



Ordinary Meeting of Council Attachments

Monday 17 July 2023

Council Chamber Realm

ATTACHMENTS

ACTING DIRECTOR CHIEF FINANCIAL OFFICER

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1. Municipal Emergency Management Plan Assurance

Attachment 1: Municipal Emergency Management Plan - Maroondah - 2023-202649



COUNCILLOR BRIEFING – PUBLIC RECORD

Briefing Details:

Date: Monday 19 June 2023

Time: 6:00pm

Location: Meeting Rooms 1 & 2

Attendees:

| Councillors | | |
|--------------------------------|---|---|
| Cr Rob Steane OAM (Mayor) | Cr Mike Symon | |
| Cr Tasa Damante (Deputy Mayor) | Cr Linda Hancock | |
| Cr Tony Dib OAM, JP | Cr Paul Macdonald | |
| Council Officers: | | |
| Steve Kozlowski | Chief Executive Officer | |
| Dale Muir | Acting Director Chief Financial Officer | |
| Adam Todorov | Director Assets & Leisure | |
| Marianne Di Giallonardo | Director People & Places | |
| Andrew Fuaux | Director Strategy & Development | |
| Emma Hills | Governance Officer | |
| | Item | |
| Kirsten Jenkins | Manager Community Safety | 2 |
| Deanne Keogh | Emergency Management Officer | 2 |
| Amy Harris | Bayswater Business Precinct Coordinator | 3 |
| Phil Medley | Manager Governance & Performance | 4 |
| Tim Cocks | Manager Leisure and Major Facilities | 5 |

Apologies:

Councillors:

Cr Marijke Graham, Cr Suzy Stojanovic, Cr Kylie Spears

Council Officers:

Tony Rocca, Director/Chief Financial Officer

Conflict of Interest Disclosure:

Councillors:

Nil

Council Officers:

Nil

Items Discussed:

Confidential

| | |
|---|---|
| 1 | Council Meeting Agenda |
| 2 | Municipal Emergency Management Plan - Self Assurance |
| 3 | Bayswater Business Precinct Transformation Strategy |
| 4 | Local Government Community Satisfaction Survey Results 2023 |
| 5 | Melbourne Stars/Maroondah WBBL partnership |
| 6 | Items of a General Nature Raised by Councillors |

Record completed by:

| | |
|-----------------|--------------------|
| Council Officer | Emma Hills |
| Title | Governance Officer |



COUNCILLOR BRIEFING – PUBLIC RECORD

Briefing Details:

Date: Monday 3 July 2023

Time: 6:00pm

Location: Meeting Rooms
1 & 2

Attendees:

Councillors

Cr Rob Steane (Mayor)

Cr Marijke Graham

Cr Kylie Spears

Cr Tasa Damante (Deputy Mayor)

Cr Linda Hancock

Cr Suzy Stojanovic

Cr Tony Dib OAM, JP

Cr Paul Macdonald

Cr Mike Symon

Council Officers:

Steve Kozlowski

Chief Executive Officer

Dale Muir

Acting Director/Chief Financial Officer

Adam Todorov

Director Assets & Leisure

Marianne Di Giallonardo

Director People & Places

Andrew Fuaux

Director Strategy & Development

Emma Hills

Governance Officer

Item

Nic Daws

Place Manager Activity Centres

1

Jane O'Neil

Public Art Program Lead

1

Tim Cocks

Manager Leisure & Major Facilities

2

Adam Cooper

Acting Manager City Futures

3

Aman Mehta

Strategic Planner/Acting Coordinator Strategic

3

Planning & Sustainability

Apologies:

Councillors:

Nil

Council Officers:

Tony Rocca, Chief Financial Officer

Conflict of Interest Disclosure:

Councillors:

Nil

Council Officers:

Nil

Items Discussed: ## Confidential

| | |
|---|---|
| 1 | Reignite Croydon - Laneway Lights Project Update |
| 2 | North Ringwood / Parkwood Tennis Update |
| 3 | Draft Croydon Major Activity Centre Structure Plan |
| 4 | LXRP Update |
| 5 | Eastern Region Group of Councils - Monash City Council Exit |
| 6 | Councillor Delegates' Meeting Report |
| 7 | Item of a General Nature Raised by Councillors |

Record completed by:

Council Officer
Title

| |
|--------------------|
| Emma Hills |
| Governance Officer |



Maroondah Disability Advisory Committee – Minutes

These minutes are yet to be confirmed. They will be presented to the Committee at the next meeting to be held on the 27 July 2023.

Meeting Details:

Date: Thursday 1 June 2023 Time: 10:00am - 12:00pm Location: Maroondah
Federation Estate, Room 5

Attendees:

| | |
|---|--|
| <p>Councillors Cr Kylie Spears (Chair) Cr Linda Hancock</p> | |
| <p>Council Officers: Grant Meyer, Manager City Futures Jack Mulholland, Community Access and Inclusion Facilitator Emma Hills, Governance Officer (Minute Taker) Annette Degenhardt, Project Officer Free From Violence Item 4.1 Kirsten Jenkins, Manager Community Safety Item 4.2 Amy Liddy, Community & Online Engagement Officer Item 4.3</p> | |
| <p>Agency Representative: Bruce Watson (NEAMI) Amanda Watson (Villa Maria Catholic Homes)</p> | |
| <p>Community Representative: Norma Seip OAM Lana Wheatfill Matt Haanappel Gemma Lewer</p> | |
| <p>Others: Angela Draper, Emergency Management Project Officer Item 4.2</p> | |

Apologies:

| | |
|----------------------------|---|
| Councillors: | Cr Tony Dib OAM, JP |
| Council Officers: | Fiona Burridge, Be Kind Maroondah Facilitator |
| Agency Representatives: | Debbie Loke (Vision Australia), Gill Andrews (Interchange Outer East), Michelle Egan (EACH) |
| Community Representatives: | Lawrence Seah, Emily Dive, Melanie Adams |

Conflict of Interest Disclosure:

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

Items Discussed

1. OPENING OF MEETING

Cr Spears provided the Acknowledgment of Country.

Maroondah City Council, in the spirit of Reconciliation, acknowledges the Wurundjeri People of the Kulin Nation as traditional custodians of the land on which we are gathered today, where Indigenous Australians have performed age-old ceremonies. We pay our respects to their Elders, past, present and emerging.

2. WELCOME

Cr Spears welcomed all to the meeting

2.1 Business arising - Child Safe training

Grant advised that the State Government requirement regarding volunteers needing to complete the Child Safe Training has been reassessed and there is now no need for Committee volunteers to complete the training.

CONFIRMATION OF MINUTES - THURSDAY, 30 MARCH 2023

ITEM 3

Discussion was held regarding the structure of the minutes. Cr Spears noted that the minutes will be more succinct in future. It was noted that attachments for information provided in the meeting could be provided to the Committee members separately.

The minutes were moved by Amanda Watson and seconded by Lana Wheatfill. The minutes were confirmed.

4. ITEMS

FREE FROM VIOLENCE

ITEM 4.1

Annette Degenhardt introduced herself and the Free From Violence program and provided a powerpoint presentation. She outlined the program and the steps that have been taken so far as well as what is planned for the future of the program.

Annette provided three discussion questions to the Committee. She noted that if anyone has anything that they would like to share outside of the meeting they are welcome to contact her at another time.

The Committee discussed the following:

- Educating children from a young age
- The Victorian Government program 'Respectful Relationships' and the 'Love Bites' program that looks at training educators to embed inclusivity into education practices.
- Putting procedures in place to ensure the sustainability of the Free From Violence program and ensuring ongoing practices are developed
- Barriers from a disability perspective, noting that they can prevent people from using a safe place if their needs aren't met
- The importance of having services that can accommodate people making disclosures
- Education surrounding defining abuse as it is a common perception is that abuse is physical violence only
- Information should be provided in various languages to support CALD communities
- Concerns in multicultural communities about using interpreters for fear private information could be shared or interpreted incorrectly. Interpretation services could be placed within neighbourhood houses and training provided to trusted individuals within the community
- The advertisements that depict scenarios of how violence starts noting that they all show able bodied people.

Action: It was suggested that the Committee draw up a letter to advocate for more inclusivity in family violence advertising.

PEOPLE CENTRED EMERGENCY PREPAREDNESS

ITEM 4.2

Angela Draper provided a powerpoint presentation noting that she works across Maroondah, Yarra Ranges and Knox Councils in an emergency management shared role.

Angela noted that the three partner Councils are wanting to put together workshops regarding emergency preparedness and would love to get feedback from the Committee regarding what should be included in these workshops. She spoke about emergency management plans and outlined the importance of having them and provided a summary of resources.

Angela provided three questions for the group to consider.

The Committee discussed the following:

- Collaboration with inclusion team in agencies like Red Cross or CFA
- The Person Centred Emergency Preparedness booklet is quite long and could be very overwhelming
- Videos could be provided as an alternative format
- Important to provide the training in a positive way rather than fear driven way

Action: It was recommended that single information sheets could be created for single topics such as pets (make people aware of options), important documents or disability considerations

Angela advised that this matter is ongoing and if the members have any thoughts to contribute, please feel free to contact her.

Break - 10 minutes

Matt Haanappel left the meeting during the break at 11:22am.

CHILDREN AND FAMILIES STRATEGY AND YOUTH STRATEGY ACTION PLANS **ITEM 4.3**

Amy Liddy introduced herself and her role and provided a powerpoint presentation. She provided a summary of the feedback that had been received from the consultation with young people, parents/carers and service providers.

Amy provided a discussion question to the Committee.

The Committee discussed the following:

- Having education and assistance in place to help young people manage their finances especially considering financial concerns were high on the list of concerns raised
- The closure of the Lilydale Youth Hub as this was a place that provided a lot of the services that were being requested through the consultation feedback
- Croydon and Ringwood libraries could be good locations for community services as they are central and accessible locations. Neighbourhood houses could be another alternative
- Social scripts could be used for more places such as reserves and play spaces to provide more information as to what can be expected when visiting a space. It was noted that this could be a good intern project as it is a succinct project that could be easily outsourced.

Amy advised that if any members have any further thoughts they wish to share, please send them through to Jack and he will pass it on.

UPDATE FROM MEMBERS **ITEM 4.4**

Jack provided a Carers Pathway to Financial Counselling print-out.

CLOSE OF MEETING **ITEM 4.5**

Cr Spears thanked all the members for attending the meeting and noted that the next meeting will be held on 27 July 2023.

The Meeting concluded at 12:07pm.



Draft Board Minutes

25 May 2023

| Present | |
|--|--|
| Councillors | Officers |
| Knox | |
| Cr Marcia Timmers-Leitch (Mayor) - Chair | Petrina Dodds Buckley , Manager Community Wellbeing |
| Cr Susan Laukens | |
| Maroondah | |
| Cr Linda Hancock | Heather Burns , Manager Community Services |
| Yarra Ranges | |
| Cr Jim Child (Mayor) | Clint Hong , Manager Creative & Connected Communities |
| Eastern Regional Libraries / Your Library | |
| Joseph Cullen | CEO (online) |
| Premal Niranjana | Corporate Manager Business & Technology |
| Chantell Harriss | Manager Branch Services |
| Amanda Lovejoy | Corporate Support Officer |
| Apologies | |
| Cr Kylie Spears | Maroondah Council |
| Cr Andrew Fullagar | Yarra Ranges Council |
| Marianne Di Giallonardo | Director People and Places, Maroondah Council |
| Evia Chan | Realm Operations Coordinator, Maroondah City Council |
| Sarah Hopkins | Corporate Manager Customer Experience, Eastern Regional Libraries / Your Library |

Order of Business

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Board Minutes – 25 May 2023

1. Meeting Opening – Chair

1.1. Acknowledgment of Country

'Your Library acknowledges the Traditional Custodians of Country throughout our Member Councils' municipalities, and right across Australia.

We pay respect to their cultures, and Elders past, present and emerging.

The Traditional Custodians of Country always have been, and always will be, an integral part of the region.

We also acknowledge any Aboriginal or Torres Strait Islander peoples who may be present today.'

1.2. Disclosure of conflicts of interest

None

1.3. Confirmation of Minutes

Resolution

That the following be confirmed:

- 1) Minutes of the Board Meeting on 4 April 2023.
- 2) Matters arising from the minutes will be dealt with in the Agenda.

Moved by Cr Laukens, Seconded by Cr Hancock.

CARRIED

Actions

ACTION (i) Follow up whether Evia Chan will be a regular attendee at Board Meetings

1.4. Actions from previous Meetings

Review of previous Actions in Convene.

All previous Actions due have been completed except for the following item, which will be completed prior to the 22 June 2023 Board Meeting:

- The Calendar/Timeline for Board Meetings, Briefings, ARAC meetings:
 - Should identify key dates (budget submission, CEO Performance Review, etc.).
 - Requires further information and development as it is the ARAC and Board Work Plan.

