

Our Council

The role and function of Council



The *Victorian Constitution Act 1975*, Section 64A(1) provides for “a system of local government consisting of democratically elected Councils having the function and powers that the Parliament considers necessary to ensure the peace, order and good government of each municipal district”.

The role of a Council is defined in the *Local Government Act 1989* which formalises a Council’s legal status, purpose and objectives, delegates Council with specific functions and powers, and imposes Council with various duties.

At Maroondah City Council, our role is to:

- deliver services that meet the needs and expectations of the Maroondah community;
- advocate on behalf of community needs to other levels of Government; and
- facilitate the delivery of outcomes by working in partnership with residents, businesses, community organisations and key stakeholders.

Over 120 different services are provided by Council including: aged and disability support services, business support, community planning and development, children and youth services, infrastructure maintenance and renewal, leisure facilities, maternal and child health, parks and reserves, planning and building, and waste and recycling

Our Councillors and Wards

The municipality is divided into three wards: Arrabri, Mullum and Wyreena. Each ward is represented by three Councillors.

Councillors are responsible for the stewardship and governance of Council.

The nine Councillors are the elected representatives of all residents and ratepayers across the City.

Section 65 of the *Local Government Act 1989*, defines the role of a Councillor:

- to participate in the decision-making of the Council;
- to represent the local community in that decision-making; and
- to contribute to the strategic direction of the Council through the development and review of key strategic documents of the Council, including the Council Plan.

Mayor and Deputy Mayor

Cr Nora Lamont was unanimously elected to the position of Mayor on 15 November 2017. Cr Lamont is Maroondah's 22nd mayor, with this being her second term as Mayor of Maroondah. She was Mayor in 2012/13. During the financial year, Cr Lamont served as Mayor from 15 November 2017 to 30 June 2018.

As Mayor of Maroondah, Cr Lamont is the patron of the Maroondah District Scout Association, the Bone Marrow Donor Registry of Victoria – Croydon Branch, the Red Cross Calling Appeal – Maroondah Area, and the Ringwood Pipe Band.

Cr Mike Symon was elected to the position of Deputy Mayor on 15 November 2017. This position provides support to the Mayor during the mayoral term.

From 1 July to 14 November 2017, Cr Tony Dib was Mayor of Maroondah, and Cr Nora Lamont was Deputy Mayor.



Council Election

The most recent general Council election was held on 22 October 2016 and conducted by the Victorian Electoral Commission. All councils in Victoria, except for Greater Geelong City Council, simultaneously held a general election on that date for a four-year term. The next Maroondah City Council general election will be held on 24 October 2020.



Meet your Councillors

Arrabri Ward



Cr Tony Dib JP
(Mayor July 2017 to November 2017)
Mobile: 0438 515 089
tony.dib@maroondah.vic.gov.au
Sworn in February 2010



Cr Paul Macdonald
Mobile: 0436 001 760
paul.macdonald@maroondah.vic.gov.au
Elected in October 2016



Cr Kylie Spears
Mobile: 0436 003 660
kylie.spears@maroondah.vic.gov.au
Elected in October 2016

Mullum Ward



Cr Nora Lamont
(Deputy Mayor July 2017 to November 2017 and Mayor November 2017 to June 2018)
Mobile: 0428 394 581
nora.lamont@maroondah.vic.gov.au
First elected November 2008



Cr Samantha Marks
Mobile: 0408 145 110
samantha.marks@maroondah.vic.gov.au
First elected November 2012



Cr Mike Symon
(Deputy Mayor November 2017 to June 2018)
Mobile: 0436 002 080
mike.symon@maroondah.vic.gov.au
Elected October 2016

Wyreena Ward



Cr Marijke Graham
Mobile: 0418 109 015
marijke.graham@maroondah.vic.gov.au
Elected October 2016



Cr Michael Macdonald
Mobile: 0436 001 852
michael.macdonald@maroondah.vic.gov.au
Elected October 2016
(resigned on 25 June 2018 effective 12 July 2018)



Cr Rob Steane
Mobile: 0407 519 986
rob.steane@maroondah.vic.gov.au
First elected November 2008

Corporate Management Team

Within the framework of strategic leadership and representative government, a position of Chief Executive Officer (CEO) is established by the Local Government Act 1989 to oversee the day-to-day management of Council operations in accordance with the strategic directions of the Council Plan.

At Maroondah, the CEO together with four Directors form the Corporate Management Team (CMT) that leads the organisation. CMT meets on a weekly basis to oversee and manage the operations of Council, discuss forthcoming Council agendas and strategic and policy issues. Members of CMT attend all Council meetings to provide information and advice enabling the Council to make informed decisions.

CMT is supported by Service Area Managers and employees with specialist skills to develop, implement, manage and deliver the operational, service and administrative activities required to meet the needs and expectations of the community.



Chief Executive Officer - Steve Kozlowski

Steve has more than 25 years of senior local government management experience at Chief Executive Officer and Director levels, including 10 years with Maroondah City Council from 1994 to 2003. From the start of 2004, he was Chief Executive Officer at East Gippsland Shire until rejoining Maroondah City Council on 8 September 2014 as Chief Executive Officer.

Steve has held executive positions on a number of national, state and regional committees ranging in interests including: economic development, environmental planning, tourism, coastal settlement development and community development. Steve was the chair of the Melbourne East Regional Development Australia (RDA) Committee, and has been appointed by the Federal and Victorian Governments as the Chair of the newly formed Melbourne Regional Development Australia Committee, which will replace the four previous RDA Committees. This new role has the added member responsibility on the Metropolitan Development Advisory Panel that provides advice to the State Ministers for Planning and Suburban Development. In addition, Steve is also Chair of the Eastern Economy and Planning Working Group, a member of the Victorian Government's Eastern Metropolitan Region Partnership, and a member of the Eastern Region Group of Council's.

Steve is a fellow of a number of professional associations including the Australian Institute of Company Directors and LGPro. He holds an MBA, Grad. Dip. in Business Administration and a Bachelor of Business (Local Government).



Director Corporate Services - Marianne Di Giallonardo

Marianne is responsible for Finance and Governance; Workplace People and Culture; Information Technology; and Revenue, Property and Customer Service.

Marianne has over 37 years experience in a range of local and Victorian Government arenas, including senior leadership and management across the portfolios of Corporate, Community and Leisure, and Infrastructure Services management. Her qualifications include a Masters of Business Administration. She is a member of a number of sector boards: Local Government Professionals Australia representative on the Australia's Centre of Excellence for Local Government - Research Advisory Committee and is on the Infor Global Customer Experience Board.



Director Development and Amenity - Andrew Fuaux

Andrew is responsible for Engineering & Building; Health, Local Laws and Emergency Management; and Statutory Planning.

Andrew has 20 years local government experience. He commenced with Maroondah City Council in 2010 as Manager Statutory Planning, bringing a wealth of experience from his leadership and management roles at Whitehorse and Yarra Ranges Councils across a diverse range of service areas, including planning, engineering, health services, local laws and environmental management.

Andrew's tertiary qualifications include a Graduate Diploma in Urban Policy & Planning and a Degree in Social Science (Environmental Assessment & Policy). He is a Fellow of the Institute of Managers and Leaders (previously AIM), and member of the Victorian Planning & Environment Law Association, and the Australian Institute of Company Directors.



Director Operations, Assets and Leisure - Adam Todorov

Adam is responsible for Operations, Assets and Leisure.

Adam has 17 years experience in local government. He joined Maroondah City Council in 2001 within the Engineering service area, and in 2007 he became the Team Leader Infrastructure Management. In September 2013, Adam became Manager of the current Assets service area, which saw the joining of the Asset Management team and the Facilities team.

As Manager of the Assets service area, Adam was responsible for the development of Council's Asset Management strategies and systems. This includes leading the development of the Infor Public Sector Asset Management System which supports the management of Council's \$1.4 billion in assets. It is now recognised as an industry leader in the management of community assets. Adam's tertiary qualifications include a Bachelor of Engineering (Civil) attaining Upper Second Class Honours.



Director Strategy and Community - Phil Turner

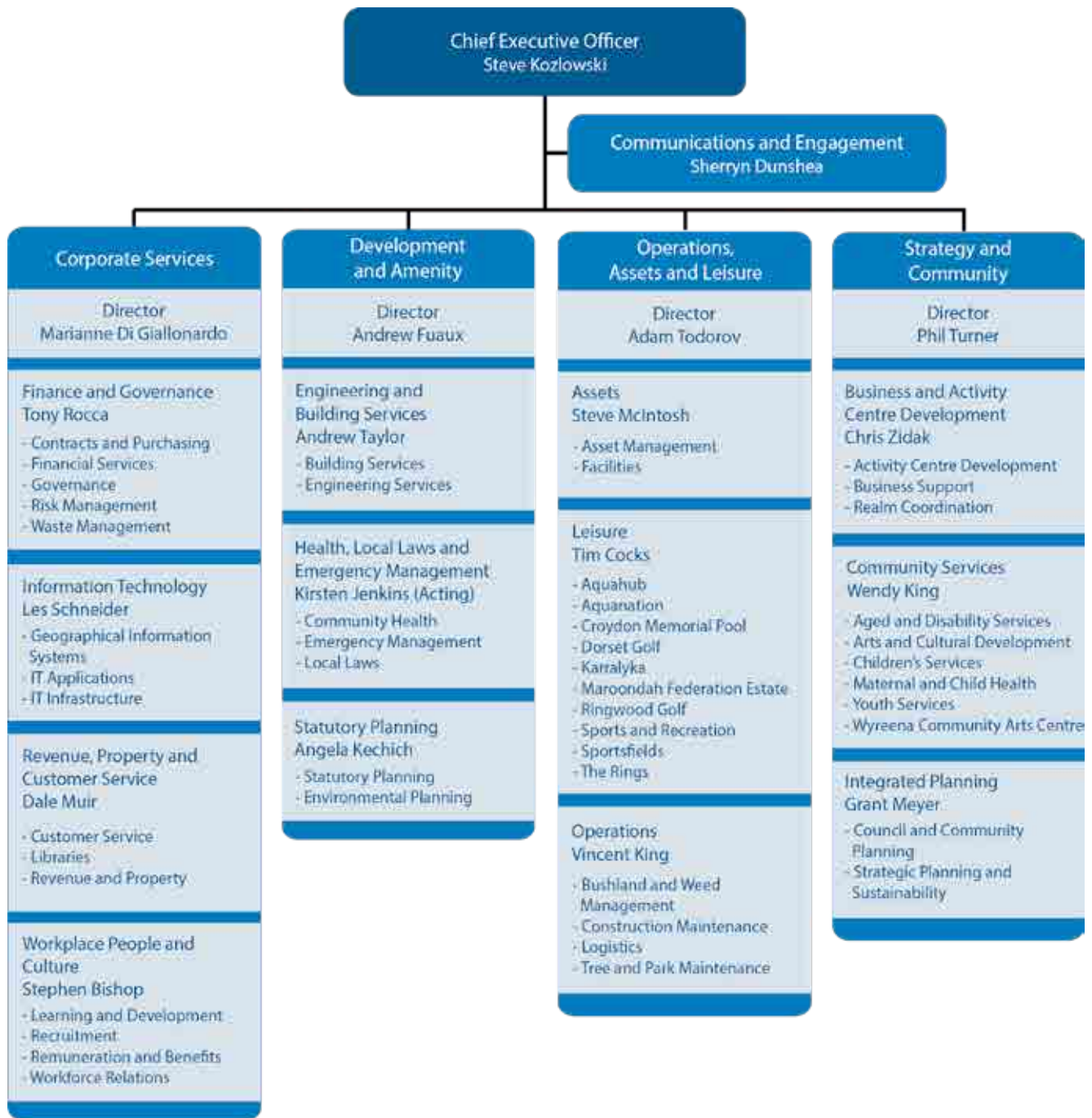
Phil is responsible for Business and Activity Centre Development (including Council's involvement in the Ringwood Metropolitan Activity Centre); Community Services; and Integrated Planning.

Phil commenced with the former City of Ringwood in 1985 and has over 33 years experience in local government. His experience spans the management of Town Planning; Economic Development; Corporate and Business Planning; Local Laws; and Building Services.

Phil's tertiary qualifications include a Bachelor of Applied Science in Town Planning and a Graduate Diploma in Business Administration and Urban Research and Policy.

Organisation Structure

The following chart details the organisational structure of Maroondah City Council as at 30 June 2018. There are 14 service area managers and 1137 employees (482.09 EFT) at Maroondah City Council that work to deliver outcomes for the local community.



Corporate Performance and Values

The CEO, directors and service area managers are employed under fixed-term employment contracts and their performance is measured and reviewed annually against key performance indicators.

Councillors review the performance of the CEO whilst the CEO reviews the performance of directors and service area managers. Employee activities are strongly guided by Council's four values of Cooperation, Commitment, Communication, and Continuous Improvement and Innovation.

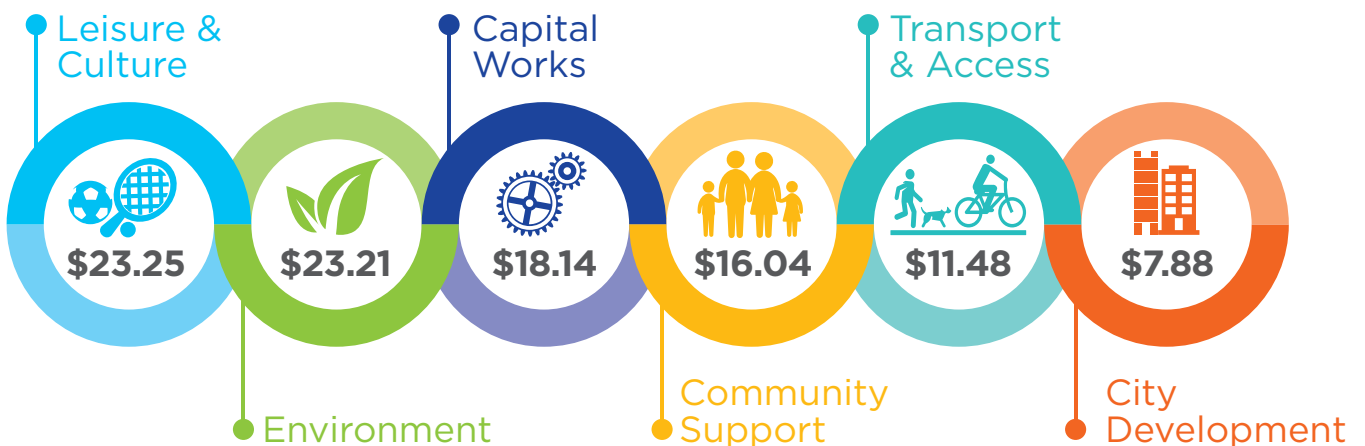
These values guide the behaviour of employees and service areas across the organisation, contributing to Council's ability to meet community needs and expectations.

Allocation of resources for service delivery

The diagram below outlines how Maroondah City Council allocates available resources for the provision of a broad range of services to the community.

For more information on Council's financial performance during 2017/18, please see the Financial Report.

In 2017/18, for every \$100 of rates, Council spent:

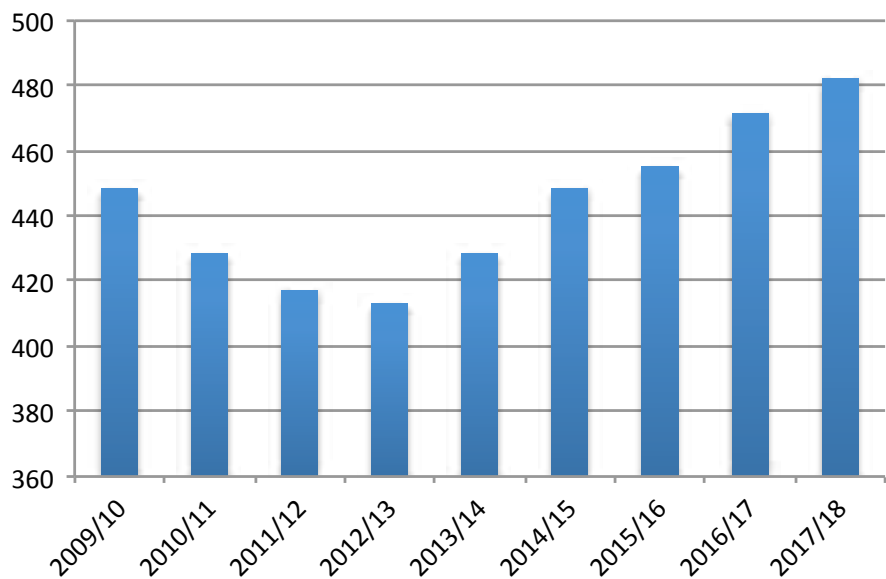


Organisational Profile

There was a total of 1,137 employees at Maroondah City Council as at 30 June 2018. This included 334 full-time, 328 part-time, and 466 casual employees; resulting in an equivalent of 482.09 full-time employees. The following provides an overview of Council’s workforce:

Total equivalent full-time employees (annually as at 30 June)

Year	EFT*
2017/18	482.09
2016/17	471.5
2015/16	455.16
2014/15	448.38
2013/14	428.49
2012/13	413.10
2011/12	417.22
2010/11	428.38
2009/10	448.31

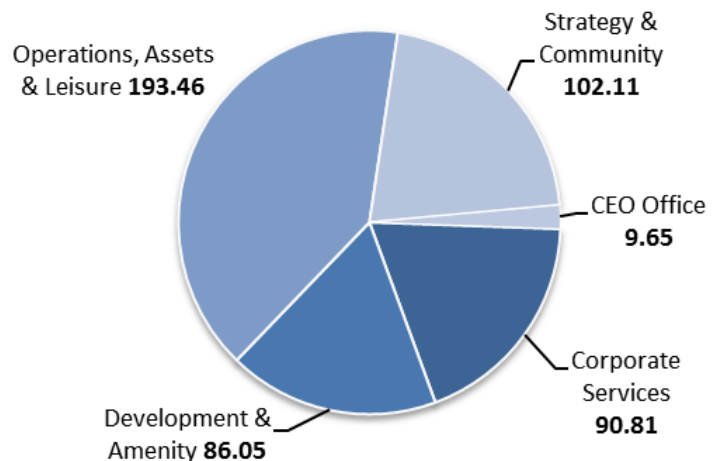


Notes:

- A number of positions are dependent on external funding.
- Casual employees are not included in the figures above.
- The reduction in employee numbers from 2010/11 to 2013/14 was due to the transition of the Ringwood Aquatic Centre to Aquanation

Equivalent full-time employees by Directorate (as at 30 June 2018)

Division	EFT*
Corporate Services	90.81
Development & Amenity	86.05
Operations, Assets & Leisure	193.46
Strategy & Community	102.11
CEO Office	9.65

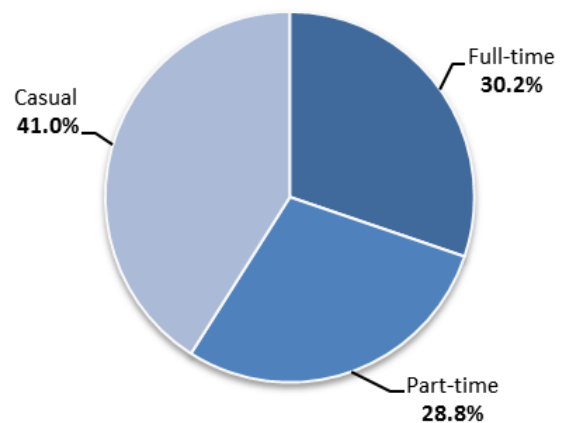


Notes:

- A number of positions are dependent on external funding

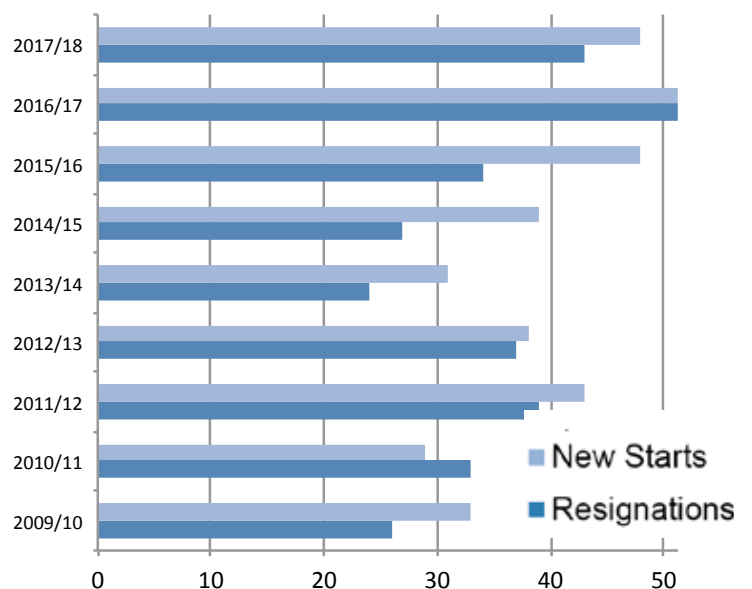
Categories of Employees (% of total employees as at 30 June 2018)

Year	Full time	Part time	Casual
2017/18	30.2%	28.8%	41.0%
2016/17	29.6%	30.1%	40.3%
2015/16	28.8%	28.8%	42.4%
2014/15	35.4%	39.6%	25.0%
2013/14	33.4%	38.6%	28.0%
2012/13	32.0%	35.1%	32.9%
2011/12	32.0%	37.6%	30.4%
2010/11	28.9%	40.2%	30.9%
2009/10	27.6%	39.0%	33.4%



Resignations and new starts

Year	Resignations	New starts
2017/18	43	48
2016/17	58	58
2015/16	34	48
2014/15	27	39
2013/14	24	31
2012/13	37	38
2011/12	39	43
2010/11	33	29
2009/10	26	33



Notes

- Data represents full-time employees only

Organisational profile (continued...)

Banding of employees (as at 30 June 2018)

Structure	Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	All other	Total
Classification	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE
Permanent Full Time - Female	0.00	0.00	2.00	36.00	31.00	31.00	16.00	1.00	23.00	140.00
Permanent Full Time - Male	0.00	0.00	41.00	27.00	34.00	29.00	18.00	0.00	32.00	181.00
Permanent Part Time - Female	3.19	2.79	2.59	43.9	17.04	16.35	10.94	0.00	36.65	134.45
Permanent Part Time - Male	2.06	1.21	0.00	2.80	4.30	2.50	1.90	0.00	11.97	26.74
Permanent sub total	5.25	4.00	45.59	109.7	86.34	78.85	46.84	1.00	103.62	482.19
Casual - Female	6.86	0.00	1.97	3.63	1.32	1.39	0.13	0.00	38.42	53.73
Casual - Male	4.17	0.00	0.66	0.39	1.26	0.00	0.00	0.00	14.34	20.82
TOTAL	16.28	4.00	48.22	113.72	88.92	80.24	46.97	1.00	156.38	556.74

Note: Data has been rounded

Employee Recognition

Major milestones of long service for employees at Maroondah City Council are acknowledged and recognised in June each year. These service milestones demonstrate strong people leadership within the organisation. In 2017/18, 26 Council employees achieved ten years of service, three employees achieved 20 years of service and three employees achieved 30 years of service.

Employees achieving exceptional performance are recognised through the Recognising Extra Value (REV) Program with 45 employees receiving a REV Award during 2017/18.

Recognition is also given to employees for successful study completion. In 2017/18, 21 employees successfully completed studies.

Workplace People & Culture

Workplace People & Culture is committed to the provision of quality services and activities to meet the aspirations, needs and expectations of Council and the community. Our commitment to continuous improvement and innovation ensures an ongoing review of our organisational systems and processes, continually looking for better ways of working, creating greater effectiveness and increased efficiency.

Council is a people business. Given that change is inevitable in today's world, human resources initiatives and strategies must evolve and respond to changing business, community, market and regulatory needs and demands whilst maintaining a desired workplace culture.

Maroondah City Council's *Workforce People and Culture Strategy 2016-2020* operates from values-based principles that place 'people' at the heart of Council operations and simultaneously seeks improvement in service effectiveness for the community and employee wellbeing.

Workforce People and Culture Strategy 2016-2020

The *Workforce People and Culture Strategy 2016-2020* has been developed as part of Council's strategic planning framework. The Strategy aims to provide an organisational road map for the development, implementation, review and measurement of Workforce People and Culture initiatives, activities and systems for the next four years.

Council recognises the need to attract quality people and to optimise their performance and retention in order to continue to provide vital services to the community. Furthermore, implementing active workforce strategies in an environment of continuous change, potential uncertainty and continuous improvement requires a considered approach.

To ensure long term sustainability in meeting the needs and aspirations of the Maroondah community as articulated in *Maroondah 2040: Our future together* and the *Council Plan 2017-2021*, the *Workforce People and Culture Strategy 2016-2020*, includes a set of outcome areas, each with supporting key directions and priority actions.

The Strategy covers the short, medium and long term and is formally reviewed on an annual basis as part of Council's Annual Reporting Process and Service Delivery Planning process.

Consistent with an increased focus on managing risk, corporate governance and people, the development and implementation of this Strategy constitutes an essential document for Council's Corporate Management Team, line management, key organisational stakeholders and HR professionals.

Valuing diversity

Maroondah City Council promotes a culture of awareness and acceptance of diversity. Council values and promotes equality in the workplace and commits to providing redress for people who have been discriminated against, harassed, or bullied. Council continues to pride itself on ensuring our employees are well educated in all aspects of equal opportunity and valuing diversity.

Workplace giving

Employees at Maroondah City Council continue to donate to various charities on a monthly schedule, through direct payroll deductions. The charities selected reflect employee interest or involvement, with all charities being registered fundraisers in Australia. A total of \$22,410 was donated by employees in 2017/18.