

11 November 2010

Councillor
(as addressed)

The next Council Meeting will be held in the Council Chamber, Braeside Avenue, Ringwood on Monday 15 November 2010, commencing at 7.30pm and your presence is requested.

Yours faithfully



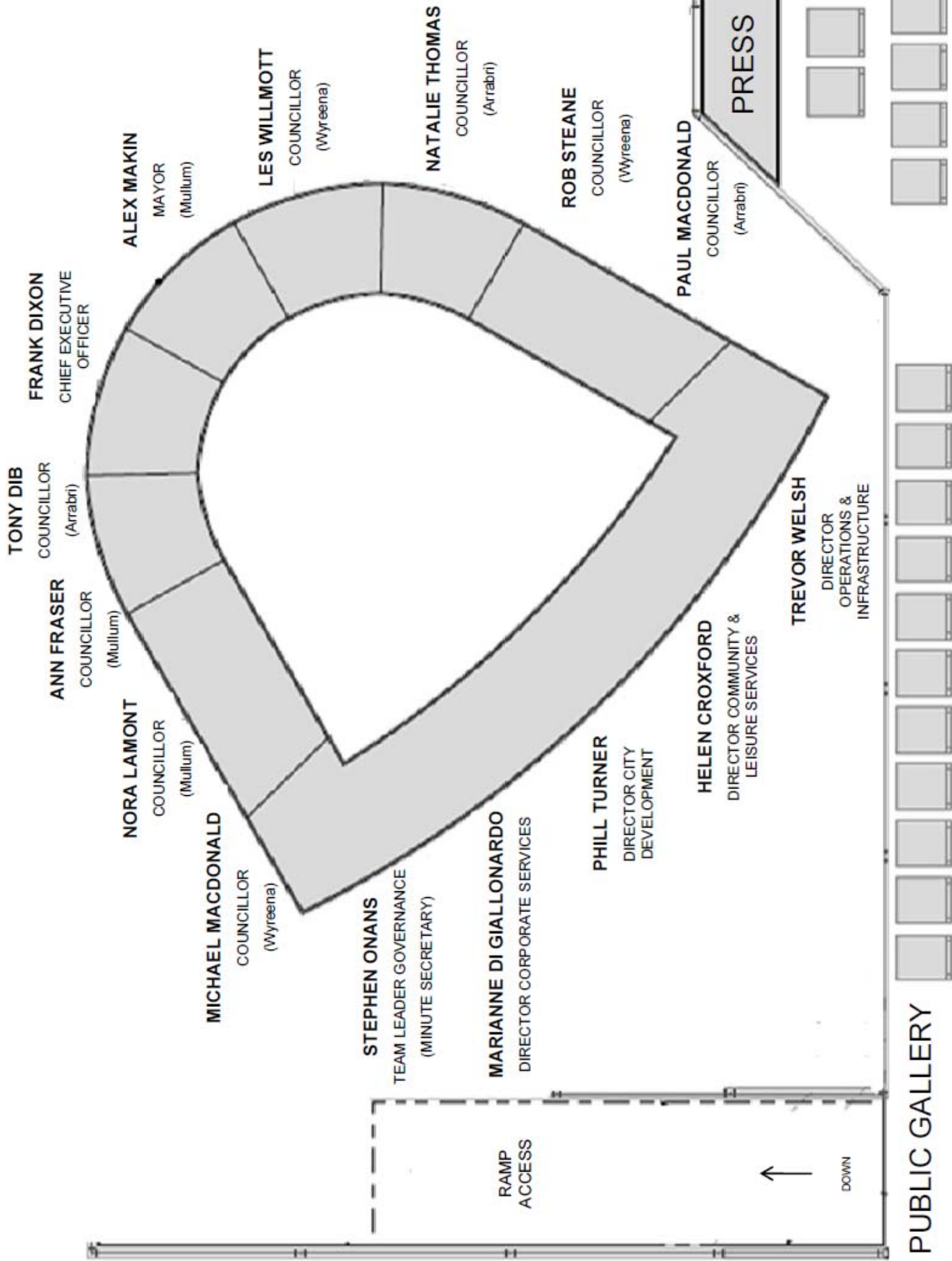
Frank Dixon
CHIEF EXECUTIVE OFFICER

NOTE: Dinner will precede the Council Meeting at 6.00pm



Correspondence: City Offices, Braeside Avenue, Ringwood (PO Box 156, Ringwood 3134)
DX 38068 Ringwood Telephone: 1300 88 22 33 Fax: (03) 9298 4345

Service Centres: Croydon: Civic Square **Ringwood:** Level 2, Shop G104, Eastland



AGENDA

1. Prayer
2. Acknowledgment of Country
3. Apologies
4. Declaration of Interests
5. Confirmation of Minutes of the Ordinary Council Meeting held on Monday 18 October 2010
6. Deputation
7. Public Question Time
8. Officers' Reports

Director Corporate Services

- | | |
|---|----|
| 1. Attendance Reports | 5 |
| 2. Ward Reports | 7 |
| 3. Reports of Assembly of Councillors | 9 |
| 4. Domestic Animal Management Plan: "Dogs in Public Places at the City of Maroondah" | 14 |
| 5. Outcomes of Maroondah Motions to the Municipal Association of Victoria State Council Meeting | 21 |
| 6. Audit Advisory Committee Report | 27 |
| 7. Financial Report for the Three Months Ended 30 September 2010 | 29 |

Director Community & Leisure

- | | |
|---|----|
| 1. Community Facilities Occupancy Policy and Pricing Policy | 42 |
| 2. Proposed Relocation of the North Ringwood Community House Incorporated | 49 |

Director Operations & Infrastructure

- | | |
|---|----|
| 1. Ringwood Central Activities District Parking Permit Policy | 54 |
|---|----|
-
- | | |
|---------------------------------|----|
| 9. Documents for Sealing | 61 |
| 10. Motions to Review | |
| 11. Late Item | |
| 12. Requests / Leave of Absence | |

IN CAMERA

Director Corporate Services

- | | |
|--|----|
| 1. Report on the Hearing of Submissions on the Proposed Discontinuance of the Right of Way South of Joseph Street, Ringwood East | 66 |
|--|----|

Director Operations & Infrastructure

- | | |
|---|----|
| 1. Evaluation Report - Contract 20552 Provision of Asphaltting Services | 70 |
| 2. Evaluation Report - Contract 20560 Provision Of Footpath, Kerb & Channel Works | 80 |
| 3. Evaluation Report - Contract 20557 Cheong Park Oval Reconstruction | 89 |

ATTENDANCE REPORTS

ITEM 1

PURPOSE

To provide an opportunity for Councillors to report on those Committees to which they were formally appointed at the meeting of Council held on 14 December 2009.

STRATEGIC / POLICY ISSUES

The following directions contained in the Council Plan 2010-2014 provide the strategic framework that underpins the purpose and recommendation in this report:

Strategic Objective – Maroondah will underpin its services to the community with the principles and practice of good governance, sustainable and responsible financial management, participative decision making processes and an organisational culture that highly values its partners, citizens, employees and customers.

Strategy 3 – Ensure open, accessible and accountable local government provided through the application of good governance practices and utilising appropriate human and physical resources.

BACKGROUND

Not Applicable

ISSUE / DISCUSSION

It is intended that the Mayor and Councillors be given the opportunity to present a verbal or written report to the open meeting of Council, updating Council on the actions of such a Board or Organisation.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

ATTENDANCE REPORTS

ITEM 1

CONCLUSION

Council is represented on numerous Boards and Organisations and it is important that Council and the Community be advised of the actions and activities of same.

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE DELEGATES' REPORTS AS PRESENTED BY COUNCILLORS.

WARD REPORTS

ITEM 2

PURPOSE

To provide an opportunity for Councillors to give a verbal report on upcoming community activities/events within their Wards.

STRATEGIC / POLICY ISSUES

The following directions contained in the Council Plan 2010-2014 provide the strategic framework that underpins the purpose and recommendation in this report:

Strategic Objective – Maroonah will underpin its services to the community with the principles and practice of good governance, sustainable and responsible financial management, participative decision making processes and an organisational culture that highly values its partners, citizens, employees and customers.

Strategy 3 – Ensure open, accessible and accountable local government provided through the application of good governance practices and utilising appropriate human and physical resources.

BACKGROUND

Not Applicable

ISSUE / DISCUSSION

Councillors are elected to represent their communities at the local level and undertake a broad range of duties and tasks within their respective wards, many of which are not directly related to Council meetings.

It is appropriate that Councillors have the opportunity to draw attention to forthcoming community activities/events occurring within their Wards.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

WARD REPORTS

ITEM 2

CONCLUSION

It is important that Councillors are able to draw attention to upcoming community activities/events within their Wards.

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE WARD REPORTS AS PRESENTED BY COUNCILLORS.

REPORTS OF ASSEMBLY OF COUNCILLORS

ITEM 3

PURPOSE

To present the 'Public Record' of those Assembly of Councillors briefings which are attended by all Councillors and generally held on Monday evenings at the City Offices Ringwood, usually two weeks prior to the formal Council Meeting, and to note the issues discussed.

STRATEGIC / POLICY ISSUES

The following directions contained in the Council Plan 2010-2014 provide the strategic framework that underpins the purpose and recommendation in this report:

Strategic Objective – Maroondah will underpin its services to the community with the principles and practice of good governance, sustainable and responsible financial management, participative decision making processes and an organisational culture that highly values its partners, citizens, employees and customers.

Strategy 3 – Ensure open, accessible and accountable local government provided through the application of good governance practices and utilising appropriate human and physical resources.

BACKGROUND

An Assembly of Councillors, as defined under the Local Government Act 1989 [s.76AA], is a planned or scheduled meeting, comprising at least 3 Councillors and 1 member of Council staff, that considers 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 a Council

Examples of an Assembly of Councillors may include:

- Councillor Briefings (which are attended by all Councillors and generally held on Monday evenings),
- On-site inspections,
- Consultative Meetings with residents, developers, consultants,
- Panel Hearings conducted under s223 of the Act
- Meetings with local organisations, Government Departments, statutory authorities, and local politicians.

ISSUE / DISCUSSION

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, Assembly of Councillors briefings are conducted.

Assemblies 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.

REPORTS OF ASSEMBLY OF COUNCILLORS

ITEM 3

The intent of this report is to present the 'Public Record' of those Assembly of Councillors briefings which are attended by all Councillors and generally held on Monday evenings, and to note the items discussed. This information is already available to the public upon request in accordance with the Local Government Act [s.80A].

This report and appendix details formally table the information items previously covered by Councillors.

The 'Public Record' of the Assembly of Councillors briefings held on 18 October 2010 and 8 November 2010 are attached for information – refer Appendixes on pages 11 to 13.

The items contained therein were noted.

FINANCIAL / ECONOMIC ISSUES

Not Applicable

ENVIRONMENTAL / AMENITY ISSUES

Not Applicable

SOCIAL / COMMUNITY ISSUES

Not Applicable

COMMUNITY CONSULTATION

Not Applicable

CONCLUSION

Assembly of Councillors 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 Assemblies, 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 Assembly of Councillors briefings which are attended by all Councillors and generally held on Monday evenings at the City Offices Ringwood, usually two weeks prior to the formal Council Meeting, be noted at a formal meeting of Council.

CONFIDENTIALITY

Not Applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE PUBLIC RECORD OF THE ASSEMBLY OF COUNCILLORS BRIEFING/S HELD ON 18 OCTOBER AND 8 NOVEMBER 2010.

REPORTS OF ASSEMBLY OF COUNCILLORS

ITEM 3

APPENDIX 1

ASSEMBLY OF COUNCILLORS – PUBLIC RECORD

Assembly Details:

Date: 18-Oct-2010 Time: 6pm Location: Room 4

Attendees:

Councillors:

Cr Tony Dib	Cr Michael Macdonald	Cr Rob Steane
Cr Ann Fraser	Cr Natalie Thomas	Cr Alex Makin
Cr Les Willmott	Cr Paul Macdonald	

Council Officers:

Frank Dixon	Chief Executive Officer
Dianne Vrahnas	Acting Director Corporate Services
Trevor Welsh	Director Operations & Infrastructure
Helen Croxford	Director Community & Leisure Services
Phil Turner	Director City Development
Stephen Onans	Team Leader Governance
Anika Van Langenberg	Urban Designer/Project Manager (Item 2)
Tim Cocks	Acting Manager Leisure Culture & Youth (Item 3)

Apologies:

Councillors:	Cr Nora Lamont
Councillor Officers:	Marianne Di Giallonardo

Conflict of Interest Disclosure:

Councillors:	Nil
Councillor Officers:	Nil

Items for Discussion:

Confidential Item

##	
1	Councillor Discussion of Items on Council Agenda
2	Larissa Avenue and Lake update
3	Festival Update (Attachment)
4	Signage for Council projects/works
5	Service Review update
6	Items of a general nature raised by Councillors

Record completed by:

Council Officer:	Stephen Onans
Title:	Team Leader Governance

REPORTS OF ASSEMBLY OF COUNCILLORS

ITEM 3

APPENDIX 2

ASSEMBLY OF COUNCILLORS – PUBLIC RECORD

Assembly Details:

Date: 8-Nov-2010

Time: 6pm

Location: Room 4

Attendees:

Councillors:		
	Cr Michael Macdonald	Cr Rob Steane
Cr Ann Fraser	Cr Paul Macdonald	Cr Natalie Thomas
Cr Nora Lamont	Cr Alex Makin	
Council Officers:		
Frank Dixon	Chief Executive Officer	
Marianne Di Giallonardo	Director Corporate Services	
Trevor Welsh	Director Operations & Infrastructure	
Phil Turner	Director City Development	
Stephen Onans	Team Leader Governance	
Wendy King	Manager Resident Services	
Debra Styles	Team Leader Local Laws	
Tim Cocks	A/Manager Leisure Culture & Youth Services	
Jeanette Ingram	A/Team Leader Leisure Services	
Andrew Taylor	Manager Engineering & Infrastructure	
Steve O'Brien	Team Leader Traffic Engineering	
Others:		

Apologies:

Councillors:

Tony Dib & Les Willmott

Councillor Officers:

Helen Croxford & Bernadette Harris

Conflict of Interest Disclosure:

Councillors:

Nil

Councillor Officers:

Nil

REPORTS OF ASSEMBLY OF COUNCILLORS

ITEM 3

APPENDIX 2 (Cont'd.)

ASSEMBLY OF COUNCILLORS – PUBLIC RECORD

Assembly Details:

Date: 8-Nov-2010

Time: 6pm

Location: Room 4

Items for Discussion:

Confidential Item

##

1	#	Mayor & Councillors' discussion
2		Dogs on Leads
3		Ringwood CAD Parking Policy Strategy
4		Community Pricing & Occupancy Policies
5		Nth Ringwood Comm House/Quambee Reserve Landowner Assess
6		2010/2011 Community Assistance Fund Applications
7		Councillor Meeting Schedule 2011
8		Items of a general nature raised by Councillors

Record completed by:

Council Officer:

Stephen Onans

Title:

Team Leader Governance

**DOMESTIC ANIMAL MANAGEMENT PLAN: “DOGS
IN PUBLIC PLACES AT THE CITY OF
MAROONDAH”**

ITEM 4

PURPOSE

To inform Council of the recommendations of the Committee of Council regarding the provisions for the control of dogs and cats in Maroondah and to seek Council adoption of the recommendations made in the “Dogs in Public Places at the City of Maroondah” Report (Report) with suggested amendments.

STRATEGIC/POLICY ISSUES

The following directions contained in the Council Plan 2010 – 2014 provide the strategic framework that underpins the purpose and recommendations in this report.

Strategic Objective – Governance and Corporate Support

Maroondah will underpin its services to the community with the principles and practice of good governance, sustainable and responsible financial management, participative decision making processes and an organisational culture that highly values its partners, citizens, employees and customers. One of the strategies in this area is to plan and manage Council’s operations through sound policies, practices and systems that ensure financial and operational sustainability.

BACKGROUND

During the consultation phase of the Report from 22 September 2010 to 20 October 2010 Council received 118 written submissions (116 from individuals and 2 petitions). Residents submitted strongly held views on five main issues, namely:

- Quality of life
- Connection with the community
- Establishment of friendship networks
- Active participation in park maintenance and safety
- Responsible dog ownership

A Committee of Council conducted a submission hearing on 27 October 2010 at which 28 speakers were heard.

Council gave an undertaking that it would consider the views of all submissions when deliberating the recommendations in the Report.

**DOMESTIC ANIMAL MANAGEMENT PLAN: “DOGS
IN PUBLIC PLACES AT THE CITY OF
MAROONDAH”**

ITEM 4

ISSUE/DISCUSSION

Dog Restrictions/Prohibitions

The main issues raised by the community were the proposed prohibitions and control of dogs in particular reserves. The table below summarises the reserve concerned, the original Report recommendation and the proposed amendment:

RESERVE	ORIGINAL RECOMMENDATION	PROPOSED AMENDMENT
BJ Hubbard	On-leash	Off-leash (oval only)
Jubilee Park (Russell Lucas Oval)	On-leash	Off-leash – all areas <u>except</u> oval
Warrien Reserve	No dogs	On-leash Off-leash open areas only
Quambee Reserve	On-leash	Off-leash rear oval area Main Oval: No dogs
McAlpin Reserve	On-leash	Off leash - Default on-leash on shared path to remain
Warranwood Reserve	No dogs	On-leash
Herman Pump Reserve	Off-leash	On-leash
Dorset Recreation Reserve	Off-leash	Off-Leash - Default on-leash on shared path to remain
Wombolano	No dogs	On-leash

Cat Restrictions Prohibitions

The proposed cat curfew attracted only one submission which favoured the curfew.

Order Pursuant to Section 26(2) of the Domestic Animals Act 1994

An order is now required to be made pursuant to Section 26(2) of the Domestic Animals Act 1994 to allow the recommendations for dogs to be on leash and a cat curfew to be enforceable.

FINANCIAL/ECONOMIC ISSUES

The costs of implementing the Domestic Animal Management Plan (Action Plan) will be met through the existing 2010/2011 and ongoing budgets.

**DOMESTIC ANIMAL MANAGEMENT PLAN: “DOGS
IN PUBLIC PLACES AT THE CITY OF
MAROONDAH”**

ITEM 4

ENVIRONMENTAL / AMENITY ISSUES

The Domestic Animal Management Plan (Action Plan) assists in achieving the Council Plan strategies that seek to promote positive environmental and safety outcomes for the community.

SOCIAL / COMMUNITY ISSUES

The Domestic Animal Management Plan (Action Plan) assists in achieving the Council Plan strategies that seek to promote and encourage positive health, safety and wellbeing for the community. The Action Plan also responds to community concerns regarding the lack of specific animal controls in Maroondah as identified during the submission process.

COMMUNITY CONSULTATION

The Report was placed on public exhibition in accordance with Maroondah’s Community Consultation Policy from the 22 September 2010 to 20 October 2010, and the recommended amendments were developed as a direct result of feedback received through the submission process.

CONCLUSION

Council has been working with the community and animal management experts over the past number of years to ensure the management of dogs and cats in particular is in accordance with State Government legislation, local government sector guidance, benchmarks and Maroondah community expectations. Council has undertaken extensive planning and comprehensive consultation with the community to come to the recommendations below for Council consideration.

Primarily it provides for Council to apply the Domestic Animal Management Plan: “Dogs in Public Places at the City of Maroondah”, make an order accordingly to enforce the directions of the Plan and develop an implementation Action Plan over the coming 3 year period.

The Order attached clearly articulates that dogs must be under effective control at all times in public, meaning on a leash or in an area which is clearly specified as an off-leash area, it further states that dogs must be on-leash within 15 metres of playgrounds or children’s play equipment, picnic facilities and barbeques, organised sporting events, match play or organised sports training and at all times on all shared paths throughout the municipality.

The Order also articulates designated leash free areas, designated no dog or cat areas, and cats to be confined to their owners property from sunset to sunrise.

Regarding mandatory cat desexing, cat owners will be encouraged through community education and the establishment of a registration fee structure that encourages cat desexing in the first 12 months.

CONFIDENTIALITY

There are no issues of confidentiality associated with this report.

**DOMESTIC ANIMAL MANAGEMENT PLAN: “DOGS
IN PUBLIC PLACES AT THE CITY OF
MAROONDAH”**

ITEM 4

RECOMMENDATIONS

THAT COUNCIL

- 1. APPLIES THE RECOMMENDATIONS OF THE DOGS IN PUBLIC PLACES IN THE CITY OF MAROONDAH REPORT AND AS OUTLINED IN THE ORDER ATTACHED;**
- 2. NOTES THE PETITIONS RECEIVED AND ADVISES LEAD PETITIONERS OF COUNCIL’S DETERMINATION OF THIS ITEM;**
- 3. RESPONDS TO ALL 116 WRITTEN SUBMISSIONS RECEIVED ADVISING OF THE AMENDMENTS ADOPTED AND ORDERS MADE BY COUNCIL; AND**
- 4. RESOLVES TO MAKE AN ORDER PURSUANT TO SECTION 26(2) OF THE DOMESTIC ANIMALS ACT 1994 TO TAKE EFFECT 1 JANUARY 2011 – REFER APPENDIX 1.**

**DOMESTIC ANIMAL MANAGEMENT PLAN: “DOGS
IN PUBLIC PLACES AT THE CITY OF
MAROONDAH”**

ITEM 4

APPENDIX 1

Order Pursuant to section 26 (2) of the Domestic Animals Act 1994

Notice is hereby given that at the Council Meeting of the Maroondah City Council held on 15 November 2010, the Council resolved to make the following Order pursuant to section 26(2) of the **Domestic Animals Act 1994** to take effect 1 January 2011.

1. Dogs must be under effective control

(i) The Owner of any dog must keep the dog under effective control by means of a chain, cord or leash capable of restraining the dog and the end of the chain cord or leash must be attached to the dog while the dog is in any Public Place except where that Public Place is a Designated Leash-Free Area

(ii) When exercising a dog at a Designated Leash-Free area the Owner of any dog must keep a chain, cord or leash capable of restraining the dog in their possession at all times and the end of the chain, cord or leash must be attached to the dog whilst the dog is within 15 metres of

-any playground or children’s play equipment

-any publicly available picnic facilities and barbecues

-the principal location of an organised sporting event, match play or organised sports training

and at all times while on any Shared Path

(iii) The Owner of any dog must not allow the dog to worry, chase or threaten another person or animal

(iv) When a dog is “Off Leash”, it must remain in both visual and audible range of the Owner at all times so that the dog can be effectively recalled when required.

2. Meaning of Words

In this order:

Designated Leash Free Area – means an area described as such in Orders made by Council from time to time under section 26 (2) of the **Domestic Animals Act 1994**, in which a dog may be exercised under effective control without being attached to a chain, cord or leash.

Owner – has the same meaning as in the **Domestic Animals Act 1994**.

Public Place – has the same meaning given to it in the **Summary Offences Act 1966**, and includes all streets, roads, footways, reserves, lanes, parks, schools, public halls and markets.

Sunrise – as defined by Bureau of Meteorology

Sunset – as defined by Bureau of Meteorology

3. Designated Leash Free Areas – the following areas in the City of Maroondah are designated as Off Leash Areas where dogs may be off lead provided that the conditions of use in this Order are complied with:

- Griff Hunt Reserve, Croydon North

**DOMESTIC ANIMAL MANAGEMENT PLAN: “DOGS
IN PUBLIC PLACES AT THE CITY OF
MAROONDAH”**

ITEM 4

- Barnegeong Reserve, Croydon North
 - Silcock Reserve Croydon
 - Narr Maen Reserve, Croydon Hills (south of the wetlands)
 - Nangathan Way Reserve, Croydon Hills
 - BJ Hubbard Reserve North Ringwood (oval/open space area only)
 - McAlpin Reserve, North Ringwood
 - Mahon Reserve, North Ringwood
 - Quambee Reserve, North Ringwood rear oval areas (excluding main oval)
 - Tower Hill Drive Reserve, Ringwood
 - Kalinda Urban Modified Forest, Ringwood
 - Peter Vergers Reserve, Ringwood
 - Ainslee Park, Croydon
 - East Ringwood Reserve, east Ringwood (excluding the main oval)
 - Nolen Street Park, Ringwood
 - Mullum Mullum Reserve, Ringwood (excluding the main oval)
 - Greenwood Park, Ringwood
 - Jubilee Park/Russell Lucas Oval (excluding main oval)
 - Gracedale Park, Ringwood (excluding the Tarralla Creek Trail)
 - Knaith Road Reserve, East Ringwood
 - Lipscombe Park, Croydon
 - Town Park, Croydon (excluding Tarralla Creek Trail and the athletics track)
 - Brentwood Park, Croydon
 - Charles Allen Reserve, Croydon
 - Proclamation Park, Ringwood (excluding the athletics track)
 - Dorset Recreation Reserve, Croydon (excluding the Dorset Recreation Trail)
 - Belmont Park, Croydon
 - Woodlands Reserve, Croydon South
 - H.E Parker Reserve, Heathmont (excluding Dandenong Creek Trail)
 - Glen Park, Bayswater North (excluding Dandenong Creek Trail and netball courts)
 - Canterbury Gardens, Bayswater North
 - Appletree Hill Reserve, Kilsyth South (excluding part that is fenced)
 - W. Jackson Reserve, Bayswater
 - Laura Court Reserve, Bayswater North (excluding Dandenong Creek Trail)
 - Warriem Reserve (open grassed area only)
- 4. Designated No Dog/Cat Areas** – because of the recognised high environmental sensitivity of the following areas, dogs and cats are prohibited from entering:
- Appletree hill Reserve, Kilsyth South (part that is fenced)
 - Baringa Flora Sanctuary, Croydon North
 - Bedford Park Wildflower Sanctuary, Ringwood (part that is fenced)
 - Birts Hill Reserve, Croydon North
 - Bungalook Conservation Reserve (part that is fenced)

**DOMESTIC ANIMAL MANAGEMENT PLAN: “DOGS
IN PUBLIC PLACES AT THE CITY OF
MAROONDAH”**

ITEM 4

- Cheong Wildflower Reserve, Croydon
- Grandfill Reserve, Croydon
- FC Rogers Reserve, Heathmont
- Loughies Bushland Reserve, Ringwood North
- Stringybark Rise Flora Sanctuary,
- Russell Lucas Oval (main oval area)
- Quambee Reserve (main oval)

5. Cats to be confined from Sunset to Sunrise

Cats must be confined to owner's property (either inside building or in a properly constructed enclosure) from sunset to sunrise each day.

6. Notification

The resolution for making of this Order was agreed to by Maroondah City Council on 15 November 2010.

**OUTCOMES OF MAROONDAH MOTIONS TO THE
MUNICIPAL ASSOCIATION OF VICTORIA STATE
COUNCIL MEETING**

ITEM 5

PURPOSE

To consider the outcomes of motions submitted by Council to the Municipal Association of Victoria (MAV) State Council Meeting held on Friday 22 October 2010.

STRATEGIC / POLICY ISSUES

Council's Vision, as articulated in the Council Plan, is 'to be a vibrant city with an active community, a strong local economy and a diverse cultural life in a prosperous and sustainable environment. A significant component of achieving this vision is to advocate to State Government regarding the needs and aspirations of the Maroondah Community.'

BACKGROUND

The Municipal Association of Victoria State Council Annual Meeting was held on Friday 22 October 2010. Council at its meeting held on 20 September 2010 resolved to submit five motions as appropriate for consideration as they were are viewed as being of significance across the Victorian Local Government sector.

The MAV is one of the local government sector peak body associations and together with local members of parliament, provides significant advocacy to both State and Federal Governments on behalf of Maroondah residents and ratepayers.

ISSUE / DISCUSSION

The five motions submitted, and the results of the deliberations of the State Council are as follows:

1. Pensioner Rate Concession - Carried
2. Police Numbers – Carried
3. Council Elections – Filling of Casual Vacancies – Lost
4. Adverse Possession – Carried
5. One Stop Shop Customer Service – Information Technology – Lost

Please note that the usual percentage of support for each motion is not available as the meeting had to be adjourned and relocated to another venue due to a fire.

The motions and rationale for each is identified below:

▪ **Pensioner Rate Concession {Carried}**

Motion:- That the Municipal Association of Victoria State Council continues its advocacy role on the matter of the State Government increasing pensioner rates concessions more in line with the real cost of living.

**OUTCOMES OF MAROONDAH MOTIONS TO THE
MUNICIPAL ASSOCIATION OF VICTORIA STATE
COUNCIL MEETING**

ITEM 5

Rationale:- In 1982/83 the then State Government introduced a Municipal Rates Concession (“the concession”) for aged pensioners and veterans, being 50% of rates/charges, up to a maximum of \$135. At that time, even in the metropolitan area, many recipients would have received a 50% concession as many rates/charges bills would have been less than \$270.

From 1982/83 to 2003/04 the same level of concession remained unchanged despite continuing advocacy by Victorian councils and other stakeholder organisations.

However, on 28 April 2004, the Minister for Local Government announced that the concession would be increased for the 2004/05 financial year, up to a maximum of \$160 on a ratepayer’s principal place of residence. A commitment was also given for future indexation of the concession in line with CPI.

Since that time, pensioners progressively find it difficult to make ends meet, as well as self funded retirees, relative to recent deadlines in the share market as a result of the Global Financial Crisis.

Advice received from the Department of Human Services in April 2010, indicates that in respect to 2010/11, the maximum municipal rate concession cap will be \$187.60. This represents a 1.8% increase in the concession rate, which is based on the State Government’s consumer price index (CPI) and is still well behind the escalating costs of living for pensioners.

The following table shows the level of rebate since 2003/04:

Year	Median Valuation	Median Rates & Charges	Maximum Pension Rebate Amount	% Increase in Rebate	Rebate as a % of Rates	Advertised Rate Increase
2003/2004	\$205,000	\$749.15	\$135.00	0.00%	18.02%	9.80%
2004/2005	\$269,000	\$820.45	\$160.00	18.51%	19.50%	5.41%
2005/2006	\$269,000	\$871.60	\$163.60	2.25%	18.77%	6.20%
2006/2007	\$285,000	\$911.70	\$168.00	2.68%	18.43%	6.90%
2007/2008	\$285,000	\$970.40	\$172.90	2.91%	17.82%	7.40%
2008/2009	\$340,000	\$1,004.75	\$178.60	3.29%	17.78%	3.80%
2009/2010	\$340,000	\$1,059.40	\$184.30	3.06%	17.40%	5.90%
2010/2011	\$385,000	\$1,157.50	\$187.60	1.79%	16.21%	9.80%

The issue of diminishing Pensioner Rates Concession relative to the cost of living has been raised with the State Government through the MAV State Council on a number of occasions. The matter was last raised at the MAV State Council in May 2009, at which time the following motion was supported, which effectively was seeking an increase in the concession rate over and above CPI:

**OUTCOMES OF MAROONDAH MOTIONS TO THE
MUNICIPAL ASSOCIATION OF VICTORIA STATE
COUNCIL MEETING**

ITEM 5

'That the Municipal Association of Victoria lobby the Minister for Local Government to conduct a review of the pensioner rate concession with a view to increase the concession amount'.

This motion was adopted, resulting in the following actions:

- Form a Working Group to inform the MAV Management Committee on rates affordability policies by August 2009
- Develop an endorsed policy position on rates affordability, including pensioner rate concession
- Write to the Minister for Community Services seeking a review of the level of the pensioner rate concessions within the context of the broader rates affordability issues

The current status of this matter, as advised by the MAV, indicates that this issue is still progressing, and that:

- A Working Group has been formed and is currently considering all matters relating to rates affordability and pensioners
- A policy position on rates affordability, including pensioner rate is being developed within the context of the working group
- The MAV will write to the Minister for Community Services seeking a review of the level of the pensioner rate concessions following completion of the working group on rates affordability

The Pensioner Rates Concession has no effect on local government finances; any increase in the concession means that payment from the State Government to Council increases by such amount, with a corresponding decrease then occurring in the amount payable by the actual ratepayer.

▪ **Police Numbers {Carried}**

Motion:- That the Municipal Association of Victoria State Council calls on the State Government to ensure its commitment to recently announced increases in police numbers towards making communities a safer place to live is fully implemented.

Rationale:- The State Government and the Victoria Police Chief Commissioner announced in July this year a \$6 million dollar campaign to attract 1,700 recruits over the next 5 years. The campaign named Extraordinary Career was the first stage of a \$673 million pledge by the Government increase frontline Police numbers and facilities.

Council and the community are highly concerned about increasing violence within the community. An area that appears to sporadically attract violence is train stations and their immediate surrounds. A prerequisite for an efficient and reliable public transport system is that of safety. Additional Police numbers are therefore a must to provide a higher level of safety for the community.

The announcement by the State Government is most welcome and the advocacy is seen as a means of ensuring that the commitment is fully implemented.

**OUTCOMES OF MAROONDAH MOTIONS TO THE
MUNICIPAL ASSOCIATION OF VICTORIA STATE
COUNCIL MEETING**

ITEM 5

▪ **Council Elections – Filling of Casual Vacancies {Lost}**

Motion:- That the Municipal Association of Victoria State Council calls on the State Government to amend legislation in regards to the filling of a casual vacancy in any count back to provide for a continuation of the original election count to determine who should fill such vacancy.

Rationale:- Municipalities that have multi member wards use a count back system in determining any casual vacancies that may occur over the four-year term of the Council.

Count back systems do have the advantages of using the previous votes cast at the last election and avoid the expense of holding a separate election. The issue that Maroondah takes exception to is votes for the retiring Councillor are redistributed over all remaining candidates at election time, even those candidates previously declared defeated, i.e. all unsuccessful candidates start again at a nil value.

A more democratic system would be to simply continue the system of voting where it finished in providing the quotas for all original elected candidates and elect the next candidate to achieve a quota of votes. In this way the total votes cast at the election are included in one continued count instead of commencing a new count that deals solely with the votes of the candidate that has resigned.

Maroondah experienced a count back election earlier this year. It was most concerned with the realisation that a different result would be obtained under this system depending upon which Councillors may resign, i.e. the Councillor who reached their quota, first, second etc. The current system heavily favours running partners and in the view of Maroondah distorts the democratic processes and should be replaced.

▪ **Adverse Possession {Carried}**

Motion:- that the Municipal Association of Victoria State Council calls on the State Government to allocate a higher priority to preliminary discussions that have been held to amend legislation to protect all land vested in councils from adverse possession claims.

Rationale:- The MAV State Council last year at its meeting held in October 2009 resolved:-

'That the Municipal Association of Victoria State Council calls on the State Government to amend section 7b of the Limitation of Actions Act 1958 to exempt all Council land from claims of adverse possession {in the same manner the State Government has protected all Crown Land, all Victorian Rail Track Land, all Melbourne Water Land and all Water Authority Land under the Act}. This will ensure important community land such as roads, reserves and open space that has vested in Councils but where Councils do not have the resources to become the registered proprietor are also protected from claims of adverse possession.'

The MAV have undertaken preliminary discussions with Local Government Victoria and has been encouraged by preparedness to consider options for resolution of the issue.

The aforementioned actions are highly encouraging towards resolving this issue but it is considered that it also should extend to all Council land, i.e. not just that where Council is registered on title, should be exempt from adverse possession.

**OUTCOMES OF MAROONDAH MOTIONS TO THE
MUNICIPAL ASSOCIATION OF VICTORIA STATE
COUNCIL MEETING**

ITEM 5

▪ **One Stop Shop Customer Service – Information Technology {Lost}**

Motion:- that the Municipal Association of Victoria convene a working party comprising of councillors and information technology officers to explore the technological opportunities to provide a one stop shop customer service approach for local government communities.

Rationale:- High expectations of the community towards the provision of a seamless one stop approach to customer service focus is seeing increasing pressures on the local government sector to meet these expectations.

Factors fuelling these expectations include: lifestyle changes moving to a 24/7 style with pressure on services to keep pace and advances in technologies enabling a full range of services to be provided at a one stop shop. Communities are not precious about which tier of government or which Council Departments provide the services they require, when they require them. They simply wish to be able to access a full range of services without being referred from one location to another.

The motion seeks to explore the possibilities that are available to the sector to provided seamless high quality customer service to the community.

FINANCIAL / ECONOMIC ISSUES

Refer to rationale as highlighted under Issue / Discussion.

ENVIRONMENTAL / AMENITY ISSUES

Refer to rationale as highlighted under Issue / Discussion.

SOCIAL / COMMUNITY ISSUES

Refer to rationale as highlighted under Issue / Discussion.

COMMUNITY CONSULTATION

Council, through various forums, consultations and strategies, has engaged the Maroondah community regarding these various issues. This report further demonstrates Council's preparedness to advocate to other spheres of government on behalf of Maroondah residents.

CONCLUSION

The motions, indicates the willingness of Council to advocate in such forums on behalf of residents and ratepayers. The fact that 3 were carried and 2 were lost demonstrates Council's continued leadership on issues within the sector irrespective of the issues popularity.

CONFIDENTIALITY

Not applicable

**OUTCOMES OF MAROONDAH MOTIONS TO THE
MUNICIPAL ASSOCIATION OF VICTORIA STATE
COUNCIL MEETING**

ITEM 5

RECOMMENDATION

THAT COUNCIL NOTES THAT OUT OF THE 5 MOTIONS SUBMITTED BY COUNCIL FOR CONSIDERATION AND DEBATE AT THE 22 OCTOBER 2010 MUNICIPAL ASSOCIATION OF VICTORIA STATE COUNCIL MEETING 3 WERE PASSED AND 2 WERE LOST.

AUDIT ADVISORY COMMITTEE REPORT

ITEM 6

PURPOSE

To report to Council on the outcomes of the Audit Advisory Committee Meeting held on 10 November 2010.

STRATEGIC / POLICY ISSUES

The Local Government Act 1989 prescribes that Council must establish an Audit Advisory Committee and that such committee will be advisory in nature. The Audit Advisory Committee provides a mechanism for Council to strategically examine various aspects of the Council operations to ensure risk management, legal compliance, financial control and governance measures are in place.

BACKGROUND

Council's Audit Advisory Committee consists of both Council and external representatives. The Mayor, Alex Makin Chairman and Councillor, Rob Steane, together with the Chief Executive Officer are Council representatives on the Committee.

The external members are Mr David Brooks and Ms Julie Postma.

The Audit Advisory Committee Charter requires that this Committee report to Council on the findings and recommendations from its meetings. This report provides a summary of matters under consideration by the Audit Advisory Committee of the meeting held on Wednesday 10 November 2010.

ISSUE / DISCUSSION

The Audit Advisory Committee refers the following items to Council for information.

Quarterly Financial Report – 30 September 2010

The Quarterly Financial Report for the period ended 30 September 2010 was presented for the consideration and approval of the Audit Advisory Committee. An overview of the First Quarter Statements was provided and answers given to a number of queries.

The Committee determined to advise Council that, following detailed examination and scrutiny of the Statements by the Committee, it endorsed the report and had agreed to recommend the receiving and noting of the Report by Council. This item is listed separately on the Council Notice Paper.

Other Items

Other items of an information nature considered by the Audit Advisory Committee included the Step Asset Program, Risk Management Annual Incident Report July 10, Victorian Grants Commission annual information sessions, the VAGO Final Management Letter and a discussion on articles of interest circulated for review.

AUDIT ADVISORY COMMITTEE REPORT

ITEM 6

FINANCIAL IMPLICATIONS / ECONOMIC ISSUES

Council's budget provides for the operation of the Audit Advisory Committee and for the completion of an Internal Audit Program.

ENVIRONMENTAL / AMENITY ISSUES

Not applicable

SOCIAL / COMMUNITY ISSUES

Not applicable

COMMUNITY CONSULTATION

Not applicable

CONCLUSION

This report provides a summary of the outcomes of the Audit Advisory Committee meeting held on Wednesday 10 November 2010 and, in particular, the referral of the Quarterly Financial Report for the period ended 30 September 2010 to Council for information.

CONFIDENTIALITY

Not applicable

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE REPORT FROM THE AUDIT ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 10 NOVEMBER 2010.

**FINANCIAL REPORT FOR THE THREE MONTHS
ENDED 30 SEPTEMBER 2010**

ITEM 7

PURPOSE

To present the financial statements for the 3 months ended 30 September 2010.

STRATEGIC/POLICY ISSUES

In line with Council's 2010/14 Plan, 'Maroondah will underpin its services to the community with the principles and practice of good governance, sustainable and responsible financial and risk management, participative decision making processes and an organisational culture that highly values its partners, citizens, employees and customers'.

BACKGROUND

In accordance with Sections 136, 137 and 138 of the Local Government Act 1989, Council is required each quarter to consider the financial performance of the municipality against budget for the year to date (YTD).

This requirement is not a substitute for the more frequent range of detailed financial reports that continue to be provided to Council management.

The attached financial statements contain an Income Statement (Operating Statement), Balance Sheet and a Cash Flow Statement. The Income Statement is presented in two views - by portfolio and service areas and also by accounting classification.

The statements have been prepared on the basis of accrual accounting (i.e. including significant accruals) and non-consolidation (i.e. excludes the results of the Eastern Regional Library Corporation and Section 86 Committees of Management).

The statements are also based on the concept of dynamic budgeting and provide comparisons between actual results and the YTD dynamic budget as well as details of the differences between the annual dynamic and adopted budget targets.

In accordance with agreed procedures, Council's Audit Advisory Committee considers the quarterly financial results prior to the reporting of those results to Council. At its meeting on 10 November 2010 the committee resolved to recommend to Council that it favourably considers the receiving and noting of the financial statements in accordance with Section 138 of the Act.

ISSUE/DISCUSSION

OVERALL PERFORMANCE

The operating reports show a net favourable variance of \$961k when comparing the Adopted Budget YTD to the Actual YTD.

The unfavourable variance in operating revenue (\$314k) is predominantly due to late receipt of the payment from Grants Commission due to the Federal election of \$751k, income from Major Leisure Facilities down by \$247k (matched by corresponding reductions in

**FINANCIAL REPORT FOR THE THREE MONTHS
ENDED 30 SEPTEMBER 2010**

ITEM 7

expenditure) and higher than anticipated receipts covering Open Space cash in lieu contributions (\$269k) and Interest on Investments (\$200k). The favourable variance in expenditure (\$648k) relates to the under spending within the Major Leisure Facilities and the lower than anticipated insurance renewals (\$138k).

The third area relates to capital grants which have been separated out to highlight this source of income. To the end of September Council has received \$620k worth of grants that were not budgeted for being Ringwood Soccer Pavilion (\$435k) and, Branch Road kerb and channel (\$102k).

The table below presents the year to date figures together with positive variances when comparing actuals to the adopted budget.

3 months 1 July 2010 to 30 September 2010				
	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	VARIANCE
	\$'000	\$'000	\$'000	%
Operating Revenue	65,333	65,019	(314)	(0.5)
Operating Expenditure	22,935	22,288	647	2.8
Surplus (Deficit) from ordinary activities	42,398	42,731	333	0.8
Capital Grants	0	627	627	0
Net	42,398	43,358	960	2.3%

CAPITAL EXPENDITURE

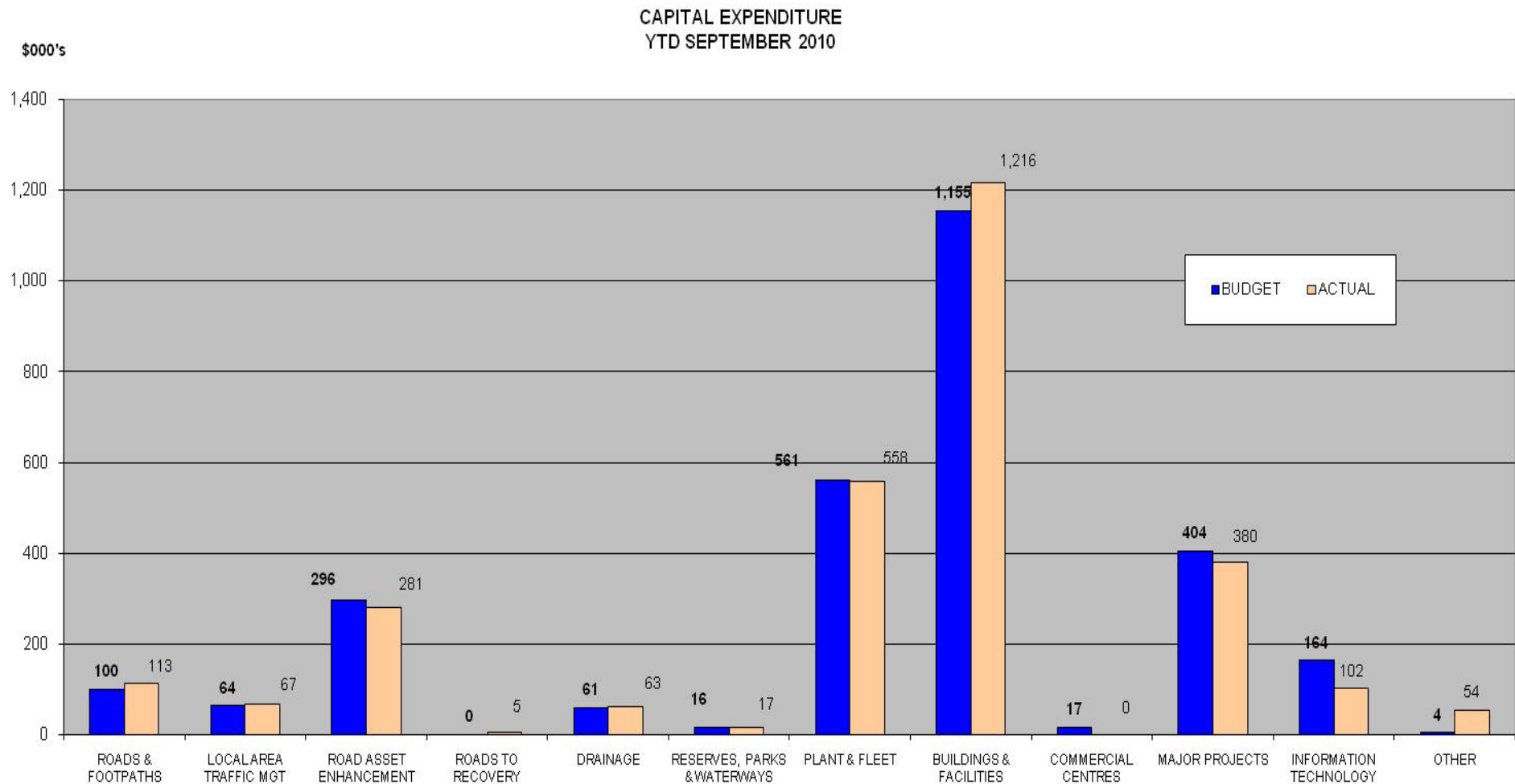
The table below aggregates the movements within the planned Capital Expenditure Program since budget adoption. Capital Works carried forwards total (\$7.4m), including (\$2.4m) for the Ringwood Soccer Pavilion redevelopment, (\$1.1m) Ringwood Transit City – Lake to Creek Project, (\$395k) Brysons Road reconstruction (\$433k) and (\$446k) for Jubilee Park Synthetic Surface.

	Council Contribution	Other Contribution	Total Budget 2009/2010
	\$000's	\$000's	\$000's
Adopted Capital Budget	13,110	1,572	14,682
Target Capital Budget	20,528	2,590	23,118
Total Variance	(7,418)	(1,018)	(8,436)

FINANCIAL REPORT FOR THE THREE MONTHS ENDED 30 SEPTEMBER 2010

ITEM 7

The graph below shows Capital expenditure by Activity and compares YTD Actual against the YTD Target Budget for the Capital Expenditure Program. A total net over expenditure (against YTD total capital expenditure budget) of \$16k was recorded at the end of September.



FINANCIAL REPORT FOR THE THREE MONTHS ENDED 30 SEPTEMBER 2010

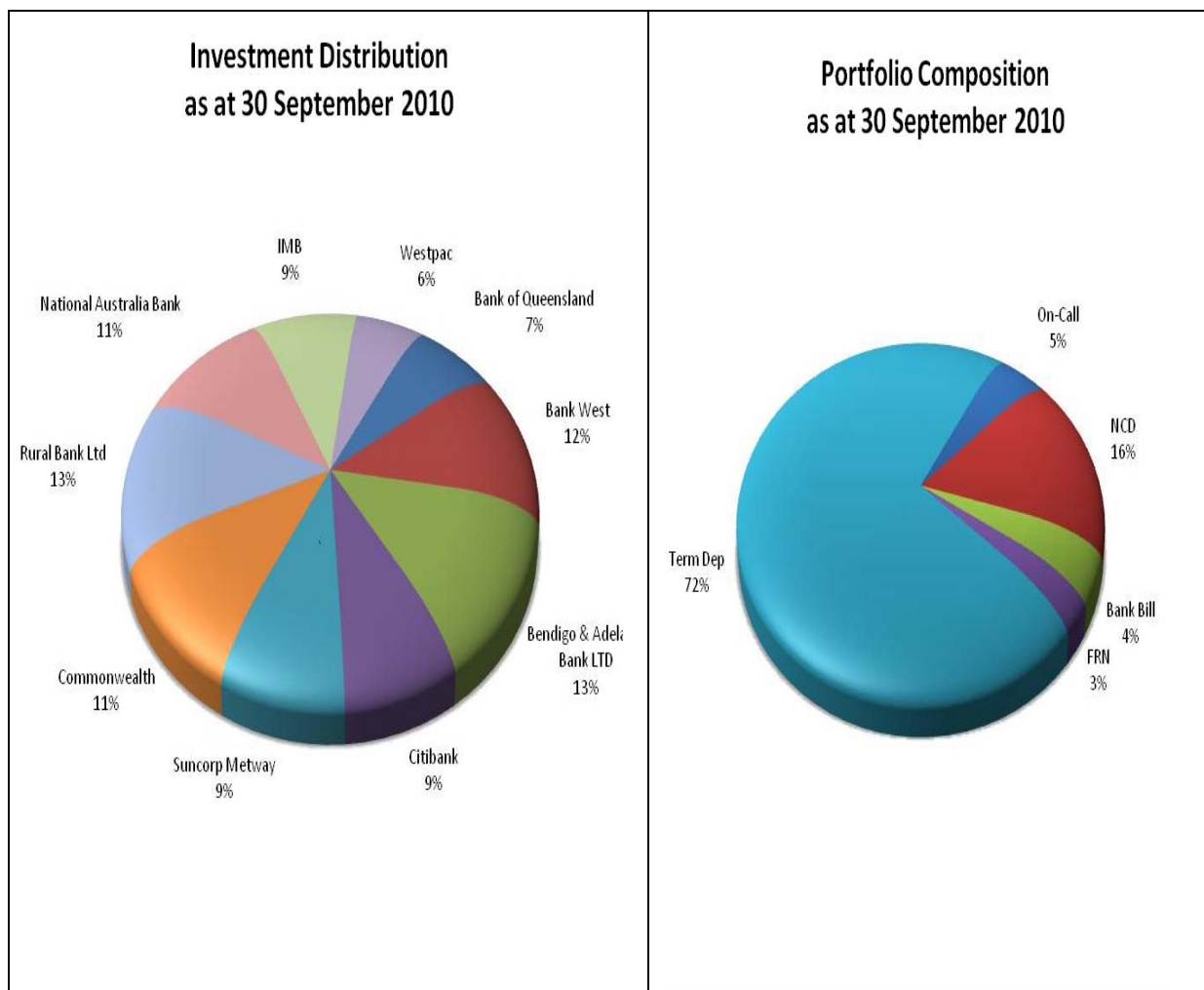
ITEM 7

CASH MANAGEMENT & INVESTMENTS

The balance of cash and investments held by Council at the end of September was above expectations and is consistent with underspending associated with overall operating outcomes, grants and contributions received but not yet spent.

As at 30 September, \$37.0m of which \$15.5m is restricted, (\$35.3m September 2009) of Council funds was invested in the manner shown below:

- Weighted average maturity of all investments was 210 days; and
- Weighted average yield on all investments was 5.52% (Budget 5.1%).



**FINANCIAL REPORT FOR THE THREE MONTHS
ENDED 30 SEPTEMBER 2010**

ITEM 7

FINANCIAL/ECONOMIC ISSUES

As presented in this report and accompanying financial statements.

ENVIRONMENTAL/AMENITY ISSUES

Not applicable.

SOCIAL/COMMUNITY ISSUES

Not applicable.

COMMUNITY CONSULTATION

Not applicable.

CONCLUSION

The YTD results are generally favourable for this time in the financial year and provide a firm base for the achievement of Council's 2010/2011 services and advocacy programs.

CONFIDENTIALITY

Not applicable.

RECOMMENDATION

THAT COUNCIL RECEIVES AND NOTES THE REPORT ON THE FINANCIAL PERFORMANCE AGAINST BUDGET FOR THE THREE MONTHS TO 30 SEPTMEBER 2010.

DIRECTOR CORPORATE SERVICES - MARIANNE DI GIALONARDO

FINANCIAL REPORT FOR THE THREE MONTHS ENDED 30 SEPTEMBER 2010

ITEM 7

MAROONDAH CITY COUNCIL

INCOME STATEMENT FOR THE PERIOD ENDED 30 SEPTEMBER 2010

REVENUE	BUDGET YTD	ACTUAL YTD	YTD VARIANCE		ADOPTED BUDGET
			\$'s (unfav)	%	
Rates & Garbage Charges	58,368,530	58,464,564	96,034	0.16%	58,578,530
Grants, contributions, subsidies & reimbursements	2,449,322	2,123,817	(325,505)	(13.29%)	11,448,491
User charges, fees, & fines	4,038,793	3,832,435	(206,358)	(5.11%)	17,019,332
Interest	465,692	585,586	119,894	25.75%	1,873,300
Other	10,614	12,889	2,275	21.43%	45,400
	65,332,951	65,019,291	(313,660)	(0.5%)	88,965,053
EXPENSE					
Employee costs including oncosts	9,983,449	9,755,202	228,247	(2.29%)	39,764,183
Materials & Services	5,559,719	5,185,287	374,432	(6.73%)	19,302,252
Contractors	3,782,589	3,787,285	(4,696)	0.12%	17,876,427
Depreciation and amortisation	3,573,752	3,576,612	(2,860)	0.08%	14,295,000
Interest	10,336	10,706	(370)	3.58%	36,223
Net (Gain)/Loss on disposal of Plant & Equipment	25,250	(27,476)	52,726	(208.82%)	93,000
Other Expense	-	-	-	-	-
	22,935,095	22,287,616	647,479	2.8%	91,367,085
Surplus (Deficit) from Ordinary Activities	42,397,856	42,731,675	333,819	0.8%	(2,402,032)
Net Gain/(Loss) on sale of Property	-	-	0	-	-
Capital Grants & Contributions	-	626,856	626,856	-	620,000
Surplus (Deficit)	42,397,856	43,358,531	960,675	2.3%	(1,782,032)

DIRECTOR CORPORATE SERVICES - MARIANNE DI GIALONARDO

FINANCIAL REPORT FOR THE THREE MONTHS ENDED 30 SEPTEMBER 2010

ITEM 7

INCOME STATEMENT FOR THE PERIOD ENDED 30 SEPTEMBER 2010

REVENUE	YTD BUDGET	YTD ACTUAL	YTD VARIANCE \$'s	%	ADOPTED BUDGET
Corporate Services					
- Corporate Services Mgt	4,050	5,756	1,706	42%	8,626
- Human Resources	-	-	0	-	-
- Finance & Governance	1,155,331	606,659	(548,672)	(47.49%)	5,705,700
- Information Technology	-	-	0	-	-
- Resident Services	9,049,435	9,016,758	(32,677)	(0.36%)	10,647,795
- Revenue, Property & Customer Service	49,907,165	50,070,533	163,368	0%	50,795,099
	60,115,981	59,699,706	(416,275)	(0.69%)	67,157,220
Chief Executive's Office					
- Chief Executive's Office	-	-	0	-	-
- Corporate Solicitor's Office	-	-	0	-	18,000
- Public Affairs and Communication	-	-	0	-	10,000
	-	-	0	-	28,000
Operations & Infrastructure					
- Operations & Infrastructure Mgt	-	-	0	-	-
- Engineering & Infrastructure Services	16,626	27,506	10,880	65.4%	74,500
- Facilities & Building Services	92,898	97,171	4,273	5%	371,600
- Operations	32,970	44,149	11,179	34%	95,057
	142,494	168,826	26,332	18.5%	541,157

DIRECTOR CORPORATE SERVICES - MARIANNE DI GIALONARDO

FINANCIAL REPORT FOR THE THREE MONTHS ENDED 30 SEPTEMBER 2010

ITEM 7

INCOME STATEMENT FOR THE PERIOD ENDED 30 SEPTEMBER 2010 (cont'd)

REVENUE	YTD BUDGET	YTD ACTUAL	YTD VARIANCE \$'s	%	ADOPTED BUDGET
City Development				-	
- City Development Mgt	-	-	0	-	-
- Major Projects & Economic Development	54,260	31,082	(23,178)	(42.7%)	212,191
- Statutory Planning	337,898	630,348	292,450	87%	1,751,600
- Strategic Planning & Sustainability	1,323	-	(1,323)	(100.00%)	5,300
	393,481	661,430	267,949	68%	1,969,091
Community & Leisure Services					
- Community & Leisure Services Mgt	-	-	0	-	-
- Community Services	1,591,901	1,698,477	106,576	7%	6,583,410
- Leisure, Culture & Youth	834,750	788,260	(46,490)	(5.6%)	3,007,737
- Major Leisure Facilities	2,254,344	2,009,008	(245,336)	(10.9%)	9,686,438
	4,680,995	4,495,745	(185,250)	(4.0%)	19,277,585
Capital Grants & Contributions (including proceeds of sale of assets)	238,001	918,444	680,443	286%	1,572,000
TOTAL REVENUE	65,570,952	65,944,151	373,199	0.6%	90,545,053

DIRECTOR CORPORATE SERVICES - MARIANNE DI GIALONARDO

FINANCIAL REPORT FOR THE THREE MONTHS ENDED 30 SEPTEMBER 2010

ITEM 7

EXPENDITURE	YTD DYNAMIC	YTD	YTD VARIANCE		ADOPTED
	BUDGET	ACTUAL	\$'s	%	
Corporate Services					
- Corporate Services Mgt	86,343	90,289	(3,946)	(4.6%)	355,875
- Human Resources	401,017	441,614	(40,597)	(10.12%)	1,752,380
- Finance & Governance	4,003,948	4,029,662	(25,714)	(0.64%)	15,856,304
- Information Technology	898,549	829,513	69,036	7.7%	2,345,585
- Resident Services	3,901,461	3,456,842	444,619	11.4%	14,402,615
- Revenue, Property & Customer Service	575,794	561,244	14,550	3%	2,422,401
	9,867,112	9,409,164	457,948	4.6%	37,135,160
Chief Executive's Office					
- Chief Executive's Office	116,099	96,366	19,733	17.0%	453,679
- Corporate Solicitor's Office	82,627	79,997	2,630	3%	330,069
- Public Affairs and Communication	277,590	252,682	24,908	9%	1,248,119
	476,316	429,045	47,271	9.9%	2,031,867
Operations & Infrastructure					
- Operations & Infrastructure Mgt	83,779	79,514	4,265	5%	323,452
- Engineering & Infrastructure Services	480,542	463,644	16,898	3.5%	2,038,197
- Facilities & Building Services	605,011	585,960	19,051	3.1%	2,411,958
- Operations	2,629,805	2,795,694	(165,889)	(6.31%)	11,527,830
	3,799,137	3,924,812	(125,675)	(3.31%)	16,301,437
City Development					
- City Development Mgt	85,977	89,683	(3,706)	(4.31%)	328,270
- Major Projects & Economic Development	242,969	268,569	(25,600)	(10.54%)	1,097,267
- Statutory Planning	506,558	544,902	(38,344)	(7.57%)	1,981,624
- Strategic Planning & Sustainability	229,017	212,662	16,355	7.1%	849,082
	1,064,521	1,115,816	(51,295)	(4.82%)	4,256,243

DIRECTOR CORPORATE SERVICES - MARIANNE DI GIALONARDO

FINANCIAL REPORT FOR THE THREE MONTHS ENDED 30 SEPTEMBER 2010

ITEM 7

EXPENDITURE	YTD DYNAMIC	YTD	YTD VARIANCE		ADOPTED
	BUDGET	ACTUAL	\$'s	%	
Community & Leisure Services					
- Community & Leisure Services Mgt	83,478	131,366	(47,888)	(57.37%)	326,060
- Community Services	3,260,062	3,164,209	95,853	2.9%	12,487,644
- Leisure, Culture & Youth	1,594,547	1,613,196	(18,649)	(1.17%)	6,387,884
- Major Leisure Facilities	2,764,672	2,527,482	237,190	8.6%	12,347,790
	7,702,759	7,436,253	266,506	3.5%	31,549,378
Cost of Asset Sales	263,251	270,530	(7,279)	(2.8%)	1,053,000
TOTAL EXPENDITURE	23,173,096	22,585,620	587,476	2.5%	92,327,085
			-		
SURPLUS (DEFICIT)	42,397,856	43,358,531	960,675	2.3%	(1,782,032)

**FINANCIAL REPORT FOR THE THREE MONTHS
ENDED 30 SEPTEMBER 2010**

ITEM 7

MAROONDAH CITY COUNCIL

BALANCE SHEET
AS AT 30 SEPTEMBER 2010

	30/09/2010 \$ '000	30/09/2009 \$ '000	30/06/2010 \$ '000
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	37,016	35,291	42,737
Receivables	53,684	51,612	6,142
Inventories - consumables	273	237	256
Assets held for resale	103	103	103
Other	1,304	1,291	1,454
TOTAL CURRENT ASSETS	92,381	88,533	50,692
NON-CURRENT ASSETS			
Receivables	339	308	339
Investments in Associates	1,988	1,951	1,988
Investment Properties	-	2,245	-
Intangible assets	8,879	8,360	8,879
Property, Infrastructure, Plant, & Equipment	1,018,206	941,233	1,019,225
TOTAL NON-CURRENT ASSETS	1,029,413	954,098	1,030,431
TOTAL ASSETS	1,121,793	1,042,631	1,081,123
LIABILITIES			
CURRENT LIABILITIES			
Payables	3,950	3,926	6,585
Employee benefits	8,798	8,690	8,835
Interest-bearing liabilities	204	192	269
Other	3,537	5,299	3,487
TOTAL CURRENT LIABILITIES	16,488	18,107	19,176
NON-CURRENT LIABILITIES			
Payables	-	-	-
Employee benefits	774	596	774
Interest-bearing liabilities	434	703	434
Other	6	6	6

**FINANCIAL REPORT FOR THE THREE MONTHS
ENDED 30 SEPTEMBER 2010**

ITEM 7

BALANCE SHEET
AS AT 30 SEPTEMBER 2010 (cont'd)

TOTAL NON-CURRENT LIABILITIES	1,214	1,306	1,214
TOTAL LIABILITIES	17,702	19,412	20,390
NET ASSETS	1,104,092	1,023,219	1,060,733
Represented by:			
Accumulated surplus	356,848	341,384	356,848
Surplus (deficit) for period	43,359	38,929	-
Reserves	703,885	642,906	703,885
TOTAL EQUITY	1,104,092	1,023,219	1,060,733

FINANCIAL REPORT FOR THE THREE MONTHS
ENDED 30 SEPTEMBER 2010

ITEM 7

MAROONDAH CITY COUNCIL

CASH FLOW STATEMENT FOR THE PERIOD ENDED 30
SEPTEMBER 2010

CASH INFLOWS (OUTFLOWS) FROM	30/09/2010	30/09/2009
OPERATING ACTIVITIES	\$	\$
Receipts from ratepayers	9,105,347	7,334,601
Grants, subsidies & contributions received	2,750,673	3,102,740
Interest received	664,015	465,935
User charges and reimbursements received	5,570,582	3,206,292
Payments to employees	(9,705,542)	(9,255,927)
Payments to suppliers	(11,512,089)	(9,810,012)
Interest paid	(10,706)	(14,751)
Other receipts	12,889	4,479
Net cash provided by (used in)		
operating activities	(3,124,831)	(4,966,643)
CASH INFLOWS (OUTFLOWS) FROM		
INVESTING ACTIVITIES		
Payments for property, plant and equipment	(2,828,728)	(2,753,666)
Proceeds from sale of property, plant and equipment	297,870	287,670
Net movements in investments	-	-
Proceeds from abnormal items		
Net cash provided by (used in)		
investing activities	(2,530,858)	(2,465,996)
CASH INFLOWS (OUTFLOWS) FROM		
FINANCING ACTIVITIES		
Repayment of borrowings	(65,491)	(62,019)
Net cash used in		
financing activities	(65,491)	(62,019)
Net increase (decrease) in cash held	(5,721,180)	(7,494,658)
Cash at the beginning of the period (1/7/2009)	42,736,696	42,785,562
Cash at the end of the period	37,015,516	35,290,904

COMMUNITY FACILITIES OCCUPANCY POLICY AND PRICING POLICY

ITEM 1

PURPOSE

The purpose of this report is to provide Council with the draft Community Facilities Occupancy Policy and the draft Community Facilities Pricing Policy and to seek endorsement of the Policies.

STRATEGIC / POLICY ISSUES

The development of the Policies has been actioned in accordance with the recommendations of the Council Plan 2010 – 2014 and the Leisure Services Strategic Plan 2009 – 2013. The Leisure Services Strategic Plan - Action Plan includes the strategy to “*ensure the fair and equitable allocation of resources*” in the first year of the action Plan by the “*development and implementation of the Community Facilities Pricing Policy*”

The Community Facilities Occupancy Policy and the Community Facilities Pricing Policy have been developed concurrently and are directly aligned to provide an overarching framework for the community use of Council owned or managed facilities. Community organisations who request use of a Council owned or managed facility will be initially assessed against the Community Facilities Occupancy Policy for suitability to determine the type of arrangement and length of tenure prior to referral to the Community Facilities Pricing Policy to determine the rate of rental.

BACKGROUND

Maroondah City Council “Council” owns and manages an extensive network of more than 100 sports fields, pavilions, halls, meeting rooms and other facilities on behalf of the community. Council encourages the use of these facilities by supporting and subsidising the many groups that use them.

Council currently has two existing Policies for the occupancy and pricing of community facilities. These are the *Occupancy of Council Facilities Policy 1996* “Occupancy Policy” which pertains to the arrangement and pricing of Leased or Licenced use of Council owned or managed facilities and the *Fees & Charges Policy for Seasonal and Casual Use of Council Facilities 1999* “Fees and Charges Policy” which specifically relates to facilities under Council’s seasonal allocation program.

The purpose of the Occupancy Policy was to provide a framework to determine the type of agreement, the length of tenure and the annual rental for community organisations using Council owned or managed facilities. In the past fourteen years Council has entered into 61 Lease or Licence agreements with a variety of community organisations using a standard Lease or Licence agreement. Since this time there have been changes to legislation, increased emphasis on risk management and occupational health and safety requirements and changes to the use of Council facilities by community organisations.

The purpose of the Fees and Charges Policy was to allow seasonal users of Council facilities to better understand the allocation of Council facilities, to clearly identify Council’s responsibilities and the responsibilities of users groups and to provide a framework that is both equitable and easily administered. The Fees and Charges Policy provided information on fees and charges, Council and Club responsibilities for use and management of the facilities and conditions of use.

**COMMUNITY FACILITIES OCCUPANCY POLICY
AND PRICING POLICY**

ITEM 1

The fees and charges were calculated to recover a proportion of Council's annual maintenance expenditure with fees and charges determined by the quality of the facility and the intensity of the maintenance schedule applied to that facility.

Since the initial endorsement of the Fees & Charges Policy in 1999 fees and charges for seasonal use of grounds and pavilions have not increased with the exception of GST. During the 11 years since endorsement maintenance and staff costs have risen substantially. In 1999 the Fees and Charges Policy sought to recover an estimated 30% of facility maintenance costs, however with charges having not increased during this time the current average cost recovery for grounds is 3% and for pavilions is 15%.

In 2008 a review of the Fees and Charges Policy identified the need to broaden the scope of the Policy to include all Council owned or managed facilities with the exclusion of Major Leisure Facilities, the Karralyka Centre and commercial properties. During the commencement of the Fees and Charges Policy redevelopment it was further identified that the synergies between the occupancy of facilities and pricing of facilities warranted the need for the two existing policies to be reviewed concurrently.

ISSUE / DISCUSSION

The purpose of the Community Facilities Occupancy Policy is to provide a clear framework with principles that guide the process for determining appropriate occupancy agreements for Council owned or managed community facilities and to ensure a consistent and transparent approach to the approval of agreements. The Policy includes an assessment process which determines the type of agreement and length of tenure for community organisations requesting use of Council facilities, standard documentation eg standard Lease and Licence and user groups resource guides.

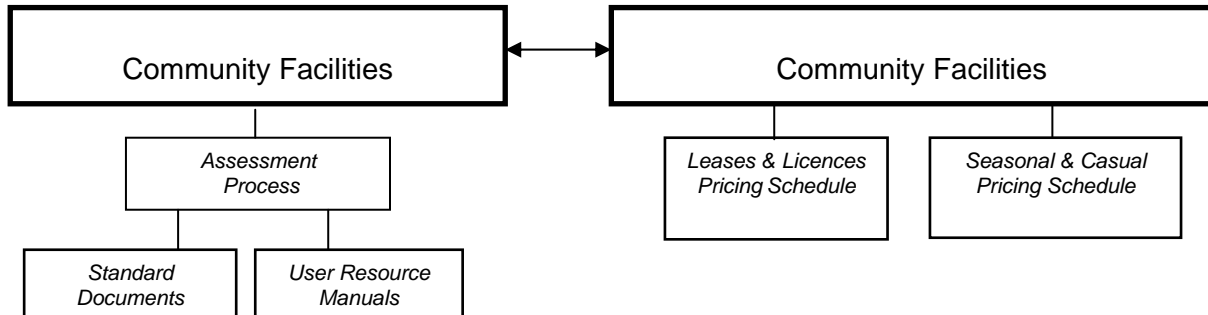
The Policy states that the length of a Lease or Licence should generally be no greater than five (5) years with a five (5) year option unless there is significant financial contribution from the organisation or other significant factors. Organisations that are new to Maroondah or are Maroondah organisations that have previously been allocated use of Council's facilities under seasonal allocation, regular or casual hire will be considered for an allocation (Lease or Licence) of no greater than two (2) years with a two (2) year option.

The purpose of the Community Facilities Pricing Policy is to provide an overarching framework containing principles that guide the pricing of Council owned or managed community facilities and to ensure a consistent and transparent approach to the pricing of such facilities. It is the aim of the Policy that users of community facilities will understand what they are paying for, why they are paying and are confident that other user groups in similar situations are also contributing in a consistent manner. The Policy includes a Lease and Licence Pricing Schedule and a Seasonal and Casual Pricing Schedule.

**COMMUNITY FACILITIES OCCUPANCY POLICY
AND PRICING POLICY**

ITEM 1

The structure of the Policy frameworks is illustrated below:



Within the Lease and Licence Pricing Schedule community organisations are categorised into the following four groups:

1. Groups Traditionally Supported by Council
2. Scouts and Guides
3. Groups that are responsible for specialised maintenance
4. Miscellaneous Community Groups Occupying Council Owned Facilities

The annual rental fee for each group is determined separately depending on the type of organisation using the facility, the maintenance responsibilities, the quality of the facility, capital contributions provided by Council and the community organisation and whether the organisation has exclusive use of the facility.

Within the Seasonal and Casual Pricing Schedule Council has set the seasonal charges for the next four years commencing from the 2011 winter season. Charges have been set for the following categories:

1. Seasonal sports grounds
2. School use of sports grounds
3. Commercial and private use of sports grounds
4. Community service not for profit use of sports grounds
5. Turf wickets
6. Town park athletics track
7. Seasonal sports pavilion

FINANCIAL / ECONOMIC ISSUES

Council subsidises the use of facilities to support community organisations to encourage their use. All seasonal and casual charges are calculated to recover a proportion of Council's annual maintenance expenditure. Both charges are related to the quality of the facility and the intensity of the maintenance schedule applied to that facility.

**COMMUNITY FACILITIES OCCUPANCY POLICY
AND PRICING POLICY**

ITEM 1

ENVIRONMENTAL / AMENITY ISSUES

The Community Facilities Occupancy Policy outlines the 4 step assessment process which will be undertaken by the relevant Council Departments and/or delegated management body when considering requests for the use of Council owned or managed community facilities. This process ensures that consideration is given to the suitability of the facility for the intended use, the needs of the intended occupant and those of the wider Maroondah Community.

SOCIAL / COMMUNITY ISSUES

The Community Facilities Pricing Policy contains principles that guide the pricing of Council owned or managed community facilities and ensures a consistent and transparent approach to the pricing of such facilities. It is the aim of the Policy that users of community facilities will understand what they are paying for, why they are paying and are confident that other user groups in similar situations are also contributing in a consistent manner. The principles also highlight Council's commitment to ensuring priority is afforded to Maroondah based organisations and that junior, veteran and disability specific programs are provided with additional fee reduction to support and encourage participation.

COMMUNITY CONSULTATION

Stage 1 of Consultation

During the development of the Policies extensive benchmarking of surrounding Councils and consultation with key Council Officers and all Councillors was undertaken.

Stage 2 of Consultation

The draft Policies were placed on public exhibition on 26th September 2010 at all Council Service Centres, local libraries and on the Council web page. Public notices were placed in both the Maroondah Weekly and the Leader Newspapers calling for comments or feedback from the community on the draft Policies.

Direct email correspondence was sent to the following groups:

- All current seasonal and casual users of Council's Community Facilities.
- Internal stakeholders
- Maroondah Primary and Secondary Schools
- Peak sporting associations representing Maroondah Clubs

Written and/or email correspondence was sent to the following tenant organisations:

- All miscellaneous lease and licence holders
- Maroondah Scout & Guide Groups & Peak Associations
- Maroondah Tennis Clubs
- Maroondah Community Houses
- Maroondah Kindergartens

**COMMUNITY FACILITIES OCCUPANCY POLICY
AND PRICING POLICY**

ITEM 1

Individual presentations/meetings were held with the following groups:

- Ringwood & District Cricket Association and Eastern Football League
- Croydon U3A
- Maroondah Kindergartens

The opportunity to make a submission was available until Tuesday 26 October 2010. Three written submissions were received and are tabled on pages 47 to 48. The submissions relate to individual occupancy circumstances and did not affect the overall Policy documentation with the exception of a change of wording within the seasonal & casual pricing schedule clause 5.3.

The Policies have been amended to reflect this change following the public consultation and have been recirculated to Councillors and are available for public inspection.

CONCLUSION

Council views the sustainable use of community facilities as integral to the Maroondah community having equitable access to a wide range of leisure, cultural and educational opportunities and to enhancing the sense of community within Maroondah. Council encourages the use of these facilities by supporting and subsidising the many groups that use them. It is Council's intention that when it allocates a community facility for use, the type of occupancy agreement and subsequent charge will be reasonable, transparent and equitable. The two aligning Policies provide the rationale and principles that will underpin Council's allocation and pricing for the use of Council owned or managed facilities.

CONFIDENTIALITY

Not applicable

RECOMMENDATION

THAT COUNCIL ENDORSES THE COMMUNITY FACILITIES OCCUPANCY POLICY AND THE COMMUNITY FACILITIES PRICING POLICY.

COMMUNITY FACILITIES OCCUPANCY POLICY
AND PRICING POLICY

ITEM 1

Community Facilities Occupancy & Pricing Policy Public Consultation – Feedback
November 2010

AUTHOR	POSITION	FEEDBACK	RECOMMENDED ACTION
Geoffrey Stevenson	President Croydon U3A	Request that U3A Croydon be considered under the category of Senior Citizens Centres or continue as miscellaneous but be costed on the same basis as the senior citizens category	No change to document Use new occupancy assessment procedure to review their status.
		Inconsistency in the rental for Office space (Lease) and the Clubroom (Seasonal Allocation)	No change to document
		Believe that the U3A should pay the discounted rental for the clubrooms that is applicable to the Victorian Masters Athletic Club.	The discount is applicable to the U3A. Change of wording in Seasonal & Casual Pricing Schedule (clause 5.3) from Veterans to Veterans/Older Adults
		Inappropriate that the U3A are required to apply for use of the clubrooms every six months – prefer a yearly lease as seasons do not affect their usage.	No change to document Leisure Services will accommodate this request as an annual allocation. A lease is not possible as the clubrooms are a shared facility.
Don Appleton	Treasurer Ringwood Horse & Pony Club	Club were not pleased with the increase in costs from \$22 to \$720 and have requested that any increase occurs next financial year.	No change to document Advised club via email that lease negotiations will commence from February 2011 with commencement from June 2011
		Requested clarification on Council's proposed increased maintenance responsibilities.	No change to Document Leisure Services addressed all questions via email and forwarded through the Draft maintenance schedule.

**COMMUNITY FACILITIES OCCUPANCY POLICY
AND PRICING POLICY**

ITEM 1

		The Committee planned to further review the proposed leasing arrangements at their next meeting - 8 November.	Noted
John Miles	President Ringwood Croquet	Thanked Council for the considerable assistance for the significant improvement made to the club over the past 3 years.	Noted
		Requested a review of the proposed rink charges. Their smaller 3 rd rink is only used for training purposes and is unable to be used after wet weather. On this basis the group have requested a 50% reduction in charges for the 3 rd rink.	No change to document Leisure Services review this request during lease negotiations.
		Have requested that the new maintenance schedules clearly address grass cutting, rubbish removal and carparking	No change to document Leisure Services will meet with the Croquet Club to ensure that the new schedules address their concerns

**PROPOSED RELOCATION OF THE NORTH
RINGWOOD COMMUNITY HOUSE
INCORPORATED**

ITEM 2

PURPOSE

To report on the findings of the Landowner Assessment conducted by Council regarding the proposed relocation of North Ringwood Community House Inc "NRCHI" to Quambee Reserve.

STRATEGIC / POLICY ISSUES

A key strategy of the Council Plan 2010 – 2014 is to provide and promote accessible, affordable, and where appropriate, integrated multipurpose facilities and services, catering for the current changing needs of the community.

BACKGROUND

In February 2010 the NRCHI provided Maroondah City Council "Council" with the findings of a Relocation Feasibility Study conducted by ASR Research and funded by Council and the Department of Planning and Community Development. The Feasibility Study highlighted that NRCHI had outgrown its current premises at the rear of the Holy Spirit Parish at 120 Oban Road in North Ringwood. The key reasons cited for the proposed relocation of NRCHI are:

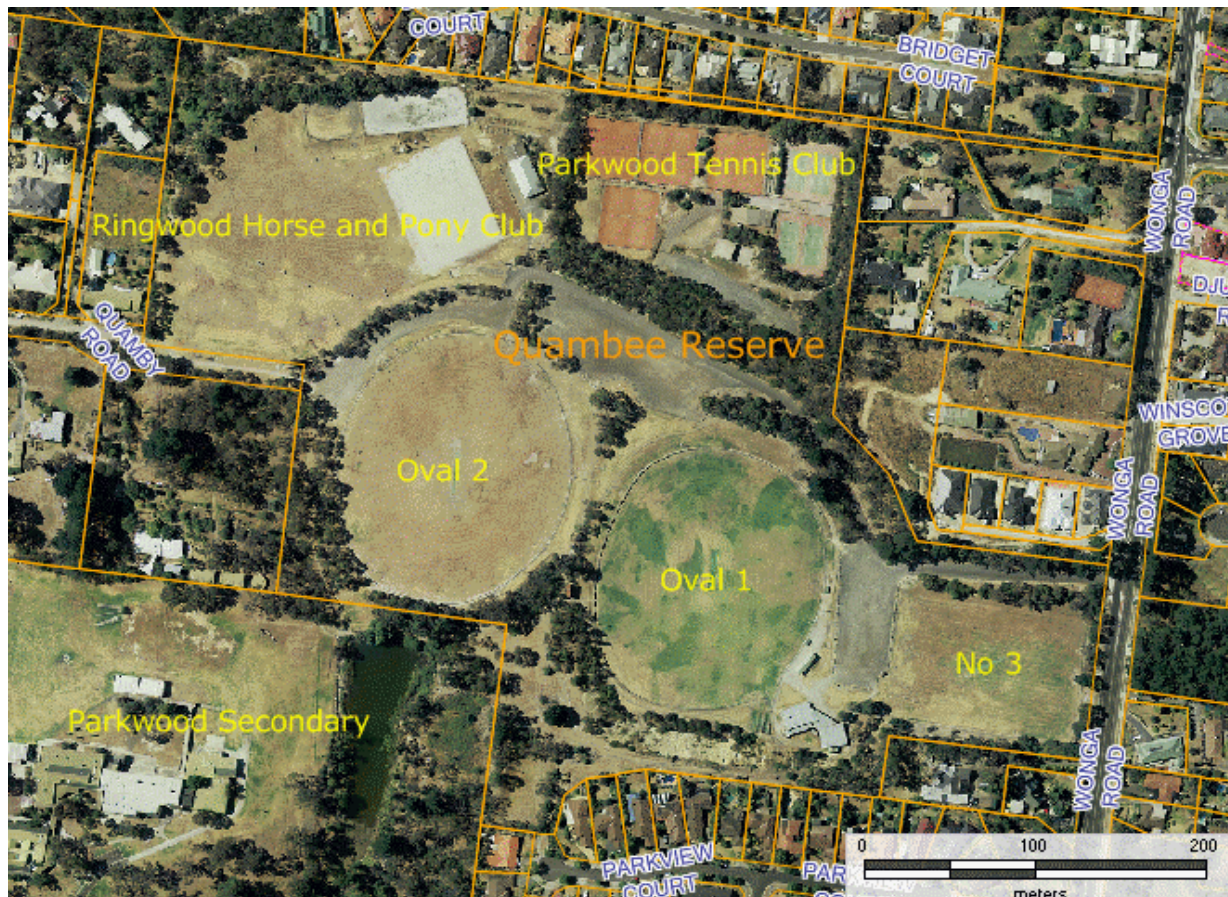
- The current buildings used by NRCHI are not situated on Council land, nor is the land or buildings owned by NRCHI.
- They do not have the financial capacity to maintain the existing buildings which is estimated to be approximately \$90,000.
- The buildings are aged, undersized, poorly situated and have no disability access.
- There is no option for expansion on the existing site.
- There is limited access to public transport and a lack of street frontage.
- Parking & traffic issues are also an issue due to being co located with a school.

Council recognised that there was a need to support the relocation of the NRCHI and considered a number of possible locations within North Ringwood. As a result Quambee Reserve was identified as a potential relocation site, specifically the area at the front of the reserve on Wonga Road (identified as number 3 on the reserve plan over page) and undertook further investigation and a preliminary landowner assessment.

The proposed site is currently allocated to Warranwood Cricket Club for junior matches on Saturday mornings in summer and to the North Ringwood Football Club for junior matches on Sunday mornings in winter. The North Ringwood Football Club and the Warranwood Cricket Club are allocated use of Ovals 1 and 2 during winter and summer respectively. Other user groups on the site include the Parkwood Tennis Club, which has over 450 club members, who use the facility all year round, the Ringwood Horse and Pony Club, and casual facility users such as local schools for inter school competitions.

**PROPOSED RELOCATION OF THE NORTH
RINGWOOD COMMUNITY HOUSE
INCORPORATED**

ITEM 2



ISSUE / DISCUSSION

In order for Council, as the landowner of Quambee Reserve to make an informed decision regarding the appropriateness of the proposed relocation of NRCHI to Quambee Reserve, a landowner assessment was undertaken. The primary purpose of the landowner assessment was to undertake a preliminary investigation regarding the potential impacts the proposed development may have on Quambee Reserve prior to undertaking a detailed master plan.

The key considerations resulting from the landowner assessment in determining the appropriateness of the proposed relocation of NRCHI to Quambee Reserve were:

- The potential additional ground preparation and building costs associated with the proposed development being built on a landfill site: A Geotechnical Investigation was undertaken to determine the depth and composition of any landfill within the proposed site. The investigation concluded that there were appropriate locations within the site which were suitable for the proposed facility.
- The limited access to Quambee Reserve for residents that rely on public transport and potential isolation of the facility due to its location: A bus route services Quambee Reserve approximately every 30 minutes on weekdays and pedestrian access to reserve is good with several entrances.

**PROPOSED RELOCATION OF THE NORTH
RINGWOOD COMMUNITY HOUSE
INCORPORATED**

ITEM 2

- The loss of open space and sporting area: The proposed development site is used on a limited basis for cricket and as a football practice area. The loss of this space would have some impact on the Clubs.
- The potential mix of services that would be located at the site, particularly on weekends when the reserve is used for a number of sporting activities: It is envisaged that the majority of activities at the new facility will be undertaken during normal working hours with reduced use on weekends and at night. It is therefore likely that there will be limited impact on the current users of the reserve.
- The potential cost associated with upgrading the existing access to the site: Access to the site is via an 8.0 metre (approx) wide crossover to Wonga Road with full turning movements at the crossover. Left turn movements out of the reserve have suitable site distance due to the downhill gradient on Wonga Road. However, there is a steep uphill gradient north of the access on Wonga Road which significantly reduces sightlines for right turn movements out of the site, with the presence of on-street parking further reducing the available sight distance. It is recommended that further investigation is undertaken through the master plan process to determine if current access arrangements require upgrading based on the available sightlines, expected traffic volumes and any Australian Standards requirements.
- The potential cost associated with an increase in car parking and/or upgrading of existing car parking: If a new car park is constructed to cater for the proposed new use of the site, car parking supply for the existing users will be maintained. However, if it is decided to reduce the on-site parking provision and allow the NRCHI users to utilise some of the existing on-site car parking, further investigation is required and should include detailed parking surveys and analysis on the existing and proposed uses to ensure sufficient on-site parking is available. This process will be undertaken as part of the master plan.
- The potential cost implications to redirect the storm water drains that currently exist on the site: Council's Engineering Department has advised that there is extensive storm water drains located on the site and have recommended that as part of the master plan further investigation is undertaken.
- Potential impact on resident's amenity with the increase in the number of people accessing the site: Consultation with residents adjoining the reserve will be undertaken as part of the master plan to understand and minimise any impact.

A detailed master plan for the proposed site would include the following:

- Consultation with NRCHI staff, existing users groups and local residents
- Traffic and parking assessment by a suitably qualified contractor.
- Drainage assessment and plan by a suitably qualified contractor.
- A design scope that details all facility needs including rooms, room sizes and outdoor areas
- Identification of referred site at Quambee Reserve for the development of the facility.

**PROPOSED RELOCATION OF THE NORTH
RINGWOOD COMMUNITY HOUSE
INCORPORATED**

ITEM 2

- Sketch plans of the described facility at the nominated location, including floor plan and site context plan.
- Preliminary cost estimates for construction, including addressing drainage, car parking and traffic treatment.

FINANCIAL / ECONOMIC ISSUES

It is estimated that the proposed cost of the new facility and associated infrastructure will be between 5 and 6 million. Cost estimates for construction, including addressing drainage, car parking and traffic treatment will be developed as part of the master plan process.

ENVIRONMENTAL / AMENITY ISSUES

The potential impact on resident's amenity will be considered as part of the master plan process.

SOCIAL / COMMUNITY ISSUES

Social and community issues will be identified and considered as part of the community consultation within the master plan process

COMMUNITY CONSULTATION

During the development of the master plan extensive consultation with NRCHI staff, existing user groups at the reserve and local residents will be undertaken.

CONCLUSION

Council Officers have undertaken a preliminary investigation on the proposed relocation of the NRCHI to Quambee Reserve. Whilst there are some identified limitations for the proposed site it is the most suitable location within North Ringwood for the proposed relocation of the NRCHI. Council Officers believe that the issues raised as part of the Landowner Assessment can be addressed and therefore recommend that NRCHI be relocated to Quambee Reserve.

CONFIDENTIALITY

Not applicable

RECOMMENDATION

THAT

- 1. COUNCIL SUPPORTS THE RELOCATION OF THE NORTH RINGWOOD COMMUNITY HOUSE INCORPORATED TO QUAMBEE RESERVE;**
- 2. COUNCIL PROVIDES \$20,000 IN THE 2011/2012 BUDGET FOR THE DEVELOPMENT OF A MASTER PLAN FOR THE RELOCATION OF THE COMMUNITY HOUSE; AND**

**PROPOSED RELOCATION OF THE NORTH
RINGWOOD COMMUNITY HOUSE
INCORPORATED**

ITEM 2

- 3. FOLLOWING THE COMPLETION OF THE MASTER PLAN A FURTHER REPORT BE PREPARED REGARDING PROPOSED COSTS AND FUNDING OPTIONS FOR THE CONSTRUCTION OF THE COMMUNITY HOUSE.**

**RINGWOOD CENTRAL ACTIVITIES DISTRICT
PARKING PERMIT POLICY**

ITEM 1

PURPOSE

The purpose of this report is to allow Council to formally endorse the Ringwood Central Activity District (CAD) Parking Permit Policy. This policy will facilitate the implementation of a resident and visitor parking permit scheme, and provide guidance on who is entitled to a permit, in what areas and under what provision.

STRATEGIC / POLICY ISSUES

The Council Plan 2010-2014 Transport Theme identifies the Key Strategic Objective – Maroondah will advocate for the provision of a safe, accessible, affordable and integrated transport system, which will efficiently transport people and freight in a more sustainable manner and will enhance the liveability of Maroondah. A key strategy is for Council to promote, advocate and encourage the use of sustainable modes of transport and alternatives to private vehicles.

The Ringwood CAD Parking Strategy (2009) endorsed by Council in October 2009, was undertaken with a view to formulating a range of policies and actions to address the future parking needs of residents and visitors to the Ringwood CAD. Accordingly the major focus of the study was to gradually reduce demand for car based travel through the management and supply of car parking and to encourage the use of alternative modes of transport to and from Ringwood CAD.

The Ringwood CAD Parking Strategy is used to guide Council's vision for future parking provision in the Ringwood CAD and is used by Council as a key Forward Planning document that upholds the principals of CAD's. The Ringwood CAD Parking Strategy developed a range of policies and actions that address the future parking needs of residents and visitors to Ringwood CAD.

Strategy Policy 1: On street parking and Strategy Policy 5: Residential Parking of the Ringwood CAD Parking Strategy provides the strategic direction and framework for the introduction of the Ringwood CAD Parking Permit Policy.

BACKGROUND

In August 2004, the Victorian Government designated Ringwood as a priority Transit City. Subsequently, in December 2008 the Premier and Minister for Planning in Victoria released the Melbourne @ 5 Million report which provides policy initiatives that are complementary to the directions of Melbourne 2030 and builds on the achievements of the Transit Cities program.

As the Ringwood develops, the CAD will progressively incorporate higher density development in land abutting the road network which will likely result in an increase in demand for on-street parking. Furthermore, the adoption of CAD style parking rates will see developments supply less onsite parking within the CAD than other areas, in order to encourage alternative modes of transport in line with the principles of the CAD, further increasing demand for on-street parking.

As an example of the expected parking pressures, within the northwestern residential precinct of the CAD there are approximately 150 on-street car spaces available. Future growth modelling of the northwestern residential area, based on current typical parking

**RINGWOOD CENTRAL ACTIVITIES DISTRICT
PARKING PERMIT POLICY**

ITEM 1

generation rates indicates a total demand for parking of approximately 2,000 spaces. Residential development is expected to cater for approximately 1,500 of these parking spaces, whilst there is on-street provision for approximately 150 spaces. This leaves a shortfall of approximately 350 parking spaces within the northwestern residential area. This shortfall needs to be managed with appropriate controls that encourage the use of alternative modes of transport and lower car dependency.

To ensure that on-street parking continues to service the parking needs of the land uses fronting the road network, Strategy Policy 1 and 5 of the Ringwood CAD Parking Strategy outline that Council will ensure that on-street parking is efficiently utilised and best services the parking needs of land uses fronting the road network and that those eligible residents are provided with priority parking in line with the principles of a CAD.

ISSUE / DISCUSSION

Parking permits will provide exemption from Parking Restrictions which apply on local Council Roads for which they are issued, but do not provide exemption from restrictions that limit parking to one hour or less, to 'No Stopping' or other such prohibited parking spaces or areas, including clearways and other areas in which parking of vehicles is prohibited under the Victorian Road Traffic Regulations.

Parking permits will be linked to specific areas surrounding the property for where the parking permit is issued. The parking permit will contain specific area or street information corresponding to information provided on parking signage giving guidance to where vehicles with parking permits can park.

Subject to car ownership and the availability of onsite parking, resident parking permits will only be available to residents residing at single house dwellings within the Ringwood CAD, as shown in Figure 1 below. Residential streets surrounding the CAD that currently experience overspill parking from CAD generated non-residential uses will also have access to parking permits schemes. These residential streets surrounding the CAD, not shown in Figure 1, include:

- James Street, Ringwood;
- Kendal Street, Ringwood;
- Pitt Street, Ringwood;
- Wilana Street, Ringwood;
- Greenwood Avenue, Ringwood;
- Thanet Court, Ringwood;
- Albert Street, Ringwood;
- Hillcrest Avenue, Ringwood; and
- Mary Street, Ringwood.

Other residential streets may be considered as required under the RCAD Residential Parking Permit Policy, if they experience CAD related parking overspill.

**RINGWOOD CENTRAL ACTIVITIES DISTRICT
PARKING PERMIT POLICY**

ITEM 1



Figure 1 – Ringwood CAD

All residents within the Ringwood CAD will be entitled to purchase visitor parking permits. Residents must provide proof of both permanent residency within the CAD and proof of vehicle ownership, as outlined below:

- Proof of residency
The scheme's proof of residency requirements ensures that resident permits are only issued to those eligible residents that reside in the area.
- Proof of vehicle ownership
The scheme's proof of vehicle ownership requirements ensures that resident permits are only issued to those eligible residents that own or use a vehicle that is attached to a residential property within the CAD.

Resident parking permits will be renewable in the month of July each year, and a letter will be automatically sent to residents asking them to confirm if they still require a parking permit.

Visitor permit voucher booklets, consisting of eighteen (18) vouchers, will be available for purchase by all residents within the Ringwood CAD. The visitor voucher booklets will consist of a mix of all day and 4 hour parking vouchers. The vouchers will not feature an expiry date.

The number of residential parking permits (maximum of 3), that a property may be eligible for is related to the deficiency of onsite car parking, i.e. number of car spaces available within a property versus the number of vehicles permanently associated to the property. This can be determined by filling out the Ringwood CAD Parking Permit Application Form. The types of vehicles and car spaces, to be included within the Parking Permit Application Form are detailed below:

**RINGWOOD CENTRAL ACTIVITIES DISTRICT
PARKING PERMIT POLICY**

ITEM 1

- Availability of on-site parking within the specified property
This includes all constructed parking areas such as garages, car ports and driveways within the property boundary regardless of use.
- Number of vehicles attached to the property
Include all vehicles that are permanently associated to the property. Do not include weekend visitors or carers.

The cost of a yearly resident parking permit will be based on a sliding scale as shown below:

Permit #	Cost
Initial permit	\$30
Secondary permit	\$50
Third permit	\$80

The sliding price scale is designed to discourage the take up of permits where not absolutely necessary in recognition of the principles of a CAD, encouraging the use of alternative modes of transport to and from Ringwood CAD resulting in overall lower car dependency. This fee structure is consistent with other Melbourne Metropolitan Municipalities that have a resident parking permit scheme. A book of eighteen (18) visitor permit vouchers can purchase for \$25 per booklet as required.

The Ringwood CAD Parking Permit Policy will include a mechanism for ongoing review by the Manager of Resident Services and also Manager of Engineering & Infrastructure Services. The following conditions will apply to the use of the resident and visitor parking permits:

- Where parking permits are used contrary to any of the terms and conditions a parking infringement notice may be issued and the permit may be cancelled. Continued misuse of parking permits may also result in all permit privileges for a residence being revoked;
- Any parking permit that is obtained as the result of providing false or misleading information will be cancelled and the permit holder will be ineligible to obtain a permit for a period of 12 months. Any vehicle (s) for which the parking permit is issued will also be ineligible for a parking permit for a period of 12 months;
- Failure to display the parking permit on the vehicle so that all inscriptions are clearly visible from the outside of the vehicle, may result in a parking infringement notice being issued;
- Resident parking permits will expire at the end of the financial year as shown on the permit. The permit is issued for a maximum of 12 months;
- Visitor voucher permits will not expire;
- Unregistered vehicles displaying a valid Maroondah Council parking permit may still be towed under the Council's Local Law No. 8;

**RINGWOOD CENTRAL ACTIVITIES DISTRICT
PARKING PERMIT POLICY**

ITEM 1

- The issue of a parking permit will not guarantee the availability of a parking space to the holder;
- Resident parking permits, unless with written consent of an authorised Council officer, may not be used for business or commercial purposes at any time;
- Resident parking permits will only be available to residents residing at single house dwellings, unless with written consent of both the Manager of Resident Services and Manger Engineering & Infrastructure Services;
- Resident parking permits are not available for trailers, boats or caravans;
- Resident parking permits will not be issued to vehicles over 1.5 tonne and / or 7 metres in length
- The loss of a resident parking permit must be reported to the Maroondah Council Local Laws Department as soon as practicably possible following the realisation of such loss;
- If a resident parking permit holder changes the registration number of their vehicle, Maroondah Council must be notified by filling out the 'Change of Details Form' and including a copy of the new vehicle registration details;
- If a resident parking permit holder moves out of the Ringwood CAD, Maroondah Council must be notified in writing and the permit destroyed. If the parking permit holder moves, but remains within the Ringwood CAD, the permit holder must please fill out a 'Change of Detail's Form' to update details and verify continued eligibility for the Ringwood CAD parking permit scheme;
- Resident parking permits must not be transferred or sold to another person;
- Parking permits must not be duplicated in any way;
- Once a parking permit is issued, the parking permit holder is not eligible for either a full or partial refund;
- Council reserves the right to withdraw Residential and Visitor Parking Permits at any time;
- Maroondah Council will endeavour to process all parking permit applications within 10 working days of having been received;
- Visitor parking vouchers will not be replaced if lost, misplaced or damaged;
- If visitor parking vouchers are found to have been altered, reproduced or sold, the residential property associated with the visitor parking voucher shall be excluded from both the residential and visitor parking permit scheme for 12 months;
- For the visitor parking vouchers to be valid, the date, time and vehicle registration must be written in pen or permanent marker before the individual permit is placed on the vehicle;
- Council reserves the right to alter the permit fee for all parking permits;
- The number and location of parking spaces may be varied by authorised Council Officers or Victoria Police.

**RINGWOOD CENTRAL ACTIVITIES DISTRICT
PARKING PERMIT POLICY**

ITEM 1

FINANCIAL / ECONOMIC ISSUES

It is anticipated that the parking permit scheme will be self sufficient, drawing on little additional resources through the implementation of a permit software application to manage permit applications and mail outs.

The cost of all parking permits have been set in order to cover the additional administration costs involved with introducing and managing a precinct wide permit system and can be increased yearly as required in order to cover any additional costs. These costs will be reviewed annually and increased as required with consideration to CPI.

However, in accordance with the endorsed principles of the Ringwood CAD Parking Strategy, Council will monitor resources with a view to ensuring that appropriate levels of enforcement are undertaken. Council will also consider the expansion of the Ringwood CAD Parking Permit Scheme to surrounding residential streets which are shown to experience over-spill parking from CAD related developments.

ENVIRONMENTAL / AMENITY ISSUES

Parking cannot be viewed as a stand-alone issue but needs to become a key aspect of both transport and land use planning for the CAD. This integrated approach will ensure Maroondah City Council can promote and support:

- Lifestyles that are less car dependent;
- Transport provision that is more socially inclusive;
- Development that is more sustainable in terms of energy and pollution; and
- Settlements which are more attractive and user-friendly.

SOCIAL / COMMUNITY ISSUES

The supply and management of parking within the Ringwood CAD has an important role to play in providing significant opportunities for housing redevelopment in and around the CAD and nurturing a strong and diverse retail sector.

The major focus of the Ringwood CAD Parking Strategy study was to gradually reduce demand for car based travel through the management and supply of car parking and to encourage the use of alternative modes of transport to and from Ringwood CAD.

The Ringwood CAD Parking Permit Policy will facilitate the implementation of the resident and visitor parking permit scheme, ensuring that in residential streets which are impacted from CAD related developments that eligible residents and visitors are provided with priority parking.

COMMUNITY CONSULTATION

The introduction of the Ringwood CAD Parking Permit Policy is a key Strategy Policy of the Ringwood CAD Parking Strategy which was endorsed by Council in 2009.

Residents will be notified in late November / early December of the upcoming short term parking restriction changes and the availability of the Ringwood CAD Parking Permit Policy, through the newsletter update provided by the Department of Community Planning and

**RINGWOOD CENTRAL ACTIVITIES DISTRICT
PARKING PERMIT POLICY**

ITEM 1

Development in conjunction with Council's Major Projects Service Area to residents within the Ringwood CAD.

A detailed information letter drop will then be undertaken by Council's Engineering Services Department to residents within the north-west residential precinct of the CAD in late 2010. The letter drop will provide further details on the introduction and location of short term parking restrictions, details of the Ringwood CAD Parking Permit Policy and also the availability of Resident and Visitor permit application forms.

It is anticipated that the parking restriction signs will then be installed over the Christmas period and will remain covered, whilst residents are given 2 months to take up resident and visitor permits. The parking restriction signs will then be uncovered in late February / early March 2011 with enforcement commencing through issuing warning notices for the first month as required.

CONCLUSION

With consideration of Strategy Polices 1 and 5 of the Ringwood CAD Parking Strategy Report which was endorsed by Council in October 2009, it is proposed that Council endorse the Ringwood CAD Parking Permit Policy, following which Council Officers will begin resident notification and the installation of parking signage within the northwest residential precinct of the Ringwood CAD.

CONFIDENTIALITY

Not applicable.

RECOMMENDATION

THAT COUNCIL

- 1. ENDORSES THE RINGWOOD CENTRAL ACTIVITY DISTRICT PARKING PERMIT POLICY;**
- 2. COMMENCES THE RESIDENT NOTIFICATION PROCESS, AS DETAILED IN THE COMMUNITY CONSULTATION SECTION OF THIS REPORT; AND**
- 3. ARRANGE FOR PARKING RESTRICTION SIGNAGE AND ISSUING OF PARKING PERMITS IN ACCORDANCE WITH THE RINGWOOD CAD PARKING PERMIT POLICY AS DETAILED IN THIS REPORT.**

SECTION 173 AGREEMENT FOR 1 IAN PLACE, CROYDON NORTH

BACKGROUND

Council issued planning permit M/2010/261 for two (2) lot subdivision of an existing property known as 1 Ian Place, Croydon North on 10 June 2010.

Condition 2 of the planning permit required the owner to enter into a Section 173 Agreement to provide for the following:

Prior to the issue of a Statement of Compliance for the subdivision permitted under this permit, the Owner of the land must complete to floor level, the unit development that is proposed to be subdivided or, enter into, and register on title, an agreement with the Responsible Authority under Section 173 of the Planning and Environment Act 1987, which among other things provides that:

- except with the consent of the Responsible Authority, the development of any lot created by the subdivision of the land must be in accordance with the development authorised by planning permit M/2009/856 issued by Council and the various conditions included in that planning permit and the development depicted in the plans from time to time endorsed pursuant to that permit;
- in determining whether or not to give its consent, the Responsible Authority may consider any proposal against the provisions of any relevant design guide for medium density housing ;
- the cost of the preparation or review of the agreement and its registration on the title to the land must be borne by the owner of the land.

The submitted agreement satisfies the provisions of the planning permit and it is recommended that Council sign and seal the agreement.

If the agreement is sealed, it will then be lodged at Land Victoria by Council's solicitor for eventual registration of the agreement on the property parent title.

SECTION 173 AGREEMENT FOR 9 COLLINS GROVE, CROYDON NORTH

BACKGROUND

Council issued planning permit M/2010/305 for two (2) lot subdivision of an existing property known as 9 Collins Grove, Croydon North on 23 June 2010.

Condition 2 of the planning permit required the owner to enter into a Section 173 Agreement to provide for the following:

Prior to the issue of a Statement of Compliance for the subdivision permitted under this permit, the Owner of the land must complete to floor level, the unit development that is proposed to be subdivided or, enter into, and register on title, an agreement with the Responsible Authority under Section 173 of the Planning and Environment Act 1987, which among other things provides that:

- except with the consent of the Responsible Authority, the development of any lot created by the subdivision of the land must be in accordance with the development authorised by planning permit M/2009/842 issued by Council and the various conditions included in that planning permit and the development depicted in the plans from time to time endorsed pursuant to that permit;
- in determining whether or not to give its consent, the Responsible Authority may consider any proposal against the provisions of any relevant design guide for medium density housing;
- the cost of the preparation or review of the agreement and its registration on the title to the land must be borne by the owner of the land.

The submitted agreement satisfies the provisions of the planning permit and it is recommended that Council sign and seal the agreement.

If the agreement is sealed, it will then be lodged at Land Victoria by Council's solicitor for eventual registration of the agreement on the property parent title.

ELECTRICAL SUBSTATION RESERVES AT HEXHAM STREET AND BRIDGET COURT, WARRANWOOD

BACKGROUND

Reserves for Electrical Substation Purposes No.1 and No.2 are contained in plan of subdivision No.216998C and each comprises 32 square metres (see attached for plan).

Council has been the registered proprietor of both since June 1990. The Certificates of Title are Volume 9955, Folios 040 and 041 respectively.

Reserve No.1 is situated between 13 and 15 Bridget Court, Warranwood and Reserve No.2 is between 5 and 7 Hexham Street, Warranwood.

Reserve No.2 has substation assets owned by SP AusNet, the trading name of electricity wholesaler SPI Electricity Pty Ltd while Reserve No.1 is vacant land, used jointly by the abutting owners as part of their front gardens.

DOCUMENTS FOR SEALING

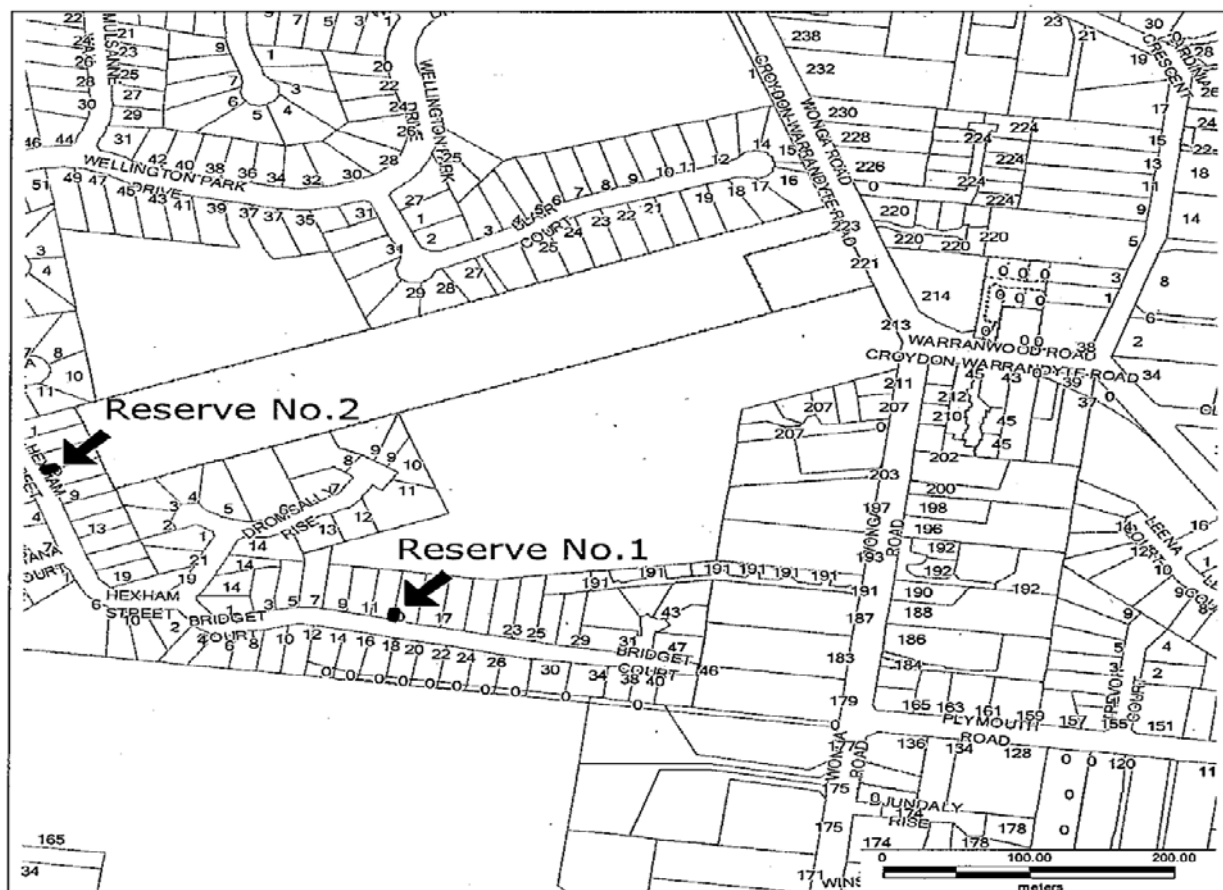
Proprietorship to all other reserves for electrical substation purposes throughout Maroondah is registered to either the former State Electricity Commission or its successor body in this municipality, SP AusNet.

Either the developer of the subdivision, Marytan Pty Ltd, or their representative, were in error by arranging transfer of each reserve to Council rather than to the then State Electricity Commission in June 1990.

As has already been demonstrated with Reserve No.2, should SP AusNet ever decide to install assets on Reserve No.1, they will do so regardless that Council is the registered proprietor. The title description of the land as "Electrical Substation Purposes" gives them that right. And because Council is the registered proprietor, it would be named in any liability claim resulting at either reserve.

SP Ausnet has now agreed for Council to transfer the reserves to them for the total sale price of \$2.00, with each party to bear their own costs.

**Annexure 1
Locality Plan**



DOCUMENTS FOR SEALING

RECOMMENDATION

THAT COUNCIL SIGNS AND SEALS

- 1. THE SECTION 173 AGREEMENT SUBMITTED BY NEIL ERNEST SHIELDS AND DENISE JULIA SHIELDS IN RELATION TO LAND AT 1 IAN PLACE, CROYDON NORTH, AND**
- 2. THE SECTION 173 AGREEMENT SUBMITTED BY STEPCITY DEVELOPMENTS PTY LTD IN RELATION TO LAND AT 9 COLLINS GROVE, CROYDON NORTH.**
- 3. THAT COUNCIL SIGNS AND SEALS THE TRANSFERS OF LAND FOR THE SALE OF THE ELECTRICAL SUBSTATION RESERVES AT HEXHAM STREET AND BRIDGET COURT, WARRANWOOD TO SPI ELECTRICITY PTY LTD.**