



# **Ordinary Meeting of Council Attachments**

**Monday 17 February 2025**

**Council Chamber**

## ATTACHMENTS

### CHIEF FINANCIAL OFFICER

2. **Reports of Councillor Briefings**
  - Attachment 1: 2024 December 09 - Councillor Briefing Public Record .....3
  - Attachment 2: 2025 January 28 - Councillor Briefing Public Record .....5
  - Attachment 3: 2025 February 03 - Councillor Briefing Public Record .....6
  - Attachment 4: 2025 February 05 - Councillor Briefing Public Record .....8
3. **Council Plan 2021-2025 (Year 4: 2024/25) Priority Action Progress Report - Quarter 2, 2024/25**
  - Attachment 1: Council Plan 2021-2025 Priority Action Progress Report - Quarter 2, 2024/25 .....9
4. **Financial Report: Six Months Ending December 2024**
  - Attachment 1: Finance Report Six Months Ending - December 2024 .....22
5. **Local Government Performance Reporting Framework - Service Performance Indicator Report - Quarter 2, 2024/25**
  - Attachment 1: Local Government Performance Reporting Framework - Service Performance Report - Q2, 2024/25 .....37
6. **Councillor Induction Program 2024/25**
  - Attachment 1: Councillor Induction 2024-25 .....57



**COUNCILLOR BRIEFING – PUBLIC RECORD**

**Briefing Details:**

Date: Monday 9 December 2024      Time: 6:00pm      Location: Meeting Rooms 1 & 2, Realm

*All items discussed at a Councillor Briefing are considered confidential in nature.*

**Attendees:**

<b>Councillors</b>		
Cr Kylie Spears	Cr Catherine Gordon	Cr Paul Macdonald
Cr Linda Hancock	Cr Claire Rex	Cr Daniella Heatherich
Cr Chris Jones	Cr Nathaniel Henderson	Cr Rob Steane OAM
<b>Council Officers:</b>		
Steve Kozlowski	Chief Executive Officer	
Tony Rocca	Director/Chief Financial Officer	
Adam Todorov	Director Assets & Leisure	
Marianne Di Giallonardo	Director People & Places	
Andrew Fuaux	Director Strategy & Development	
Emma Hills	Governance Officer	<b>Item</b>
Isabelle Cancino	Manager Finance & Commercial	2
Annie Burton	Coordinator Management Accounting & Payroll	2
Tim Cocks	Manager Leisure & Major Facilities	3
Sherryn Dunshea	Manager Executive Office	4

**Apologies:**

Councillors:	Nil
Council Officers:	Nil

**Conflict of Interest Disclosure:**

Councillors:	Nil
Council Officers:	Nil

**Items Discussed:**

1	Council Meeting Agenda
2	Councillor Induction - Introduction to Financial Management
3	2024/25 Local Sports Infrastructure Fund
4	Draft Councillor Conference 2025 Agenda
5	Community Assistance Fund
6	Items of a General Nature Raised by Councillors

**Record completed by:**

Council Officer  
Title

Emma Hills
Governance Officer





**COUNCILLOR BRIEFING – PUBLIC RECORD**

**Briefing Details:**

Date: Tuesday 28 January 2025      Time: 6:00 PM      Location: Meeting Rooms 1 & 2, Realm

*All items discussed at a Councillor Briefing are considered confidential in nature.*

**Attendees:**

<b>Councillors</b>		
Cr Kylie Spears	Cr Catherine Gordon	Cr Paul Macdonald
Cr Linda Hancock	Cr Claire Rex	Cr Daniella Heatherich
Cr Chris Jones (Virtual)	Cr Nathaniel Henderson	Cr Rob Steane OAM
<b>Council Officers:</b>		
Steve Kozlowski	Chief Executive Officer	
Tony Rocca	Director/Chief Financial Officer	
Adam Todorov	Director Assets & Leisure	
Marianne Di Giallonardo	Director People & Places	
Andrew Fuaux	Director Strategy & Development	
<b>Others:</b>		
Dr Maree Overall, VLGA		
Tanja Kovac, VLGA		

**Apologies:**

Councillors:	Nil
Council Officers:	Nil

**Conflict of Interest Disclosure:**

Councillors:	Nil
Council Officers:	Nil

**Items Discussed:**

1	Councillor Induction - Diversity and Inclusion
2	Councillor Induction - Sexual Harassment

**Record completed by:**

Council Officer	Tony Rocca
Title	Director/Chief Financial Officer



**COUNCILLOR BRIEFING – PUBLIC RECORD**

**Briefing Details:**

Date: Monday 3 February 2025      Time: 6:00pm      Location: Meeting Rooms 1 & 2, Realm

*All items discussed at a Councillor Briefing are considered confidential in nature.*

**Attendees:**

<b>Councillors</b>		
Cr Kylie Spears	Cr Catherine Gordon	Cr Paul Macdonald
Cr Linda Hancock	Cr Claire Rex	Cr Daniella Heatherich
Cr Chris Jones	Cr Nathaniel Henderson	Cr Rob Steane OAM
<b>Council Officers:</b>		
Steve Kozlowski	Chief Executive Officer	
Tony Rocca	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	1
Sharyn Davey-Sharman	Coordinator Local Laws	1
Tim Cocks	Manager Leisure & Major Facilities	2
Daniel Davison	Manager Aquahub	2
Ashley Myers	Health & Fitness Manager	2
Andrew Taylor	Manager Engineering & Building Services	3
Thomas Dobson	Coordinator Engineering Projects & Drainage	3
Steve McIntosh	Manager Projects & Asset Management	4
Angela Kechich	Manager Statutory Planning	5

**Apologies:**

Councillors:	Nil
Council Officers:	Nil

**Conflict of Interest Disclosure:**

Councillors:	Nil
Council Officers:	Nil

**Items Discussed:**

1	Domestic Animal Management Plan - 2026-2029
2	Tender Evaluation Report - Contract 21079 Supply & Installation of Cardiovascular Fitness Equipment (Aquahub and Aquanation)
3	Tender Evaluation Report - Contract 21084 Mullum Retarding Basin
4	Major Projects Update
5	Croydon Central Redevelopment - Amendment to the Development Plan
6	Draft Councillor Conference 2025 Agenda
7	Community Assistance Fund
8	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: Wednesday 5 February 2025 Time: 6:00 PM

Location: Meeting Rooms 1 & 2, Realm

*All items discussed at a Councillor Briefing are considered confidential in nature.*

### Attendees:

<b>Councillors</b>		
Cr Kylie Spears	Cr Catherine Gordon	Cr Paul Macdonald
Cr Linda Hancock	Cr Claire Rex	Cr Daniella Heatherich
Cr Chris Jones	Cr Nathaniel Henderson	Cr Rob Steane OAM
<b>Council Officers:</b>		
Steve Kozlowski	Chief Executive Officer	
Tony Rocca	Director/Chief Financial Officer	
Adam Todorov	Director Assets & Leisure	
Marianne Di Giallonardo	Director People & Places	
Andrew Fuaux	Director Strategy & Development	
<b>Others:</b>		
Maria Marshall, Maddocks		

### Apologies:

Councillors:	Nil
Council Officers:	Nil

### Conflict of Interest Disclosure:

Councillors:	Nil
Council Officers:	Nil

### Items Discussed:

1	Councillor Induction - Land Use Planning
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### Record completed by:

Council Officer	Tony Rocca
Title	Director/Chief Financial Officer

# Maroondah City Council

## Council Plan 2021 - 2025 Priority Actions Progress Report



Quarter 2, 2024/25 Financial Year  
Status as at 31 December 2024

# Maroondah City Council Council Plan 2021 - 2025 Priority Actions Progress Report

## Quarter 2, 2024/25 (as at 31 December 2024)






The Council Plan 2021-2025 is Maroondah City Council's key medium-term strategic document that sets key directions and priority actions to work towards the long-term community vision outlined in the refreshed Maroondah 2040: Our future together community vision.

The Council Plan plays a vital role in shaping Maroondah's future over a four-year period. It identifies both challenges and opportunities for our community at local and regional level within the context of the community's long-term Maroondah 2040 vision. It also forms the basis for Council to make decisions regarding resources and priorities in response to community needs and aspirations.

Each year, Council presents to the community an updated set of key directions and priority actions for implementing the four-year Council Plan. This helps to ensure that the Plan continues to be aligned with Maroondah 2040: Our future together, the community's long-term vision, and is responsive to community needs and expectations.

The Council Plan is implemented through a service delivery planning process, and outcomes are measured and reported regularly. This report identifies Council's progress in relation to the Council Plan Priority Actions for the 2024-25 financial year. Some actions span multiple years as identified in the Council Plan 2021-2025. Progress is identified as at 31 December 2024.

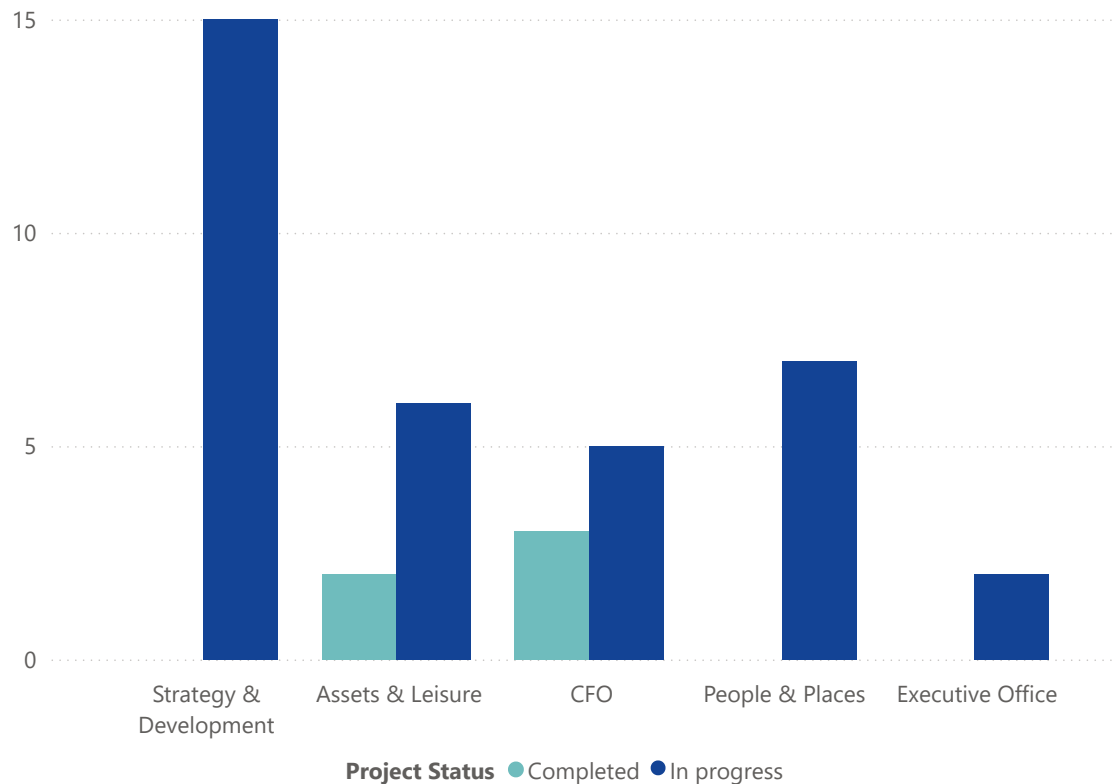
The following status icons assist with interpreting the progress of Council Plan Priority Actions:

-  Priority action has been achieved
-  Priority action has been deferred to another year
-  Priority action is at risk of not being on track
-  Priority action is currently not on track and/or not progressing as expected
-  Priority action is currently on track and/or progressing as expected.

### Summary of Progress

There are 40 Priority Actions listed in the *Council Plan 2021-2025* for the 2024/25 financial year. As at 31 December 2024, five (5) actions have been completed and 35 actions are in progress. Five (5) of those actions in progress are due for completion in 2024/25 and the remaining 30 actions in progress are due for completion beyond 2024/25.

Directorate	Completed	In progress	Total
Assets & Leisure	2	6	<b>8</b>
CFO	3	5	<b>8</b>
Executive Office		2	<b>2</b>
People & Places		7	<b>7</b>
Strategy & Development		15	<b>15</b>
<b>Total</b>	<b>5</b>	<b>35</b>	<b>40</b>



# Council Plan 2021 - 2025

Year 4 - 2024/25 Priority Actions

Q2 Progress Reporting - as at 31 December 2024



## A safe, healthy and active community

No.	Council Plan Priority Action	Progress Comment	Project Status	Status	Target Completion	Directorate	Service Area
1	Review, update and implement Council's Physical Activity Strategy; and develop and implement a Stadium Sports Strategy	The Stadium Sports Strategy was endorsed by Council on 18 September 2023. The Physical Activity Strategy 2024-2029 was endorsed on 22 July 2024 with the implementation plan currently under development.	Completed	✓	2024/25	Assets & Leisure	Leisure & Major Facilities
2	Finalise and implement the Maroondah Liveability, Wellbeing and Resilience Strategy 2021-2031 <sup>^</sup> (including the Health and Wellbeing Action Plan and Positive Ageing Framework and Action Plan 2021-2025) in accordance with the Public Health and Wellbeing Act 2008	The Health and Wellbeing Action Plan 2023-2025 has been endorsed by Council. The Plan outlines the initiatives Council will undertake in working towards realising the outcomes of the Maroondah Liveability Wellbeing and Resilience Strategy 2021-2031 for the 2023/24 and 2024/25 financial years.	In progress	●	Beyond 2024/25	Strategy & Development	City Futures
3	Work in partnership with a broad range of service providers and community organisations/groups to develop and deliver services and cultural experiences in the Croydon Community Wellbeing Precinct that meet the needs of people of all ages, abilities and backgrounds	Hub B stakeholders are now settled into their various spaces with equipment, resources and space-sharing exploration underway. A range of collaborations have been initiated between tenants including sharing resources through the Occasional Care Op Shop, as well as an intergenerational project which includes young people, U3A and the Croydon Seniors Centre. An exploration of the feasibility of a community services and wellbeing co-working hub for Level 1 of the cultural hub is underway.	In progress	●	Beyond 2024/25	Strategy & Development	City Futures
4	Work in partnership with the Victorian Government to support the construction of a new hospital in Maroondah to ensure the location and construction maximises community benefit	Council continues to work in partnership with the Victorian Government to support the construction of a new public hospital in Maroondah, and to ensure the location and the construction maximises the benefit to the Maroondah community.	In progress	●	Beyond 2024/25	Strategy & Development	City Futures
5	Design the redevelopment of The Rings and Ringwood Golf (subject to funding)	Council will progress the design the redevelopment of both The Rings and Ringwood Golf, while advocating/exploring funding opportunities.	In progress	●	Beyond 2024/25	Assets & Leisure	Projects & Assets Management
6	Design and construct the Quambee Reserve tennis redevelopment	Concept designs have been developed, key stakeholders engaged and discussions have taken place. An in-principle agreement to proceed has been reached. The next stages will involve detailed design as well as funding options.	In progress	●	Beyond 2024/25	Assets & Leisure	Leisure & Major Facilities
7	Develop a Fair Access Policy to inform the gender equitable distribution of sporting infrastructure	The Melbourne East Region Fair Access Policy was endorsed by Council on the 17 May 2024. It was developed in collaboration with Maroondah's Melbourne East Sport and Recreation Strategy partner Councils.	Completed	✓	Beyond 2024/25	Assets & Leisure	Leisure & Major Facilities



# Council Plan 2021 - 2025

Year 4 - 2024/25 Priority Actions

Q2 Progress Reporting - as at 31 December 2024



## A prosperous and learning community

No.	Council Plan Priority Action	Progress Comment	Project Status	Status	Target Completion	Directorate	Service Area
8	Advance planning to reinforce the sense of place in Local Neighbourhoods, to enable people to be able to live locally through the provision of services which meet people's daily needs.	Council continues to participate in the Local Neighbourhoods Municipal Planning Project, which provides opportunities to access grant funding as well as opportunities to work with the Victorian Government to plan for local neighbourhoods in Maroondah. Development of "place" plans for both Ringwood North and Croydon South have commenced and are anticipated to be finalised by the end of the 24/25 financial year.	In progress	●	Beyond 2024/25	Strategy & Development	City Futures
9	Work in partnership to implement the Bayswater Business Precinct Transformation Strategy and investigate and implement innovative opportunities to enhance business capability, skill development, employment and education pathways for the manufacturing sector	Work continues on the implementation of the Strategy. Progress is being monitored and guided by the recently developed governance structure. The 3 participating councils agreed on a scope for the development of an overarching spatial plan to address access matters, as well as activity centre and physical amenity outcomes. A revised business case for the development of a physical Bayswater Business Precinct hub is currently in progress.	In progress	●	Beyond 2024/25	People & Places	Business & Precincts
10	Work in partnership to plan for and support the Victorian Government three and four year old kindergarten reforms, including advocating for funding at all levels of Government for new and redeveloped facilities to enable these reforms in Maroondah	Council continues to work with the Department of Education (DE) and the Victorian School Building Authority (VSBS) in regard to the impacts for the rollout of the Best Start, Best Life kindergarten reforms across Maroondah (and more broadly Victoria) which includes increasing the hours of funded Kindergarten for three and four year old children. The Department of Education have recently provided updated population data for Maroondah, which is essential to progress a revised Kindergarten Infrastructure and Services Plan (KISP), which considers both the 3- and 4-year-old kindergarten reform impacts. Council is working to understand the evolving impacts and opportunities for the community arising from the Victorian government's expanded reform, and is monitoring changing data, local variables and feasibility studies for Council's early years infrastructure to support strong advocacy and to achieve the best outcomes, to meet local needs. Council, DE and VSBA meet regularly to worktowards a negotiated funding pipeline of works to assit in meeting the future demand for Kindergartens.	In progress	●	Beyond 2024/25	People & Places	Community Services
11	Identify and facilitate co-working opportunities and spaces in Maroondah	Council continues to investigate the expansion of co-working facilities across Maroondah, as part of a regional cluster of coworking spaces. Partnership opportunities are being explored with the Melbourne East Regional Economic Development Group of Councils to determine reciprical co-working arrangements across different sites as well as the joint procurement of operating systems. Local opportunities within vacant Council sites are being assessed, in adiiiton to private/ public partnership opportunities in Maroondah activity centres.	In progress	●	2024/2025	People & Places	Business & Precincts

## Council Plan 2021 - 2025

Year 4 - 2024/25 Priority Actions

Q2 Progress Reporting - as at 31 December 2024



### A vibrant and culturally rich community

No.	Council Plan Priority Action	Progress Comment	Project Status	Status	Target Completion	Directorate	Service Area
12	Design the Karralyka redevelopment, and undertake staged redevelopment works	Council will continue the design and construct of the staged redevelopment of Karralyka (subject to funding). The proposed redevelopment will include a new multi-purpose foyer expansion, an outdoor paved terraced area leading from the enhanced foyer space, as well as some accessibility improvements. Construction of the new multi-purpose foyer commenced in September 2024, with works scheduled to be completed by mid-2025.	In progress		Beyond 2024/25	Assets & Leisure	Projects & Assets Management
13	Develop and implement the Arts and Cultural Development Strategy 2025-2030, incorporating the Karralyka Precinct, to maximise arts and cultural opportunities across Maroondah	Council continues to implement the Arts and Cultural Development Strategy 2020-2025. The Strategy guides the service delivery of art classes, exhibitions and projects at Wyreena, ArtSpace at Realm, Maroondah Federation Estate Gallery and other related arts precincts. Exhibitions, arts activations and public art continue to deliver high levels of placemaking and community engagement outcomes. The updated strategy will expand in scope to reflect the Creative Places portfolio, inclusive of Arts and Culture, Karralyka Services, and Precinct Placemaking Activations. The draft updated strategy will be presented to Council approx. August 2025. It will reflect a review of the current strategy, strategic and industry directions, and meaningful community engagement.	In progress		Beyond 2024/25	People & Places	Business & Precincts

## Council Plan 2021 - 2025

Year 4 - 2024/25 Priority Actions

Q2 Progress Reporting - as at 31 December 2024



### A clean, green and sustainable community

No.	Council Plan Priority Action	Progress Comment	Project Status	Status	Target Completion	Directorate	Service Area
14	Work in partnership to deliver the staged implementation of the Reimagining Tarralla Creek project	Council will continue to work with Melbourne Water to progress Stage 2 of the Reimagining Tarralla Creek project. Discussions are underway to identify opportunities to align works on the upcoming Kilsyth to Croydon South Water Mains Renewal Project with delivery of the Swinburne section (Stage 4) of the project.	In progress	●	Beyond 2024/25	Strategy & Development	City Futures
15	Implement Council's Sustainability Strategy 2022-2031, including the development of a Climate Change Plan integrating carbon reduction and climate adaptation measures	Council continues to implement the Sustainability Strategy 2022-2031. The Strategy includes actions that promote environmental, social and economic sustainability, responding to the themes of the built environment, climate change, community connections, a green economy, green infrastructure, governance, evaluation and improvement opportunities. A Climate Action Plan is currently under development which will provide a holistic approach to managing climate change mitigation, adaptation and risk across Council and the community.	In progress	●	Beyond 2024/25	Strategy & Development	City Futures
16	Develop and implement Council's Waste, Litter and Resource Recovery Strategy 2020-2030	The strategy continues to be implemented, including the successful roll out of the new food and garden organics service (FOGO). During 2023/24, an evaluation of the FOGO service was undertaken ensuring that risks are identified and managed, such as the contamination impact on markets. A review of Council's Waste Strategy has been initiated and will incorporate changes from the new Circular Economy (Waste Reduction and Recycling) Act 2021, new Federal targets for municipal solid waste, and the performance of the FOGO service. Research into the costs and benefits of the glass only service has been completed. The findings will be presented to the Minister for Environment as an advocacy request from 15 Councils, with Maroondah City Council as the lead. Other projects, such as the reusable nappy project, school education program and contamination management program continue to be rolled out successfully as part of Council's waste education program. An assessment of the impacts of the draft Victorian Waste Service Standards and the incorporation of these changes will be a key priority for 2024/25.	In progress	●	Beyond 2024/25	CFO	Finance & Commercial
17	Prepare and implement a series of Biolink Action Plans that implement the Maroondah Habitat Connectivity Study	In 2022/23, eight 'biolinks' were identified to improve habitat connectivity across the municipality. The first of these, the Mullum Mullum Creek Draft Biolink Action Plan, has been developed and was informed by community engagement, which was undertaken in November and December 2023. Detailed planning for at least two more biolink plans are underway.	In progress	●	Beyond 2024/25	Strategy & Development	City Futures
18	Implement Council's annual streetscape enhancement program incorporating a significant increase in new tree planting throughout the municipality	Council's streetscape enhancement program will continue in 2024/25. This program includes a focus on identifying trees which are located under power lines.	In progress	●	Beyond 2024/25	Assets & Leisure	Operations

# Council Plan 2021 - 2025

Year 4 - 2024/25 Priority Actions

Q2 Progress Reporting - as at 31 December 2024



## An accessible and connected community

No.	Council Plan Priority Action	Progress Comment	Project Status	Status	Target Completion	Directorate	Service Area
19	<p>Work in partnership with the Victorian Government to implement road improvement works at:</p> <ul style="list-style-type: none"> <li>• New Street, Ringwood</li> <li>• Reilly Street and Wantirna Road, Ringwood</li> <li>• Eastfield Road, Ringwood East</li> <li>• Plymouth Road and Kirtain Drive, Croydon</li> <li>• Holloway Road, Croydon North</li> </ul> <p>Undertake carpark improvement works at:</p> <ul style="list-style-type: none"> <li>• McAlpin Reserve, Ringwood North</li> <li>• Dorset Recreation Reserve, Croydon</li> </ul>	<p>The upgrade to Plymouth Road including the installation of traffic signals at Kirtain Drive and the pedestrian operated signals on Plymouth Road, was delivered by the Department of Transport and Planning in partnership with Council. Works at this site were completed in late 2023. All other projects with the exception of Holloway Road have been completed. The reconstruction of Holloway Rd will commence in the 2025/26 financial year and will be completed in the 2026/27 financial year. Community engagement regarding the Holloway Road design has commenced and will be completed in early 2025, to inform the current design process.</p>	In progress	●	Beyond 2024/25	Strategy & Development	Engineering & Building
20	Design and construct an activity centre carpark in Ringwood	<p>Construction has commenced on a new car park at 1 Bedford Rd, in the Ringwood Activity Centre. The \$33.2M project is being funded by the Australian Government and Council, providing additional parking spaces for commuters, residents and visitors. The remaining portion of the original Blood Brothers storefront has been retained and relocated to a more prominent position on the site, so as to retain the corner store significance of the original building. Construction work will continue in 2024/25 and is scheduled for completion in late 2025.</p>	In progress	●	2024/25	Assets & Leisure	Projects & Assets Management
21	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	<p>Level Crossing Removal works progressed well in 2023/24, with major construction activities being undertaken at all three sites resulting in the removal of the Bedford Rd and Dublin Rd level crossings and the permanent closure of the Coolstore Road level crossing in early 2024. The new Ringwood East station opened in July 2024 and the new Croydon station in August 2024. Construction of the new car parks, bicycle paths and landscape works were scheduled to be completed by late 2024.</p>	In progress	●	2024/25	Strategy & Development	Engineering & Building
22	Advocate to the Australian and Victorian Governments for the provision of new and upgraded transportation infrastructure in Maroondah	<p>In 2024/25 Council continued advocating for the transport needs of the Maroondah community. Council has been successful in receiving Black Spot funding of \$1.356 million to improve the intersection of Eastfield Road and Railway Avenue in Ringwood East.</p>	In progress	●	Beyond 2024/25	Executive Office	Senior Executive
23	Work in partnership to undertake renewal works on the Mullum Mullum Creek shared trail; and continue footpath construction in the Principal Pedestrian Network	<p>During 2023/24, Council worked in partnership to undertake renewal works on the Mullum Mullum Creek trail. Renewal of the section of the trail from Marilyn Crescent to Kalinda Road will be completed during the 2024/25 and 2025/26 financial years. The footpath construction program for 2024/25 was developed and is currently being implemented.</p>	In progress	●	Beyond 2024/25	Strategy & Development	Engineering & Building

# Council Plan 2021 - 2025

Year 4 - 2024/25 Priority Actions

Q2 Progress Reporting - as at 31 December 2024



## An attractive, thriving and well built community

No.	Council Plan Priority Action	Progress Comment	Project Status	Status	Target Completion	Directorate	Service Area
24	Develop a new Croydon Structure Plan and prepare a planning scheme amendment to incorporate the policy into the Maroondah Planning Scheme	The Draft Croydon Major Activity Centre Structure Plan was made available to the community for their feedback from the 31 August 2023. This closed on 22 October 2023, and submissions were reviewed in early 2024. However, the Structure Plan is now being reviewed in light of recent changes announced by the Victorian Government in relation to future housing targets for all municipalities across the State, including Maroondah.	In progress	●	Beyond 2024/25	Strategy & Development	City Futures
25	Work in partnership to implement the Greening the Greyfields project to facilitate a sustainable approach to urban redevelopment in identified residential precincts	Amendments C134maro and C136maro for the two specific identified residential precincts were gazetted in the Maroondah Planning Scheme during 2022/23. Over the past 12 months, Council has continued to work with stakeholders to implement the Greening the Greyfields project in two identified residential precincts which also includes relevant landowners.	In progress	●	Beyond 2024/25	Strategy & Development	City Futures
26	Undertake the staged redevelopment of the Croydon Community Wellbeing Precinct (CCWP), including the design and construction of the CCWP Cultural Hub, Multi-purpose Hub and open space enhancements (some planned works subject to external funding)	Planning and design works for the staged redevelopment of the Croydon Community Wellbeing Precinct (CCWP) continued during 2024/25. The Precinct will be home to several important Council and community services, whilst also including integrated indoor and outdoor spaces which provide opportunities for activation, inspiration and empowerment. The next phase of this vibrant precinct includes a community and cultural hub which will serve as a central point for several community groups and will include amenities such as: a Council Service Centre, a state-of-the-art library, cafe, performance and event spaces. Planning and early works, including relocation and site preparation are underway, with construction on the next stage set to begin in 2025.	In progress	●	Beyond 2024/25	Assets & Leisure	Projects & Assets Management
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	In 2023/24, Council continued to implement flood mitigation works at identified sites. Stage 4 of the drainage upgrade works along Charter Street from New Street to Market Street was completed in September 2024. Council is continuing to investigate and discuss flood mitigation for central Croydon with external agency partners/catchment authority partners.	In progress	●	Beyond 2024/25	Strategy & Development	Engineering & Building
28	Undertake enhancements in the Ringwood Metropolitan Activity Centre, including the Maroondah Highway Boulevard and Staley Gardens	Future upgrades of Maroondah Highway Boulevard requires the support of VicRoads. Council continues to advocate to the Victorian Government for approval and funding. A consultant project brief is being finalised for the creation of a landscape masterplan for Staley Gardens, Ringwood. The plan will incorporate design principles developed through extensive community engagement in 2023 and 2024. Further engagement will take place following development of the draft masterplan.	In progress	●	Beyond 2024/25	People & Places	Business & Precincts

## Council Plan 2021 - 2025

Year 4 - 2024/25 Priority Actions

Q2 Progress Reporting - as at 31 December 2024



### An attractive, thriving and well built community

No.	Council Plan Priority Action	Progress Comment	Project Status	Status	Target Completion	Directorate	Service Area
29	Work in partnership with the Victorian Government to implement the objectives of Victoria's Housing Statement for the Ringwood Metropolitan Activity Centre	Council has worked closely with the Victorian Planning Authority in 2024, regarding updates to the Ringwood Metropolitan Activity Centre Masterplan. A decision by the Victorian Government on the final planning controls for Ringwood is anticipated in early 2025.	In progress		Beyond 2024/25	Strategy & Development	City Futures
30	Undertake a review of the Maroondah Planning Scheme	It is anticipated that a review will commence in 2025 following the announcement of State Government reforms.	In progress		Beyond 2024/25	Strategy & Development	City Futures

## Council Plan 2021 - 2025

Year 4 - 2024/25 Priority Actions

Q2 Progress Reporting - as at 31 December 2024



### An inclusive and diverse community

No.	Council Plan Priority Action	Progress Comment	Project Status	Status	Target Completion	Directorate	Service Area
31	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, and advocate for ongoing support and care for Maroondah senior citizens	Council continues to monitor the Commonwealth My Aged Care reform agenda. The Australian Government has announced that a new service model for Commonwealth Home Support Program will now not occur prior to July 2027. The Commonwealth Aged Care Regional Assessment Service transitioned to a new provider on the 1 July 2024, following the Australian Governments decision to tender the service, instead of extending the previous funding arrangements with providers, such as Maroondah City Council. Council is undertaking a review to consider its future direction for aged and disability services, taking into account the current and future needs of the Maroondah community, as well as the contemporary sector environment.	In progress		2024/25	People & Places	Community Services

# Council Plan 2021 - 2025

Year 4 - 2024/25 Priority Actions

Q2 Progress Reporting - as at 31 December 2024



## A well governed and empowered community

No.	Council Plan Priority Action	Progress Comment	Project Status	Status	Target Completion	Directorate	Service Area
32	Advocate on key local issues on behalf of the Maroondah community, including in the lead up to the Australian and Victorian Government elections in 2024/25 and 2026/27	During 2024/25, Council continued its advocacy to both the Australian and Victorian governments to seek funding to address a range of key priorities including infrastructure and sporting and transportation improvements for the benefit of the Maroondah community. Council has been successful in receiving Federal funding of \$7.5million for Stage 3 of the Croydon Community Wellbeing Precinct and \$7.5million for the Croydon Main Street revitalisation project.	In progress	●	Beyond 2024/25	Executive Office	Senior Executive
33	Develop the Customer Service Strategy 2025-2029 to continue to advance Council's commitment to be highly responsive and customer focused	During 2023/24, Council commenced a review of the current Customer Service Strategy and undertook community engagement to inform its future direction. The new Strategy will have a focus on Council's commitment to being highly responsive and customer-focussed across all service areas and communication channels. The draft Strategy was scheduled to be completed in late 2024.	In progress	●	Beyond 2024/25	People & Places	Communications & Citizen Experience
34	Work in partnership with the Victorian Electoral Commission to coordinate a Council Election in October 2024 for the 2024-2028 period	Council worked closely with the Victorian Electoral Commission (VEC) in the coordination of Local Government Elections in October 2024. The election was declared and Councillors sworn into office on 12 November 2024.	Completed	✓	2024/25	CFO	Governance & Performance
35	Develop a strategy for Connected Communities involving digitising metrics to understand and respond efficiently to community needs	A strategic Framework was approved and adopted with a program of works to be operationalized within the timeline.	Completed	✓	2024/25	CFO	Cyber & Technology
36	Enhance connections between Council's statutory committees (including advisory committees) and the Integrated Planning Framework to ensure alignment with emerging community priorities	A review regarding the focus for each of Council's advisory committees for the 2025-2029 Council Term is being undertaken during 2024/25, to ensure alignment with the priorities identified by the Maroondah community during the 2050 Community Vision process.	In progress	●	2024/25	CFO	Governance & Performance



## Council Plan 2021 - 2025

Year 4 - 2024/25 Priority Actions

Q2 Progress Reporting - as at 31 December 2024



### A well governed and empowered community

No.	Council Plan Priority Action	Progress Comment	Project Status	Status	Target Completion	Directorate	Service Area
37	Engage the community in developing a new Community Vision and prepare the Council Plan 2025-2029 following election of a new Council	Over the past 12 months, Council has commenced the development of a new Maroondah 2050 Community Vision involving background research into current and emerging trends and extensive community engagement. Broad engagement was undertaken from September to December 2023, with just under 9000 inputs from community members, key stakeholders and local organisations. From February to May 2024, a Maroondah 2050 Community Panel participated in a series of workshops to provide input and recommendations to Council on a new Community Vision, Council Plan 2025-2029 and a number of other supporting Council strategies. The Draft Maroondah 2050 Community Vision and Draft Council Plan 2025-2029 is currently being prepared based on all of these inputs and will be presented to the new Council for formal consideration by June 2025.	In progress		Beyond 2024/25	CFO	Governance & Performance
38	Undertake a review of a range of Council technological systems	Council's Enterprise Resource Planning program (ERP) is underway. It is a 3 year, 3 phase project, which will implement TechnologyOne ERP software across a range of Council business capabilities. Phase 1, Financials implementation is in the execute phase with an expected goLive date in July 2025.	In progress		Beyond 2024/25	CFO	Cyber & Technology
39	Evolve organisational capacity and implement systems to minimise risks to cybersecurity impacts	Ongoing security hardening and additional controls have been implemented to minimise cybersecurity impacts, including: external penetration tests, implementation of face-to-face instructor led training for casuals, and the implementation of artificial intelligence software into the Security Incident and Event Management (SIEM) systems. Council has engaged a 24/7 external third party Security Operations Centre to continually monitor for potential security incidents. Ongoing security tasks completed include annual black box penetration tests, ongoing system decommissions and ongoing security hardening procedures including DMARC/DKIM.	In progress		Beyond 2024/25	CFO	Cyber & Technology
40	Implement the Council Caretaker Policy for the Council election in October 2024 and transition to the new Council following the election	Council's Election Period Policy was revised in July 2024 ahead of the Election Period, which commenced on 17 September 2024. All Council activities during the Election Period were undertaken in accordance with this Policy.	Completed		2024/25	CFO	Governance & Performance

# FINANCIAL REPORT

Six months ended

31 December 2024



**Financial Report**  
**Six months ended 31 December 2024**

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**Financial Report**  
**Six months ended 31 December 2024**

**1. Income Statement**

For the six months ending 31 December 2024

	YTD Forecast Budget \$'000	YTD Actual Results \$'000	YTD Forecast Variance \$'000	Annual Forecast \$'000	Adopted Budget \$'000	Variance Adopted To Forecast \$'000
<b>Income</b>						
Rates & charges	111,336	111,336	(0)	<b>111,785</b>	111,667	118
Statutory fees & fines	2,397	2,345	(52)	<b>5,863</b>	5,985	(122)
User fees	17,310	17,061	(249)	<b>32,884</b>	32,920	(37)
Contributions - cash	3,845	3,886	41	<b>7,833</b>	7,471	362
Grants - operating (recurrent)	7,180	7,158	(22)	<b>9,027</b>	8,626	401
Grants - operating (non-recurrent)	925	925	0	<b>1,458</b>	389	1,069
Other income	2,623	2,640	18	<b>5,148</b>	5,010	138
Net gain (loss) on disposal of property, infrastructure, plant & equipment	920	921	1	<b>671</b>	768	(97)
<b>Total income</b>	<b>146,536</b>	<b>146,272</b>	<b>(264)</b>	<b>174,669</b>	<b>172,836</b>	<b>1,832</b>
<b>Expenses</b>						
Employee costs	35,615	35,695	(79)	<b>71,195</b>	70,932	(264)
Materials and services	20,468	19,298	1,167	<b>37,370</b>	35,600	(1,770)
Bad & Doubtful Debt	704	704	0	<b>704</b>	0	(704)
Contractors	14,208	13,983	225	<b>29,650</b>	29,355	(295)
Depreciation and amortisation	15,331	15,331	0	<b>30,824</b>	30,442	(382)
Amortisation - right of use assets	0	0	0	<b>1,636</b>	1,529	(107)
Finance costs	417	417	0	<b>788</b>	788	0
Finance costs - leases	0	0	0	<b>400</b>	182	(218)
Other expenses	885	785	99	<b>633</b>	810	177
<b>Total expenses</b>	<b>87,628</b>	<b>86,214</b>	<b>1,411</b>	<b>173,201</b>	<b>169,638</b>	<b>(3,562)</b>
<b>Underlying surplus (deficit)</b>	<b>58,907</b>	<b>60,058</b>	<b>1,148</b>	<b>1,468</b>	<b>3,198</b>	<b>(1,730)</b>
Contributions - Capital	215	303	88	<b>1,467</b>	226	1,241
Grants - Capital (recurrent and non- recurrent)	18,072	18,072	0	<b>25,642</b>	26,708	(1,066)
<b>Comprehensive result</b>	<b>77,195</b>	<b>78,434</b>	<b>1,236</b>	<b>28,577</b>	<b>30,132</b>	<b>(1,556)</b>

Financial Report  
Six months ended 31 December 2024

## 2. Balance Sheet

As at 31 December 2024

	31/12/2024	31/12/2023	30/06/2024
	\$ '000	\$ '000	\$ '000
<b>Assets</b>			
<b>Current assets</b>			
Cash and cash equivalents	24,221	16,920	51,352
Trade and other receivables	90,201	80,128	12,327
Other financial assets	39,460	55,184	36,001
Inventories	560	486	472
Contract assets	84	0	51
Prepayments	594	576	871
Non-current assets classified as "held for sale"	826	0	826
<b>Total current assets</b>	<b>155,946</b>	<b>153,294</b>	<b>101,900</b>
<b>Non-current assets</b>			
Trade and other receivables	90	313	90
Other financial assets	0	6,703	0
Investments in Associates, Joint Arrangements and Subsidiaries	2,105	1,916	2,105
Property, Infrastructure, Plant and Equipment	2,217,089	2,086,264	2,200,983
Intangible assets	1,051	1,053	1,051
Right Of Use Asset	7,286	8,653	7,285
<b>Total non-current assets</b>	<b>2,227,621</b>	<b>2,104,902</b>	<b>2,211,514</b>
<b>Total assets</b>	<b>2,383,567</b>	<b>2,258,196</b>	<b>2,313,414</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	(29,004)	(29,096)	(32,158)
Provisions	(15,467)	(14,914)	(15,066)
Contract and other liabilities	(726)	(7,555)	(15,288)
Trust funds and deposits	(16,346)	(14,976)	(5,856)
Interest Bearing Liabilities	(1,875)	(1,875)	(2,962)
Current Lease Liabilities	(1,119)	(1,451)	(1,119)
<b>Total current liabilities</b>	<b>(64,537)</b>	<b>(69,867)</b>	<b>(72,449)</b>
<b>Non-current liabilities</b>			
Trust funds and deposits	(6)	(132)	(6)
Contract and other liabilities	(225)	(11,043)	(225)
Provisions	(1,331)	(1,111)	(1,331)
Interest-bearing liabilities	(15,393)	(18,284)	(15,763)
Lease liabilities	(6,379)	(7,294)	(6,379)
<b>Total non-current liabilities</b>	<b>(23,334)</b>	<b>(37,864)</b>	<b>(23,704)</b>
<b>Total liabilities</b>	<b>(87,871)</b>	<b>(107,731)</b>	<b>(96,153)</b>
<b>Net assets</b>	<b>2,295,696</b>	<b>2,150,465</b>	<b>2,217,261</b>
<b>Equity</b>			
Accumulated surplus	887,503	846,932	877,459
Surplus (deficit) for period	78,434	55,765	12,542
Reserves	1,329,759	1,247,768	1,327,260
<b>Total equity</b>	<b>2,295,696</b>	<b>2,150,465</b>	<b>2,217,261</b>

Financial Report  
Six months ended 31 December 2024

### 3. Statement of Cash Flows

For the six months ended 31 December 2024

	31/12/2024	31/12/2023
	\$'000	\$'000
<b>Cash flows from operating activities</b>		
Rates and charges	36,641	34,414
Statutory fees and fines	2,345	2,680
User fees	17,174	19,621
Grants - operating	7,296	3,564
Grants - capital	691	1,764
Contributions - monetary	3,886	3,257
Interest received	2,266	1,576
Trust funds and deposits taken	18,187	15,203
Other receipts	432	2,101
Net GST refund/payment	182	227
Employee costs	(35,754)	(34,305)
Materials and services	(35,819)	(34,085)
Trust funds and deposits repaid	(7,879)	(6,521)
<b>Net cash provided by/ (used in) operating activities</b>	<b>9,649</b>	<b>9,497</b>
<b>Cash flows from investing activities</b>		
Payments for property, infrastructure, plant and equipment	(32,410)	(18,165)
Proceeds from sales of property, infrastructure, plant and equipment	964	716
Payments for investments	(68,854)	(90,419)
Proceeds from sales of investments	65,395	43,106
<b>Net cash provided by/ (used in) investing activities</b>	<b>(34,905)</b>	<b>(64,762)</b>
<b>Cash flows from financing activities</b>		
Finance costs	(417)	(473)
Repayment of borrowings	(1,458)	(1,403)
Interest paid - lease liability	0	0
Repayment of lease liabilities	0	0
<b>Net cash provided by/ (used in) financing activities</b>	<b>(1,875)</b>	<b>(1,876)</b>
Net increase (decrease) in cash and cash equivalents	(27,131)	(57,141)
Cash and cash equivalents at the beginning of the period	51,352	74,061
<b>Cash and cash equivalents at the end of the financial period</b>	<b>24,221</b>	<b>16,920</b>

**Financial Report  
Six months ended 31 December 2024**

**4. Statement of Capital Works**

For the six months ending 31 December 2024

	YTD Forecast Budget \$'000	YTD Actual * \$'000	YTD Bud Var \$'000	Forecast Budget ** \$'000	Amount Carried Forward \$'000	Adopted Budget \$'000
<b>Classification</b>						
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
<b>Total capital works</b>	<b>29,155</b>	<b>31,921</b>	<b>(2,766)</b>	<b>70,981</b>	<b>6,965</b>	<b>65,485</b>

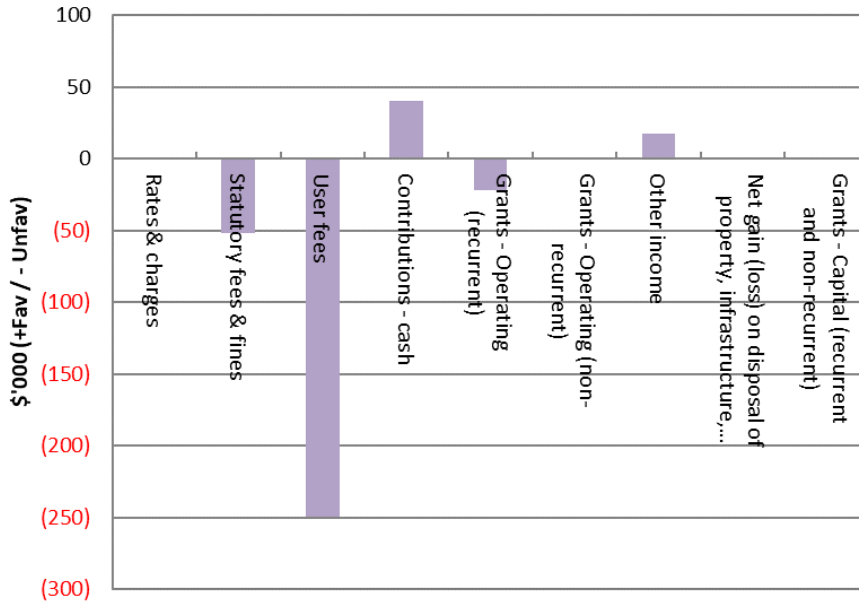
\* YTD Actual expenditure includes Carried Forwards

\*\* Forecast Budget expenditure includes Carried Forwards

**Financial Report  
Six months ended 31 December 2024**

**5. Financial and Capital Analysis**

**Income – YTD Forecast Budget variances**



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

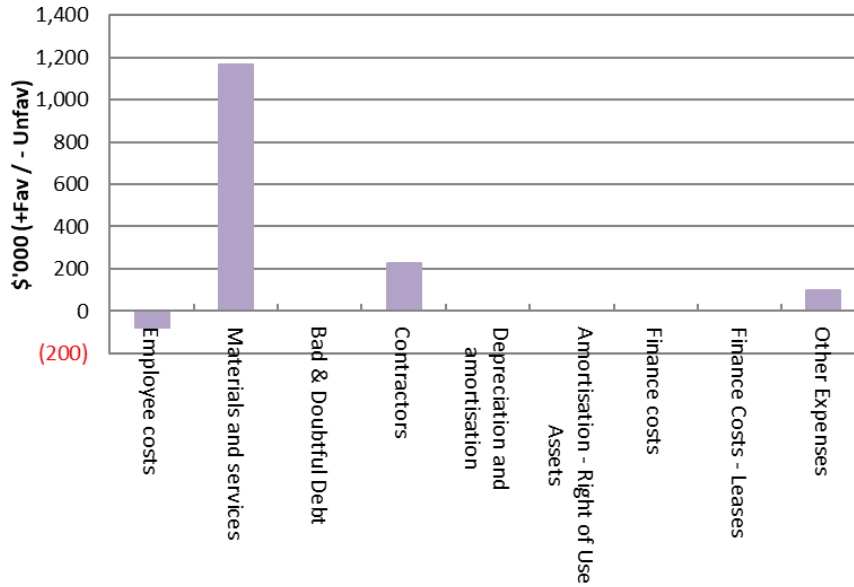
**Unfavourable Variance:**

- User Fees (\$249k) - Mainly driven by (\$76k) Leisure memberships, (\$71k) Business & Precincts, (\$58k) Engineering Services, (\$14k) Community Safety and (\$18k) Statutory Planning.
- Statutory fees & fines (\$52k) - Represents in the areas of (\$30k) Statutory Planning and (\$27k) Community Safety.



**Financial Report**  
**Six months ended 31 December 2024**

**Expenses – YTD Forecast Budget variances**



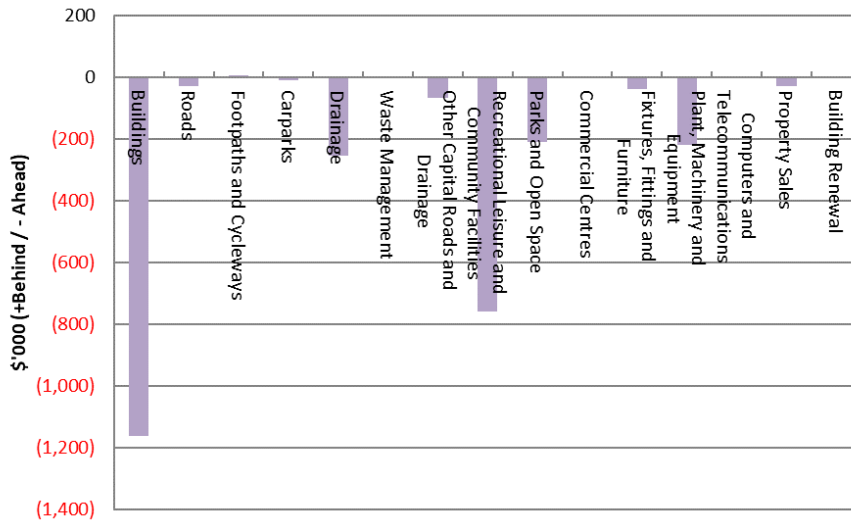
The table illustrates how each expense stream is tracking year to date against forecast, by variance. Key variances of note include:

**Favourable Variances:**

- Materials and Services \$1,167k - Represents in the areas of \$346k Cyber & Technology, \$167k Community Services, \$155k Governance & Performance, \$129k City Futures, \$129k Leisure and \$117k People & Culture.
- Contractors \$225k - Mainly driven by timing variances \$107k Waste Management, \$45k City Futures, \$31k engineering & Building Services, \$31k People & Culture and \$23k Cyber & Technology areas.

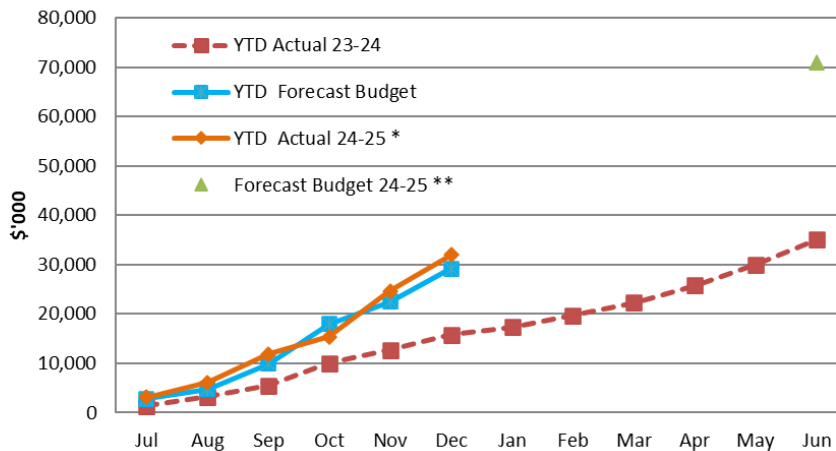
**Financial Report  
Six months ended 31 December 2024**

**Capital Works – YTD Forecast Budget variances by asset class**



The graph above indicates year to date variance against Forecast per classification. (Represents table 4 above - Statement of Capital works)

**Capital works YTD expenditure cumulative**



\*YTD Actual expenditure includes Carried Forwards

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

This graph demonstrate that the capital program is slightly above budget mainly due to building works at Karralyka and Aquahub.

The Forecast Capital Expenditure program for 2024/25 is \$71 million. A carry forward amount from 2023/24 of \$7.0 million is included in the forecast for the current period.

The chart above indicates how Council is performing year to date against the forecast, as well as how we are tracking to achieve the period end target of \$29.1 million. Council has spent 44.97% of its total forecast at the end of the second quarter.

**Financial Report  
Six months ended 31 December 2024**

**Directorate Analysis**

	YTD Forecast Net \$'000	YTD Actual Net \$'000	YTD Bud Var Net \$'000	Annual Forecast Net \$'000
<b>Department</b>				
Chief Executive Office	(949)	(897)	51	(1,859)
Chief Financial Office	(16,022)	(15,253)	769	(34,146)
Director Assets and Leisure	(12,491)	(12,764)	(273)	(25,177)
Director People and Places	(8,473)	(8,124)	349	(17,716)
Director Strategy and Development	(3,290)	(3,057)	233	(5,029)
	<u>(41,225)</u>	<u>(40,096)</u>	<u>1,129</u>	<u>(83,926)</u>
Capital Grants & Contributions	18,291	18,391	100	27,116
Net (Gain)/Loss on disposal of equipment	920	921	(2)	832
Other non-attributable *	99,209	99,219	9	84,555
<b>Comprehensive result</b>	<b><u>77,195</u></b>	<b><u>78,434</u></b>	<b><u>1,236</u></b>	<b><u>28,577</u></b>

\* Other non-attributable includes rate & charges revenue, grants commission, depreciation, and insurance.

**Department net cost YTD Budget variances (depiction of the table above)**



This graph shows variances by the director level: -

\$769k favourable variance in Chief Financial Officer directorate is mainly related to Cyber & Technology and mainly timing variances related to licensing and support fees.

\$349k favourable variance in People & Places directorate is mainly in the areas of youth & children services and maternal child health and timing of spending on training in People & Culture area.

\$233k favourable variance in Strategy & Development directorate is mainly related to timing variances in City Futures.

(\$273k) unfavourable variance in Asset & Leisure directorate is mainly related to operations and assets management.

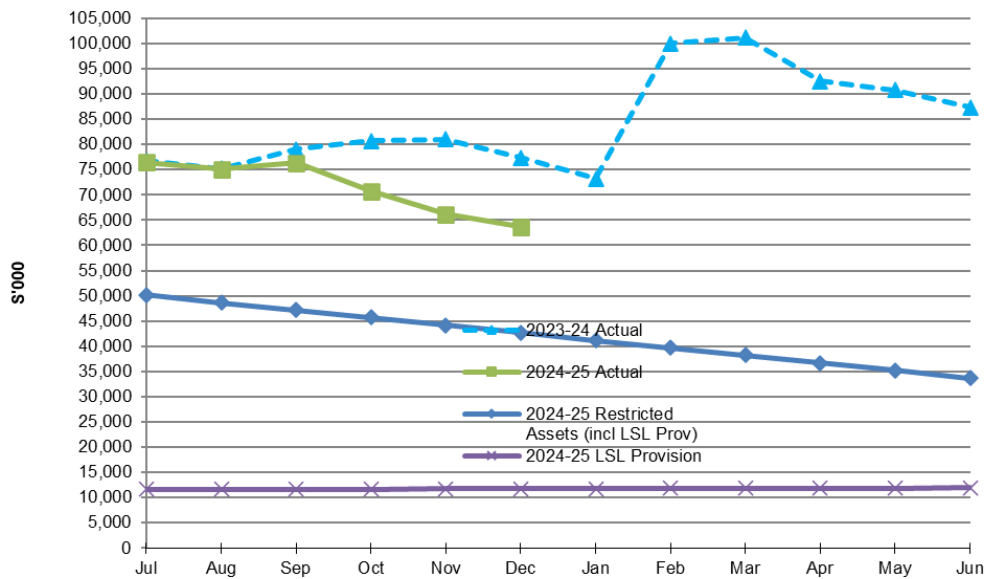
**Financial Report  
Six months ended 31 December 2024**

**6. Financial Position**

	2024-25 Dec Actual \$'000	2023-24 Dec Actual \$'000	2024-25 Adopted Budget \$'000	2023-24 June EOFY Actual \$'000
Cash and investments	63,681	78,807	39,626	87,353
Net current assets	91,409	88,255	14,995	29,451
Net assets and total equity	2,295,696	2,150,465	2,136,438	2,217,261

The Financial Position as of 31 December 2024 shows cash and investment balances of \$63.68 million and a net current asset position of \$91.41 million. The net asset position as of 31 December 2024 is \$2.30 billion. Cash and investment balances are above expectations identified in the Long-Term Financial Strategy for the current period of 2024/2025.

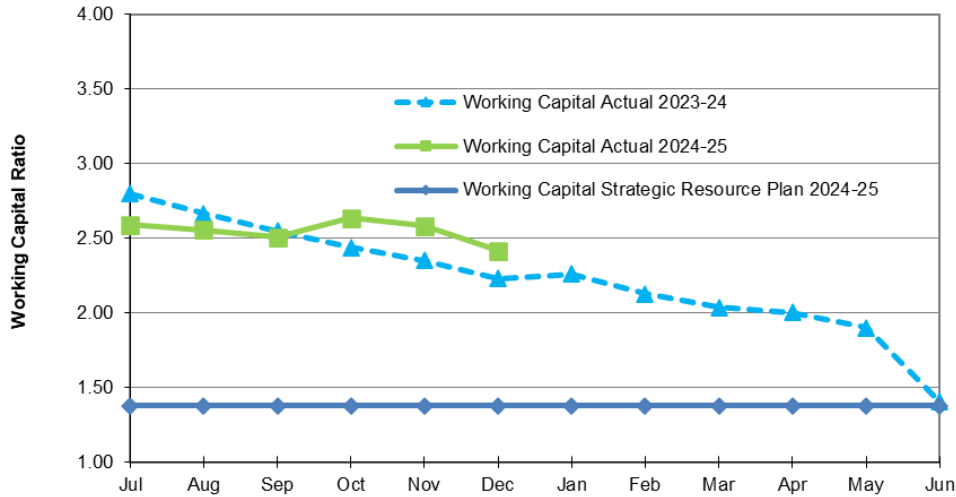
**Actual cash & investments balance by month**



This graph reflects that there are sufficient cash reserves to cover both restricted assets and any fluctuations in cash flow. The levels fluctuate during the year in line with inflows from peak rate payment periods and expense cycles. Restricted Assets refer to unexpended grants and developer’s contributions as well as provision for Long Service Leave.

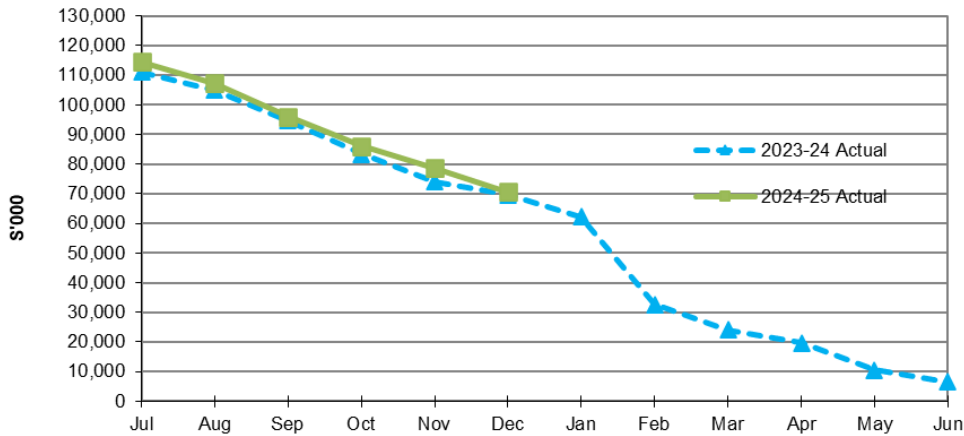
**Financial Report  
Six months ended 31 December 2024**

**Actual working capital ratio by month  
(Current Assets / Current Liabilities)**



The working capital ratio is a measure of liquidity. It is always essential for this figure to be greater than 1.00, with the VAGO recommended level being more than 1.50. Council's working capital ratio as of 31 December 2024 is 2.42.

**Actual rates outstanding balances by month**

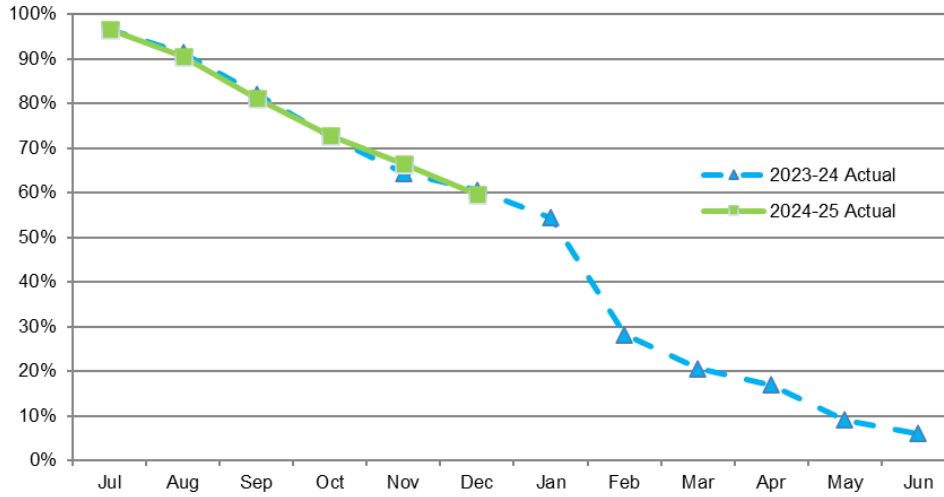


The chart above compares the rates outstanding as at 31 December 2024 to the same time last financial period. Our collection rate follows a similar pattern to previous periods, based on rate instalments occurring at set times throughout the financial period. Council has one of the highest debt recovery performances in comparison to other local government authorities.

The December result indicates a similar trend of rates outstanding as compared to the same stage last year, taking into account rates being struck in July of this year.

**Financial Report**  
**Six months ended 31 December 2024**

**Rates debtor collection rate by %**



Rate debtor's collection levels during 2024/2025 are in line with expectations, taking into account rates being struck in July of this year.

**Financial Report  
Six months ended 31 December 2024**

**7. Cash and Investments**

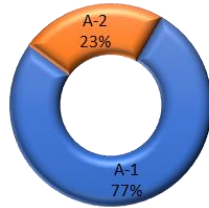
The following graphs indicate the diversification and credit ratings of the investment portfolio at the end of December 2024. Investments are made in accordance with Council’s Investment Policy and all criteria specified in the Policy are met at the time the investments are made.

Council’s Investment Policy is to maintain a well-balanced investment portfolio and amounts invested, at any time, should not exceed the following percentages of Councils’ Portfolio.

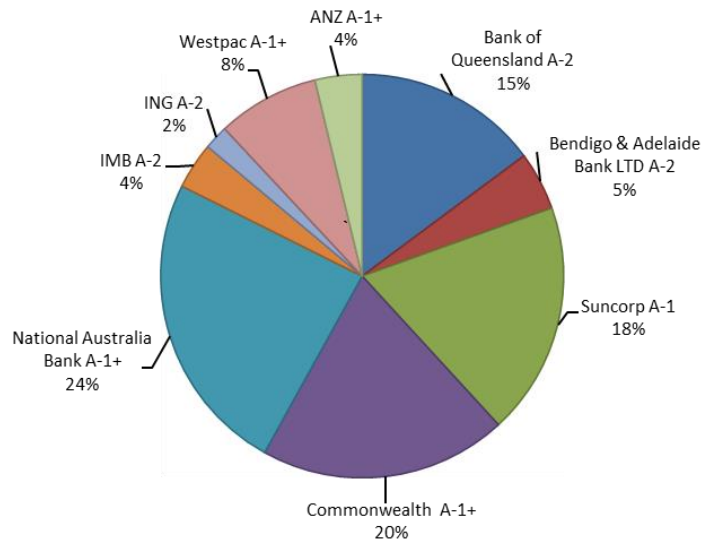
Investment Grade	Max % of Total Investments	Max % Invested with Single Institution*
AAA/ AA+/AA/AA-/A+/A/A-	100%	60%
BBB+/ BBB	50%	15%
BBB-	10%	15%

*\*Excludes cash balances held in Council’s At-Call or 11AM accounts.*

**Credit Rating  
as at 31st December 2024**



**Investment Distribution  
as at 31st December 2024**



**Financial Report  
Six months ended 31 December 2024**

Investments as at 31/12/2024							
Institution	Credit Rating	Maturity Date	Period Days	Yield %	Type	\$000's	%
Commonwealth	A-1+			4.55	On-Call	8,427	15.3%
ANZ	A-1+	24-Feb-25	77	4.80	Term Dep	2,077	3.8%
Commonwealth	A-1+	03-Mar-25	89	4.88	Term Dep	2,500	4.5%
Westpac	AA-	03-Mar-25	89	4.93	Term Dep	2,500	4.5%
IMB	A-2	06-Jan-25	112	4.80	Term Dep	2,051	3.7%
National Australia Bank	AA-	13-Jan-25	95	4.95	Term Dep	3,000	5.5%
Suncorp	A-1	20-Jan-25	98	4.88	Term Dep	1,500	2.7%
Westpac	AA-	03-Feb-25	112	4.92	Term Dep	2,000	3.6%
National Australia Bank	AA-	06-Feb-25	154	5.00	Term Dep	2,000	3.6%
Suncorp	A-1	17-Feb-25	98	4.85	Term Dep	2,124	3.9%
Bank of Queensland	A-2	17-Mar-25	182	5.05	Term Dep	2,000	3.6%
National Australia Bank	AA-	24-Mar-25	105	5.03	Term Dep	2,033	3.7%
Bank of Queensland	A-2	01-Apr-25	181	5.05	Term Dep	5,000	9.1%
Suncorp	A-1	07-Apr-25	119	4.98	Term Dep	4,088	7.4%
National Australia Bank	AA-	14-Apr-25	182	5.05	Term Dep	2,000	3.6%
Suncorp	A-1	19-May-25	182	5.04	Term Dep	2,544	4.6%
National Australia Bank	AA-	02-Jun-25	182	5.10	Term Dep	2,025	3.7%
Bendigo & Adelaide Bank LTD	A-2	13-Jan-25	186	5.19	Term Dep	1,458	2.7%
ING	A-1	20-Jan-25	395	5.32	Term Dep	1,068	1.9%
Bendigo & Adelaide Bank LTD	A-2	10-Feb-25	367	5.02	Term Dep	1,116	2.0%
Bank of Queensland	A-2	17-Mar-25	182	5.05	Term Dep	1,154	2.1%
National Australia Bank	AA-	30-Apr-25	210	5.05	Term Dep	2,300	4.2%
						<b>54,965</b>	<b>100%</b>

Term Dep = Term Deposit NCD = Negotiable Certificate of Deposit

Council's performance against the industry wide benchmark (Bank Bill Swap Reference Rate – Average Bid which summarises the returns on banks bills over the period chosen) is provided below:

Benchmark: 90 days Bank Bill Swap Reference Rate – Average Bid (Source: Australian Financial Markets Association)	4.04%
Maroondah Investment Portfolio as at 31 December 2024	4.99%



# Local Government Performance Reporting Framework



2024/25 Reporting Year



Service Performance Indicator Results – YTD Quarter 2  
(1 July – 31 December 2024)

## Introduction





The Local Government Performance Reporting Framework (LGPRF) is a Victorian Government initiative which seeks to:

- Improve both the transparency and accountability of Council performance to ratepayers
- Provide a meaningful set of information for both the local and broader community

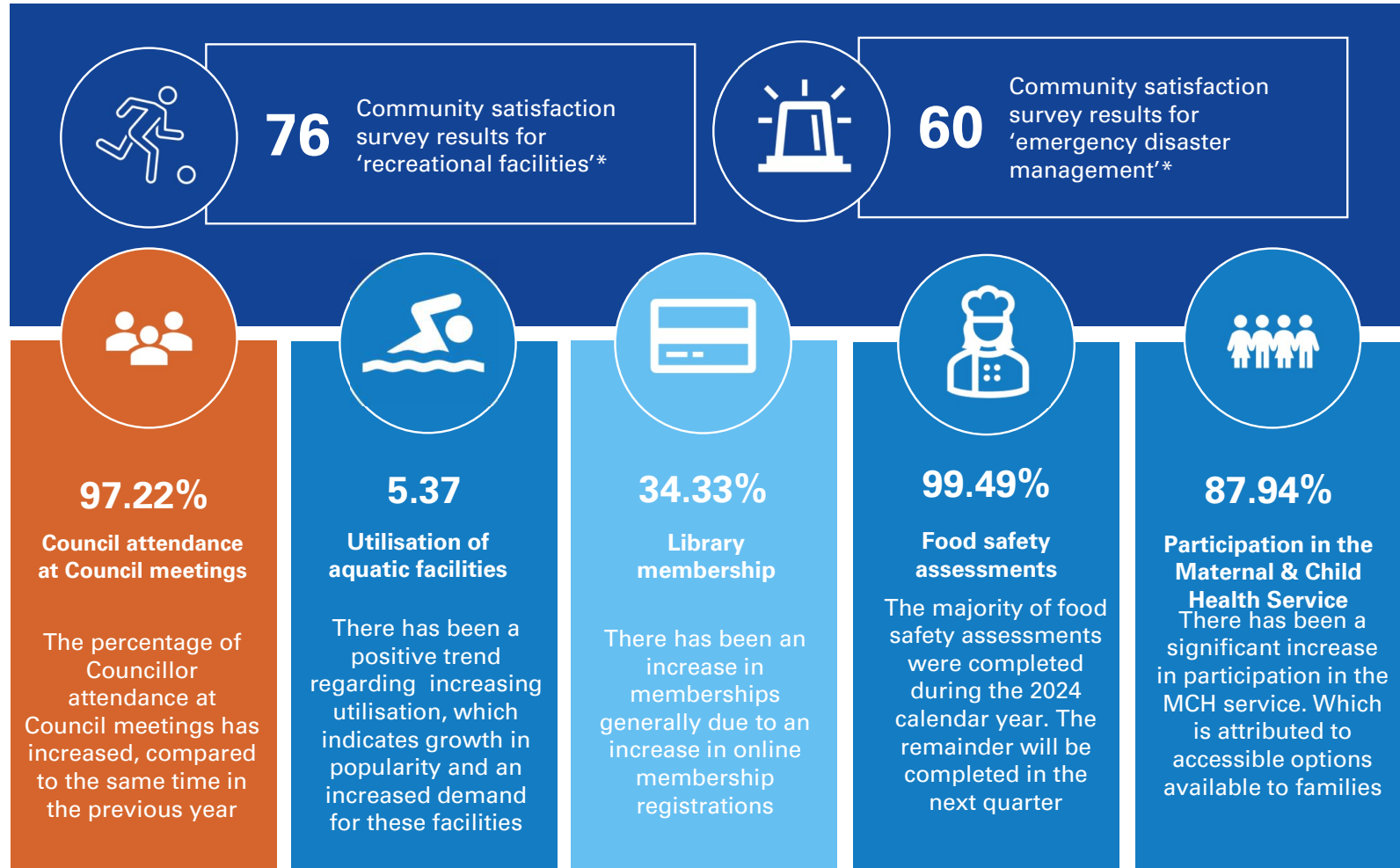
The framework includes a specific range of key performance measures, as well as a checklist of governance and management items, which collectively build a comprehensive picture of Council performance over time.

The following report responds to the LGPRF service performance indicator results, to the end of Q2 2024/25.

The following status icons assist the reader in interpreting the service performance results:

	The result is currently on track / progressing as expected / within expected range for the reporting period
	The result is neutral / is yet to be finalised / is being monitored
	The result is not on track / is not progressing as expected / is outside of the expected range for the reporting period
	The result is not available / or is a new measure with no comparison data available




# Highlights





## Animal management

Provision of animal management and responsible pet ownership services to the community, including monitoring, registration, enforcement and education.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Timeliness</b> Time taken to action animal requests	Number of days taken to action animal requests	1.00 day	1.03 days	1.03 days	1.01 days	This measure relates to the average number of days between the receipt of an animal management request, and the first action response. The time taken to action animal management requests continues to remain low, due to Council's responsive approach.	
<b>Service Standards</b> Animals reclaimed	% of collected animals reclaimed	62.96%	73.57%	69.75%	65.45%	This measure relates to the percentage of collected registrable animals reclaimed, under the Domestic Animals Act 1994. The number of animals reclaimed has decreased but still within expected range. Council continue to focus their efforts on reuniting animals with their owners	
<b>Service Standards</b> Animals rehomed	% of animals rehomed	15.56%	14.71%	15.92%	18.79%	This measure relates to the percentage of collected registrable animals under the Domestic Animals Act 1994, who are subsequently rehomed. The number of animal rehomed (adopted) is slightly higher compared to the same time in previous years.	



## Animal management




Provision of animal management and responsible pet ownership services to the community including monitoring, registration, enforcement and education.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Service Cost</b> Cost of the animal management service	Direct cost (\$) of the animal management service, per registered animal	\$2.67	\$2.65	\$6.15	\$5.25	This measure highlights the direct cost of Council’s animal management service per registrable animal, under the Domestic Animals Act 1994. The cost of animal management service remains consistent with the same time in the previous year.	
<b>Health and Safety</b> Animal management prosecutions	Percentage of prosecutions per unclaimed collected registrable animals, under the Domestic Animals Act 1994, which are rehomed.	100%	100%	100%	100%	This measure highlights the percentage of successful animal management prosecutions, under the Domestic Animals Act 1994. Council will continue to work proactively respond in this space, regarding the number of animal management prosecutions over the coming quarters.	



## Aquatic Facilities

Provision of indoor and outdoor aquatic facilities to the community and visitors for wellbeing, water safety, sport and recreation.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Service Standards</b> Health inspections of aquatic facilities	Number of health inspections per Council aquatic facility	1 Inspection	2 inspections	4 inspections	1 inspection	Health inspections of Council's aquatic facilities are conducted annually. Council will continue to conduct aquatic facility inspections across all three aquatic facilities throughout the year.	
<b>Utilisation</b> Utilisation of aquatic facilities	Number of visits to aquatic facilities per head of municipal population	5.37 visits	5.52 visits	11.02 visits	9.43 visits	This measure relates to the number of visits to Council's aquatic facilities per head of the municipal population. The utilisation rate of aquatic facilities is consistent with the same time in the previous year.	
<b>Service Cost</b> Cost of aquatic facilities	Direct cost (\$), less income/revenue received for providing aquatic facilities, per visit	\$-1.16	\$-0.99	\$-1.14	\$0.31	This measure relates to the overall cost of running Council aquatic facilities, less revenue received. This measure indicates positive and consistent financial performance, in comparison to the same time in the previous year.	



Provision of food safety services to the community including registrations, education, monitoring, inspections and compliance.

Service indicator/measure	Measure expressed as:	YTD Calendar Year (Q4) 2024	YTD Calendar Year (Q4) 2023	EoY Calendar Year 2023	EoY Calendar Year 2022	Comment	Status
<b>Timeliness</b> Time taken to action food complaints	Number of days taken to action food complaints	1.47 days	1.42 days	1.43 days	1.53 days	This indicator measures the average number of days taken for Council to respond to food complaints (from receipt of an issue, to the first response action). The data provided is for the 2024 calendar year, which aligns with the reporting requirements of the Department of Health (DoH). The number of days taken to action food complaints is less than two days. Environmental Health Officers (EHOs) continue to respond to customer matters, as soon as they are received.	
<b>Service Standards</b> Food safety assessments	% of registered class 1 food premises and class 2 food premises, that receive an annual food safety assessment	99.49%	99.47%	99.47%	98.24%	This indicator measures the percentage of registered Class 1 and Class 2 food premises that receive an annual food safety assessment. The data provided is for the 2024 calendar year, which aligns with the Department of Health (DoH) reporting requirements. The number of food assessments undertaken is consistent with the same time in the previous two years. The remaining assessments will be completed in the next quarter.	



Provision of food safety services to the community including registrations, education, monitoring, inspections and compliance.



Service indicator/measure	Measure expressed as:	YTD Calendar Year (Q4) 2024	YTD Calendar Year (Q4) 2023	EoY Calendar Year 2023	EoY Calendar Year 2022	Comment	Status
<b>Service Cost</b> Cost of the food safety service	Direct cost (\$) of the food safety service, per registered food premises	\$368.75	\$354.36	\$713.88	\$737.18 <i>(financial year)</i>	This measure shows the direct cost of providing food safety services (per food premises). The cost of the food safety service is slightly higher, due to increases in the Consumer Price Index.	
<b>Health and Safety Service Standards</b> Critical and major non-compliance notifications	% of critical and major non-compliance outcome notifications, that are followed up by Council	100.00%	99.26%	91.89%	100.00%	This indicator measures the percentage of both critical and major non-compliance outcome notifications, which are subsequently followed up by Council. The data provided is for the 2024 calendar year, and aligns with the Department of Health (DoH) reporting requirements. 100% of the premises (requiring a follow up inspection) were undertaken in 2024.	
<b>Service Standards</b> Food Safety Samples	% of food samples obtained (per required number of food samples).	101.32%	101.34%	32.89%	N/A	This relatively new indicator measures the percentage of food samples obtained (per the required number of food samples). Data will be collected over the coming quarters for future analysis and enhanced reporting. All required class 1 & 2 statutory food samples were undertaken in the 2024 calendar year.	





## Governance




Provision of good governance to the community including making and implementing decisions with reference to community engagement, policy frameworks and agreed practice.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Transparency</b>  Council resolutions at meetings closed to the public	% of Council resolutions made at meetings closed to the public	8.00%	10.67%	9.93%	7.69%	This indicator measures the percentage of Council resolutions at an Ordinary, or Special Council meeting, or at a meeting of a Special Committee of Council, consisting only of Councillors (and which are closed to the public under Section 66 of the Local Government Act 2020). The percentage of Council resolutions at meeting closed to the public has decreased, primarily due to the decreased number of tender evaluation recommendations/reports that required Council approval.	
<b>Consultation and engagement</b>  Satisfaction with community consultation and engagement	Satisfaction rating out of 100	Results to be released in Q4 2024/25	N/A	59	56	Community satisfaction is measured in the annual Maroondah Community Satisfaction Survey. Results will be available in June 2025.	



## Governance

Provision of good governance to the community, including making and implementing decisions with reference to community engagement, policy frameworks and agreed practice.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Attendance</b> Council attendance at Council meetings	% of Councillor attendance at ordinary and special Council meetings	97.22%	84.48%	82.41%	89.81%	A number of Ordinary and Special meetings of Council are held annually. This indicator measures overall Councillor attendance at these meetings. The percentage of Councillor attendance at Council meetings has increased, compared to the same time in the previous year.	
<b>Service Cost</b> Cost of elected representation	Direct cost (\$) of Council governance, per Councillor	\$30,143.33	\$29,138.56	\$63,908.11	\$60,914.56	This measure relates to the direct cost of delivering Council's Governance service (per elected representative). The cost of elected representation is consistent compared to the same time in the previous year.	
<b>Decision making</b> Satisfaction with Council decisions	Satisfaction rating out of 100	Results to be released in Q4 2024/25	N/A	60	58	Community satisfaction is measured in the annual Maroondah Community Satisfaction Survey. Results will be available in June 2025.	



Provision of print and digital based resources to the community in a variety of formats including collection services, e-services, research tools and interactive learning programs.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Resource standard</b> Recently purchased library collection	% of the library collection that has been purchased in the last 5 years	76.86%	77.30%	77.97%	76.97%	This measure refers to the percentage of the library collection which has been purchased over the last five years. The percentage of recently purchased library collection items now include, digital items available through the 'Boo Book Consortium'.	●
<b>Service Cost</b> Cost of library service	Direct cost (\$) of the library service	\$12.66	\$11.63	\$25.64	\$20.21	This measure captures the direct cost of the library service (per municipal population). The cost of providing library services is consistent, compared with the same time in the previous year.	●
<b>Utilisation</b> Library loans per population	Number of collection item loans, per population	4.53	4.45	9.18	N/A	This measure captures the number of collection item (loans), per head of the municipal population. The number of loans in the last quarter is consistent with the same time in the previous year.	●






Provision of print and digital based resources to the community in a variety of formats including collection services, e-services, research tools and interactive learning programs.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<p><b>Participation</b></p> <p>Library membership</p>	% of resident municipal population who are registered library members	34.33%	28.69%	34.89%	N/A	This measure shows the percentage of the resident municipal population who are registered library members. There has been an increase in library memberships this quarter, which is largely attributed to an increase in online membership registrations.	●
<p><b>Participation</b></p> <p>Library visit per head of population</p>	Library visits per head of population	2.26	2.16	4.35	N/A	This measure shows the number of library visits per head of municipal population. The results are consistent with the same time in the previous year.	●

## Maternal and Child Health (MCH)



Provision of universal access to health services for children from birth to school age and their families. Including early detection, referral, monitoring and recording child health and development.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Service Standards</b> Infant enrolments in the MCH service	% of infants enrolled in the MCH service	100.31%	100.66%	101.24%	100.97%	The MCH service enrolls newborn infants in the service (for home visits) following receipt of a birth notification from the hospital. All birth notifications received by Council result in an enrolment into the MCH record data base. Families that move in and out of Maroondah reflect as a variation in the reporting period, as well as future attendance at key age and stage visits.	
<b>Service Cost</b> Cost of the MCH service	\$ cost of the MCH service, per hour of service delivered	\$80.51	\$76.45	\$58.48	\$76.45	This measure shows the cost of delivering Councils MCH service, per hours of delivered service. Additional programs running during the Christmas and New Year period resulted in a slight increase in the cost of delivering the MCH services.	
<b>Participation</b> Participation in the MCH service	% of children enrolled who participate in the MCH service	87.94%	66.23%	74.54%	75.16%	This measure shows the participation of children in key age and stage MCH visits. Participation in the MCH service has increased. This is due in part to the MCH service being increasingly more accessible, with after hours options for families.	



## Maternal and Child Health

Provision of universal access to health services for children from birth to school age and their families. Including early detection, referral, monitoring and recording child health and development.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Participation</b> Participation in MCH service by Aboriginal children	% of Aboriginal children enrolled, who participate in the MCH service	50.00%	72.70%	82.73%	77.08%	This measure shows the percentage of Aboriginal children enrolled and participate in the service. Participation of Aboriginal children in the MCH has decreased. Participation rates can vary over time due to families accessing services that are culturally relevant to their needs but may be outside of the municipality.	
<b>Satisfaction</b> Participation in first MCH home visit	% of infants enrolled in the MCH service, who receive the first MCH home visit	99.23%	96.38%	97.68%	95.72%	This measure shows the percentage of infants enrolled in the MCH service who participated in their 4-week KAS (Key Ages and Stages) visit. Participation of children in the 4 week key age and stage visit has increased over this quarter. Having additional appointments as well as Saturday sessions, provides increased access to the MCH service.	



Provision of a network of sealed local roads under the control of the municipal council to all road users.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Satisfaction of use</b>  Sealed local road requests	Number of sealed local road requests per 100 kilometres of sealed local road	59.41	44.28	103.53	131.39	Road requests are defined as customer requests logged in Council’s corporate customer service application, <i>Infor Pathway</i> . There has been an increase in sealed local road requests in Q2. Requests include such factors as: line marking, pothole repairs, damaged roads and patching, and road sweeping.	●
<b>Condition</b>  Sealed local road below the intervention level	% of sealed local roads that are below the renewal intervention level	99.37%	97.71%	97.71%	97.71%	Council applies a technical level of service intervention figure to a Pavement Condition Index (PCI) out of 5, in Council's pavement management system. There was little variation in the most recent result, compared to the same time in the previous year.	●
<b>Service Cost</b>  Cost of sealed local road reconstruction	Direct (\$) reconstruction cost per square metre of sealed local roads reconstructed	Results to be released in Q4 2024/25	N/A	\$304.93	\$238.00	This measure shows the total project costs associated with the reconstruction of a sealed local road. Some works commenced during this quarter, however the full costs are not yet known. This measure will be updated in coming quarters.	●



Provision of a network of sealed local roads under the control of the municipal council to all road users.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Service Cost</b> Cost of sealed local road resealing	Direct (\$) resealing cost per square metre of sealed local roads	Results to be released in Q4 2024/25	N/A	\$38.05	\$29.90	Some works have been commenced during this quarter however the full costs are not yet known. This measure will be updated in coming quarters.	●
<b>Satisfaction</b> Satisfaction with sealed local roads	Satisfaction rating out of 100	Results to be released in Q4 2024/25	N/A	56	61	Satisfaction is measured in the annual Community Satisfaction Survey. Results will be made available at the end of the current financial year (June 2025).	●





## Statutory Planning

Provision of land use and development assessment services to applicants and the community including advice and determination of applications.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<p><b>Timeliness</b></p> <p>Time taken to decide planning applications</p>	Days between receipt of a planning application and a decision on the application	30.00	33.00	36.00	35.00	<p>This measure shows the median number of days between the receipt of a planning application and the decision made regarding that application.</p> <p>The time taken to make a decision on planning applications remains low at 32 days (on average) for the quarter. This is consistent with the same time in the previous year.</p>	●
<p><b>Service Standard</b></p> <p>Planning applications decided within required time frames</p>	% of regular and VicSmart planning decisions made within legislated time frames	82.70%	74.95%	75.67%	73.99%	<p>In accordance with the Planning and Environment Act 1987, Council is permitted 60 statutory days to determine a planning application. The 60 statutory days includes weekends, public holidays and commences from when the application is lodged with Council. However, the legislation allows for the 60-day statutory clock to be stopped and recommenced in certain circumstances.</p> <p>Decisions on planning application is slightly higher in comparison to the same time in the previous year.</p>	●



## Statutory Planning




Provision of land use and development assessment services to applicants and the community including advice and determination of applications.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Service Cost</b> Cost of statutory planning service	Direct (\$) cost of the statutory planning service, per planning application	\$2,537.46	\$2,651.31	\$2,622.36	\$2,784.56	This measure shows the direct cost to Council to provide the statutory planning service, per planning application received. The direct cost of the statutory planning service has reduced from the same time in the previous financial year due to the reduction in planning applications.	●
<b>Decision Making</b> Planning decisions upheld at VCAT	% of decisions subject to review by VCAT that were not set aside	86.67%	94.12%	87.50%	95.45%	If an applicant disagrees with a decision of Council (in relation to a planning application) they can appeal that decision at the Victorian Civil and Administrative Tribunal (VCAT). The percentage of decisions upheld by VCAT is slightly lower compared to the same time in the previous year. The result still remains high and is within its expected range.	●



## Waste Collection

Provision of kerbside waste collection service to the community including garbage and recyclables.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<b>Service Standard</b> Kerbside collection, bins missed	Number of kerbside collection bins missed per 10,000 scheduled kerbside collection bin lifts	3.36	3.63	3.72	4.65	This indicator shows the ratio of bins missed (scheduled bin collections). This includes 120L, 80L, a second bin and fortnightly recycling kerbside bin collections. There was a slight variation in the kerbside bin missed collection requests, compared to the same time in the previous year.	
<b>Service Cost</b> Cost of kerbside garbage collection service	Direct (\$) cost of the kerbside garbage bin collection service, per kerbside garbage collection bin	\$71.39	\$63.86	\$137.31	\$133.26	This measure highlights the direct cost to Council to provide the kerbside garbage bin collection service (per kerbside garbage bin). In Q2, there was an increase in the tonnages collected compared to the same time last year, resulting in a slight increase in cost of the kerbside garbage collection service.	
<b>Service Cost</b> Cost of kerbside recyclables collection service	Direct (\$) cost of the kerbside recyclables collection service, per kerbside recyclables collection bin	\$33.80	33.60	\$66.42	\$66.22	This measure shows the direct cost to Council to provide the kerbside recyclables collection service per kerbside recyclables bin. The cost of recyclable bin collections remains consistent with the same time in the previous year.	



## Waste Collection

Provision of kerbside waste collection service to the community including garbage and recyclables.

Service indicator/measure	Measure expressed as:	Q2 YTD 2024/25	Q2 YTD 2023/24	EoY 2023/24	EoY 2022/23	Comment	Status
<p><b>Service Cost</b></p> <p>Kerbside collection waste diverted from landfill</p>	% of garbage, recyclables and green organics collected from kerbside bins that is subsequently diverted from landfill	59.53%	60.02%	59.30%	56.22%	This measure shows the percentage of garbage, recyclables and green organics collected from kerbside bins, which are then diverted from landfill. The percentage of kerbside collection waste diverted from landfill remains consistent with the previous year.	●

# Councillor Induction 2024/25



## Completion of Councillor Induction Training

The Local Government Act 2020 (section 32) (the Act) and the *Local Government (Governance and Integrity) Regulations 2020*, as amended in October 2024 (the Regulations) provide prescribed components and timeframes for Councillor induction training.

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.

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.

This form is a declaration by Councillors that they have completed the endorsed induction program made up of the following seven (7) activities:

### 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.

Active Prosperous Vibrant Sustainable Accessible Thriving Inclusive Empowered

**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**

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

**6 Land Use Planning**

- the structure of a planning scheme
- 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.

**Declaration**

Section 32 states *A Councillor must make a written declaration before the Chief Executive Officer after completing the Councillor induction training that -*

- (a) states that the Councillor has completed the Councillor induction training; and
- (b) is dated and signed.

The Councillor Induction Program was adopted by Council at its meeting held on 25 November 2024 and was completed by all Councillors within the prescribed timeframes of the Act.

**I declare that my statement is true and correct, that I have completed all the mandatory components of councillor induction training as noted above and as adopted by Council at its meeting on 25 November 2024.**

**I, Steve Kozlowski, CEO of Maroondah City Council sign this document in the presence of the person making the declaration.**

**Cr Kylie Spears - Mayor**

Date 5/2/2025

**Steve Kozlowski, CEO**

Date 5/2/2025

**Cr Linda Hancock – Deputy Mayor**

Date 5/2/2025

**Steve Kozlowski, CEO**

Date 5/2/2025



A handwritten signature in blue ink, appearing to read 'Chris Jones', written over a horizontal line.

Cr Chris Jones

Date 05/02/25

A handwritten signature in blue ink, appearing to read 'Steve Kozlowski', written over a horizontal line.

Steve Kozlowski, CEO

Date 5/2/2025

A handwritten signature in blue ink, appearing to read 'Catherine Gordon', written over a horizontal line.

Cr Catherine Gordon

Date 5-02-2025

A handwritten signature in blue ink, appearing to read 'Steve Kozlowski', written over a horizontal line.

Steve Kozlowski, CEO

Date 5/2/2025

A handwritten signature in blue ink, appearing to read 'Claire Rex', written over a horizontal line.

Cr Claire Rex

Date 5/2/25

A handwritten signature in blue ink, appearing to read 'Steve Kozlowski', written over a horizontal line.

Steve Kozlowski, CEO

Date 5/2/2025

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Cr Nathaniel Henderson

Date 5.2.25

A handwritten signature in blue ink, appearing to read 'Steve Kozlowski', written over a horizontal line.

Steve Kozlowski, CEO

Date 5/2/2025





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**Cr Paul Macdonald**

Date 5.2.25

A handwritten signature in blue ink, appearing to be 'Steve Kozlowski'.

**Steve Kozlowski, CEO**

Date 5/2/2025

A handwritten signature in blue ink that reads 'Daniella Heatherich'.

**Cr Daniella Heatherich**

Date 5/2/25

A handwritten signature in blue ink, appearing to be 'Steve Kozlowski'.

**Steve Kozlowski, CEO**

Date 5/2/2025

A handwritten signature in blue ink that reads 'Rob Steane'.

**Cr Rob Steane OAM**

Date 5/2/25

A handwritten signature in blue ink, appearing to be 'Steve Kozlowski'.

**Steve Kozlowski, CEO**

Date 5/2/2025