (ii) CLAUSE 32 (VACANT BUILDINGS); OR**
 - (iii) CLAUSE 34 (STORAGE, VEHICLES AND MACHINERY)**
- OF COUNCIL LOCAL LAW NO. 11; AND**
- (b) THE TIME SPECIFIED IN THE NOTICE TO COMPLY HAS EXPIRED; AND**
- (c) THE REQUIREMENTS OF THE NOTICE TO COMPLY HAVE NOT BEEN COMPLIED WITH OR OTHERWISE SATISFIED (EITHER BEFORE OR AFTER THE TIME SPECIFIED IN THE NOTICE).**

3.3.3.COMMERCIAL LAND

COMMERCIAL LAND IS ANY LAND THAT DOES NOT HAVE THE CHARACTERISTICS OF DERELICT, INDUSTRIAL OR VACANT LAND, AND WHICH IS USED, DESIGNED OR ADAPTED TO BE USED PRIMARILY FOR THE SALE OF GOODS OR SERVICES OR OTHER COMMERCIAL PURPOSES.

3.3.4.INDUSTRIAL LAND

INDUSTRIAL LAND IS ANY LAND THAT DOES NOT HAVE THE CHARACTERISTICS OF DERELICT, COMMERCIAL OR VACANT LAND, THAT IS USED, DESIGNED OR ADAPTED TO BE USED PRIMARILY FOR INDUSTRIAL PURPOSES.

3.3.5.VACANT LAND

ANY LAND ON WHICH THERE IS NO BUILDING WHICH IS OCCUPIED OR ADAPTED FOR OCCUPATION AND THAT IS NOT GENERAL, DERELICT, COMMERCIAL OR INDUSTRIAL LAND.

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

- 3.4. EACH DIFFERENTIAL RATE WILL BE DETERMINED BY MULTIPLYING THE CAPITAL IMPROVED VALUE OF EACH RATEABLE LAND (CATEGORISED BY THE CHARACTERISTICS DESCRIBED IN PARAGRAPH 3.3 OF THIS RESOLUTION) BY THE RELEVANT PERCENTAGES INDICATED IN THE FOLLOWING TABLE:

Category	Rate in the Dollar
Derelict Land	0.542721 cents in the dollar of Capital Improved Value
Commercial Land	0.217088 cents in the dollar of Capital Improved Value
Industrial Land	0.217088 cents in the dollar of Capital Improved Value
Vacant Land	0.271361 cents in the dollar of Capital Improved Value
General Land	0.180907 cents in the dollar of Capital Improved Value

- 3.5. IT BE RECORDED THAT COUNCIL CONSIDERS THAT EACH DIFFERENTIAL RATE WILL CONTRIBUTE TO THE EQUITABLE AND EFFICIENT CARRYING OUT OF COUNCIL FUNCTIONS, AND THAT THE

- 3.5.1. RESPECTIVE OBJECTIVES OF EACH DIFFERENTIAL RATE;
- 3.5.2. RESPECTIVE TYPES OR CLASSES OF LAND WHICH ARE SUBJECT TO EACH DIFFERENTIAL RATE;
- 3.5.3. RESPECTIVE USES AND LEVELS OF EACH DIFFERENTIAL RATE IN RELATION TO THOSE RESPECTIVE TYPES OR CLASSES OF LAND; AND
- 3.5.4. THE RELEVANT
 - (A) USES OF;
 - (B) GEOGRAPHICAL LOCATIONS OF;
 - (C) PLANNING SCHEME ZONINGS OF; AND
 - (D) TYPES OF BUILDINGS ONBE THOSE SPECIFIED IN THE BUDGET ANNEXED TO THIS RECOMMENDATION, AS SET IN THE NOTES TO THE FINANCIAL STATEMENTS.

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

- 3.6. IT BE CONFIRMED THAT NO AMOUNT IS FIXED AS THE MINIMUM AMOUNT PAYABLE BY WAY OF GENERAL RATE IN RESPECT OF EACH RATEABLE LAND WITHIN THE MUNICIPAL DISTRICT
- 3.7. IN ACCORDANCE WITH SECTION 4 (4) OF THE CULTURAL AND RECREATIONAL LANDS ACT 1963, THE AMOUNTS IN LIEU OF RATES PAYABLE IN RESPECT OF EACH RATEABLE LAND TO WHICH THAT ACT APPLIES BE THE AMOUNTS RESPECTIVELY SET OUT BELOW:

Land	\$
Heathmont Club Inc.	5,232.70
Bayswater North Tennis Club	1,528.65
Eastwood Golf Club	11,758.95
TOTAL	18,520.30

4. ANNUAL SERVICE CHARGE

- 4.1. AN ANNUAL SERVICE CHARGE BE DECLARED IN RESPECT OF THE 2022/23 FINANCIAL YEAR
- 4.2. THE ANNUAL SERVICE CHARGE BE DECLARED FOR THE COLLECTION AND DISPOSAL OF REFUSE
- 4.3. THE ANNUAL SERVICE CHARGE BE IN THE SUM OF, AND BE BASED ON, THE CRITERIA SPECIFIED BELOW:
- 4.3.1. ANY LAND WITHIN COUNCIL'S MUNICIPAL DISTRICT WHICH IS USED PRIMARILY FOR RESIDENTIAL PURPOSES WHERE A KERBSIDE COLLECTION IS DEEMED POSSIBLE BY COUNCIL:
- \$327.00 PER SERVICE FOR EACH LAND, WHERE THE SERVICE IS FOR AN 80-LITRE BIN**
- \$393.00 PER SERVICE FOR EACH LAND, WHERE THE SERVICE IS FOR A 120-LITRE BIN**
- \$417.00 FOR EACH SECOND AND SUBSEQUENT BIN SUPPLIED IN RESPECT OF THE LAND**
- 4.3.2. ANY LAND WITHIN COUNCIL'S MUNICIPAL DISTRICT WHICH IS USED PRIMARILY FOR RESIDENTIAL PURPOSES WHERE THE KERBSIDE COLLECTION IS DEEMED POSSIBLE BY COUNCIL:

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

\$250.00 PER SERVICE FOR EACH LAND, WHERE THE SERVICE OF A SECOND RESIDENTIAL PUTRESCIBLE BIN IS REQUESTED BY THE OWNER OF THE LAND (OR THE AGENT OF THE OWNER) AND IS FOR COLLECTION AND DISPOSAL OF THE CONTENTS OF A 120 LITRE BIN ONLY AT THE FREQUENCY OF ONCE PER WEEK

\$230.00 PER SERVICE FOR EACH LAND, WHERE THE SERVICE OF A SECOND GARDEN ORGANICS BIN ONLY IS REQUESTED BY THE OWNER OF THE LAND (OR THE AGENT OF THE OWNER) AND IS FOR COLLECTION AND DISPOSAL OF THE CONTENTS OF A 240 LITRE BIN AT THE FREQUENCY OF ONCE PER FORTNIGHT

4.3.3. ANY LAND WITHIN COUNCIL'S MUNICIPAL DISTRICT WHICH IS USED PRIMARILY FOR COMMERCIAL PURPOSES:

\$715.00 (INCLUDING GST) PER SERVICE FOR EACH LAND, WHERE THE SERVICE IS REQUESTED BY THE OWNER OF THE LAND (OR THE AGENT OF THE OWNER) AND IS FOR COLLECTION AND DISPOSAL OF THE CONTENTS OF A 240 LITRE BIN AT THE FREQUENCY OF ONCE PER WEEK

\$1,552.00 (INCLUDING GST) PER SERVICE FOR EACH LAND, WHERE THE SERVICE IS REQUESTED BY THE OWNER OF THE LAND (OR THE AGENT OF THE OWNER) AND IS FOR COLLECTION AND DISPOSAL OF THE CONTENTS OF A 240 LITRE BIN AT THE FREQUENCY OF THREE TIMES PER WEEK

4.3.4. ANY LAND WITHIN COUNCIL'S MUNICIPAL DISTRICT WHICH IS USED PRIMARILY FOR INDUSTRIAL PURPOSES:

\$316.00 (INCLUDING GST) PER SERVICE FOR EACH LAND, WHERE THE SERVICE IS REQUESTED BY THE OWNER OF THE LAND (OR THE AGENT OF THAT OWNER) AND IS FOR COLLECTION AND DISPOSAL OF THE CONTENTS OF AN 80 LITRE BIN

\$376.00 (INCLUDING GST) PER SERVICE FOR EACH LAND, WHERE THE SERVICE IS REQUESTED BY THE OWNER OF THE LAND (OR THE AGENT OF THAT OWNER) AND IS FOR COLLECTION AND DISPOSAL OF THE CONTENTS OF A 120 LITRE BIN

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

- 4.3.5. ANY LAND WITHIN COUNCIL'S MUNICIPAL DISTRICT WHICH IS USED PRIMARILY FOR OTHER THAN RESIDENTIAL PURPOSES AND HAS AN EXISTING COMMERCIAL SERVICE OR IS A NOT FOR PROFIT ORGANISATION:**

\$158.00 (INCLUDING GST) PER EACH 240 LITRE RECYCLING BIN, WHERE THE SERVICE IS REQUESTED BY THE OWNER OF THE LAND (OR THE AGENT OF THE OWNER) AND IS FOR COLLECTION AND RECYCLING OF THE BIN AT THE FREQUENCY OF ONCE PER FORTNIGHT

- 4.3.6. ANY LAND WITHIN COUNCIL'S MUNICIPAL DISTRICT WHICH IS USED PRIMARILY FOR COMMERCIAL AND INDUSTRIAL PURPOSES WHERE THE KERBSIDE COLLECTION IS DEEMED PRACTICABLE BY COUNCIL:**

\$230.00 (INCLUDING GST) PER SERVICE FOR EACH LAND, WHERE THE SERVICE OF A GARDEN ORGANICS BIN IS REQUESTED BY THE OWNER OF THE LAND (OR THE AGENT OF THE OWNER) AND IS FOR COLLECTION AND DISPOSAL OF THE CONTENTS OF A 240 LITRE BIN AT THE FREQUENCY OF ONCE PER FORTNIGHT

5. INCENTIVES

NO INCENTIVE BE DECLARED FOR EARLY PAYMENT OF THE GENERAL RATES AND ANNUAL SERVICE CHARGE PREVIOUSLY DECLARED

6. EXTRA INSTALMENT OPTIONS

IN ACCORDANCE WITH SECTION 167 OF THE LOCAL GOVERNMENT ACT 1989, PAYMENT OF RATES AND CHARGES CAN BE MADE IN

- ONE (1) ANNUAL PAYMENT (DUE 15 FEBRUARY 2023),**
- FOUR (4) INSTALMENT PAYMENTS (DUE 30 SEPTEMBER 2022, 30 NOVEMBER 2022, 28 FEBRUARY 2023 AND 31 MAY 2023),**
- OR BY NINE (9) MONTHLY (DIRECT DEBIT ONLY) INSTALMENTS (DUE 30 SEPTEMBER 2022, 31 OCTOBER 2022, 30 NOVEMBER 2022, 31 DECEMBER 2022, 31 JANUARY 2023, 28 FEBRUARY 2023, 31 MARCH 2023, 30 APRIL 2023 AND 31 MAY 2023).**

DUE DATES THAT FALL ON A WEEKEND OR PUBLIC HOLIDAY WILL BE DUE ON THE NEXT BUSINESS DAY

ADOPTION OF DRAFT COUNCIL PLAN 2021-2025 (2022/23 UPDATE), PROPOSED BUDGET 2022/23, DECLARATION OF RATES 2022/23 AND DETERMINATION OF THE LEVEL OF MAYORAL AND COUNCILLOR ALLOWANCES AND ASSOCIATED DOCUMENTS Cont'd **ITEM 4**

7. CONSEQUENTIAL

7.1. IT BE RECORDED THAT COUNCIL REQUIRES ANY PERSON TO PAY INTEREST ON ANY AMOUNT OF RATES AND CHARGES WHICH:

7.1.1. THAT PERSON IS LIABLE TO PAY; AND

7.1.2. HAVE NOT BEEN PAID BY THE DATE SPECIFIED FOR THEIR PAYMENT

7.2. THE CHIEF EXECUTIVE OFFICER BE AUTHORISED TO LEVY AND RECOVER THE GENERAL RATES AND ANNUAL SERVICE CHARGE IN ACCORDANCE WITH THE LOCAL GOVERNMENT ACT 1989

8. MAYORAL AND COUNCILLOR ALLOWANCES

8.1. THAT COUNCIL DETERMINES:

THAT MAYORAL AND COUNCILLOR ALLOWANCES IN ACCORDANCE WITH SECTION 39 OF THE LOCAL GOVERNMENT ACT 2020:

8.1.1 BE PAID AT THE LEVELS DETERMINED BY VICTORIAN INDEPENDENT REMUNERATION TRIBUNAL UNDER THE VICTORIAN INDEPENDENT REMUNERATION TRIBUNAL AND IMPROVING PARLIAMENTARY STANDARDS ACT 2019 – AS AT 18 DECEMBER 2021 INCORPORATING SUPERANNUATION GUARANTEE CONTRIBUTION OF 10.5%, COUNCILLORS \$30,024, MAYOR \$96,470, DEPUTY MAYOR \$48,235.

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022**

ITEM 5

PURPOSE

To outline the activity of this service for this period, given the significant partnership and service to Maroondah residents, ratepayers and visitors.

STRATEGIC / POLICY ISSUES

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

Outcome Area:

- A safe, healthy and active community
- A prosperous and learning community
- A vibrant and culturally rich community
- A clean, green sustainable community
- An accessible and connected community
- An attractive, thriving and well-built community
- An inclusive and diverse community
- A well governed and empowered community

Our Vision:

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

Key Directions 2021 – 2025:

- 1.3 Promote and facilitate safer cultures relating to issues of alcohol, tobacco and other drugs.
- 1.5 Advocate and support initiatives for the prevention of violence against women, children, seniors and vulnerable community members,
- 1.6 Promote the health and wellbeing of the community through accessible and affordable initiatives and services that respond to community needs.
- 2.11 Facilitate and encourage the provision positive learning environments, life-long learning opportunities and employment pathways for all ages, abilities and backgrounds.
- 5.1 Ensure community infrastructure, services and events are accessible for people of all ages, abilities and backgrounds.
- 5.4 Work in partnership to integrate new technologies into facilities and programs that improve accessibility.
- 7.1 Support people of all ages, abilities and backgrounds to be connected, valued and

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd**

ITEM 5

empowered within their local community through accessible and inclusive services, programming and facilities.

- 7.5 Promote and create opportunities for social interactions, learning, mentoring, skills transfer and volunteering for people from all ages, abilities and backgrounds.

BACKGROUND

Maroondah City Council's library services are provided by the Eastern Regional Libraries Corporation (ERLC). As part of a Regional Library Agreement, ERLC provides library services also to Knox City and Yarra Ranges Councils. The estimated population of its Member Councils (approximately 438,874) makes ERLC the largest public library service in Victoria.

Victorian Public Libraries Survey 2019/20

Based on the results of the annual survey of Victorian Public Libraries 2020/21 (of which there are 47) ERLC is ranked number 1 based on:

- Memberships - 152,240
- Library Visits - 611,401
- Website Visits - 2,334,445
- Turnover Rate (Physical Items) - each item in our collection went out an average of 4.8 times per year. The average for Victoria was 3.1.
- Loans - 2,339,432 – 741,971 of these were eLoans

From the results of the annual survey of Victorian Public Libraries, these results were achieved where for ERLC the:

- cost library service per capita is \$30.28 (11th lowest in the State) compared to the State average of \$35.46;
- cost library service per visit is \$21.77 (14th lowest in the State) compared to the State average of \$26.76; and
- Staff EFT per '000 population is 0.20 compared to the State average of 0.28. 46th lowest of 48 library services.

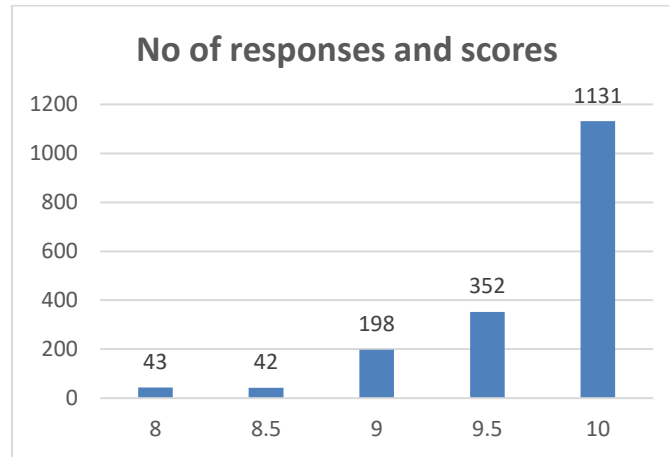
Vox Populi Survey 2021

To obtain an up to date picture of its performance, the Corporation ran its own 'Vox Populi' survey in late 2021.

We received 1,766 responses – a fantastic result. The lowest score was an eight and 1,131 respondents (64%) rated us 10 out of 10.

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd**

ITEM 5



78% of the 1,766 respondents 'would definitely' (score of 10) recommend to other people that they should join the library service.

2022 Victorian Public Library Survey – Eastern

The results from the 2022 Victorian Public Library Survey are presented below. This includes the results for Eastern Regional Libraries (1,657 responses) against the state totals (18,131 responses).

This survey provides useful information for delivering and improving our library services.

Some key results

Overall, how satisfied are you with the services of your library?

	Not satisfied				Moderately satisfied					Very satisfied	
	0	1	2	3	4	5	6	7	8	9	10
Eastern	2%	0%	0%	0%	0%	3%	2%	6%	15%	15%	56%
Vic	2%	0%	0%	0%	0%	3%	2%	6%	16%	18%	51%

Average score Eastern = 8.89

Average score Victoria = 8.74

86% of survey respondents rated Your Library as 8 or higher.

How well do you think your library performs in terms of ... ?

Responses were rated against a 5-point scale from 1 – Very poor to 5 – Excellent and Don't know / Not applicable

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd****ITEM 5**

Eastern	Vic Average scores	
4.34	4.28	Opening hours
4.36	4.36	Look and feel of the library building
4.40	4.37	Availability and ease of finding books and information
4.32	4.17	Ease of using the library website
4.27	4.16	Access to the digital library
4.36	4.34	Providing computer/WiFi access
4.57	4.50	Responding to users' requests

How well do you think library staff perform in terms of ... ?

Responses were rated against a 5-point scale from 1 – Very poor to 5 – Excellent and Don't know / Not applicable

Eastern	Vic Average scores	
4.70	4.64	Being welcoming and friendly
4.72	4.66	Being knowledgeable and professional
4.50	4.47	Improving my use of library services
4.60	4.54	Being welcoming and friendly

Visit to Croydon

'I visited Croydon Library this morning and a brand-new casual staff member named Karen helped me. How lucky of the library to have such a fabulous friendly staff member. I hope she gets to work here again she was lovely, and ever so helpful, I will be looking for her again she helped me with picking a book I could not find. Thank You, Croydon Library. - Heather T'.

ISSUE / DISCUSSION

Overall Maroondah library services are experiencing considerable growth. The major reason for this growth is the opening of the new Realm Library in October 2015.

During the temporary relocation of the Ringwood Library to Warrandyte Road, Ringwood Library lost its position at the highest ranked library branch in the Region for almost every service area. Since the opening of Realm, it has resumed its No 1 position in most service areas. Croydon library which gained some 'business' from the relocated library has maintained its very strong position in relation to the Region. Only Knox Library, which is based in a major Westfield Shopping Centre, comes between Realm and Croydon being the No 1 or 2 library branch for the Region in almost all service areas.

COVID Impact

Like many other Council services, Maroondah libraries have been greatly impacted by the pandemic. Croydon and Realm were closed from April 2020 to November 2020 to the public.

While many other library services shut up shop, or just phoned their members, ERLC staff continued to work in their branches and in addition to talking to many members also offered postal services for Maroondah members.

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd****ITEM 5****ERLC Board**

Cr Spears has been elected Chair of the ERL Board for 2022/23

Councillor	Council	Maximum possible number of meetings to attend 2021/22	Number of meetings attended YTD
Cr Damante	Maroondah	4	4
Cr Spears	Maroondah	4	4

Despite the impact of COVID on our operations, the ERLC Board has been busy and in its four meetings YTD the following were adopted:

- 2020/21 Annual Financial Report
- Annual Report 2020/21
- Your Library Plan 2021 – 2025
- Quarterly Board Report to February 2021
- Proposed Budget 2022/23

The following strategic work has been undertaken:

- Cyber Security Strategy
- Cyber Security Framework Essential Eight Maturity Model
- Audit & Risk Advisory Committee (ARAC) Charter - under review
- Commencement of the legal and financial transition to a beneficial enterprise*

* The Corporation is undergoing the most significant structural and administrative changes since its incorporation in 1996.

While quarterly Board Meetings in the past have served ERL well, these significant events will require more direct Board involvement in governance matters for the foreseeable future.

To allow for this involvement the Board has resolved to have Board Briefing Sessions, similar to Council briefing sessions, to provide guidance to the Corporate Management Team (CMT).

It is not intended that these meetings will be as formal as the Board Meetings, are not decision making forums, and can be facilitated by Teams if that is the Board's wish.

These briefing sessions be held one month prior to the Board Meetings to enable CMT to respond to any direction from the briefing sessions. The first Briefing Session will be held on 28 July 2022

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd**

ITEM 5

Environmental, Social, and Governance Practice

The Board now receives updates on two important areas of governance.

Gender Equity Act 2020

ERL has been advised by the Commission for Gender Equality that it does not fall within the scope of the Gender Equality Act 2020 (GE Act).

ERL nonetheless will pursue the objectives of the GE Act, albeit we do not formally have to report annually on our outcomes to the State Government.

ERL will report on our actions and outcomes on Gender Equality through our Quarterly Reports and Annual Report to the Board.

Child Safe Standards

All ERL staff have Working with Children Checks and have received training in the Child Safe Standards.

ERL has not had to respond to, or report, any allegations of child abuse year to date.

Environmental Practice

Environmentally sustainable friendly book covering

ERL has been encouraging and lobbying its book supply partner (James Bennett) for over three years to come up with a solution to covering its books in plastic.

This lobbying supports ERL's:

Key direction 5: Practice sustainability and protect our environment

Progress indicators: Reduced environmental impact of our services and collections

As James Bennett does not produce book covering materials it worked in partnership with Raeco (a library supplier based in Knoxfield) to develop a new environmentally sustainable friendly book covering. Raeco has successfully developed an "active biodegradable ingredient" that enables its book covering - Bioguard 80 - to be fully biodegrade without leaving microplastics. The "active biodegradable ingredient" is triggered once Bioguard 80 is placed in the right landfill or compost environment.

There is no difference in performance with the previous plastic book covering. The covering does not impact on clarity, application or protection. Bioguard 80 will not begin to biodegrade during normal library use. The active biodegradable ingredient will not activate until it is placed into anaerobic digestion conditions

The conditions must be dark and include:

- Moisture
- Presence of micro-organisms
- Temperature range of 10-30 degrees Celsius

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd****ITEM 5**

Raeco's research indicates that plant-based coverings that are promoted to be green or environmentally friendly are not fully biodegradable. They "break down" to microplastics which are incredibly dangerous toxins and remain in the environment. Microplastics build up in oceans, contaminate soil, waterways and accumulate inside countless animals and marine life. Some plant-based starches used in manufacturing reduce the clarity of covering, producing a milky glaze.

Bioguard 80 has been certified to ASTM 6954 (Standard for Exposing and Testing Plastics that Degrade in the Environment by a Combination of Oxidation and Biodegradation) and ASTM 5511 D (Standard for Determining Anaerobic Biodegradation of Plastic Materials Under High-Solids Anaerobic-Digestion Conditions). ASTM International is an international standards organization that develops and publishes voluntary consensus technical standards for a wide range of materials, products, systems, and services.

The additional cost will be \$40-\$45K annually if ERL is to use this product on all the items it covers. However, in relation to ERL' total budget for library books of \$1.2m, this is a small price to pay for a significant reduction in ERL' environmental footprint.

My Energy and Water Saving Kit

As the result of a jointly funded project between Knox, Maroondah and Yarra Ranges Councils we are now lending three Energy and Water Saver kits to help people measure the resource consumption of their own homes.

Each kit comprises a thermal imaging camera, a Powermate energy meter, a thermometer, a stopwatch and extensive instructions on how to best use the equipment.

Sarah Bond, Sustainable Design Officer for Yarra Ranges led the project with Barbara Jordan, Project Manager – Sustainable Futures from Knox and Michael Blowfield, Transport and Sustainability Planner, from Maroondah.

The kits were launched in January and there are hundreds of reservations.

Statistics Year to Date [YTD – April 2022]

The statistics are to April 2022 [YTD] compared to the full year to 30 June 2021. All metrics, apart from Memberships, have been affected by the pandemic.

The figures provided for YTD 2022 are for 10 months and it is likely that the total figures for 2021/22 will exceed those for 2020/21 by year-end.

In relation to all other branches in the region, Realm and Croydon rank as follows.

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd**

ITEM 5

Memberships:

Realm is ranked No 1 – 62,124, and Croydon No 3 – 33,072
Maroondah memberships have increased by 3.55% compared to 2020/21

		Members	Variance	%
	YTD 22	2020/21		
Croydon	33,072	31,929	1,143	3.46%
Realm	62,124	59,890	2,234	3.60%
Maroondah Total	95,196	91,819	3,377	3.55%

Visits:

Realm (No 1) and Croydon (No 2) with visits having decreased by -9.84% compared to 2020/21. The decrease can be attributed to the impact of the pandemic.

		Visits	Variance	%
	YTD 22	2020/21		
Croydon	73,633	84,008	-10,375	-14.09%
Realm	104,536	111,698	-7,162	-6.85%
Maroondah Total	178,169	195,706	-17,537	-9.84%

Loans:

Croydon is ranked No 1 – 253,247 and Realm No 3 – 174,184.
Loans overall have increased 19.59% as compared to 2020/21.

	Loans		Variance	%
	YTD 22	2020/21		
Croydon	253,247	211,982	41,265	16.29%
Realm	174,184	131,705	42,479	24.39%
Maroondah Total	427,431	343,687	83,744	19.59%

Public PCs Sessions:

Realm is ranked No 1 — 12,032 and Croydon No 2 — 5,116

Overall PC sessions are down by 22.62% compared to 2020/21. The decrease can be attributed to the impact of the pandemic. However, this decline in PC usage is being offset by an increase in WiFi sessions- see table below.

	Internet PC sessions		Variance	%
	YTD 22	2020/21		
Croydon	5,116	8,604	-3,488	-68.18%
Realm	12,032	11,804	228	1.89%
Maroondah Total	14,409	75,567	-3,260	-22.62%

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd****ITEM 5****WiFi Sessions:**

Realm ranks 1 (95,599) and Croydon (35,634) ranks No 4 in the region.

Overall sessions are up by 63.27% compared to 2020/21.

	WiFi Clients		Variance	%
	YTD 22	2020/21		
Croydon	35,634	10,561	25,073	70.36%
Realm	95,599	37,644	57,955	60.62%
Maroondah Total	131,233	48,205	83,028	63.27%

Media

ERLC continues to increase its marketing reach through print and digital formats. Engagement and sharing through Facebook and Instagram continue to grow and the monthly e-newsletter is generating more clicks through to events, online resources and our catalogue.

As life evolved to COVID normal and the community was able to venture further from their homes, we were still able to maintain a slow but steady increase of followers across our platforms.

- Facebook 8,418 (+ 95) – 9,570 followers (+ 207)
- Instagram 2,543 followers (+ 74)
- Twitter 1,535 followers (+4)
- TikTok 500 (+350)

eNewsletter

Our eNewsletter is currently delivered to 90,593 (+4,006) subscribers each month.

Website

There were 85k unique visits YTD – 76.3% of visitors were new.

Facebook Posts

Some of the best received posts were:

Community Crochet Project:	9,640 reached, 249 reactions, 28 shares
Artists wanted at Realm:	5,800 reached, 61 reactions, 15 shares
End of Conditions of Entry:	2,500 reached, 39 reactions, 1 share
Easter Holidays:	2,700 reached, 76 reactions, 15 shares

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd****ITEM 5****What's On Autumn**

Our popular printed events guide returned with bigger and better this quarter. The 50 page edition was enthusiastically received by our library community, who were relieved to see an end to the library event drought!

5,000 copies were printed and distributed and most libraries reported they were out of stock after the first six weeks!

Programs & Events - Children**Storytimes**

In-person storytimes recommenced on Jan 31 with much excitement for children, parents and library staff alike.

With the introduction of full-time children's librarians at Croydon and Realm weekly storytimes sessions are now as follows:

		Croydon*	Realm**
Tinytots	0 – 12 months	2	2
Toddlers**	1 – 3 years	2	2
Preschoolers	3 – 5 years	2	3
Family	1 - 5 years	2	2
Family Saturday	1 - 5 years	1	1

* Croydon's Toddler's storytime is also presented through Auslan once a month.

** ** Storytimes are so popular at Realm that a booking system has had to be introduced.

Water play storytime at Croydon

It was so good to have families back at storytime. Lots of familiar faces and a few new ones joined in with a water themed storytime followed by water play outside. Children were kept cool playing in buckets of water, drawing with chalk, painting with water on the brick path, blowing bubbles and washing scraps of fabric and hanging them out to dry. Parents seemed to enjoy the opportunity to socialize with each other while their children played.

How do the Police really solve crimes? Or, the day a Police car drove into Realm!

Yes, a real police van on the ground floor of Realm and lots of excited kids discovering the tricks and tools of police work. One of our first after-school activities for the year attracted an enthusiastic crowd who got to try their hand at detecting.

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd**

ITEM 5

Programs & Events – Adult

Migrant Information Centre and ERL Digital Literacy Team – connecting to essential services, Realm

Our Digital Literacy team trained small groups of women from the Migrant Information Centre on accessing MyGov and using email. MIC provided interpreters and a childcare service. The sessions were delivered in Mandarin, Persian, Arabic, and a group of Burmese languages. Feedback from both the MIC and the library staff involved indicates that this was a worthwhile exercise and one they are keen to repeat.

‘Many participants have given feedback on the program, sharing that it taught them ways to access important digital resources on their smartphone (such as the Claims system on Centrelink, or their digital Medicare card), as well as complete forms without the use of a printer and scanner. Participants have also mentioned that they are actively looking for opportunities to develop their practical knowledge and digital literacy, and that this was the first program that provided this in their preferred language.’

Rohan Joshi, Migrant Information Centre

DVD Sale – Croydon

It seems that the 'switch to streaming' is continuing past the end of lockdown and stay at home orders. Loans from the DVD collection have remained significantly under pre-pandemic levels and every branch was drowning in excess DVDs.

The Croydon team took on the task of gathering 2400 extra copies of DVDs and offering them for sale by gold coin donation with proceeds going to the Maroondah SES.

They raised \$495.50 and were left with less than 100 DVDs.

The gold coin donation system worked really well. While some people have taken DVDs for only \$1, others made larger contributions.

CAE – coming to the eastern suburbs

The Centre for Adult Education has been providing short courses in the CBD since 1947. Under the management of Box Hill Institute, they are looking to expand their delivery and provide opportunities for people to study non-vocational short courses closer to home. Last October two free taster sessions were offered to library members via Zoom.

In March, they will present a Short Course Showcase at Realm outlining their full program and providing some 'try-out' sessions on drawing, learning another language and getting started with social media.

MAROONDAH AUTHOR TALKS

Lyn Yeowart, Realm

Lyn Yeowart is an author who lives in North Ringwood. Her first book 'The Silent Listener' was published last year by Penguin Random House. Since then, 'The Silent Listener' won the award for Debut Fiction at the 2022 Indie Book Awards ceremony. It was also the only Australian book on the longlist for the UK's People's Book Prize. We were lucky to have Lyn before she gets really famous!

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd****ITEM 5****Bridget Hustwaite - Croydon**

One of the first events of 2022 and it was a nervous wait to see if people would book in.

Some last minute promotion from the Maroondah Communications Department helped draw a crowd of mostly women to hear Bridget talk about her experience with endometriosis and why this disease needs to be talked about more.

'It was a receptive crowd, which I think worked well and facilitated a lot of discussion with Bridget and also between the audience members. It was great to have an event that attracted a younger audience as well, I'd say the age range was 15-40ish years'.

Beau Miles – The Backyard Adventurer (online)

A popular digital event was a conversation with author and madcap inventor Beau Miles.

Beau has a huge following for his YouTube videos that capture his crazy schemes – walking and canoeing to work (Jindivick to Frankston) for example - and they have been compiled into book form as 'The Backyard Adventurer'.

Bookclub Program

ERLC's Bookclub program provides sets of 10 books for Bookclubs to borrow. Both Croydon and Realm have 37 Bookclubs respectively.

Currently, ERLC has over 400 Bookclub sets. 50-70 new sets are added to the collection each year. Titles include classic and contemporary fiction, memoirs, biographies and general non-fiction. We welcome suggestions for titles from the Bookclubs as well as ERLC staff members.

The Bookclub fee for 2019 is \$350 per Bookclub. This entitles the group to receive a Bookclub set, delivered to the branch of their choice, each month with a loan period of six weeks.

Because of the impact of the pandemic, the Bookclubs have been advised that their annual subscription will now also cover them for 2020/21. During COVID restrictions, some Bookclubs decided to receive their books via ERLC's free delivery service.

During the lockdown period, we have also posted out Bookclub sets to over 500 Bookclub members encouraging them to stay connected and to continue to hold their meetings via Zoom.

Technology & Infrastructure**Finance System Setup with Xero**

HLB Mann Judd is well progressed with the implementation of the Xero finance application in consultation with ERL and the Knox City Council Finance Team.

Trial Balances will be maintained in parallel in both systems from May 2022 to ensure a smooth transition at the end of the financial year. HLB Mann Judd has taken the opportunity to

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd****ITEM 5**

consolidate accounts where appropriate and introduce modern best-practice accounting methodologies.

Payroll and rostering system projects are happening simultaneously and will integrate fully into Xero.

Internet at home

Access to permanent internet (at home) is still an issue for roughly 30% of our community. Knox (71%) and Maroondah (72%) Councils are just above the National Average for Digital Access while Yarra Ranges (69%) is just below the National Average.

Your Library is preparing to add Laptops (with internet) and Internet Wi-Fi dongles to its collection in the next quarter. Members will be able to borrow these devices for up to 3 weeks to take home and get access to the internet.

The laptops will have internet access and contain the Microsoft Office suite to assist students, writers, job seekers and small businesses. Laptops will have security measures implemented to safeguard the members and their privacy.

Collections 2020/21**Physical collection**

Approximately 76% of Maroondah's collection is under 5 years old.

The other 24% is Family and Local History, Reference Collection and classic publications that are still in good order and fit for lending.

Digital Library Statistics Major Platforms - Year to Date

Overall, our online resource usage remained steady. Strong growth in usage of our online libraries, particularly Libby and BorrowBox, was offset by the dramatic fall in usage of FindMyPast. This drop was due entirely to JCS Online's decision to restore a restricted access model – the resource can now only be used while using a library PC or connected to library WiFi.

Separately, the decision was taken to not renew our subscription to MyCareerMatch, whose usage did not justify the ongoing cost.

Pleasingly, the re-installation of our Storytime Pads in the branches in March 2022 saw an immediate and welcome boost to our overall figures – more than 10,000 stories were watched in their first few weeks alone, speaking to their value as a literacy tool for the community.

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd****ITEM 5**

RESOURCE	USE-METRIC	YTD 2021/22	YTD 2020/21	Growth
Ancestry Online	Text retrievals	28,748	26,571	8%
BorrowBox	Total checkouts	79,751	65,263	22%
Britannica	Text retrievals	2,131	4,460	-52%
BusyCode	Activities played	1,279	1,712	-25%
BusyThings	Games played	40,892	60,648	-32%
Choice Online	Referrals (click-throughs)	637	967	-34%
FindMyPast	Text retrievals	24,029	45,358	-47%
iVOX	Stories watched	468	N/A	
Kanopy	Films watched	31,547	38,640	-18%
LinkedIn Learning	Learning hours	1,448	1,320	9%
Literacy Planet	Logins	553	N/A	
LOTE Online for Kids	Stories watched	303	169	79%
Mango Languages	Sessions	2,874	4,146	-30%
Overdrive (Libby)	Total checkouts	590,224	522,005	13%
StoryBox Library	Stories watched	7,250	7,803	-7%
Storytime Pads	Stories watched	10,733	N/A	
Studiosity	Minutes consumed	697	N/A	
The Age Online	Referrals (click-throughs)	9,220	10,121	-8%
Virtual Reference Library	Text retrievals	489	252	9%
	TOTAL USAGE	833,273	789,435	6%

FINANCIAL / ECONOMIC ISSUES

The Maroondah City Council contributes in the order of \$2.7 m to ERLC for library services at Croydon and Realm per annum.

ENVIRONMENTAL / AMENITY ISSUES

Not applicable

SOCIAL / COMMUNITY ISSUES

As outlined under the Strategic/Policy Issues heading above, the library service is a very significant universal service for all members of the community. Council seeks to ensure increases in productivity and efficiencies don't impact the services but continue to enhance the Maroondah residents' library experience.

COMMUNITY CONSULTATION

Not applicable.

**EASTERN REGIONAL LIBRARIES CORPORATION YEAR
2021-22 - REPORT TO APRIL 2022 Cont'd****ITEM 5****CONCLUSION**

Council's Library service provided by the Eastern Regional Library Service provides a highly valued universal service to the Maroondah Community at both Realm and Croydon sites as outlined. This highlights report of 2021/22 year to date demonstrates high membership, visits, loans, public enquiries, public pc activities, Wi-Fi (albeit some decreases as compared to 2020/21 because of the pandemic), adult, children and youth program attendance and program events continue to be well received and attended either in person or online by the Maroondah community. These figures are some of the highest for the region and demonstrate Council's continued investment in this service is reaping significant benefits and rewards for the community.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

**THAT COUNCIL NOTES THE EASTERN REGIONAL LIBRARIES CORPORATION
REPORT YEAR 2021-22 - APRIL 2022**

LIBRARY BENEFICIAL ENTERPRISE MODEL

ITEM 6

PURPOSE

To provide Council with a status of the transition of Library Services, currently provided by Eastern Regional Libraries (ERL), Your Library Services Ltd. under a Regional Library model to a Beneficial Enterprise as required under the *Local Government Act 2020* (LGA).

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 2: 2022-2023) provide the strategic framework that underpins the purpose of this report.

Outcome Area:

- A safe, healthy and active community
- A prosperous and learning community
- A vibrant and culturally rich community
- A clean, green sustainable community
- An accessible and connected community
- An attractive, thriving and well-built community
- An inclusive and diverse community
- A well governed and empowered community

Our Vision:

Maroondah will be a vibrant and diverse City with a healthy and active community, living in green and leafy neighborhoods which are connected to thriving and accessible activity centres contributing to a prosperous economy within a safe, inclusive and sustainable environment.

Key Directions 2021 – 2025:

- 1.6 Promote the health and wellbeing of the community through accessible and affordable initiatives and services that respond to community needs.
- 2.11 Facilitate and encourage the provision positive learning environments, life-long learning opportunities and employment pathways for all ages, abilities and backgrounds.
- 5.1 Ensure community infrastructure, services and events are accessible for people of all ages, abilities and backgrounds.
- 5.4 Work in partnership to integrate new technologies into facilities and programs that improve accessibility.
- 7.1 Support people of all ages, abilities and backgrounds to be connected, valued and empowered within their local community through accessible and inclusive services, programming and facilities.
- 7.5 Promote and create opportunities for social interactions, learning, mentoring, skills transfer and volunteering for people from all ages, abilities and backgrounds.

LIBRARY BENEFICIAL ENTERPRISE MODEL Cont'd**ITEM 6****BACKGROUND**

As a result of changes to legislation governing the operation of libraries throughout the State of Victoria, Councils that have operated libraries via a regional model, now are required to move those organisations into what is now deemed to be a Beneficial Enterprise using a Corporations model under the Corporations Act 2001. This Act is an Act of the Commonwealth of Australia which sets out the laws dealing with business entities in Australia at federal and interstate level. It deals primarily with companies but also with other entities, such as partnerships and managed investment schemes.

The Eastern Regional Library Board consisting of two Councillors from member Councils, Cities of Knox, Maroondah and Yarra Ranges have been considering a direction that enables each of the Councils to continue to provide this very important and well utilised library service to its communities.

The ERL Board recommend at its recent meeting 26 May 2022 that the ERL current member Councils approve the formation of a Company Limited by Guarantee (*Your Library Ltd*) because it is the preferred model after undertaking a Risk Assessment signed off by Member Councils officers and their respective legal advisors. By forming a Company Limited by Guarantee, it is proposed a Member Council's liability on dissolution (for whatever reason) is limited to \$1.

Member Councils and their appointed lawyers have all signed off on three important aspects of the formation of a Company limited by Guarantee:

- Draft Constitution
- Transfer of Business and
- Risk Assessment

Your Library Ltd, is proposed as a not-for-profit company and as such is not permitted to transfer assets to its members. Your Library Ltd receives a transfer of assets from ERLC, it would be able to transfer any of these assets to Council if it is wound up or Member Councils agree to cease its operations.

While it is agreed that this is a result of becoming a Company Limited by Guarantee, there are methods (among others) to transfer assets and monies to the Members of the Company as follows:

- Leaving or Winding-up

These include:

On leaving the Corporation, or winding up, Council's assets are transferred to:

- Another library corporation or beneficial enterprise established for the purposes of providing library services; or
- Its own beneficial enterprise (either on its own or with another partner) established for the purposes of providing library services.

- Other payments in good faith

The constitution (which has been approved by the three (3) different legal firms for Member Councils) contains the following clause:

LIBRARY BENEFICIAL ENTERPRISE MODEL Cont'd**ITEM 6**

A payment made, directly or indirectly, in good faith to a Member:

- Of reasonable remuneration for services to the Company;
- For goods supplied in the ordinary course of business;
- Of fair and reasonable interest on money borrowed from a member at a rate not exceeding that fixed for the purposes of this clause 5.4 c) by the Company in a General Meeting;
- Of reasonable rent for premises let by a Member;
- A contribution towards a grant or project in furtherance of the Objects and Purposes of the Company; or
- In furtherance of the Objects and Purposes of the Company.

The key sub-clauses here are (e) and (f) which allow for a 'payment, directly or indirectly, in good faith to a member'.

- **Opportunity for Charitable Status**

It is understood that one of the other Member Councils received the following advice from its lawyers.

'Because Council are members cannot achieve full charitable status'

While being registered as a charity may open new philanthropic or grant funding streams:

- Failure to be registered is not a major risk as it will have no impact on the formation of the company, the operations of the company, or its non-taxable status.
- The company will still be able to be registered for Deductible Gift Recipient Status (DGRS), which allows for gifts and bequests.

ERL currently has DGRS because it is a library service and this will still be the position for the 'new' company.

Being a sizable library service, Your library Ltd, will continue to receive favourable pricing on software, etc., irrespective of whether or not it is registered as a charity.

ISSUE / DISCUSSION

Having considered the requirement to restructure regional library corporations as a result of the Local Government Act 2020 (Vic), Council has satisfied itself that it has met, and will continue to meet, the requirements pursuant to section 110(1) and section 111 of the Local Government Act 2020.

Council has:

- Assessed the total investment involved and the total risk exposure and ensured that its total risk exposure does not exceed its total investment; and
- Ensured that the corporation is a limited corporation; and
- Had regard to the risks involved; and
- Through the company's Constitution and the Your Library Agreement:

LIBRARY BENEFICIAL ENTERPRISE MODEL Cont'd**ITEM 6**

- risk management arrangements have been established; and
- regular performance monitoring and reporting arrangements in relation to the beneficial enterprise are implemented; and
- any changes to the operation or purpose of the beneficial enterprise are reported to the Council; and
- any risks associated with any changes to the operation or purpose of the beneficial enterprise are identified and managed; and
- a report on the operations and performance of the beneficial enterprise will be include in its annual report

FINANCIAL / ECONOMIC ISSUES

This is a significant service for Council costing in the order of \$3m per annum. The funds to run the service as well as establish a Beneficial Enterprise are contained within the budget.

ENVIRONMENTAL / AMENITY ISSUES

Not applicable

SOCIAL / COMMUNITY ISSUES

As outlined under the Strategic/Policy Issues heading above, the library service is a significant universal service for all members of the community. Council seeks to ensure increases in productivity and efficiencies do not impact the services and continue to enhance the Maroondah residents' library experience.

COMMUNITY CONSULTATION

Not applicable

CONCLUSION

Given that Council is a member of the Eastern Regional Library which as a result of recent changes to the Local Government Act 2020, Council's representatives on the Eastern Regional Library Board and the Audit and Risk Advisory Committee have been working tirelessly to ensure Council not only complies with this legislation, but also that the newly established Corporation is reflective as much as possible to the usual Regional Library governance arrangements which have served the three member Councils extremely well.

On the basis that member Councils accept the ERL Board's recommendation to agree to establish 'Your Library Ltd', a Company limited by Guarantee, the following will occur:

- Each Member Council will appoint two Directors to the board of Your Library Ltd.
- An application to register as a charity will be lodged with the Australian Charities and Not-for-profits Commission (ACNC).
- If the registration is not approved, then an application will be made for Deductible Gift Recipient Status.




Council is well placed to move toward the outlined Beneficial Enterprise model in this Report to ensure ongoing high performance not only of the service but also to continue to enhance

LIBRARY BENEFICIAL ENTERPRISE MODEL Cont'd

ITEM 6

the governance arrangements associated with running a highly productive and valued service for the Maroondah community.

ATTACHMENTS

1.  Letter re formation of Your Library Ltd ~ Mr Steve Kozlowski
2.  Your Library Ltd - DRAFT Constitution (For circulation to Councils)
3.  Risk Assessment for transition to a Beneficial Enterprise

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL

1. NOTES:

- i. **THE PROPOSAL THAT THE EASTERN REGIONAL LIBRARY CORPORATION (ERLC) BE WOUND UP IN ACCORDANCE WITH SECTION 330(4) OF THE LOCAL GOVERNMENT ACT 2020 (LGA) AND A BENEFICIAL ENTERPRISE BE ESTABLISHED IN ACCORDANCE WITH SECTION 110 OF THE LGA TO DELIVER LIBRARY SERVICES ON BEHALF OF THE KNOX, MAROONDAH AND YARRA RANGES CITY COUNCILS**
 - ii. **THAT OFFICERS HAVE ASSESSED THE PROPOSAL TO PARTICIPATE IN A BENEFICIAL ENTERPRISE AND ARE SATISFIED THAT COUNCIL HAS MET, AND CAN CONTINUE TO MEET, THE REQUIREMENTS OF SECTIONS 110(1) AND 111 OF THE LGA**
 - iii. **THE RISK ASSESSMENT, MANAGEMENT AND MITIGATION STRATEGIES TO ADDRESS THESE RISKS SET OUT IN ATTACHMENT THREE**
 - iv. **THAT THE ERLC WILL CONTINUE TO PROVIDE LIBRARY SERVICES UNDER THE CURRENT MODEL, WHILE OFFICERS FROM THE MEMBER COUNCILS AND ERLC NEGOTIATE AND FINALISE THE TERMS OF THE YOUR LIBRARY AGREEMENT WHICH WILL GOVERN THE RELATIONSHIP BETWEEN THE MEMBER COUNCILS AND YOUR LIBRARY LIMITED, WHICH WILL BE PRESENTED TO A FUTURE COUNCIL MEETING FOR APPROVAL, AND**
- 2. PURSUANT TO SECTION 110(1) OF THE LGA, RESOLVE TO PARTICIPATE IN THE FORMATION OF, AND BECOME A FOUNDING MEMBER OF, YOUR LIBRARY LTD (A PUBLIC COMPANY LIMITED BY GUARANTEE) ON THE TERMS OF THE YOUR LIBRARY LTD CONSTITUTION AS SET OUT IN ATTACHMENT TWO AND:**
- i. **APPOINTS THE FOLLOWING TWO NATURAL PERSONS AS THE INAUGURAL DIRECTORS OF YOUR LIBRARY LTD**
 - **CR KYLIE SPEARS AND**
 - **CR TASA DAMANTE AND**
 - ii. **APPOINTS THE FOLLOWING NATURAL PERSON AS ITS CORPORATE REPRESENTATIVE**
 - **THE MAROONDAH CITY COUNCIL CHIEF EXECUTIVE OFFICER**

AUDIT & RISK COMMITTEE REPORT

ITEM 7

PURPOSE

To report to Council the outcomes of the Audit and Risk Committee Meeting held on 2 June 2022.

STRATEGIC / POLICY ISSUES

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

BACKGROUND

Council's Audit and Risk Committee consists of both Council and external representatives. The Mayor of the day, Councillor Mike Symon, and Councillor Kylie Spears are Council representatives on the Committee.

The external members are Mr John Watson, Mr Bruce Potgieter and Mr Michael Ulbrick are highly regarded and well recognised sector leaders in the audit and risk space.

The Audit and Risk Committee Charter requires that this Committee report to Council on the findings and recommendations from its meetings. This Report provides a summary of matters under consideration by the Audit and Risk Committee of the meeting held on 2 June 2022. Many items on the Agenda are regular reports such as the CEO's Report which covers State-wide Integrity Agencies activity and Report Findings, MCC's Internal Audit Progress Report, quarterly Finance Report, Risk and Insurance Report, Internal Audits Actions Register and sector related agencies reports.

ISSUE / DISCUSSION

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

- Internal Audit Reports were presented to the Committee. Those reports were for:
 - Internal Audit Status Report - provides audits undertaken and upcoming audits and the status of them as at March 2022;
 - Strategic Internal Audit Plan 2022-2023 - upcoming audit strategy and what the focus areas will be; and
 - Payroll Review (including Data Analytics) - evaluating internal controls and processes relating to payroll, and to identify potential risks and opportunities to improve related practices.

The Strategic Internal Audit Plan is reflective of Council's risk register as well as identifying areas that may be emerging as risk areas. The Payroll Review established that Council has appropriate practices with respect to management of its payroll activities. As well as established controls that help ensure an accurate processing of pays;

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

- The Internal Audit Actions Register for the 3rd Quarter (Q3) 31 March 2022:
 - The feedback provided was that the Committee was satisfied with how the organisation is progressing with implementing internal audit recommendations in a timely manner.
- Internal Auditors HLB Mann Judd provided a general update of how the Internal Audit Program is progressing outlining it was on track. They also provided their issues paper, that outlines general sector guidance and trends.
- Victorian Auditor-General's Office (VAGO) - Audit Strategy Memorandum for the Financial Year Ending 30 June 2022:
 - The external auditors (RSM) presented the Audit Strategy Memorandum for the year ending 2022.
 - It outlined the planned approach to the audit of the consolidated financial report, performance statement and known acquittals for the financial year ending 30 June 2022.
 - With that, RSM also presented the Interim Management Letter for the year ending 30 June 2022 - with no major issues of concern. All matters are being addressed in a timely manner.
- The Finance Report for the nine months ending 31 March 2022 was discussed and the Committee was satisfied with the level of detail provided. These were noted and will continue to be tightly monitored and discussed at future meetings. Feedback provided on the Financial Reporting was that it was well presented and provided all the necessary information for decision making. Given restrictions commenced easing at the backend of Q2, the outcomes/results of these Government changes will be monitored throughout the remainder of 2021/22. The mid-year budget review, as well as improved continuity as resulted in better projected results at the end of Q3; and
- An updated Risk Management and Insurance Report for the period ending 31 March 2022 noting the organisation's current operational and strategic risks and the controls that are currently in place to mitigate those risks. Focus was placed on cyber, ensuring that it continues to be rated quite highly from a risk perspective and remains front of mind for the organisation.

The Committee remains extremely complimentary of Council and Management on the very high standard of integrated Audit and Risk related leadership as well as the material presented which demonstrates very strong controls across Council's operations cognisant of its political, economic, social, technological, legal and environmental (PESTLE) environment. The Committee also frequently recommends Maroondah City Council as an exemplar to other local authorities for guidance and assistance.

FINANCIAL / ECONOMIC ISSUES

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

AUDIT & RISK COMMITTEE REPORT Cont'd**ITEM 7****ENVIRONMENTAL / AMENITY ISSUES**

Not Applicable.

SOCIAL / COMMUNITY ISSUES

Not Applicable.

COMMUNITY CONSULTATION

Not Applicable.

CONCLUSION

This Report provides a summary of the outcomes of the Audit and Risk Committee meeting held on 2 June 2022 providing transparency to the Maroondah Community and all stakeholders that Council has a high level of sophistication in managing and mitigating its risks for the benefit of a high performing organisation in serving the people of Maroondah.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE REPORT FROM THE AUDIT & RISK COMMITTEE MEETING HELD ON 2 JUNE 2022

AUDIT & RISK COMMITTEE - COMMITTEE'S REPORT**ITEM 8****PURPOSE**

As per section 54(5) of the *Local Government Act 2020*, an Audit and Risk Committee Report must be prepared and presented to Council regarding the outcomes of the Audit and Risk Committee Meetings on a biannual basis.

STRATEGIC / POLICY ISSUES

Section 53 of the Local Government Act 2020 prescribes that Council must establish an Audit and Risk Committee and that such a Committee will be advisory in nature. The Audit and Risk Committee provides a mechanism for Council to strategically examine various aspects of the Council operations to ensure risk management, legal compliance, financial control, and governance measures are in place, acted upon and continually improved. Section 54 of the Local Government Act 2020 requires that the Audit and Risk Committee provides a report to Council on a biannual basis, reporting on outcomes and key themes of the meeting and the last six months.

BACKGROUND

The items that the Committee consider on a regular basis and were considered in the last two meetings include the following items:

- CEO's Report including State-wide Integrity Agencies activity and Report Findings;
- Council's three-year internal audit program plan
- Council's Internal Audit Progress Report (provided by HLB Mann Judd);
- Quarterly Finance Reports;
- Risk and Insurance Reports;
- Internal Audits Actions Register (updated quarterly);
- Local Government Act Implementation Update;
- External Audit Plan/Memorandum for year end June 2022; and
- Sector related agencies report.

CURRENT COMMITTEE MEMBERSHIP AND ATTENDANCE

Member	9 December 2021 Attendance	2 June 2022 Attendance
John Watson, Independent Chair	✓	✓
Bruce Potgieter, Independent Member	✓	✓
Michael Ulbrick, Independent Member	✓	✓
Mike Symon, Mayor of the Day	✓	✓
Kylie Spears, Councillor Representative	Apology	✓

AUDIT & RISK COMMITTEE - COMMITTEE'S REPORT Cont'd

ITEM 8

CHAIR'S REPORT

This report will provide some context of the undertakings of the last two meetings being 2 June 2022 (Q3) and 9 December 2021 (Q2). Some detail associated with the regular reports considered by the Committee and its assessment include the following:

- **Quarterly Service Area Risk Review:** The risks faced by Council remain relatively stable with no increase in the level of operational risk. This information is documented in a Risk Management and Insurance Report for the period at the end of each quarter, noting the organisation's current operational and strategic risks and the controls that are currently in place do substantially mitigate the identified risks.
- **Committee's Feedback on Council's Risk Position:** The Committee congratulated management on its high-level of organisational-wide attention and integration of Risk Management and is looking forward to the organisation continuing to enhance exemplar status in this space, by displaying best practice principles.
- **Impact of COVID19:** Council does recognise the impact of the Covid-19 pandemic on itself as an organisation working on behalf of the Maroondah Community and the Maroondah Community itself. As such, management has identified four moderate level risks concerning the pandemic. These are:
 - Reduced:
 - ability to deliver Council services to the community, and
 - income to Council, and
 - Adverse
 - impact on Occupational Health and Safety, and
 - reputational impact.

While these risks did materialise during the pandemic and may continue to be relevant, management has implemented robust control measure to reduce the impact of these issues. These risks, like all other risk, will be reviewed on a quarterly basis by management with appropriate actions implemented to mitigate the impact on Council and the community.

- **Internal Audit Reports Presented:**
 - **ICT Strategy Review:** which focused on the Information Technology team and organisational capability for implementing the ICT Strategy.
 - **Legislative Compliance Review:** with a focus on the implementation requirements of the new Local Government Act 2020
 - **Payroll Review (including Data Analytics):** evaluating internal controls and processes relating to payroll, and to identify potential risks and opportunities to improve related practices.

AUDIT & RISK COMMITTEE - COMMITTEE'S REPORT

Cont'd

ITEM 8

- **Internal Audit Findings Status Report:** including an Internal Audit Tracking Report Summary as well as the Internal Audit Actions Register for each quarter. The Internal Audit Tracking Report Summary provides a high-level overview on the status of each of the internal audit reports and the associated recommendations Summary table of these recommendations and their status can be seen below at the end of March 2022:

Internal Audit Tracking Report Summary, 31 March 2022

Finalised Audit Report Title	Date of Report	Recommendation Status											
		Number of Findings Raised			Completed			Open Current Findings			Overdue		
Occupational Health & Safety	January 2020	0	3	3	0	0	0	0	3	3	0	0	0
Risk Management Review	April 2021	0	0	1	0	0	0	0	0	1	0	0	0
Fleet Review	August 2021	0	3	1	0	2	0	0	1	1	0	0	0
Leisure Rostering	December 2019	0	0	1	0	0	1	0	0	0	0	0	0
ICT Strategy	November 2021	1	4	1	1	0	0	0	4	1	0	0	0
Legislative Compliance	November 2021	0	1	4	0	1	0	0	0	4	0	0	0
Total Findings by Rating		1	11	11	1	3	1	0	8	10	0	0	0
Overall Findings		23			5			18			0		
High		Issue represents a control weakness which could cause or is causing major disruption of the process or major adverse effect on the ability of the process to achieve its objectives. The issues are due for completion 3 months from the time they are reported to the Audit & Risk Advisory Committee.											
Moderate		Issue represents a control weakness, which could cause or is causing moderate adverse effect on the ability of the process to meet its objectives. These issues are due for completion 6 months from the time they are reported to the Audit & Risk Advisory Committee.											
Low		Issue represents a minor control weakness, with minimal but reportable impact on the ability to achieve process objectives. This issue is due for completion 12 months from the time they are reported to the Audit & Risk Advisory Committee.											

- **Finance Report Quarterly Reports:** for which the Committee was satisfied that the level of detail provided for the quarters of the year under what has been extraordinary times, given the ongoing impacts of COVID-19 on the organisation's financial position, were representative of the activity and rectification required and communicated. These were noted and will continue to be monitored and discussed at future meetings.

AUDIT AND RISK COMMITTEE (AARC) CHARTER

The Committee is governed by the AARC Charter adopted by the Council as required by the Local Government Act 2020.

ANNUAL SELF-ASSESSMENT

The Committee will undertake a self-assessment in July/August 2022 for the 2021/22 financial period. The results will be reported to the Council by the CEO.

CONCLUSION

The Biannual Report provides the Audit and Risk Committee Independent Members with an opportunity to report independently to Council with a summary of the outcomes of the Audit and Risk Committee activity over several meetings in the reporting period.

In this instance the Committee is satisfied that the internal and external auditors and management have provided an accurate representation of Council's activities through the period demonstrating that the current risks and controls are being mitigated and managed across the organisation to exemplar status; the year has been an extremely difficult one where

AUDIT & RISK COMMITTEE - COMMITTEE'S REPORT
Cont'd**ITEM 8**

management have implemented robust control measures to reduce the associated risks whilst maintaining a rigorous Internal Audit Program with associated reports as well as the regular status and quarterly Finance Reports.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE BIENNIAL REPORT ON THE AUDIT AND RISK COMMITTEE FROM THE INDEPENDENT MEMBERS ON THE COMMITTEE FOR THE PERIOD 2021/22

ASSET PLAN

ITEM 1

PURPOSE

The purpose of this report is to seek endorsement of the Asset Plan which has been developed pursuant to section 92 of the Local Government Act 2020.

STRATEGIC / POLICY ISSUES

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

Outcome Area:

Attractive, thriving and well built

Our Vision:

In 2040, Maroondah will be an attractive, sustainable, and well-built community with thriving activity centres and a network of neighbourhoods where everyone has the opportunity to live, work and play locally.

Key Directions 2021 – 2025:

- 6.7 Coordinate and advocate for the increased utilisation, longevity and availability of fit for purpose community facilities and spaces that meet local needs and act as key places for neighbourhood connection
- 6.8 Ensure the management of infrastructure and prioritisation of capital works is informed by demographic change, technological advancement, the impacts of climate change, and accessibility for all ages, abilities and backgrounds

BACKGROUND

The Asset Plan is a strategic document that informs the community on how assets are to be managed to achieve the Council Plan objectives and Community Vision statement in a financially sustainable manner.

The legislation requires the Asset Plan to be created in accordance with Council's deliberative engagement practices.

ISSUE / DISCUSSION

Document Contents

The Asset Plan is intended to be a public facing document which summaries Council's Asset Management Policy, Asset Management Strategy and Asset Management Plans.

Community Engagement

The Asset Plan (Draft) has been informed by the outcomes of recent engagements including the broad engagement undertaken in the development and interim review of the Maroondah 2040 Community Vision; the engagement undertaken for the Maroondah COVID-19 Recovery Plan; broad scale engagement for the Maroondah Liveability, Wellbeing and Resilience Strategy; and the deliberative engagement with a 40 member community panel.

ASSET PLAN Cont'd**ITEM 1**

The draft Asset Plan was made available for community feedback for the period between 26 April 2022 and 22 May 2022. This included:

- A webpage to view the draft Asset Plan and provide feedback; and
- Copies of the draft Asset Plan being made available for inspection at Realm and Croydon Library.

At the conclusion of the community consultation period no submissions in relation to the proposed Asset Plan were received. However, one general comment was received in relation to the junction of Yarra Road and Maroondah Hwy, which was forwarded to Council's Engineering Services team to action.

FINANCIAL / ECONOMIC ISSUES

The Asset Plan demonstrates how Council assets are managed in a financially sustainable manner.

ENVIRONMENTAL / AMENITY ISSUES

The Asset Plan demonstrates the environmental and amenity considerations in managing Council's assets.

SOCIAL / COMMUNITY ISSUES

The Asset Plan demonstrates the social and community considerations in managing Council's assets.

COMMUNITY CONSULTATION

Community consultation was undertaken for a period between 26 April 2022 and 22 May 2022. No formal submissions in relation to the proposed Asset Plan were received.

CONCLUSION

The Asset Plan has been created in accordance with the Local Government Act 2020 and demonstrates how assets are to be managed to achieve the Council Plan objectives and Community Vision statement in a financially sustainable manner.

ATTACHMENTS

1.  Asset Plan

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL ENDORSES THE ASSET PLAN

**PETITION - NEW PLAYSPACE ON THE NATURESTRIP OF
FOREST WAY, KILSYTH**

ITEM 2

PURPOSE

The purpose of this report is to present a petition that has been received to create a new playspace within the nature strip of Forest Way, Kilsyth.

STRATEGIC / POLICY ISSUES

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

Outcome Area: An attractive thriving and well built community

Our Vision: In 2040, Maroondah will be an attractive, sustainable and well built community with thriving activity centres and a network of neighbourhoods where everyone has the opportunity to live, work and play locally.

Key Directions 2021 – 2025:

6.3 Work in partnership to pursue urban design that promotes environmental sustainability, water sensitivity, and community wellbeing.

BACKGROUND

A petition was received on 11 April 2022 to create a new playspace within the nature strip of Forest Way, Kilsyth. The lead petitioner is Ms Mieke Alexander and the petition has 210 signatures.

A site meeting was held with the lead petitioner on 5 May 2022 to obtain further detail on the requested playspace. The lead petitioner advised that she lived on Wavell Avenue and many children played on the vegetated island on their road. She advised that the playspace at Kurrajong Reserve was too far to walk to, particularly with children.

ISSUE / DISCUSSION

There are currently a number of playspace options near Forest Way, as follows:

- Kurrajong Reserve - 750m
- Charles Allen Reserve - 1km (need to cross an arterial road)
- Wyreena Reserve - 1.5km (need to cross an arterial road)
- Dorset Recreation Reserve - 1.2km (need to cross an arterial road)
- Ruskin Primary School - 850m
- Kiloran Park - 1km (in Yarra Ranges)

A traditional playspace cannot be accommodated within the nature strip of Forest Way, due to the spatial constraints and the close proximity to the road. However, a landscaped natural play option within the nature strip and the adjacent Melbourne Water land (pipe track) could

PETITION - NEW PLAYSPACE ON THE NATURESTRIP OF FOREST WAY, KILSYTH Cont'd**ITEM 2**

be considered. This option would require further consultation with Melbourne Water, to facilitate the appropriate approval to utilise their land.

FINANCIAL / ECONOMIC ISSUES

The cost associated with creating a landscaped natural play option could be accommodated in Council's existing capital works programs.

ENVIRONMENTAL / AMENITY ISSUES

Further investigation is required to refine the option and ensure environmental and amenity matters are considered.

SOCIAL / COMMUNITY ISSUES

The petition has 210 signatures, 168 of which are from the Maroondah community.

COMMUNITY CONSULTATION

The landscaped natural play options will need to be presented to the community for consultation prior to any physical works occurring.

CONCLUSION

The petition calls for a new playspace to be created in the nature strip of Forest Way.

Council Officers have assessed the request and believe a traditional playspace cannot be installed at this location. An alternative option of a landscaped natural play space should be investigated, including discussing the use of part of Melbourne Water's pipe track.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION**THAT COUNCIL**

- 1. RECEIVES AND NOTES THE PETITION CONTAINING 210 SIGNATURES REQUESTING THE INSTALLATION OF A PLAYSPACE WITHIN THE NATURE STRIP OF FOREST WAY, KILSYTH**
- 2. ADVISES THE LEAD PETITIONER THAT COUNCIL OFFICERS WILL WORK WITH THEM TO FACILITATE ALTERNATIVE PLAY OPTIONS (IE NATURAL PLAY) WITHIN THE NATURE STRIP AND PART OF THE ADJACENT MELBOURNE WATER LAND**

CAPITAL FUNDING FOR COMMUNITY GROUPS 2022/2023

ITEM 3

PURPOSE

To seek Council approval for the proposed projects as part of the *Capital Funding for Community Groups Funding Program* for the 2022/2023 financial year.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 2: 2022-2023) provide the strategic framework that underpins the purpose of this report.

Outcome Area: A safe healthy and active community

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

Key Directions 2021 – 2025

- 1.13 Promote physical activity by supporting education initiatives and providing a diverse range of accessible active and passive open spaces, state of the art sporting precincts and integrated recreation facilities
- 1.14 Work in partnership to increase opportunities and create welcoming, supportive and accessible environments for all community members to undertake physical activity

BACKGROUND

There are three (3) categories available for organisations to apply for Capital Funding:

- **Category 1** – projects under \$5,000, which are fully funded by Council;
- **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; and
- **Category 3** - Photovoltaic (PV) Solar projects, where a Council contribution of 50% of the total project cost applies (with a max budget of \$50,000)

The Capital Funding for Community Groups 2022/2023 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 2022/2023 by Wednesday 18th May 2022.

The Capital Funding for Community Groups 2022/2023 review process was undertaken by Council Officers, and Councillors were briefed on the review process at the Councillor Briefing on Monday 6th June.

**CAPITAL FUNDING FOR COMMUNITY GROUPS 2022/2023
Cont'd**

ITEM 3

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

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's community 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. Category 3 PV Solar project costs are split evenly between Council and the organisation.

ISSUE / DISCUSSION

Thirteen (13) community groups requested a total of \$121,450 (inclusive of GST) in funding assistance, from which Twelve (12) projects are recommended to receive funding.

One (1) application for the PV Solar program was received, totalling \$6,000 (inclusive of GST) in funding assistance.

The submissions recommended for funding are detailed in Attachment 1.

CAPITAL FUNDING FOR COMMUNITY GROUPS 2022/2023 Cont'd

ITEM 3

In relation to the one (1) project not recommended for funding in the 2022/2023 program, the organisation did not comply with the funding requirements and therefore were ineligible for consideration.

FINANCIAL / ECONOMIC ISSUES

A total of \$192,500 (inclusive of GST) is available for allocation in the Capital Funding for Community Groups 2022/2023 Program budget. Twelve (12) projects are recommended for funding, at a cost of \$133,340 (inclusive of GST) which includes a 15% cost escalation contingency. \$42,800 of the remaining budget is proposed to be utilised to fund the unforeseen cost escalations associated with some of the 2021/22 projects that will continue into 2022/23.

One (1) PV Solar program project is recommended for funding, at a cost of \$6,000, out of the total \$50,000 budget. The remaining budget is proposed to be allocated to other solar projects associated with Council's community facility improvement projects.

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's community 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's community facilities and their future development.

ATTACHMENTS

1.  Capital Funding for Community Groups 2022-2023

CONFIDENTIALITY

Not Applicable

**CAPITAL FUNDING FOR COMMUNITY GROUPS 2022/2023
Cont'd**

ITEM 3

RECOMMENDATION

THAT COUNCIL

- 1. APPROVES THE RECOMMENDED ALLOCATIONS FOR PROJECTS THROUGH THE CAPITAL FUNDING FOR COMMUNITY GROUPS 2022/2023 PROGRAM TOTALLING \$133,340 (INCLUSIVE OF GST) AS OUTLINED IN ATTACHMENT 1 TO THIS REPORT**
- 2. APPROVES THE RECOMMENDED ALLOCATIONS FOR PROJECTS THROUGH THE CAPITAL FUNDING FOR COMMUNITY GROUPS 2022/2023 PV SOLAR PROGRAM TOTALLING \$6,000 (INCLUSIVE OF GST) AS OUTLINED IN ATTACHMENT 1 TO THIS REPORT**
- 3. APPROVES THESE ALLOCATIONS BASED ON ONE-YEAR FUNDING AND SERVICE AGREEMENTS**
- 4. ADVISES ALL ORGANISATIONS OF THE OUTCOME OF THEIR APPLICATION**

CHILD SAFETY AND WELLBEING POLICY

ITEM 1

PURPOSE

To recommend that Council adopts the Child Safety and Wellbeing Policy.

STRATEGIC / POLICY ISSUES

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

Outcome Area: A safe, healthy and active community

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

Key Directions 2021 – 2025:

- 1.5 Advocate and support initiatives for the prevention of violence against women, children, seniors, and vulnerable community members
- 1.1 Work in partnership to address community safety and implement initiatives aimed at improving the actual and perceived safety of the community
- 7.1 Support people of all ages, abilities and backgrounds to be connected, valued and empowered within their local community through accessible and inclusive services, programming and facilities.
- 7.10 Work in partnership to support the equity and inclusion of culturally and linguistically diverse communities, including refugees, new arrivals and interfaith communities
- 7.12 Acknowledge, recognise, value and support our Indigenous heritage, culture and communities
- 7.13 Advocate and promote equity, safety and inclusion for all genders, sexualities, gender identities, and sex identities
- 8.1 Provide community inspired governance that is transparent, accessible, inclusive and accountable
- 8.8 Ensure that all community members have access to, and are informed on, matters that affect them, including tailored information for under-represented and hard-to-reach groups
- 8.9 Undertake inclusive engagement and consultation using accessible and tailored approaches to consider the needs and aspirations of people of all ages, abilities and backgrounds
- 8.10 Create opportunities for shared decision making through active community participation

Priority Action 2021-2022:

Not applicable.

CHILD SAFETY AND WELLBEING POLICY Cont'd**ITEM 1****BACKGROUND**

Under the *Child Wellbeing and Safety Act 2005* (Vic.), Victorian organisations who provide services or facilities for children and young people aged 0 to 18 years are required to implement Victoria's Child Safe Standards.

The Standards are a compulsory framework that supports organisations to promote the safety of children and young people and protect them from harm and abuse. They are designed to drive cultural change and embed a focus on child safety by placing children's rights and wellbeing at the forefront of everything done within an organisation. They apply to the whole organisation, not just those areas that work directly with children or young people.

Updated Child Safe Standards will come into effect in Victoria on 1 July 2022. The updated Standards will replace and build upon Victoria's current Standards and Child Safe Principles and create greater consistency with the National Principles for Child Safe Organisations. The updated Standards set out minimum requirements and outline the actions organisations must take to keep children and young people aged under 18 years safe.

The updated Victorian Child Safe Standards are listed below.

Standard 1:	Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued
Standard 2:	Child safety and wellbeing is embedded in organisational leadership, governance and culture
Standard 3:	Children and young people are empowered about their rights, participate in decisions affecting them and are taken seriously
Standard 4:	Families and communities are informed, and involved in promoting child safety and wellbeing
Standard 5:	Equity is upheld and diverse needs respected in policy and practice
Standard 6:	People working with children and young people are suitable and supported to reflect child safety and wellbeing values in practice
Standard 7:	Processes for complaints and concerns are child focused
Standard 8:	Staff and volunteers are equipped with the knowledge, skills and awareness to keep children and young people safe through ongoing education and training
Standard 9:	Physical and online environments promote safety and wellbeing while minimising the opportunity for children and young people to be harmed
Standard 10:	Implementation of the Child Safe Standards is regularly reviewed and improved
Standard 11:	Policies and procedures document how the organisation is safe for children and young people

Council has developed a new Child Safety and Wellbeing Policy (attached) that supports the organisation's compliance with the updated Standards. This Policy replaces Council's previous Child Safe Standards and Reportable Conduct Policy.

CHILD SAFETY AND WELLBEING POLICY Cont'd**ITEM 1**

The Policy outlines how Council will prioritise the safety and wellbeing of all children and young people, and the child safe practices that Council will implement to create a culture where the safety of children and young people is promoted, child abuse is prevented, and allegations of child abuse are taken seriously and acted upon. It includes Council's new Child Safe Code of Conduct and details the responsibilities of Council employees, contractors, volunteers, students and Councillors.

ISSUE / DISCUSSION***Policy Scope***

The Policy applies to all Council employees, volunteers, students and Councillors, and their conduct both within and outside of work, irrespective of whether they work with or have direct contact with children or young people.

Third parties engaged by Council, such as contractors, agency staff and grant recipients, are also required to comply with the Policy as part of their contractual agreements with Council - with the exception of matters pertaining to the Reportable Conduct Scheme, as individuals employed by contracted organisations are not considered Council employees under the Scheme.

Policy Positions and Procedures

The Policy includes Council's policy positions and procedures on:

1. Council's Commitment to Child Safety (public statement)
2. Child Safe Code of Conduct
3. Working With Children Checks
4. Child Safety Concerns and Complaints, including reporting obligations and procedures

Roles and Responsibilities

The Policy affirms that safeguarding children and young people is a shared responsibility within Council. It outlines the roles and responsibilities of two new child safety governance groups - the Child Safety Steering Group and the Child Safety Internal Response Team. It also details the specific responsibilities of roles across the organisation, including employees, volunteers, students, contractors and Councillors.

FINANCIAL / ECONOMIC ISSUES

Resourcing has been allocated for Child Safe Standards gap analysis and compliance work. Resources for ongoing implementation will be reviewed within key service areas.

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable.

CHILD SAFETY AND WELLBEING POLICY Cont'd**ITEM 1****SOCIAL / COMMUNITY ISSUES**

Two recent inquiries into the abuse of children in organisations - the *Victorian Parliamentary Inquiry into the Handling of Child Abuse by Religious and Non-Government Organisations*, and the *Royal Commission into Institutional Responses to Child Sexual Abuse* - have shown the devastating extent of harm done to children and young people when organisations do not have the right culture, systems, processes and understanding to prevent abuse.

Victoria's updated Child Safe Standards respond to the findings of these inquiries by providing a compulsory framework that supports organisations to promote the safety of children and young people.

Council's new Child Safety and Wellbeing Policy outlines how the organisation will implement the updated Standards, and details key child safety policy positions and procedures that will support Council to be a child safe organisation where all children and young people are valued and protected from abuse and harm.

COMMUNITY CONSULTATION

Feedback on key elements of the Policy (specifically child-focussed complaints handling and the draft Child Safe Code of Conduct) was sought from young people through the Maroondah Youth Wellbeing Advocates and was incorporated into the Policy as appropriate.

Going forward, input from children, young people and families will be sought regularly through Council's community consultations and feedback processes and will be considered as part of the Policy's annual review process.

CONCLUSION

Council's new Child Safety and Wellbeing Policy supports the organisation's compliance with Victoria's updated Child Safe Standards and outlines key child safe practices that will support Council's commitment to ensuring the safety and wellbeing of children and young people.

The Child Safety and Wellbeing Policy as presented in Attachment 1 of this report is tabled for adoption by Council.

ATTACHMENTS

1.  Maroondah City Council Child Safety and Wellbeing Policy - June 2022

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL ADOPTS THE CHILD SAFETY AND WELLBEING POLICY AS PRESENTED IN ATTACHMENT ONE OF THIS REPORT

COMMUNITY GRANTS FUNDING PROGRAM 2022/23**ITEM 2****PURPOSE**

To consider the recommended allocations of financial assistance to be provided through Council's Community Grants Funding Program to nominated community organisations for the 2022/23 financial year.

STRATEGIC / POLICY ISSUES

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

Outcome Area: A safe, healthy and active community.

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

Key Directions 2021 – 2022:

- 1.9 Promote community wellbeing by supporting and empowering local community groups, sporting clubs and special interest groups across Maroondah
- 3.1 Promote innovative, contemporary and socially engaged arts practice and encourage artistic expression and community participation in the arts
- 6.9 Plan for and support a range of multi-use community connection hubs that are inclusive, promote social interaction, encourage lifelong learning, and provide a wide range of services
- 7.5 Promote and create opportunities for social interactions, learning, mentoring, skills transfer and volunteering for people from all ages, abilities and backgrounds

Priority Action 2021 - 2022:

Not Applicable

BACKGROUND

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

The Community Development Grants Scheme offers assistance up to \$5,000 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 \$750 or less to cover small equipment purchases, printing or administration costs to incorporated not for profit community support groups.

The Emergency Relief Grants Scheme offers assistance up to \$7,000 for incorporated, not-for-profit community groups to deliver and develop emergency relief programs and services to assist vulnerable people and those at risk of or experiencing homelessness

For the 2022/23 Community Grants Funding Program, a total of 76 eligible applications were received across the three schemes requesting a total of \$248,640.96.

COMMUNITY GRANTS FUNDING PROGRAM 2022/23 Cont'd**ITEM 2**

Eligible applications were reviewed and rated according to the criteria according to program criteria.

The assessment criteria for both the Community Development and Small Equipment Grants Schemes are 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.

The Assessment Criteria for the Emergency Relief Grants Scheme is as follows:

Community empowerment

Projects, programs and services which increase inclusive access, encourage volunteering and/or assist with the development of life skills such as budgeting, nutrition etc

Community wellbeing

New initiatives or the expansion of an existing service that will directly address identified needs of vulnerable community members and contribute to improved wellbeing.

Community assistance

Provision of assistance in the form of material / food aid plus offer support and advocacy to vulnerable members in the community.

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
- Physical Activity
- Seniors
- Youth

COMMUNITY GRANTS FUNDING PROGRAM 2022/23 Cont'd**ITEM 2**

Applications for the Small Equipment Grants Scheme and Emergency Relief Grants Scheme were assessed under separate categories.

Following the assessment process, a total of 73 eligible applications were recommended for funding across the three schemes with a proposed overall allocation of \$208,643.46.

- 35 applications were recommended for funding as part of the Community Development Grants Scheme with a proposed overall allocation of \$114,737.46;
- 23 applications were recommended for funding as part of the Small Equipment Grants Scheme with a proposed overall allocation of \$16,729.00;
- 15 applications were recommended for funding as part of the Emergency Relief Grants Scheme with a proposed overall allocation of \$77,177.00.

All successful applicants for the 2022/23 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 2022/23 Community Grants Funding Program, a total of 76 eligible applications were received requesting a total of \$248,640.96.

The total value of recommendations recommended for the 2022/23 Community Grants Funding Program is \$208,643.46 providing funding to 73 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. The funding program will also continue to support the Maroondah community to recover from social and economic impacts of the COVID-19 pandemic.

COMMUNITY CONSULTATION

The Community Grants Funding Program was promoted through an extensive mail-out to previous recipients and local networks, along with communications through Council's website and social media channels.

CONCLUSION

The applications recommended for funding under the Community Development Grants Scheme, Small Equipment Grants Scheme and Emergency Relief Grants Scheme are detailed in the Attachment to this Report.

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.

COMMUNITY GRANTS FUNDING PROGRAM 2022/23 Cont'd

ITEM 2

ATTACHMENTS

1.  Community Grants Funding Program 2022/23 - Recommended Allocations

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL

1. **APPROVES THE RECOMMENDED FUNDING ALLOCATIONS TO COMMUNITY ORGANISATIONS (AS OUTLINED IN THE ATTACHMENT TO THIS REPORT) THROUGH THE MAROONDAH COMMUNITY GRANTS FUNDING PROGRAM 2022/23, TOTALLING \$208,643.46**
2. **ADVISES ALL ORGANISATIONS OF THE OUTCOME OF THEIR GRANT SUBMISSIONS**

ARTS AND CULTURAL GRANTS 2022 - 2023**ITEM 3****PURPOSE**

To seek Council endorsement for the allocation of financial assistance through the Arts and Cultural Grants Program to nominated artists, community and cultural organisations for the 2022/2023 year.

STRATEGIC / POLICY ISSUES

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

Outcome Area: A vibrant and culturally rich community

Our Vision: In 2040, Maroondah will be a vibrant and creative community recognised for celebration of the arts, cultural expression and diverse entertainment options.

Key Directions 2021 – 2025:

- 3.1 Promote innovative, contemporary and socially engaged arts practice and encourage artistic expression and community participation in the arts
- 3.2 Create opportunities for artists to curate their work, and program a diverse range of art experiences, catering to all ages, abilities and backgrounds
- 3.3 Work in partnership to facilitate pop up events, local art installations and public art that celebrates the unique characteristics of Maroondah to enliven thriving neighbourhoods and vibrant activity centres
- 3.5 Broker partnerships and relationships to better connect and increase the profile of local artists, local businesses and the broader community
- 3.6 Celebrate the local history, diversity, arts and produce of our community through a range of festivals, events, programs and activities
- 3.7 Celebrate, value and recognise local history to facilitate enhanced community understanding and a broader appreciation of cultural heritage

Priority Action 2021-2025:

Implement the new Arts and Cultural Development Strategy 2020 - 2025.

BACKGROUND

The Arts and Cultural Grants Program 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 2021 - 2022 Cont'd**ITEM 3**

Objectives of the Program:

- 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.

An online process through Smarty Grants is used for grant applications.

Council received ten eligible applications with a total request of \$49,963.00. The funding pool for the program is \$23,273.00.

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

The Assessment Criteria include broad Community Grants criteria 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

ARTS AND CULTURAL GRANTS 2021 - 2022 Cont'd**ITEM 3****ISSUE / DISCUSSION**

All successful applicants for the 2022-2023 Arts and Cultural Grants 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

The budget available for the 2022/2023 Arts and Cultural Grants Program is \$23,273.00. The total value of recommendations endorsed is \$23,273.00 providing funding to seven cultural and community organisations.

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Financial assistance provided by Council through the Arts and Cultural Grants Program 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 Program was promoted through a wide range of accessible media including Council's website and Arts in Maroondah social media channels and mailouts.

CONCLUSION

The following applications are recommended for funding:

Artur Lyczba
Training the Eye

\$928.00

Exhibition and public talks at Maroondah Federation Estate Gallery displaying Lyczba's painting practice and exploring his background in art therapy.

ARTS AND CULTURAL GRANTS 2021 - 2022 Cont'd**ITEM 3**Bushwahzee

Adventure before Dementia

\$3250

Staged reading of a new musical exploring positive ageing, titled 'Adventure Before Dementia.' Featuring folk musicians and actors, to be staged at Maroondah Federation Estate.

Hsin Lin

Blossoms of Life - The Eucalyptus Flower for Everyone

\$5000

Public art project. Visual artist Hsin Lin and poet Lauren Hancock collaborate to create a mural and poem to be installed as a vinyl wrap on the toilet block next to the playground at Ringwood Lake Park. Likely lifespan of 1-2 years.

Jazz Notes

Maroondah Jazz: sharing the joy of live jazz through free events for the community of Maroondah

\$2345

Two events held over the summer months at Ringwood Town Square and one at Wyreena, each event featuring a professional band and local youth band covering different styles of jazz.

Ringwood Highland Pipe Band

Drum Corp Upskilling

\$2250

Purchase of two bass drum harnesses and fee to pay an expert drum tutor. This will allow new volunteers to perform the essential role of bass drummer and refine and extend the skills of the whole band.

Yarrunga Community Centre25th Birthday Metal Art Sculpture

\$4500

Metal sculpture designed in partnership with the community and to be installed at the gardens at Yarrunga Community House celebrating 25 years of service to the community.

Your DNA Creative Arts - Music in Motion

The Sound Tree

\$5000

Develop and create an accessible musical instrument that can be used by a group, collaborating with students considered to have disabilities and artists to share and explore sounds, skills and stories. Once built, will be used for performances around Maroondah. Developed in conjunction with a sound artist and local instrument maker.

ATTACHMENTS

Not Applicable

ARTS AND CULTURAL GRANTS 2021 - 2022 Cont'd

ITEM 3

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL

- 1. APPROVES THE RECOMMENDED FUNDING ALLOCATIONS AS OUTLINED IN THIS REPORT, THROUGH THE ARTS AND CULTURAL GRANTS PROGRAM, TOTALLING \$23,273.00.**
- 2. ADVISES ALL ORGANISATIONS OF THE OUTCOME OF THEIR GRANT SUBMISSIONS**

DOCUMENTS FOR SEALING

LETTER UNDER SEAL - EMPLOYEE MILESTONES 2022

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 2021 to 30 June 2022, two employees will have achieved 40 years of service, twenty-one will have achieved 20 years, and eighteen will have achieved 10 years. (One recognised in retrospect from year 2020)

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

The Letters Under Seal will be presented to the recipients at the upcoming Employee Milestone Function. Feedback from employees over many years has indicated that both the Milestones themselves and the celebration recognition are held in the highest esteem by employees and their immediate families. Many recipients and families have often commented that they really appreciate the high value Council places on their employment contribution and are unaware of any other organisation who demonstrates its appreciation in this way.

It is necessary and a long held practice for Council to formally resolve to execute the Letters Under Seal in line with Council's Meeting Procedure Local Law.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL SIGNS AND SEALS:

1. FORTY YEARS OF SERVICE GIVEN BY:

BARBARA EAST

DIANA WATTERSON

2. TWENTY YEARS OF SERVICE GIVEN BY:

ANNETTE ALLEN

KYLIE BARR

GLENDA BIRTCHNELL

GRAEME BOER

BELINDA CARTER

DOCUMENTS FOR SEALING

LETTER UNDER SEAL - EMPLOYEE MILESTONES 2022

ITEM 1

PAUL CLAVANT

LINDA COLLETT

GRAEME CULLIS (2020)

KIMBERLY GOLDSMITH

CHERYL HEWITT

KYLIE MARSHALL

CRAIG MAUGER

PENNY MOORE

BARBARA NIGHTINGALE

ADAM RADCLIFFE

PAMELA RICHARDSON

ELIZABETH SHUREY

MARK TAIT

ADAM TODOROV

KELLY VERWEY

NICOLE WILLIAMS

3. TEN YEARS OF SERVICE GIVEN BY:

JOSHUA BURT

CRAIG CAVANAGH

DEEPAL CHAND

LISA DOSSOR

SHENON EBERT

DIANE FARCHIONE

VIRGINIA GARDNER

ANGELA KECHICH

JOHN KELLY

STEVEN KOVERDINSKY

DOCUMENTS FOR SEALING

LETTER UNDER SEAL - EMPLOYEE MILESTONES 2022

ITEM 1

DAMON MCLEAN

PHILLIP MEDLEY

GRANT MEYER

KATHRYN MITCHELL

NICOLA STEEGSTRA

DANIELLE THEOFANIS

ANN TURNBULL

TRUDY WALTON

DOCUMENTS FOR SEALING

LETTER UNDER SEAL - RECOGNITION OF 2022 QUEEN'S BIRTHDAY HONOURS

ITEM 2

LETTERS UNDER SEAL

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

The Australian Honours comprise of:

- 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, for Australia Day (January) and Queen's Birthday (June).

Council has been made aware of the following recognition given in the 2022 Queen's Birthday Honours List, as recently announced by the Governor General:

Ms Leanne Mits - awarded Medal of the Order of Australia (OAM) in the General Division for service to early childhood education.

Ms Sharyn Mullens Taylor - awarded the Medal of the Order of Australia (OAM) in the General Division for service to amateur theatre.

Mr Ralph Wigg - awarded Member of the Order of Australia (AM) in the General Division for significant service to compliance standards in engineering.

ATTACHMENTS

Not Applicable

CONFIDENTIALITY

Not Applicable

DOCUMENTS FOR SEALING

**LETTER UNDER SEAL - RECOGNITION OF 2022 QUEEN'S BIRTHDAY
HONOURS**

ITEM 2

RECOMMENDATION

**THAT COUNCIL SIGNS AND SEALS LETTERS OF CONGRATULATIONS IN
RECOGNITION OF THE 2022 QUEEN'S BIRTHDAY HONOURS AWARDED TO**

- 1. MS LEANNE MITS OAM - RECIPIENT OF THE MEDAL OF THE ORDER OF
AUSTRALIA IN THE GENERAL DIVISION**
- 2. MS SHARYN MULLENS TAYLOR OAM - RECIPIENT OF THE MEDAL OF THE
ORDER OF AUSTRALIA IN THE GENERAL DIVISION**
- 3. MR RALPH WIGG AM - RECIPIENT OF THE MEMBER OF THE ORDER OF
AUSTRALIA IN THE GENERAL DIVISION**