



# **Ordinary Meeting of Council Attachments**

**Monday 28 August 2023**

**Council Chamber Realm**

## ATTACHMENTS

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## COUNCILLOR BRIEFING – PUBLIC RECORD

### Briefing Details:

Date: Monday 17 July 2023

Time: 6:00pm

Location: Meeting Rooms 1 & 2

### Attendees:

<b>Councillors</b>		
Cr Rob Steane OAM (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
<b>Council Officers:</b>		
Steve Kozlowski	Chief Executive Officer	
Phil Medley	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
Andrew Taylor	Manager Engineering & Building Services	2
Tom Dobson	Coordinator Engineering & Building Services	2
Danielle Butcher	Manager Communications & Citizen Experience	3
Andrew Arnold	Coordinator Digital & Online	3
Rhiannon Dunne	Digital & Online Officer	3
Steve McIntosh	Manager Projects & Asset Management	4
Tim Cocks	Manager Leisure & Major Facilities	5
Josh Burt	Coordinator Sport, Recreation & Events	5

### Apologies:

Councillors:

Nil

Council Officers:

Tony Rocca, Chief Financial Officer

### Conflict of Interest Disclosure:

Councillors:

Cr Steane: Item 2 - Contract 21044 - Minor Civil Works - Tender Evaluation  
Reason: A tenderer is known by the Councillor and has a working relationship with them.

Cr Hancock: Item 2 - Contract 21044 - Minor Civil Works - Tender Evaluation  
Reason: A tenderer is known by the Councillor and has a working relationship with them.

Council Officers:

Nil

**Items Discussed:**            **## Confidential**

1	Council Meeting Agenda
2 ##	Contract 21044 - Minor Civil Works - Tender Evaluation
3	Maroondah City Council Website Redevelopment
4	Croydon Community Welbeing Precinct (CCWP) Hub A Design Update
5	MVC Boxing Audit Update
6	Item 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 7 August 2023

Time: 6:00pm

Location: Meeting Rooms 1 & 2

**Attendees:**

<b>Councillors</b>		
Cr Rob Steane OAM (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
<b>Council Officers:</b>		
Andrew Fuaux	Acting Chief Executive Officer	
Tony Rocca	Director/Chief Financial Officer	
Adam Todorov	Director Assets & Leisure	
Marianne Di Giallonardo	Director People & Places	
Kirsten Jenkins	Acting Director Strategy & Development	
Emma Hills	Governance Officer	
		Item
Tim Cocks	Manager Leisure & Major Facilities	1
Jeremy Cutajar	Manager Golf Courses & Sportsfields	1
Stu Robertson	Assistant Manager, Maroondah Golf	1
Phil Medley	Manager Governance & Performance	2
Brian Tu	Corporate & Community Planning Facilitator	2
Vincent King	Manager Operations	3

**Apologies:**

Councillors:	Nil
Council Officers:	Steve Kozlowski, Chief Executive Officer

**Conflict of Interest Disclosure:**

Councillors:	Nil
Council Officers:	Nil

**Items Discussed:            ## Confidential**

1	Maroondah Golf Annual State of Play Report
2	Maroondah 2050 Community Vision and Council Plan 2025-2029 - Project Update
3	Arterial Road and Roadside Maintenance Update
4	Maroondah Community Local Law 2023
5	Community Assistance Fund
6	Councillor Delegates' Meeting Report
7	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: Tuesday 15 August 2023      Time: 11:00 AM      Location: Quambee Reserve

### Attendees:

<b>Councillors</b>		
Cr Rob Steane OAM (Mayor)	Cr Linda Hancock	Cr Kylie Spears
Cr Tony Dib OAM, JP	Cr Paul Macdonald	Cr Suzy Stojanovic
		Cr Mike Symon
<b>Council Officers:</b>		
Adam Todorov	Director Assets & Leisure	
Tim Cocks	Manager Leisure & Major Facilities	
Josh Burt	Coordinator Sport, Recreation & Events	

### Apologies:

Councillors:	Cr Tasa Damante, Cr Marijke Graham
Council Officers:	Nil

### Conflict of Interest Disclosure:

Councillors:	Nil
Council Officers:	Nil

### Items Discussed:      ## Confidential

1	Parkwood Tennis Club, Quambee Reserve Site Visit
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### Record completed by:

Council Officer	Emma Hills
Title	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 26 October 2023.*

**Meeting Details:**

Date: Thursday 27 July 2023      Time: 10:00am - 12:00pm      Location: Maroondah Federation Estate

**Attendees:**

<b>Councillors</b>	
Cr Kylie Spears (Chair)	
Cr Linda Hancock	
Cr Tony Dib OAM, JP	
<b>Council Officers:</b>	
Adam Cooper, Acting Manager City Futures	
Fiona Burridge, Community Development Officer	
Jack Mulholland, Community Access and Inclusion Facilitator	
Emma Hills, Governance Officer (Minute Taker)	
Josh Burt, Coordinator Sport, Recreation & Events	Item 4.1
Sharon Trigt, Community Events Officer	Item 4.1
Nick Doherty, Coordinator Customer Service	Item 4.3
Chantelle O’Hara, Team leader Customer Service	Item 4.3
<b>Agency Representative:</b>	
Bruce Watson (NEAMI)	
Gill Andrews (Interchange Outer East)	
Amanda Watson (Villa Maria Catholic Homes)	
Laura Helps (EACH)	
<b>Community Representative:</b>	
Lawrence Seah	
Norma Seip OAM	
Cara Hudson	

**Apologies:**

Councillors:	Nil
Council Officers:	Grant Meyer, Manager City Futures
Agency Representatives:	Michelle Egan (EACH), Debbie Loke (Vision Australia)
Community Representatives:	Melanie Adams, Lana Wheatfill, Gemma Lewer, Matt Haanappel, Emily Dive



**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 everyone to the meeting.

2.1 Business arising - Respect Victoria Advocacy letter (Committee to approve and Chairperson to sign)

Fiona noted that a small change had been made to the letter since it was sent to the committee. No further changes or concerns were raised by committee members.

CONFIRMATION OF MINUTES - THURSDAY, 1 JUNE 2023

ITEM 3

Cr Spears requested the confirmation of the previous meeting's minutes.

Amanda moved the minutes and Norma seconded them. The minutes were confirmed.

4. ITEMS

REVIEW OF FESTIVAL AND CAROLS BY CANDLELIGHT WITH A  
DISABILITY LENS

ITEM 4.1

Josh provided an overview of Maroondah Festival and Maroondah Carols. He spoke about what has already been implemented at these events from an accessibility point of view as well as the past achievements and challenges.

Josh advised that there is a limited budget for these events however, they are keen to understand what could be improved.

The committee discussed the following topics:

Maroondah Festival

- Ensuring that the accessibility features are included in the promotion of the event.
- Sensory areas having appropriate wording for the advertising and signage to ensure it is available for the intended purpose and people know what to expect. Members suggested using 'Quiet space' or 'Recovery/Quiet space' as an alternative term to 'sensory'.
- Rides that are wheelchair accessible or more accessible. It was noted that the stairs to rides are often an issue to accessibility.
- Maroondah Festival's Accessibility features could be included in the mapping to highlight what is available for our community.

Maroondah Carols

- Auslan interpreting was discussed for Maroondah Carols including funding opportunities. Braille Tactile Signs suggested as a potential sponsor. It was also suggested that livestreaming could be used for Auslan interpreting as an alternative to reduce the high cost of screens and AV production.
- Sensory room to be trialled in the athletics club rooms. The signage and wording for the Festival could be used for Carols as well.
- Designated areas for people with mobility aids as the athletics track gets crowded.
- Suggested exploring inclusion of performers from places such as Eastwood Primary School or YourDNA.
- Meeting points to assist people who are overwhelmed by the crowds.

INTERNATIONAL DAY OF PEOPLE WITH DISABILITY EVENT

ITEM 4.2

Jack spoke about the International Day of People with Disability event and advised that this year's theme will be Employment and this topic is being developed in partnership with Council's Business & Precincts team. Jack spoke about possible presenters for the event and outlined their areas of expertise.

Jack noted that there is an opportunity for a small business to join the speakers. The committee suggested the GLAD Group or having a panel for the small business category instead of one speaker.

It was suggested that Eastland could be approached to host the Expo to ensure broader visibility of the event.

CONSULTATION ON COUNCIL'S CUSTOMER SERVICE CENTRES

ITEM 4.3

Nick and Chantelle spoke about the role of customer service in Council.

Chantelle outlined the achievements of the customer service team and the accessibility functions and services available.

A question was provided to the committee asking them to describe a great customer service experience.

The committee provided some examples of good customer service experiences, noting that things like following up queries, and being understanding and accepting make a big difference.

The committee discussed the training of the customer service staff and how they are trained to assist people with additional needs. It was noted that it would be good to have an understanding of the training provided to ensure that it is reflective of community disability needs in Maroondah.

**MEMBERS UPDATE**

**ITEM 4.4**

Bruce advised that the model at NEAMI is moving to a Collaborative Recovery Practice which is working with people to identify what matters to them rather than being goal orientated.

Amanda noted that resources are stretched and there is currently an 18 month wait for Home Care Packages. She advised that the State Government has announced award changes to the pay structure for care workers and nurses to make these fields more attractive however, this has led to agencies putting rates up to accommodate for the extra cost.

Gill noted that Interchange Outer East have launched an Allied Health program and have employed a Counsellor and Occupational Therapist.

Laura advised that EACH are doing their best to overcome challenges working with the NDIS system.

Lawrence noted that the theme for International Day of People with Disability is really good. He suggested a small Employment pilot project could be an option in the future.

Jack advised that a flyer has been distributed to the community for Carers Month with twelve events listed on it.

Fiona thanked the committee for their feedback regarding the Emergency Preparedness Workshops. She noted that the people who attended were really impressed with the workshops with effort made to ensure the sessions weren't too promo overwhelming.

**CLOSE OF MEETING**

**ITEM 4.5**

Cr Spears thanked the committee and advised that the next meeting will be held on 26 October 2023.

The Meeting concluded at 11:54am.



## **Maroondah Liveability Safety and Amenity Committee – Minutes**

**Meeting Details:**

Date: Wednesday 26 July 2023    Time: 9:30am - 11:30am    Location: Realm, Meeting Rooms 1 & 2

**Attendees:**

<b>Councillors</b>	
Cr Rob Steane OAM (Mayor & Chair)	
Cr Tasa Damante (Deputy Mayor)	
Cr Linda Hancock	
<b>Council Officers:</b>	
Kirsten Jenkins, Manager Community Safety	
Sulochi Walisinghe, Urban Design Coordinator	
Chris Riseley, Team Leader Community Development	
Chloe Messerle, Senior Governance Officer (Minute Taker) (arrived at 10:45am)	
Emma Hills, Governance Officer (Minute Taker) (left at 10:45am)	
Jeannette Ingram, Sports and Recreation Planning and Policy	Item 4.1
Michael Blowfield, Transport and Sustainability Planner	Item 4.2
Aman Mehta, Strategic Planner	Item 4.4
Monica Ashton, Sustainability Planner	
<b>Community Representatives:</b>	
Judith Lenthall	
Wendy Thomas	
Linda Tubnor	
<b>Agency Representatives:</b>	
Tim Malloch, QIC Eastland	
Nathan Mattinson, Melbourne Water	
Inspector Dean Grande, Victoria Police	
Gavin Ryan, Victoria Police	
Lauren Scott, Victoria Police	
Kathryn Collier, METEC	

**Apologies:**

Councillors:	
Council Officers:	Andrew Fuaux, Rosie Sheehan, Chris Zidak, Sharyn Davey-Sharman, Robyn Williams
Community Representatives:	Malory Healey, Ellen Mitchell
Agency Representatives:	Jodi Long, Sam Bartlett, Michael Bateman, Melissa Carmody, Carol Atkins, Sally Fornano, Anthony Glover, Shaun Ruigrok

**Conflict of Interest Disclosure:**

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

**Items Discussed**

1. OPENING OF MEETING (Acknowledgement of Country)

Cr Steane provided an Acknowledgement 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 Steane welcomed everyone to the meeting and the committee members went around the table to introduced themselves.

CONFIRMATION OF MINUTES - WEDNESDAY, 29 MARCH 2023

ITEM 3

Collectively the committee confirmed the Minutes of the previous meeting.

4. ITEMS

PHYSICAL ACTIVITY STRATEGY REVIEW

ITEM 4.1

Jeanette outlined the strategy and its goals and spoke about the key achievements of the previous strategy.

She spoke the community engagement that has been undertaken to date as well as upcoming engagement activities. Jeanette noted that the Your Say questionnaire is out now and will be open until 24 August. She advised that the results of the survey will help to guide the next stage of the strategy review.

Jeanette spoke about the Café Consult at Maroondah Festival and the results of speaking to the community at that event, noting the safety concerns that were identified by the community.

Jeanette noted that the strategy is still being formulated and she outlined the four key directions that relate to this committee.

Jeanette provided discussion questions for the group to consider relating to perceptions of safety being a barrier to physical activity. The following matters were discussed by the committee and the feedback provided at the meeting will form part of the submissions:

- Extended lighting periods at Croydon Park
- Public safety perception from a policing perspective and having a presence to help the community feel safe
- The possibility of a joint Mayoral video with Police to provide education and information to improve community perception about safety
- Promoting walking groups
- Pathways with separated areas for cyclists and pedestrians and signage to improve safety and awareness
- Playground equipment needs better maintenance e.g. the small park in Croydon South
- Advertising for activities and sports based on current trends e.g. cycling while the Tour de France is on, tennis during the Australian Open
- Events to improve confidence such as a bike maintenance day to help people know what to do in the case their bike need maintenance.

#### MAROONDAH BICYCLE NETWORK REVIEW CONSULTATION

ITEM 4.2

Michael introduced himself and his role and provided an overview of the project noting that the Maroondah Bicycle Network was first released in 2004. They are now conducting a review to ensure the networks is up to date.

Michael noted that the public consultation period for the review is currently open. Once the review is completed they will have a new network plan which will include a ten year action.

Michael noted that prior to the meeting the committee completed a survey. Michael outlined the key themes and insights from the survey.

Michael provided some discussion questions based on the survey results. The committee broke into three groups to discuss the questions.

#### Obstacles identified

- Money and space (wider lanes required)
- Availability of End of Trip facilities.
- Finding a trail and having trail maps more widely available/advertised
- On road protected lanes
- How to get from one track to another

Possible solutions suggested

- Signage for trails
- Apps to find trails
- Educational awareness and using schools to support education
- Trip planning and safe crossing mapping available
- Separating bikes, vehicles and walkers on footpaths and ensuring this is well signed

Michael advised that the online consultation will be open until 18 August 2023. The feedback provided at the meeting will form part of the submissions.

**TERMS OF REFERENCE REVIEW AND AGREEMENT**

**ITEM 4.3**

The Mayor provided some background in regards to the Terms of Reference.

An update is required for clarification regarding a quorum. Is it 50% of each type of committee member or 50% of the committee.

The committee agreed to the review of the Terms of Reference with the clarification of the above point.

**CROYDON STRUCTURE PLAN**

**ITEM 4.4**

Aman Mehta provided an update regarding the Croydon Structure Plan, noting that it is a long term plan that identifies opportunities to better the area.

Aman outlined the Structure Plan Stages noting what has been completed to date and what is ahead.

Aman spoke about the consultation feedback from 2021 and advised that consultation on the Draft Structure Plan is currently in progress.

Questions for discussions were provided to the committee:

- Who are the key stakeholders that will be critical to consultation?
- How can we effectively engage with these key stakeholders?

The Committee discussed a number of key stakeholders that should be included.

**INFORMATION SHARE**

**ITEM 4.5**

Dean provided an update in regards to current themes in the Maroondah area.

Kathryn spoke about the current training for secondary schools that METEC are gearing up for 2024.

Nathan provided an update in regards to Melbourne Water and the work being completed in partnership with Council.

Monica spoke about the strategic work she is involved with including the biodiversity sector and the Sustainability strategy.

Chris provided an update on Reconciliation Plan and noted that social housing is to be opened in Lusher Road.

Sulochi spoke about Staley Gardens Vision in regards to community engagement and the Laneway Lights Project in Croydon.

Tim provided an update on a number of matters for QIC including celebrating International Security day.

**CLOSE OF MEETING**

**ITEM 4.6**

The Mayor closed the meeting and Kirsten provided an insight into the possible items to be discussed at the next meeting to be held on 4 October 2023.

The Meeting concluded at 11:38am.























































































































































































































































































































































































































































































































