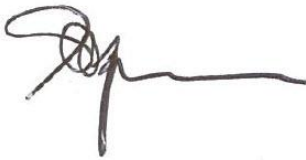


Councillor
(as addressed)

The next Council Meeting will be held in the Council Chamber, on Monday 17 February 2025, commencing at 7:30pm and your presence is requested.

Yours faithfully



Steve Kozlowski
CHIEF EXECUTIVE OFFICER

Note:

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

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

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

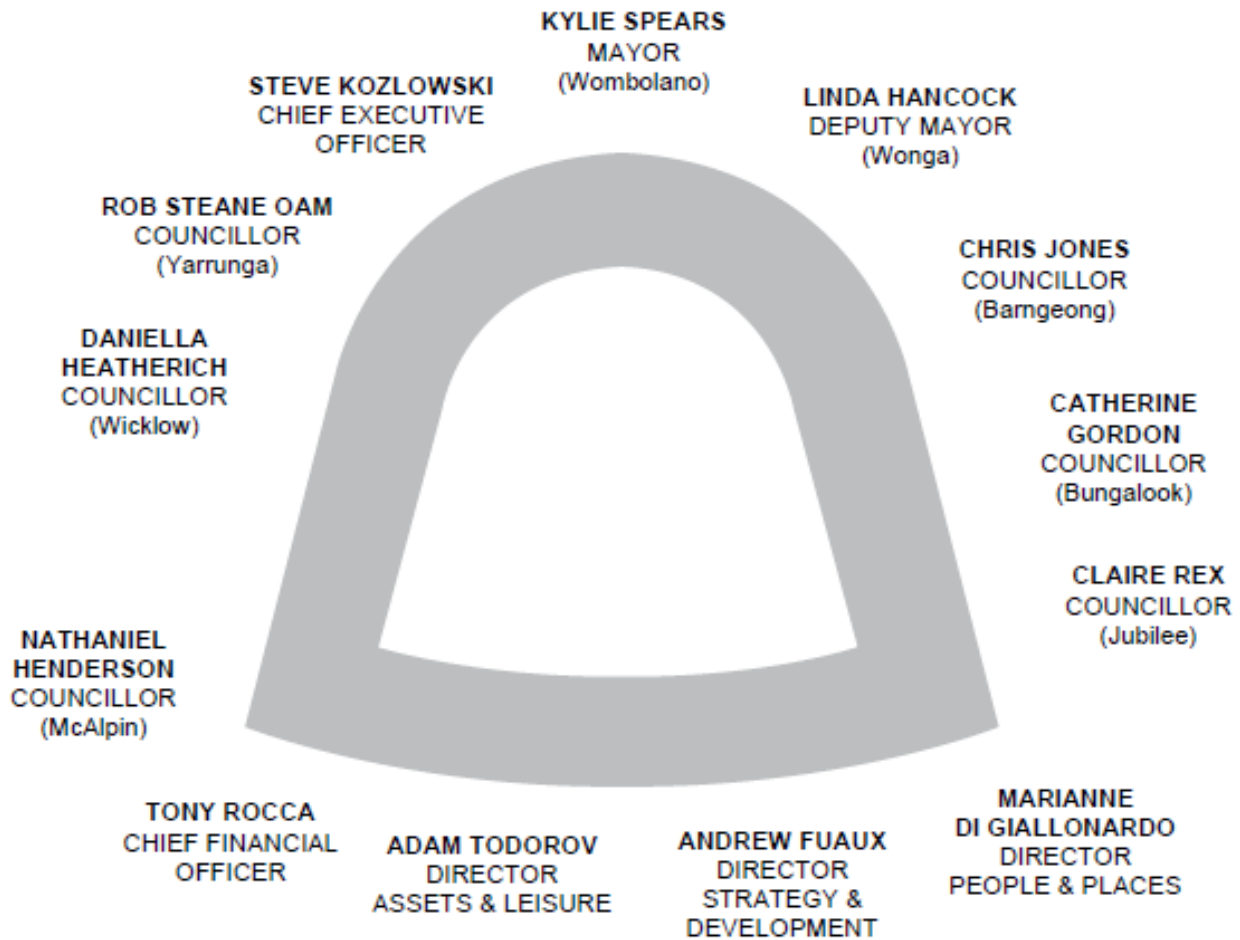


COUNCIL CHAMBER
IS FITTED WITH A HEARING AID
INDUCTION LOOP

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

Realm	179 Maroondah Hwy, Ringwood, 3134
Postal	PO Box 156, Ringwood 3134 DX 38068, Ringwood
Telephone	1300 88 22 33 Translating and Interpreting Service (TIS): 131 450 National Relay Service (NRS): 133 677
Facsimile	(03) 9298 4345
Email	maroondah@maroondah.vic.gov.au
Web	www.maroondah.vic.gov.au
Service Centres	Croydon: Civic Square, Croydon 3136 Realm: 179 Maroondah Hwy, Ringwood 3134

Council Chamber Seating



LEAVE OF ABSENCE
PAUL MACDONALD COUNCILLOR (Tarralla)

Public Gallery



ORDER OF BUSINESS

1. Prayer and Councillor Pledge
2. Acknowledgment of Country
3. Apologies
4. Declaration of Interests
5. Confirmation of Minutes of the Ordinary Council Meeting held on Monday 9 December 2024.
6. Public Questions
7. Officers' Reports
 - Chief Financial Officer
 1. Attendance Report 5
 2. Reports of Councillor Briefings 7
 3. Council Plan 2021-2025 (Year 4: 2024/25) Priority Action Progress Report - Quarter 2, 2024/25 9
 4. Financial Report: Six Months Ending December 2024 11
 5. Local Government Performance Reporting Framework - Service Performance Indicator Report - Quarter 2, 2024/25 14
 6. Councillor Induction Program 2024/25 16
 7. Amending Council Meeting Schedule 2025 21
 - Director Assets & Leisure
 1. Capital Works Report: Second Quarter 2024/25 Financial Year 23
8. Documents for Sealing
 1. Letters Under Seal - Immediate Past Councillors 28
 2. Letter Under Seal - Recognition of 2025 Australia Day Honours 29
 3. Letter Under Seal - 2024 Bill Wilkins Volunteer Award 30
9. Motions to Review
10. Late Items
11. Requests for Leave of Absence

12. In Camera

Director Assets & Leisure

1. Tender Evaluation Report - Contract 21079 Supply & Installation of Cardiovascular Fitness Equipment (Aquahub & Aquanation)

Director Strategy & Development

1. Tender Evaluation Report - Contract 21084 Mullum Retarding Basin

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 4: 2024-2025) 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.

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 since the last Ordinary Meeting of Council on 9 December 2024 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.

ATTACHMENTS

Not applicable

CONFIDENTIALITY

Not applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE REPORTS AS PRESENTED BY COUNCILLORS

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 4: 2024-2025) 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.

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 Briefings held on the 9 December 2024, 28 January 2025, 3 February 2025 and 5 February 2025 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.  2024 December 09 - Councillor Briefing Public Record
2.  2025 January 28 - Councillor Briefing Public Record
3.  2025 February 03 - Councillor Briefing Public Record
4.  2025 February 05 - Councillor Briefing Public Record

CONFIDENTIALITY

Not applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE PUBLIC RECORD OF THE COUNCILLOR BRIEFINGS HELD ON 9 DECEMBER 2024, 28 JANUARY 2025, 3 FEBRUARY 2025 AND 5 FEBRUARY 2025

**COUNCIL PLAN 2021-2025 (YEAR 4: 2024/25) PRIORITY
ACTION PROGRESS REPORT - QUARTER 2, 2024/25**

ITEM 3

PURPOSE

To provide Council with an update on the progress made towards the implementation of priority actions, identified in the Council Plan 2021-2025, as at 31 December 2024.

STRATEGIC / POLICY ISSUES

The following directions, contained in *Maroondah 2040: Our Future Together* and the Council Plan 2021-2025 (Year 4: 2024-2025) provide the strategic framework which 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 2024 – 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.
- 8.3 Nurture a continuous improvement council culture of being collaborative, strategic, sustainable and employing best practice, that positions Maroondah as a leader in local government.

BACKGROUND

The *Council Plan 2021-2025* is Council’s key medium-term strategic document. It sets the key directions and priority actions and guides Council in working towards achieving the community’s long-term vision, outlined in *Maroondah 2040: Our future together*.

The Council Plan plays a vital role in shaping Maroondah over a four-year period. It identifies both the challenges and opportunities for our community at both a local and regional level within the context of the Maroondah community’s long-term vision, *Maroondah 2040: Our future together*. It also informs Council’s decision-making regarding resources and direction in response to identified community priorities and aspirations.

The Council Plan is implemented through service delivery activities and initiatives across Council, with outcomes measured and reported on regularly.

ISSUE / DISCUSSION

Within the Council Plan, there are a range of priority actions identified that work towards the delivery of the Maroondah 2040 Community Vision. These actions are updated annually to ensure the Council Plan continues to align with *Maroondah 2040: Our future together*, as well as continuously being responsive to community expectations.

**COUNCIL PLAN 2021-2025 (YEAR 4: 2024/25) PRIORITY
ACTION PROGRESS REPORT - QUARTER 2, 2024/25 Cont'd**

ITEM 3

The Council Plan outlines eight future community outcome areas, each with a set of:

- Four-year key directions (strategies),
- Four-year priority actions
- Strategic indicators
- Supporting strategies and plans.

The attached report identifies the progress made by Council in delivering Council Plan priority actions for the 2024/25 financial year. Several priority actions are multi-year initiatives, scheduled to be completed in future financial years.

FINANCIAL / ECONOMIC ISSUES

Not applicable

ENVIRONMENTAL / AMENITY ISSUES

Not applicable

SOCIAL / COMMUNITY ISSUES

Not applicable

COMMUNITY CONSULTATION

The Council Plan achievements are reported to Council and the community through a quarterly reporting process, and through the Maroondah City Council Annual Report, at the end of each financial year.

CONCLUSION

Council has made excellent progress during the past three (3) months (1 October 2024 to 31 December 2024) toward the implementation of a broad range of Council Plan Priority Actions for the 2024/25 financial year.

ATTACHMENTS

1.  Council Plan 2021-2025 Priority Action Progress Report - Quarter 2, 2024/25

CONFIDENTIALITY

Not applicable

RECOMMENDATION

THAT COUNCIL NOTES PROGRESS MADE TOWARDS THE IMPLEMENTATION OF PRIORITY ACTIONS IDENTIFIED IN THE COUNCIL PLAN 2021-2025, AS AT 31 DECEMBER 2024

PURPOSE

To present Council with a snapshot of Council's financial performance for the six months ending 31 December 2024. Attachment 1 provides the full Maroondah City Council financial report.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 4: 2024-2025) 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.

BACKGROUND

In accordance with Section 97 of the Local Government Act 2020, Council is required each quarter to consider the financial performance of the municipality against budget for the year to date (YTD).

The quarterly finance report to be presented to Audit and Risk Committee on Thursday, 13 March 2024.

The attached financial statements contain an Income Statement (Operating Statement); Balance Sheet; Statement of Cash Flows and a Statement of Capital Works. The Income Statement is presented in line with required accounting standards.

The Statements provide comparisons between actual results and the YTD forecast budget.

FINANCIAL REPORT: SIX MONTHS ENDING DECEMBER 2024 Cont'd

DISCUSSION

The following is a summary of the financial position for the six months ending 31 December 2024. A detailed report is attached to this document.

OPERATING PERFORMANCE

	YTD Forecast Budget \$'000	YTD Actual Results \$'000	YTD Forecast Variance \$'000	Annual Forecast \$'000	Adopted Budget \$'000	Adopted To Forecast \$'000
Operating						
Income	146,536	146,272	(264)	174,669	172,836	1,832
Expenses	87,628	86,214	1,411	173,201	169,638	(3,562)
Underlying surplus (deficit)	58,907	60,058	1,148	1,468	3,198	(1,730)
Capital						
Contributions - Capital	215	303	88	1,467	226	1,241
Grants - capital (recurrent and non-recurrent)	18,072	18,072	0	25,642	26,708	(1,066)
Comprehensive result	77,195	78,434	1,236	28,577	30,132	(1,556)

For the six months ended 31 December 2024, Council has recorded an underlying surplus before capital revenues of \$60.06 million, which is \$1.15 million ahead the year-to-date forecast budget. This is largely due to timing variances outlined in the attached report.

The annual forecast underlying surplus of \$1.47 million is inclusive of restricted items such as public open space and waste management revenue collected during the year. The unfavourable variance of \$1.7 million to the adopted budget is mainly due to non-cash items such as depreciation and amortisation which are dependent on timing of capital works. Increases in employee costs and materials and services expenditure are largely related to and offset by carry forward grant funding. Further reviews of operations to mitigate cost pressures and optimise efficiencies are in progress as Council is committed to maintaining its financial targets.

FINANCIAL / ECONOMIC ISSUES

These are as presented in this Report and accompanying Financial Statements. As per section 97 of the Local Government Act 2020, the accompanying financial statements provide a comparison of actual and budgeted results to date with any variances deemed to be material commented on accordingly. On this basis, it is deemed that as at 31 December 2024, a revised budget for the 2024/25 financial year is not required.

ENVIRONMENTAL / AMENITY ISSUES

Not applicable

**FINANCIAL REPORT: SIX MONTHS ENDING DECEMBER
2024 Cont'd**

ITEM 4

SOCIAL / COMMUNITY ISSUES

Not applicable

COMMUNITY CONSULTATION

Not applicable

CONCLUSION

The 31 December 2024 YTD results are positive and provide a strong foundation for Council to carry out its services and advocacy programs in the 2024/2025 financial year. However, it is important to acknowledge the presence of economic risks, such as continued high inflation and global market uncertainty, which may impact the Council's financial performance. These risks can affect the costs of resources needed for the Council's programs, particularly its capital works program. Council remains dedicated to identifying opportunities to reduce costs, increase revenue, and optimise the use of existing resources. These efforts are essential for ensuring the Council's long-term financial sustainability.

ATTACHMENTS

1.  Finance Report Six Months Ending - December 2024

CONFIDENTIALITY

Not applicable

RECOMMENDATION

**THAT COUNCIL RECEIVES AND NOTES THE REPORT ON THE FINANCIAL
PERFORMANCE AGAINST BUDGET FOR THE SIX MONTHS ENDING 31 DECEMBER
2024**

**LOCAL GOVERNMENT PERFORMANCE REPORTING
FRAMEWORK - SERVICE PERFORMANCE INDICATOR
REPORT - QUARTER 2, 2024/25**

ITEM 5

PURPOSE

To provide Council with a report on its indicators of service performance measured by the Local Government Performance Reporting Framework (LGPRF), as at 31 December 2024.

STRATEGIC / POLICY ISSUES

The following directions, contained in *Maroondah 2040: Our Future Together* and the *Maroondah Council Plan 2021-2025* (Year 4: 2024-2025) provide the strategic framework which underpins 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.
- 8.4 Work in partnership to deliver innovative, accessible and evidence informed services that are people focused, proactive, integrated and responsive.

BACKGROUND

The LGPRF is a mandatory reporting process developed by Local Government Victoria. It was introduced in 2014 to ensure all Victorian Councils are measuring and reporting on their performance, in a consistent way to ensure transparency and accountability of local government sector performance, to its ratepayers and the broader community.

The Framework comprises of:

- Service performance
- Financial performance
- A governance and management checklist.

Together, these components build a comprehensive picture of local government performance. LGPRF performance outcomes are reported in Council’s *Annual Report* in the *Report of Operations and Performance* Statement sections, as required by the *Local Government (Planning and Reporting) Regulations 2020* and associated elements of the *Local Government Act 2020*. End of financial year results are also publicly released by the Victorian Government, which enables sector benchmarking of the relative performance of Council’s.

**LOCAL GOVERNMENT PERFORMANCE REPORTING
FRAMEWORK - SERVICE PERFORMANCE INDICATOR
REPORT - QUARTER 2, 2024/25 Cont'd**

ITEM 5

ISSUE / DISCUSSION

LGPRF service performance indicator results are monitored on a quarterly basis, however, financial performance and sustainable capacity measures are reported annually.

Many LGPRF service performance indicators are subject to fluctuations across the year, which reflect the seasonality or phasing of service delivery. As a result, quarterly data is not always indicative of the end of the financial year result.

FINANCIAL / ECONOMIC ISSUES

As identified within the report.

ENVIRONMENTAL / AMENITY ISSUES

Not applicable

SOCIAL / COMMUNITY ISSUES

Not applicable


COMMUNITY CONSULTATION

End of financial year results for 2024/25 will be released in Council's *Annual Report 2024/25*. In addition, they will be submitted to the Victorian Government for publication. Council will continue to monitor its performance against the LGPRF indicators and report quarterly, to ensure accountability and transparency.

CONCLUSION

LGPRF service performance indicator results as at 31 December 2024 are presented in the attached report.

ATTACHMENTS

1. Local Government Performance Reporting Framework - Service Performance Report -  Q2, 2024/25

CONFIDENTIALITY

Not applicable

RECOMMENDATION

**THAT COUNCIL NOTES THE LOCAL GOVERNMENT PERFORMANCE REPORTING
FRAMEWORK SERVICE PERFORMANCE RESULTS AS AT 31 DECEMBER 2024**

PURPOSE

To note the completion of the Councillor Induction Program 2024/25 in accordance with section 32 of the *Local Government Act 2020* (the Act).

The *Local Government Amendment (Governance and Integrity) Act 2024* was gazetted by Parliament in June 2024. This Act amends the *Local Government Act 2020* to improve council accountability, governance, and integrity.

STRATEGIC / POLICY ISSUES

The following directions contained in *Maroondah 2040: Our Future Together* and the *Council Plan 2021-2025 (Year 4: 2024/2025)* 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 need.

Key Directions 2024 – 2025:

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

BACKGROUND

In accordance with Section 32 of the *Local Government Act 2020*, elected Councillors must complete induction training within four months after the day they take the oath or affirmation of office.

Councillors were sworn in on Monday 11 November 2024.

In accordance with Section 27A of the *Local Government Act 2020*, the Mayor and Deputy must also complete induction training specific to the role within one month of being elected to the role.

The Mayor and Deputy Mayor were elected at the 20 November 2024 Council Meeting.

The prescribed matters for inclusion in Mandatory Induction for Councillors are outlined within the *Local Government (Governance and Integrity) Regulations 2020*, as amended in October 2024.

The prescribed matters are:

- working together in a Council
- decision making, integrity and accountability
- community representation

- strategic planning and financial management
- conduct
- land use planning, and
- any other matters which the Chief Executive Officer has determined should be addressed.

The prescribed matters for inclusion in Mandatory Induction for Mayor and Deputy Mayor are outlined within the *Local Government (Governance and Integrity) Regulations 2020*, as amended in October 2024.

The prescribed matters are:

- roles and responsibilities;
- chairing meetings;
- engagement and advocacy;
- leadership;
- any other matter relating to the role of the Mayor which the Chief Executive Officer has determined should be addressed.

ISSUE / DISCUSSION

To enable Councillors to meet the prescribed obligations under the Act and the Regulations, a Councillor Induction Program was developed and adopted at the November 25, 2024 Council Meeting. In addition Mayor and Deputy Mayor training was scheduled.

The Councillor Mandatory Induction program was made up of seven (7) activities, to be undertaken by all Councillors:

1. Working together in a Council

- Putting the Code of Conduct into practice
- Working better together

2. Legal Essentials

- the role of a Councillor, a mayor and a deputy mayor;
- the role of the chief executive officer;
- any practices, protocols or policies in relation to the interaction between council staff and Councillors;
- the overarching governance principles and the supporting principles;
- the standards of conduct;
- misconduct, serious misconduct and gross misconduct;
- the internal arbitration process and the Councillor conduct process.

3a Council decision making and governance

- Council decision making and delegations
- Operation of Council Meetings and Briefings
- Governance Rules
- Local Law - Meeting procedures and use of common seal
- Committee representation and regional partnerships
- Councillor Hub content, including meeting agendas and minutes

3b Understanding and responding to community needs

- Broad overview of the Maroondah municipality
- Demographic profile of Maroondah City Council Key social, environment and economic issues
- Key community organisations, sectors and communities of interest
- Community Engagement Policy
- Systems and protocols for managing community interactions and complaints

3c Introduction to strategic planning

- Council's integrated planning framework
- Development of Maroondah 2050
- Development of Council Plan 2025 - 20229
- Risk management framework

3d Councillor conduct, accountability and integrity

- Model Councillor Code of Conduct
- Conflict of interest and personal interest returns
- Public transparency and confidentiality
- Council expenses, gifts and donations

4. Financial Management principles

- Financial Plan (Long Term Financial Strategy)
- Annual Budget
- Revenue and Rating Plan
- Asset Plan

5. Diversity and Inclusion program

- engagement and reconciliation with the Traditional Land Owners
- giving effect to gender equality, diversity and inclusiveness

6 Land Use Planning

- the structure of a planning scheme

COUNCILLOR INDUCTION PROGRAM 2024/25 Cont'd

ITEM 6

- the relationship between planning regulation and other legislation regulating the use and development of land
- the difference between Council as the planning authority and Council as the responsible authority
- bias (real and apprehended) in a planning context
- the difference between policies and controls
- the difference between mandatory and discretionary provisions

7 Sexual Harassment

- Understanding, responding to, and preventing sexual harassment

The Mayor and Deputy Mayor training was made up of one (1) activity, in addition to the above, and consisted of the Municipal Association of Victoria Mayor and Deputy Mayor training program. This was completed by the Mayor, Councillor Kylie Spears and the Deputy Mayor, Councillor Linda Hancock on 12 and 13 December 2024.

FINANCIAL / ECONOMIC ISSUES

This program will be met within Council's current budget.

ENVIRONMENTAL / AMENITY ISSUES

Not applicable

SOCIAL / COMMUNITY ISSUES

This item ensures Council maintains its exemplary integrity and governance standards, ensuring the highest levels of transparency to the Maroondah community.

COMMUNITY CONSULTATION

Not applicable

CONCLUSION

The Councillor Induction Program 2024/25 has been completed by all Councillors within the Victorian Government legislated timeframe requirements and Councillors have made a written declaration as per Section 32.

ATTACHMENTS

1.  Councillor Induction 2024-25

CONFIDENTIALITY

Not applicable

CHIEF FINANCIAL OFFICER – TONY ROCCA

COUNCILLOR INDUCTION PROGRAM 2024/25 Cont'd

ITEM 6

RECOMMENDATION

THAT COUNCIL NOTES COMPLETION OF THE COUNCILLOR INDUCTION PROGRAM 2024/25 AS OUTLINED WITHIN THIS REPORT PURSUANT TO SECTIONS 27A AND 32 OF THE LOCAL GOVERNMENT ACT 2020 AND THE LOCAL GOVERNMENT (GOVERNANCE & INTEGRITY) REGULATIONS 2020 AS AMENDED IN OCTOBER 2024

PURPOSE

To amend the Council Meeting Schedule for 2025 in line with Council’s practice of one Council meeting per month, which is usually held on the third Monday, depending on Public Holidays and other Council commitments.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 4: 2024-2025) 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.

BACKGROUND

Council, at its meeting on 9 December 2024, set the Council Meeting Schedule for 2025 including the meeting date for the Statutory Meeting of Council with the election of the Mayor and Deputy Mayor.

Planning for this schedule takes into consideration the timeframes for adoption of the Council Plan and Budget along with any public holidays that may fall on a Monday.

ISSUE / DISCUSSION

Since the adoption of the Council Meeting Schedule 2025, it is now necessary to amend the June and October 2025 Council Meeting dates.

The change of these Council Meeting dates is required as a result of the dates released for the Australian Local Government Association (ALGA) National General Assembly 2025 and to account for operational matters that need to be addressed.

Meeting	Original date	Proposed new date
Council Meeting	Monday 23 June	Monday 30 June
Council Meeting	Monday 20 October	Monday 27 October

FINANCIAL / ECONOMIC ISSUES

Not applicable

AMENDING COUNCIL MEETING SCHEDULE 2025 Cont'd

ITEM 7

ENVIRONMENTAL / AMENITY ISSUES

Not applicable

SOCIAL / COMMUNITY ISSUES

Not applicable

COMMUNITY CONSULTATION

Not applicable

CONCLUSION

There is a need to adjust the Council Meeting Schedule for 2025 in response to dates released for the Australian Local Government Association (ALGA) National General Assembly 2025 and to account for timelines of operational matters.

ATTACHMENTS

Not applicable

CONFIDENTIALITY

Not applicable

RECOMMENDATION

THAT THE 2025 COUNCIL MEETING SCHEDULE, AS ADOPTED BY COUNCIL ON 9 DECEMBER 2024, BE AMENDED AS FOLLOWS

- 1. THE COUNCIL MEETING THAT WAS SCHEDULED FOR MONDAY 23 JUNE 2025 BE AMENDED TO MONDAY 30 JUNE 2025**
- 2. THE COUNCIL MEETING THAT WAS SCHEDULED FOR MONDAY 20 OCTOBER 2025 BE AMENDED TO MONDAY 27 OCTOBER 2025**

**CAPITAL WORKS REPORT: SECOND QUARTER 2024/25
FINANCIAL YEAR**

ITEM 1

PURPOSE

To present the financial and operational status of Council's Capital Works program for the second quarter of the 2024/2025 financial year.

STRATEGIC / POLICY ISSUES

The following directions contained in Maroondah 2040: Our Future Together and the Council Plan 2021-2025 (Year 4: 2024-2025) 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.

BACKGROUND

Council, as part of its Adopted Budget 2024/25, allocated \$65.49M to Capital Works projects, including significant external funding for the Ringwood Activity Centre Carpark project. In addition, Council also carried forward \$6.97M from the 2023/24 capital works budget. The total adjusted forecast budget for 2024/25, taking account of external funding received, the abovementioned carried forward amount, and some forecast adjustments due to the timing of projects, is \$70.98M as of 31 December 2024.

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

Provided in this report is an overview of Capital Expenditure on Council's major program areas for the period 1 July 2024 - 31 December 2024.

DIRECTOR ASSETS & LEISURE – ADAM TODOROV

CAPITAL WORKS REPORT: SECOND QUARTER 2024/25 FINANCIAL YEAR Cont'd

ITEM 1

ISSUE / DISCUSSION

The following is a summary of the status of Council's major program areas as of 31 December 2024.

CAPITAL PERFORMANCE – SECOND QUARTER - 31 DECEMBER 2024

Classification	YTD Forecast Budget \$'000	YTD Actual * \$'000	YTD Variance \$'000	Forecast Budget ** \$'000	Carried Forward Amount \$'000	Adopted Budget \$'000
Buildings	2,190	3,353	(1,164)	18,030	4,341	12,670
Roads	1,403	1,430	(27)	6,474	1,127	4,295
Footpaths and Cycleways	967	960	6	2,931	103	3,292
Carparks	17,698	17,706	(8)	26,906	0	28,120
Drainage	2,386	2,640	(254)	4,590	425	3,785
Waste Management	20	20	0	75	25	50
Other Capital Roads and Drainage	272	337	(65)	696	(25)	1,165
Recreational Leisure and Community Facilities	951	1,710	(759)	2,339	225	1,971
Parks and Open Space	582	792	(210)	3,067	551	2,736
Commercial Centres	128	130	(2)	153	39	50
Fixtures, Fittings and Furniture	66	103	(36)	235	16	122
Plant, Machinery and Equipment	1,776	1,995	(220)	3,320	(173)	3,347
Computers and Telecommunications	63	63	0	861	310	516
Property Sales	0	29	(29)	0	0	0
Building Renewal	653	651	1	1,305	0	3,366
Total capital works	29,155	31,921	(2,766)	70,981	6,965	65,485

* YTD Actual expenditure includes Carried Forwards

** Forecast Budget expenditure includes Carried Forwards

Explanation of variations between forecast budget and adopted budget:

- **Buildings** – Variation between adopted \$12.67M and forecast \$18.03M budgets is due primarily to:
 - \$4.34M in carried forward funds from the 2023/24 financial year, relating to the Karralyka Foyer Extension, Commercial Opportunities, and the Yarrunga Community Centre function room improvements
 - \$1M forecast adjustment for the Croydon Community Wellbeing Precinct Cultural Hub development, based on the timeframes associated with the Living Libraries grant funding program

**CAPITAL WORKS REPORT: SECOND QUARTER 2024/25
FINANCIAL YEAR Cont'd**

ITEM 1

- **Roads** – Variation between adopted \$4.30M and forecast \$6.47M budgets is due primarily to:
 - \$1.1M in carried forward funds from the 2023/24 financial year, relating to the HE Parker Reserve carpark improvements, road resurfacing projects, and the Norwood Reserve carpark improvements
 - \$707K forecast adjustment for the Roads to Recovery funding relating to the Newell Street road reconstruction project and the Heatherdale Road road resurfacing project
- **Footpaths & Cycleways** – Variation between adopted \$3.29M and forecast \$2.93M budgets is due partly to:
 - \$103K in carried forward funds from the 2023/24 financial year, relating to the Mullum Mullum Creek Trail improvements
- **Carparks** – Variation between adopted \$28.12M and forecast \$26.91M budget is due primarily to:
 - \$1M forecast adjustment for the Ringwood Activity Centre Carpark project, based on the progress of construction and the timing of expenditure
- **Drainage** – Variation between adopted \$3.79M and forecast \$4.59M budgets is due primarily to:
 - \$425K in carried forward funds from the 2023/24 financial year, relating to the Jumping Creek Corridor Rehabilitation project and the Ringwood Activity Centre drainage improvements
- **Recreational Leisure and Community Facilities** – Variation between adopted \$1.97M and forecast \$2.34M budgets due primarily to:
 - \$225K in carried forward funds from the 2023/24 financial year, relating to the North Ringwood sportsfield redevelopment and sportsfield lighting upgrade project
- **Parks and Open Space** - Variation between adopted \$2.74M and forecast \$3.07M budgets is due primarily to:
 - \$551K in carried forward funds from the 2023/24 financial year, relating to various open space improvement projects at Little John Reserve, Weiland Reserve Woodland Park, Croydon Park, Norwood Reserve, and Grayswood Reserve
- **Computers and Telecommunication** – Variation between adopted \$516K and forecast \$861K budgets is primarily due to:
 - \$310K in carried forward funds from the 2023/24 financial year, relating to various IT improvement projects

**CAPITAL WORKS REPORT: SECOND QUARTER 2024/25
FINANCIAL YEAR Cont'd**

ITEM 1

- **Building Renewal** – Variation between adopted \$3.37M and forecast \$1.31M budgets is primarily due to:
 - \$645K forecast adjustment to the Federation Estate heating and cooling system upgrade project (in the buildings area)
 - \$620K forecast adjustment to the Eastfield Pony Pavilion Redevelopment project (in the buildings area)
 - \$450k forecast adjustment to the Croydon Memorial Pool plant replacement works (in the buildings area)
 - \$180K forecast adjustment to the Karralyka Lighting Upgrade project (in the buildings area)

FINANCIAL / ECONOMIC ISSUES

CARRIED FORWARDS FROM 2023/2024

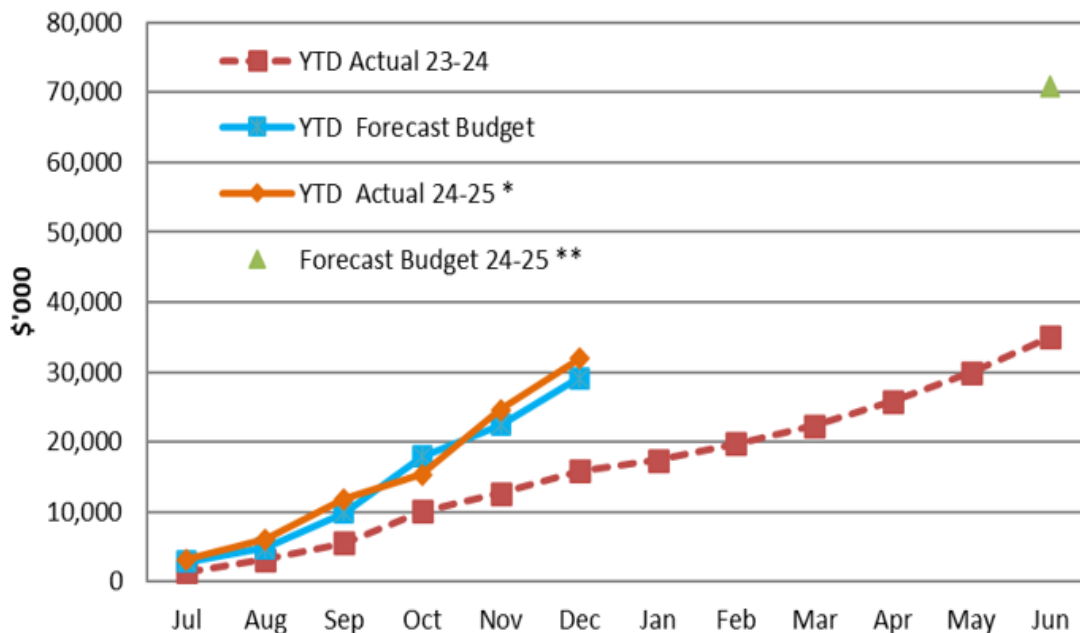
Council carried forward an amount of \$6.97M from the 2023/24 financial year, which primarily related to major projects that were underway at the end of the 2023/24 financial year.

YEAR TO DATE EXPENDITURE FOR SECOND QUARTER OF 2024/25

Council spent \$31.92M in the first and second quarter 2023/24 on a wide range of capital projects that will provide significant benefit to the community.

The graph on the following page depicts the status of the 2024/25 capital works program at the end of the second quarter.

CAPITAL WORKS YTD – EXPENDITURE (CUMULATIVE)



*YTD Actual expenditure includes Carried Forwards

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

**CAPITAL WORKS REPORT: SECOND QUARTER 2024/25
FINANCIAL YEAR Cont'd**

ITEM 1

ENVIRONMENTAL / AMENITY ISSUES

Not applicable

SOCIAL / COMMUNITY ISSUES

Not applicable

COMMUNITY CONSULTATION

Not applicable

CONCLUSION

Council has a total Capital Works forecast budget for 2024/25 of \$70.98M, including \$6.97M carried forward from 2023/24 and significant grant funding from State and Federal Governments. Key variations between adopted and forecast program budgets for the period 1 July - 31 December 2024 are noted within this report. Council spent \$31.91M during the first and second quarter, on a wide range of capital projects that will provide significant benefit to the community.

ATTACHMENTS

Not applicable

CONFIDENTIALITY

Not applicable

RECOMMENDATION

**THAT COUNCIL RECEIVES AND NOTES THE REPORT ON THE STATUS OF THE
CAPITAL WORKS PROGRAM FOR THE SECOND QUARTER FOR 2024/25**

DOCUMENTS FOR SEALING

LETTERS UNDER SEAL - IMMEDIATE PAST COUNCILLORS

ITEM 1

BACKGROUND

As a follow-up to the Council Election held in October 2024, it is appropriate that Council formally recognises the contributions made to the local community by former Councillors Mike Symon (*who did not seek re-election*), Tony Dib JP OAM, Suzy Stojanovic, and Tasa Damante (*who were not re-elected*).

Mr Mike Symon was a Maroondah Councillor for a total of eight (8) years, representing the Mullum Ward for a term of four years (2016 to 2020), and the Jubilee Ward for a term of four years (2020 to 2024), and serving as Deputy Mayor in 2017/18 and Mayor in 2019/20 and 2021/22.

Mr Tony Dib JP OAM was a Maroondah Councillor for a total of seventeen (17) years, representing Arrabri Ward for a total of thirteen years, and the Bungalook Ward for a term of four years (2020 to 2024). He served as Mayor in 2007/08, 2010/11, 2014/15 and 2016/17.

Ms Suzy Stojanovic was a Maroondah Councillor for a total of four (4) years, representing the McAlpin Ward from November 2020 to October 2024.

Ms Tasa Damante was a Maroondah Councillor for a total of six (6) years, representing the Wyreena Ward for two years (2018 to 2020) and the Wicklow Ward for a term of four years (2020 to 2024), and serving as Deputy Mayor in 2022/23.

In keeping with Council's past practice, it is appropriate that Letters Under Seal be presented to the former Councillors, in recognition of their past service as Councillors of the City of Maroondah.

ATTACHMENTS

Not applicable

CONFIDENTIALITY

Not applicable

RECOMMENDATION

THAT COUNCIL SIGNS AND SEALS LETTERS TO BE PRESENTED TO MR MIKE SYMON, MR TONY DIB JP OAM, MS SUZY STOJANOVIC, AND MS TASA DAMANTE, IN RECOGNITION OF THEIR PAST SERVICE AS COUNCILLORS OF THE CITY OF MAROONDAH

DOCUMENTS FOR SEALING

LETTER UNDER SEAL - RECOGNITION OF 2025 AUSTRALIA DAY HONOURS

ITEM 2

LETTER UNDER SEAL

The Australian Honours and Awards system recognises the outstanding service and contributions of Australians. The Honours and Awards system seeks to celebrate and acknowledge those who work tirelessly to improve local communities and to make Australia a better place. Council's Honours and Recognition Policy provides that recipients of Australian Honours who reside within the City of Maroondah, or whose work for which they are being recognised has been undertaken within Maroondah, also be acknowledged 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 King's Birthday (June).

Council has been made aware of the following recognition given in the 2025 Australia Day Honours List as recently announced by the Governor General:

- Mrs Kirsty Savage PSM - awarded the Public Service Medal (PSM) in the Meritorious Awards for outstanding public service to the Aboriginal community and delivery of projects.

ATTACHMENTS

Not applicable

CONFIDENTIALITY

Not applicable

RECOMMENDATION

THAT COUNCIL SIGNS AND SEALS A LETTER OF CONGRATULATIONS IN RECOGNITION OF THE 2025 AUSTRALIA DAY HONOURS AWARDED TO MRS KIRSTY SAVAGE PSM - RECIPIENT OF THE PUBLIC SERVICE MEDAL (PSM) IN THE MERITORIOUS AWARDS

DOCUMENTS FOR SEALING

LETTER UNDER SEAL - 2024 BILL WILKINS VOLUNTEER AWARD

ITEM 3

BACKGROUND

Council's Honours, Recognition of Milestones and Achievements Policy provides a framework for the recognition of significant milestone events achieved by Councillors, community organisations and residents within the City of Maroondah, and Council employees.

Marriane Fry was awarded the 2024 Bill Wilkins Volunteer Award on December 11, 2024 in line with the Policy. Due to the confidential nature and tight timeframes involved at this time of year, Marriane Fry has been presented with a Letter Under Seal to acknowledge her significant contribution to the Maroondah Community.

ATTACHMENTS

Not applicable

CONFIDENTIALITY

Not applicable

RECOMMENDATION

THAT COUNCIL NOTES THAT A LETTER UNDER SEAL HAS BEEN PRESENTED TO MARRIANNE FRY TO ACKNOWLEDGE HER AS THE RECIPIENT OF THE 2024 BILL WILKINS VOLUNTEER AWARD