



# Cardinia

**MINUTES OF GENERAL COUNCIL MEETING**

**MONDAY, 20 MAY 2019**

## MINUTES OF GENERAL COUNCIL MEETING

held in the Council Chambers, 20 Siding Avenue, Officer  
on Monday, 20 May 2019  
The meeting commenced at 7pm

**PRESENT:** Mayor, Graeme Moore, Chairman

Councillors Michael Schilling, Carol Ryan, Collin Ross, Ray Brown, Jeff Springfield, Leticia Wilmot, Brett Owen

Messrs Carol Jeffs (CEO), Andrew Barr (AGMIE), Jenny Scicluna (GMCPP), Tracey Parker (AGMLC), Andrew Pomeroy (AEMOC), Doug Evans (MG)

### OPENING PRAYER

Almighty God we humbly request that you bestow your blessings upon this Council, direct and prosper our deliberations to the advancement of your glory and to the betterment of the peoples of Cardinia Shire. Amen.

### ACKNOWLEDGEMENT OF TRADITIONAL LANDOWNERS

The Cardinia Shire Council respectfully acknowledged that we are on the traditional land of the Bunurong and Wurundjeri people and pay our respects to their elders past present and future

### APOLOGIES:

Cr Jodie Owen

### CONFIRMATION OF MINUTES OF MEETINGS

Moved Cr R Brown Seconded Cr C Ryan

### THAT MINUTES OF THE FOLLOWING MEETINGS BE CONFIRMED-

- General Council Meeting 15 April 2019
- Town Planning Committee 6 May 2019

Cd.

### DECLARATION OF PECUNIARY AND OTHER INTERESTS

Nil.

## TABLE OF CONTENTS

<b>TOWN PLANNING.....</b>	<b>4</b>
1. AMENDMENT C228 - RE-ADOPTION OF THE PAKENHAM STRUCTURE PLAN, URBAN DESIGN FRAMEWORK AND ACTIVITY CENTRE ZONE .....	4
<b>GENERAL REPORTS.....</b>	<b>192</b>
2. YOUTH AND FAMILY OUTREACH SUPPORT PROGRAM.....	192
3. COUNCIL DELEGATIONS TO MEMBERS OF COUNCIL STAFF .....	198
<b>POLICY REPORTS.....</b>	<b>243</b>
4. DRAFT SOCIAL JUSTICE & EQUITY POLICY 2019 - 2023.....	243
<b>ACTIVITY REPORTS.....</b>	<b>275</b>
5. QUARTERLY ENVIRONMENT REPORT.....	275
6. QUARTERLY PERFORMANCE REPORT .....	281
7. QUARTERLY FINANCE REPORT .....	353
8. MAJOR PROJECTS REPORT .....	366
<b>REPORTS OR MINUTES OF COMMITTEES .....</b>	<b>379</b>
<b>REPORTS BY DELEGATES .....</b>	<b>379</b>
<b>PRESENTATION OF PETITIONS.....</b>	<b>379</b>
<b>COMMUNITY QUESTION TIME .....</b>	<b>379</b>

## **1 AMENDMENT C228 - RE-ADOPTION OF THE PAKENHAM STRUCTURE PLAN, URBAN DESIGN FRAMEWORK AND ACTIVITY CENTRE ZONE**

FILE REFERENCE INT1932787

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Genna Walkley

### **RECOMMENDATION**

That Council:

1. Re-adopt the revised May 2019 versions of the draft *Pakenham Structure Plan 2018*, the draft *Pakenham Activity Centre Urban Design Framework 2018* and the *Activity Centre Zone Schedule 1*.
2. Re-submit the revised May 2019 versions of the draft *Pakenham Structure Plan 2018*, *Pakenham Activity Centre Urban Design Framework*, and the *Activity Centre Zone Schedule 1* to the Minister for Planning for authorisation to prepare and exhibit Planning Scheme Amendment C228 to the Cardinia Planning Scheme.

### **Attachments**

1	Draft Pakenham Structure Plan 2018 (Tracked changes May 2019 version)	64 Pages
2	Draft Pakenham Activity Centre Urban Design Framework 2018 (tracked changes May 2019 version)	43 Pages
3	Activity Centre Zone Schedule 1 (tracked changes May 2019 version)	34 Pages
4	Table Summary with All Changes to Documents	28 Pages

### **EXECUTIVE SUMMARY**

At the General Council Meeting 19 November 2018, Council resolved to seek authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C228. Council adopted draft versions of the *Pakenham Structure Plan 2018*, *Pakenham Activity Centre Urban Design Framework 2018* and the *Activity Centre Zone Schedule 1*.

Following the adoption of Council, a period of internal referrals with various departments was sought with regard to the adopted documentation. Statutory Planning in particular, undertook a robust test of the documentation against 'mock' planning applications to ensure their ease of implementation at the planning application stage.

As a result, the *Pakenham Structure Plan 2018*, *Pakenham Activity Centre Urban Design Framework 2018*, and the *Activity Centre Zone Schedule 1* were reviewed and updated in light of the comments and feedback received.

The proposed updated documents do not change the intent of the documents, rather provide further clarification and ease of implementation at the planning permit application stage.

It is recommended that Council resolve to re-adopt Amendment C228 documentation and re-submit the documents to the Minister for Planning for authorisation to prepare Amendment C228 to the Cardinia Planning Scheme. The Amendment is proposed to be placed on public exhibition from July 2019 to August 2019 for a period of 4-6 weeks.

## BACKGROUND

Council resolved at the General Council Meeting 19 November 2018 to seek authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C228 and adopted the draft versions of the *Pakenham Structure Plan 2018*, *Pakenham Activity Centre Urban Design Framework 2018* and the *Activity Centre Zone Schedule 1*.

Following feedback from the Statutory Planners, Council Officers have undertaken a review of the documentation to ensure its applicability and consistency across all documentation.. All changes made to the documents are identified in Attachments 1-4. A list of all the changes is available in Attachment 4.

Generally, the changes removed ambiguity, clarifies development direction, ensures consistency between documents and removes duplication.

The following is a summary list of the changes made to each of the documents:

### Draft Pakenham Structure Plan 2018

- Removal of duplications
- Removal of reference to heights or setbacks, this is a duplication with the Urban Design Framework
- Update maps to:
  - Remove reference to sub-precincts
  - Identify Bourke Park as VicTrack land
  - Identify Gateway sites
  - Identify all relevant heritage properties
- Remove reference to sub-precincts for Precincts 1, 2 and 4 for the Activity Centre Zone and Pakenham Structure Plan.
- Rename three precincts:
  - Precinct 2: West Commercial and Mixed Use (was Commercial and Mixed Use)
  - Precinct 4: East Commercial and Mixed Use (was Station Street and Mixed Use)
  - Precinct 7: Residential (was Existing Residential)
- Clarify Objectives and Strategies for the activity centre and for each precinct.
- Addition of glossary terms

### Draft Pakenham Activity Centre Urban Design Framework 2018

- Clarify naming conventions in the Urban Design Framework, for example, 'requirements' instead of 'design controls'.
- Ensure consistency of heights and setbacks for all precincts within the Activity Centre Zone.
- Removal of direct reference and requirements to land uses, this is a duplication with the Pakenham Structure Plan.
- Update precinct names to be consistent with the Activity Centre Zone and Pakenham Structure Plan.
- Add safe pedestrian links for parking and service requirements in developments.
- Clarified language to remove objectives or aims in design requirements.
- Updated illustrations for clarity and to respond to any changes in objectives, strategies or design requirements.

### Activity Centre Zone - Schedule 1

- Ensure consistency of heights and setbacks for all precincts with the Urban Design Framework.

- Update all objectives with the same changes made to the Pakenham Structure Plan.
- Add additional building design, building height, building setbacks and decision guidelines for sites with a heritage overlay or sites adjoining a heritage overlay.
- Updated Precinct names to be consistent with the Structure Plan and Urban Design Framework.
- Update Maps to be consistent with the Pakenham Structure Plan and Urban Design Framework to:
  - Remove reference to sub-precincts
  - Identify Bourke Park as VicTrack land
  - Identify gateway sites
  - Identify all relevant heritage properties
- Update the table of uses to remove reference to the sub-precincts and provide clarity for the conditions.
- Added requirements from the Urban Design Framework that had not been implemented into the 'Precinct Guidelines' for each precinct.

### Next Steps



**Figure 1. Steps in the Planning Scheme Amendment process**

We are at **Stage 1** of the process. It is proposed that Council resolve to re-adopt and re-submit the documents to the Minister for Planning at the 20 May 2019 General Council Meeting. The sub stages within Stage 1 will be undertaken and public exhibition of the Amendment will commence.

### POLICY IMPLICATIONS

- **Plan Melbourne Metropolitan Planning Strategy - 2017-2050**

Plan Melbourne is the Metropolitan Planning Strategy that guides Melbourne's growth through to the year 2050. Pakenham is identified as an Activity Centre in Plan Melbourne. The relevant directions and initiatives of Plan Melbourne are as follows:

- **Direction 1.2** - Improve access to jobs across Melbourne and closer to where people live
  - *Policy 1.2.2* - Facilitate investment in Melbourne's outer areas to increase local access to employment.
- **Direction 2.1** - Manage the supply of new housing in the right locations to meet population growth and create a sustainable city.
  - *Policy 2.1.2* - Facilitate an increase percentage of new housing in established areas to create a city of 20-minute neighbourhoods close to existing services, jobs and public transport.
  - *Policy 2.1.4* - Provide certainty about the scale of growth in the suburbs.
- **Direction 2.2** - Deliver more housing closer to jobs and public transport
  - *Policy 2.2.3* - Support new housing in activity centres and other places that offer good access to jobs, services and public transport.
- **Direction 2.4** - Facilitate decision-making processes for housing in the right locations
  - *Policy 2.4.1* - Support streamline approval processes in defined locations.
- **Planning Policy Framework (PPF)**

The Planning Policy Framework (PPF) implements Plan Melbourne via *Clause 11.03 Activity Centres* encouraging urban consolidation in areas with good access to activity centres, public transport and employment areas. It also promotes good urban design to create environments that are safe, diverse and offer opportunities for walking and cycling. Activity centres should meet the needs of local communities and provide retail, entertainment, office and commercial opportunities.

At the local level the Municipal Strategic Statement at Clause 21.03 identifies Pakenham Activity Centre as part of Melbourne's key Growth Area, which requires the preparation of a structure plan to guide future development.

## RELEVANCE TO COUNCIL PLAN

### Section 3 Our Environment

The objective: We will continue to plan and manage the natural and built environment for present and future generations.

- Action 3.2.3. Develop transport networks that incorporate effective public transport.
- Action 3.2.4. Prioritise multi-use pathways, where practicable, to create networks that connect destinations.
- Action 3.4.1. Plan and develop built environments that support improved health and wellbeing of our communities.
- Action 3.5.2. Plan for the development of the urban growth area with a mix of residential, commercial, employment, recreational and community activities to meet the needs of our growing community in a sustainable way.
- Action 3.5.3. Provide for the sustainable development of rural townships while taking into account their existing character and community needs.

### Section 4 Our Economy

The objective: We will create and support local employment and business opportunities for our community and the wider region.

- Action 4.1.2. Support the development of existing and new businesses within the Shire.
- Action 4.1.4. Plan the development of Officer and Pakenham town centres.
- Action 4.3.2. Encourage the establishment of tourism and hospitality in appropriate areas of the Shire.
- Action 4.3.3. Advocate for the delivery of small and large-scale projects that enhance and drive economic activity.

## CONSULTATION/COMMUNICATION

The *Pakenham Structure Plan 2018* has been informed by extensive community consultation which was completed over a four-year period from 2012 to 2016. The consultation processes included: an *Initial Discussion Paper (May 2012)*, *Key Directions Paper (August 2012)*, a *Draft Pakenham Structure Plan (2014)* and the adopted final *Pakenham Structure Plan (2015, and March 2017)*.

The development of the various documents listed above was supported through: community surveys; listening posts or drop-in sessions; email newsletter; attending various Community Committee meetings; hand delivered information to residents and business located in the activity centre; website advertisements; and formal letters to referral agencies, landowners, and key stakeholders.

Planning Scheme Amendment C228 documents will be exhibited to the public for a period of 4-6 weeks from July to August 2019 as part of the planning scheme amendment process and written submissions will be sought.

---

## FINANCIAL AND RESOURCE IMPLICATIONS

Costs associated with this amendment are provided for within the current and proposed Planning Strategy and Urban Design budget 2018-2019/2019-2020.

The application of the Activity Centre Zone provides a clear policy framework to assist Council planners when assessing and making decisions on applications in the Pakenham activity centre.

## CONCLUSION

The proposed changes to the draft documents for re-adoption does not change the intent of the documents adopted at the 19 November 2018 General Council Meeting. The revised version of the attached documents ensures that each document can be implemented by Statutory Planners at the planning application stage.

It is recommended that Council support the re-adoption of the draft *Pakenham Structure Plan 2018*, draft *Pakenham Activity Centre Urban Design Framework 2018*, and the *Activity Centre Zone Schedule 1*. It is also recommended that Council re-submit the above listed documents to the Minister for Planning to seek authorisation to prepare and exhibition Amendment C228 to the Cardinia Planning Scheme.

**1 AMENDMENT C228 - RE-ADOPTION OF THE PAKENHAM STRUCTURE PLAN, URBAN DESIGN FRAMEWORK AND ACTIVITY CENTRE ZONE**

Moved Cr C Ryan Seconded Cr M Schilling

That Council:

1. Re-adopt the revised May 2019 versions of the draft *Pakenham Structure Plan 2018*, the draft *Pakenham Activity Centre Urban Design Framework 2018* and the *Activity Centre Zone Schedule 1*.
2. Re-submit the revised May 2019 versions of the draft *Pakenham Structure Plan 2018*, *Pakenham Activity Centre Urban Design Framework*, and the *Activity Centre Zone Schedule 1* to the Minister for Planning for authorisation to prepare and exhibit Planning Scheme Amendment C228 to the Cardinia Planning Scheme.

Cd.

## **2 YOUTH AND FAMILY OUTREACH SUPPORT PROGRAM**

FILE REFERENCE INT1933122

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Emma Firth

### **RECOMMENDATION**

That Council awards the contract for the Youth and Family Outreach Support Program to TaskForce Community Agency. The initial contract term will be 1 July 2019 - 30 June 2021 with an option to extend for a further 2 years from 1 July 2021- 30 June 2023.

The total amount of funding for the period July 2019- June 2021 is \$225K (excluding GST)  
The total amount of funding for the period July 2021-July 2023 is \$245K (excluding GST)

### **Attachments**

1 Confidential Memorandum, circulated to Councillors only 2 Pages

### **EXECUTIVE SUMMARY**

An assessment panel which was made up of three representatives from Council (Mark Carter, Emma Firth and Pam Martin) as well as two representatives of the Youth Strategy Reference Group (Yvette Shaw from the Department of Health and Human Services and Bridget Hanson from Victorian Legal Aide) met on Monday 29 April.

Applications were received from Windermere Child and Family Services, Wellways Australia, Better Places Australia, EACH, Mission Australia and TaskForce Community Agency.

A decision was unanimously made by the Assessment Panel that TaskForce would be the most suitable organisation to implement a responsive and holistic outreach model to a complex cohort of young people and their families.

TaskForce will employ a full-time worker to the role and co-contribute administration and management expenses to the program delivery.

TaskForce are a reputable not-for-profit and well established organisation who have expanded their services to young people, families and community in the Cardinia Shire for over 15 years. TaskForce has delivered a range of youth and family focused initiatives and services locally and worked in partnership with Council and other local service providers including but not limited to: Kooweerup Regional Health Service Youth Hub; auspice for the Cockatoo Community Centre; Windermere; headspace; Anglicare; and Child First.

### **BACKGROUND**

The prevalence of mental health issues is an area of concern for Cardinia Shire's residents and young people and is exacerbated by the limited outreach support services that work with young people and are of benefit to their families.

Local support/counselling services remain restricted in the type and length of support that can be provided to young people. Young people may not be eligible for support because they do not have a diagnosed mental health condition; have not been disengaged from education for the required length; or the service is family focused and therefore support to the young person cannot continue if the family disengages from the service.

The limited services that are currently available to young people in Cardinia are often centre-based, do not include family friendly practices and have waiting lists of up to three months.

In 2016 Council approved the allocation of \$135K to deliver a 12 month pilot project to increase the positive mental health of young people in Cardinia in 2016. The project has been delivered by Windermere Child and Family Services from January 2016 until June 2019 (end of contact).

In April 2018 SLT approved \$575K over five years to deliver a preventative youth mental health outreach program for young people and their families.

SLT approved the extension of Windermere contract until June 2019 with the following conditions:

- Team Leader Youth Services to be involved in the initial and any future recruitment of any youth/family workers funded by Council;
- Youth worker to be based at My Place and be available to attend My Place service provider and secondary consultation meetings facilitated by Early in Life Mental Health Services;
- Windermere and Council to review and agree the existing evaluation framework for parents and young people; and
- 20% of clients to reside outside of the growth corridor (Beaconsfield, Officer and Pakenham).

A further extension to this contract could not be made after June 2019. Council put out an EOI on 23 March 2019 with applications closing on 16 April 2019.

## **POLICY IMPLICATIONS**

Addressing gaps in support services for young people with complex support needs assists in the implementation of Council's Child, Youth and Family Strategy and Council's Liveability Plan Policy (Education and Employment as well as Health and Social Services domains).

## **RELEVANCE TO COUNCIL PLAN**

Supports Council Plan action:

- 1.1.2 Routinely review overall community needs for services and either deliver or advocate for others to provide services to meet those needs.
- 1.2.2 Advocate for increased locally based health services to support our young people.
- 1.4.3 Routinely review community health and wellbeing issues to inform Council's activities.
- 1.4.4 Support children, young people, families, older adults and people of all abilities by providing a range of accessible services and facilities.

## **CONSULTATION/COMMUNICATION**

Consultation with young people and families accessing the Windermere Youth and Family Outreach service has been collected and shared with the Youth Strategy Reference Group over the life of the program.

Consultation has taken place with Councillors and SLT throughout the initial Windermere pilot project to provide updates about the program's success, challenges and modifications made to the service model to ensure that it was meeting Council expectations and the needs of young people and families.

Consultation has also taken place with the Youth and Family Outreach and Support Program Assessment Panel (internal and external representation with knowledge of local youth needs and organisation strengths/weaknesses).

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Utilising Council funds to commission a not-for-profit or community youth organisation to deliver an outreach support program to young people and their families has positive financial implications for Council.

The Expression of Interest highlighted that a co-contribution to the project would be considered favourably.

In addition to the Council contribution of \$225K for the July 2019-June 2021 contract TaskForce will co-contribute administration and management support to delivery of the Youth and Family Outreach Support Program.

TaskForce will provide a full time worker to deliver this project.

Funding is to increase \$5K per year (approved by SLT April 2018) to cover increase in staff salaries and on-costs so that service delivery to young people and families does not decrease annually

## **CONCLUSION**

Young people in Cardinia are experiencing a range of complex issues, which impacts on their mental health and ability to live happy and productive lives.

In order to maximise Council funds to support young people and their families an Expression of Interest with a broad set of assessment criteria has been undertaken.

Council are asked to award the contract to TaskForce Community Agency as the provider of the Youth and Family Outreach and Support Program from July 2019- June 2021 with the option for a further two years.

## **2 YOUTH AND FAMILY OUTREACH SUPPORT PROGRAM**

Moved Cr C Ryan Seconded Cr M Schilling

That Council awards the contract for the Youth and Family Outreach Support Program to TaskForce Community Agency. The initial contract term will be 1 July 2019 - 30 June 2021 with an option to extend for a further 2 years from 1 July 2021- 30 June 2023.

The total amount of funding for the period July 2019- June 2021 is \$225K (excluding GST)  
The total amount of funding for the period July 2021-July 2023 is \$245K (excluding GST)

Cd.

### **3 COUNCIL DELEGATIONS TO MEMBERS OF COUNCIL STAFF**

FILE REFERENCE INT1933302

RESPONSIBLE GENERAL MANAGER Andrew Pomeroy

AUTHOR Doug Evans

#### **RECOMMENDATION**

In exercising the powers conferred by section 98(1) of the Local Government Act 1989 and the other legislation referred to in the attached instrument of delegation, Council resolves that:

1. Duties, functions and powers outlined be delegated to the members of Council staff holding, acting in or performing the duties of the positions referred to in the attached Instrument of Delegation to members of Council staff. The powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
2. The instrument comes into force immediately the common seal of Council is affixed to the instrument.
3. On the coming into force of the instrument all previous delegations to members of Council staff under the Instrument of Delegation dated 17 September 2018 are revoked.
4. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

#### **Attachments**

- 1 Instrument of Delegation to Members of Council Staff 42 Pages

#### **EXECUTIVE SUMMARY**

To update the Instrument of Delegation to members of Council staff to take into account the recent structural realignment of the organisation that has resulted in changes to staff and positions within the organisation.

#### **BACKGROUND**

Council previously resolved in September 2018 to delegate some duties and functions to specified members of Council staff under various legislative instruments. Due to changes to position titles, reporting lines and responsibilities within the organisation it is necessary to update these delegations taking into account these changes to the organisational structure.

It is not proposed to increase the delegations within the document, merely to update the reference to the relevant responsible positions.

#### **POLICY IMPLICATIONS**

Nil.

#### **RELEVANCE TO COUNCIL PLAN**

Ensuring appropriate delegations are in place is in keeping with the Council Plan goals of embracing and demonstrating effective governance and transparency and to govern and make decisions in the best interests of the Cardinia Shire community.

### **CONSULTATION/COMMUNICATION**

The document attached has been prepared following consultation with relevant Council Business Units.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

### **CONCLUSION**

It is necessary to update the Deed of Delegation to staff due to recent changes to the organisation's structure and position titles.

### **3 COUNCIL DELEGATIONS TO MEMBERS OF COUNCIL STAFF**

Moved Cr C Ryan Seconded Cr M Schilling

In exercising the powers conferred by section 98(1) of the Local Government Act 1989 and the other legislation referred to in the attached instrument of delegation, Council resolves that:

1. Duties, functions and powers outlined be delegated to the members of Council staff holding, acting in or performing the duties of the positions referred to in the attached Instrument of Delegation to members of Council staff. The powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
2. The instrument comes into force immediately the common seal of Council is affixed to the instrument.
3. On the coming into force of the instrument all previous delegations to members of Council staff under the Instrument of Delegation dated 17 September 2018 are revoked.
4. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

Cd.

## **4 DRAFT SOCIAL JUSTICE & EQUITY POLICY 2019 - 2023**

FILE REFERENCE INT1933106

RESPONSIBLE GENERAL MANAGER Tracey Parker

AUTHOR Glenda George

### **RECOMMENDATION**

That Council adopt the draft Social Justice and Equity Policy.

### **Attachments**

- |   |  |          |
|---|--|----------|
| 1 | Draft Social Justice & Equity Policy 2019- 2023          | 13 Pages |
| 2 | Community Engagement Plan Social Justice & Equity Policy | 11 Pages |

### **EXECUTIVE SUMMARY**

The draft Social Justice and Equity Policy provides a framework to uphold the human rights of our diverse communities and promote the social justice principles of participation, access and equity in all aspects of community life. The cohorts represented in the policy include the First Peoples of our nation, people with a disability, people from migrants and refugees backgrounds and our LGBTIQ+ community. It aims to unite and strengthen some of council's existing policies and action plans by adopting an intersectional approach in addressing discrimination and promoting diversity and inclusion.

The policy will also go some way in assisting council to recognise the complexity of addressing discrimination for those who experience multiple disadvantage; encourage more efficient use of resources and provide for consistency in council's approach to inclusion and diversity.

Community and internal consultation sessions were held to inform the new policy. Key themes emerged from the community consultations that have been addressed initially through a new community engagement approach. The remaining feedback will inform the development of the action plans that align to the policy. A free online education program about the Charter of Human Rights and Responsibilities will also be available for staff to continue to support a workplace culture that addresses the social wellbeing of all of our residents.

### **BACKGROUND**

Local government plays a critical role in encouraging and supporting active participation in civic life and ensuring that its delivery of services is accessible, equitable and inclusive to all residents. Two key objectives as stated in the Victorian Local Government Act 1989, are "to ensure that services and facilities provided by the council are accessible and equitable" [3C (2 e)]; and that council is "fostering community cohesion and encouraging active participation in civic life" [3D (2f)]. Councils are also required to act consistently within the framework of the Victorian Charter of Human Rights and Responsibilities 2006 and are bound by statutes relating to equal opportunity.

The premise of this policy recognises that an inclusive community that values social wellbeing is more resourceful and resilient. It supports a sense of belonging, participation in community and

civic activities and provides opportunities for people to reach their full potential. Not only is it a fundamental right of every individual to have the opportunity to participate, access facilities and feel included, but it is also in the best interest of the community that this is possible. Every person has strengths and skills that contribute to a community; they add value, enhance resilience and benefit everyone as a key element of a healthy, happy, connected and productive community.

This policy also recognises that we do not all have the same opportunities and that there are some groups who remain marginalised and isolated because of intergenerational trauma, race, ability and sexuality. It gives precedence to specific cohorts at greater risk of exclusion from social, economic and political life because of accessibility and discrimination. The policy also takes an intersectional approach to diversity and acknowledges that there are connections between structures that shape varied populations.

The policy will replace the Disability Access and Inclusion Policy 2017 and the Cultural Diversity Policy 2012 and be supported by a suite of action plans that focus on specific areas of diversity:

- Disability, Access and Inclusion Action Plan 2017 - 2021
- Reconciliation Action Plan 2015 - 19
- Cultural Diversity Action Plan 2015 - 19
- LGBTIQ+ Action Plan 2019

In line with its social justice lens there are four guiding principles: equitable participation: enhanced accessibility; inclusive places and spaces and leadership and advocacy. These principles value and encourage people's participation in decision making about their lives and their community to realise the policy goals of meaningful participation, empowered communities and proudly diverse.

## **POLICY IMPLICATIONS**

This new policy aligns to the international, federal and state government legislative obligations of Council:

### International legislation

The Universal Declaration of Human Rights adopted by the United Nations General Assembly in 1948. The declaration has become a foundation document that has inspired numerous legally binding international human rights laws including:

- International Covenant on Civil and Political Rights
- International Covenant on Economic, Social and Cultural Rights
- Convention on the Elimination of All Forms of Racial Discrimination
- Convention on the Rights of Persons with Disabilities

### Federal legislation and policies

The Australian Human Rights Commission Act 1988 and other legislation at a national level relevant to this policy include the:

- Racial Discrimination Act 1976
- Disability Discrimination Act 1992
- Closing the Gap Strategy 2008
- Sex Discrimination Amendment (Sexual Orientation, Gender Identity and Intersex Status) Act 2013
- National Disability Insurance Scheme 2013
- People of Australia – Australia's Multicultural Policy 2011
- National Disability Strategy 2010-2020

### State legislation and policies

The Victorian Charter of Human Rights Responsibilities 2006 contains 20 human rights to promote and protect the values of freedom, respect, equality and dignity. Specific rights that the Charter protects include that:

- Everyone is entitled to equal and effective protection against discrimination
- Everyone has the right to take part in public life
- People are entitled to be respected for their different family, religious or cultural backgrounds.
- Aboriginal and Torres Strait Islander people hold distinct cultural rights,

Other relevant Victorian legislation includes:

- Victorian Racial & Religious Tolerance Act 2001
- Disability Act 2006
- Multicultural Victoria Act 2011

Local government responsibilities

The Local Government Act 1989 provides the framework for the establishment and operation of Victorian councils. This includes the responsibility to serve communities for the good of all and states a number of objectives including:

- “to ensure that services and facilities provided by the Council are accessible and equitable” [3C (2 e)];
- “fostering community cohesion and encouraging active participation in civic life” [3D (2f)]

The Public Health and Wellbeing Act 2008 requires Councils to protect, improve and promote public health and wellbeing in the community.

Victorian Disability Act 2006 - Section 38 of the Act requires councils to develop and report on Disability Action Plans that promote four key outcomes:

- Reduced barriers to people with a disability in accessing goods, services and facilities;
- Reduced barriers to people with a disability in obtaining and maintaining employment;
- Greater inclusion and participation of people with a disability in the community

## RELEVANCE TO COUNCIL PLAN

Creating the Future – Council Plan 2018 sets out a range of actions to meet Council’s vision and the plan with a “key focus for Council is to reflect the views of its diverse communities in key decision making processes. Our community is changing both geographically and culturally. We are committed to strengthening our engagement with the community to provide valuable input that informs our decisions” (P.9)

Liveability Plan 2017 - 29 provides a clear framework for public health planning within the Shire. The Plan’s vision is that Cardinia Shire is a liveable, resilient community where the environment flourishes and residents are healthy, included and connected. This policy aligns to the ‘social equity’ element within the framework, which strives to achieve social equity across the seven liveability domains of active travel, education, employment, food, health and social services, housing and open spaces and places. We know that greater equity across these domains can result in greater health and social outcomes for individuals and the community.

## CONSULTATION/COMMUNICATION

A community engagement plan (see attached) was completed for the policy development, and consultations were held with internal staff and representatives from the four cohorts identified in the policy.

The internal consultations focussed on the parameters of a new policy and its influence overall within the organisation. The external consultations were held with:

- Cardinia Shire Disability Access and Inclusion Advisory Committee

- B Ur Self program participants
- Multicultural women's community groups
- Aboriginal & Torres Strait Islanders residents

Participants were asked to provide feedback on access, participation and engagement in Council activities, venues, programs, services and information. A number of key themes emerged from the consultations:

- Access to facilities was reasonable however; symbols that represented marginalised group were seen as a positive approach to feeling welcomed, for example Aboriginal artwork, reception desks at wheelchair level, rainbow flags and interpreter signs were all noted.
- Participation in council activities was minimal, for example, the majority were not aware of and/or had never participated in broader community consultation sessions or did they access Council's website, Facebook or twitter for information.
- Feeling like you are part/or not of the community was noted, for example, Council publications were not seen to reflect our diverse communities.

In line with A New Local Government Act for Victoria 2017 and the feedback received during the policy development, councils community engagement planning tool has incorporated a new checklist to ensure these groups are considered and where appropriate included in consultation sessions carried out by council staff. This may require some time to ensure that those affected can participate in a meaningful way. It may also require making adjustments to remove barriers to participation and ensuring an inclusive approach.

The remaining feedback from the community consultations can be considered during the development of each of the action plans that align to the policy, and a free online education program about the Charter of Human Rights and Responsibilities will be available to support staff to continue building a workplace culture that recognises the importance of social justice and human rights.

## **FINANCIAL AND RESOURCE IMPLICATIONS**

Some resourcing was required during the policy development phase however no further financial implications have been identified for the adoption of the policy.

## **CONCLUSION**

This new policy aims to unite and strengthen some of council's existing policies and action plans by adopting an intersectional approach in addressing discrimination and promoting diversity and inclusion. It also provides for a commitment to work towards an organisational culture that views social wellbeing as a priority; ensures everyone has access to council resources and services; includes all residents as equals, without discrimination and values and encourages people's participation in decision making about their lives and their community.

Council plays a vital and extensive role in delivering services, programs and information for the Shire's diverse communities and this new policy will align to the new Local Government Bill 2018, which provides for a greater emphasis on community engagement and residents participating in civic life.

**4 DRAFT SOCIAL JUSTICE & EQUITY POLICY 2019 - 2023**

Moved Cr M Schilling Seconded Cr L Wilmot

That Council adopt the draft Social Justice and Equity Policy.

Cd.

## **5 QUARTERLY ENVIRONMENT REPORT**

FILE REFERENCE INT1933526

RESPONSIBLE GENERAL MANAGER Andrew Barr

AUTHOR Desiree Lovell

### **RECOMMENDATION**

That this report be noted.

### **Attachments**

*Nil.*

### **EXECUTIVE SUMMARY**

This report provides a summary of some key projects, services and actions delivering environmental benefits across the work of Council. Projects have been categorised according to the *Sustainable Environment Policy (SEP) 2018–28* themes of:

- Biodiversity
- Climate change
- Water
- Waste and resource recovery

The SEP is the roadmap for the future direction of Council's environmental and sustainability strategies, plans and activities.

A similar report will be presented each quarter highlighting new programs or projects that have achieved significant milestones.

### **BACKGROUND**

There are a broad range of projects, services and actions delivering environmental benefits throughout the organisation. While many of these occur within or are led by the Assets and Services Division, the vast majority of the organisation is involved in environmental sustainability to some degree. Below is a highlight of some of the key projects currently being undertaken.

All actions fall within the Council Plan 2018–19 under the key performance area of Environment 'we will continue to plan and manage the natural and built environment for present and future generations'.

#### ***Biodiversity***

Council Plan action – Protect and improve biodiversity by increasing the area of natural ecosystems across the Shire.

Council Plan action – Preserve and improve our bushland and natural environment by implementing weed management strategy and programs and continuing activities on high conservation bushland reserves and roadsides..

**Biolinks project**

Description	<p>Council has partnered with Bass Coast Shire Council to deliver a Biolink Project. This project seeks to create environmental corridors to enable flora and fauna to move through the landscape which will ensure long term viability of our native species. This work will also improve water quality across Western Port and Port Phillip catchments and improve the Western Port Ramsar listed wetland.</p> <p>The first stage will be the development of a Biolink plan that will map critical biolinks throughout the shire and find a consistent approach to biolinks where they cross local government boundaries.</p>
Funding	<p>The Victorian Government provided \$100,000 funding support to the Bass Coast &amp; Cardinia Biolinks project, through the State Government's Integrated Water Management Program. This funding was based on the recommendations provided by the Western Port Integrated Water Management Forum.</p> <p>The funding was equally shared between Cardinia Shire Council and Bass Coast Shire Council with each Council providing matching funding.</p>
Update	<p>Bass Coast Shire have developed their bio links plan and Council is using their learnings plus existing data of known environmental assets including liaison with external government agencies and the community, to develop a shared vision in preparation of Cardinia Shire's biolinks plan.</p> <p>A consultant's project brief is currently being developed and it is anticipated that quotes will be sought in May.</p>

**Emerald Quarry project**

Description	Restoration of the old Emerald Quarry by capping the weed contaminated soil with sterile subsoil and revegetation of the site.
Funding	This project is fully funded by Council (\$20,485)
Update	<p>The capping of the quarry with sterile subsoil was completed in March. A tree planting day will be organised for May and will be done in collaboration with the community.</p> <p>The community have been highly complementary of Council's work on the project and are looking forward to the revegetation stage of the project in May.</p>

### Climate change

Council Plan action - Adapt to the impacts of climate change by working in partnership with the South East Councils Climate Change Alliance (SECCCA) and both Victorian and Australian Governments

Council Plan action – Reduce Council's energy consumption and help the community to do likewise.

### Environment Upgrade Finance- 99kW system

Description	<p>The Environmental Upgrade Finance (EUF) program offers long term, low interest loans via an agreement to owners of commercial and non-residential buildings, so they can upgrade the building to improve energy efficiency.</p> <p>Finances can be used for energy, water and waste efficiency projects that will reduce operating costs and environmental impacts.</p> <p>Council and Pakenham-based business Phus Pty Ltd have signed an Environmental Upgrade Agreement (EUA) through Sustainable Melbourne Fund's Environmental Upgrade Finance Program. This agreement has allowed Phus Pty Ltd to install a 99kW solar electricity system, to reduce the business' energy-related operating costs and its carbon footprint.</p>
Funding	<p>The EUF program is a Sustainable Melbourne Fund project and participation in the program comes at no expense to Council. An agreement between a building owner, a financial institution and Council is reached. Repayments are made via the property owner's rates payments and Council functions as the collection agency.</p>
Update	<p>The 99kW solar electricity system is an \$88,000 investment by Phus Pty Ltd, which will generate 20 per cent of power consumption needed on site and reduce annual energy bills by 19 per cent. The installation is projected to save 152 tonnes of CO2 emission annually.</p> <p>Phus Pty Ltd is the first business in Cardinia Shire to sign up and commit to reducing their environmental impact and we hope to have lots more in the future by running EUF information session for business and commercial building owners. The information session will focus on providing the business community with information on the eligibility and scope of suitable projects. The information sessions will be delivered in partnership with the Dandenong Ranges Renewable Energy Association and the Sustainable Melbourne Fund.</p>

### Household energy and efficiency information session

Description	<p>Household energy and efficiency information session will provide guidance on the interpretation of energy bills and information on best practice design and behaviour change considerations to promote energy efficiency at a household level. The suitability of rooftop solar and energy conservation at a household level was also be covered.</p> <p>The session was delivered in partnership with South East Council's Climate Change Alliance (SECCCA) and Casey Cardinia Libraries (CCL), as part of CCLs Lifestyle and Wellbeing initiative.</p>
-------------	---

Funding	This initiative is funded by Council
Update	<p>The information session was held at the Emerald Library on 12 March with a representative from SECCCA engaged to facilitate the session and</p> <p>This session helps support the community in reducing household energy costs, improve the thermal comfort of households and support the reduction in energy related community greenhouse gas emissions.</p>

### **New solar systems for Operations Centre and MyPlace**

Description	The installation of a 40kW system at the Operations Centre and a 31kW system at MyPlace
Funding	This project is fully funded by Council (\$85,000)
Update	A contractor has been engaged to install the new solar systems at both the Operations Centre and MyPlace. The two new systems will reduce electricity related CO2 emissions by approx. 102 tonnes annually. These installations will reduce the energy related operational cost of the facilities and promote the benefits of rooftop solar energy generation to the community.

### **Water**

Council Plan action – Manage water in an integrated way, including the reduction of potable water consumption by Council and households.

Council plan action - Promote water catchment management practices that improve the quality of our waterways

### **Water Sensitive Urban Design (WSUD) project at Operations Centre**

Description	<p>To deliver sustainable stormwater management project at Council's Operations Centre. The overall aim of the project is to improve the quality of the stormwater entering Toomuc Creek and ultimately reducing sediment loads discharged to Westernport Bay.</p> <p>Stage 1: detailed design and investigation</p> <p>Stage 2: construction of Water Sensitive Urban Design (WSUD) infrastructure along the Toomuc Creek Reserve within Council's operations depot.</p>
Funding	This project is jointly funded by Council and Melbourne Water's Living Rivers Program
Update	<p>The investigation and development of the detailed design (stage 1) was completed in early 2018.</p> <p>The construction works (stage 2), including underground drainage, raingardens, filter media and swell drains was completed December 2018.</p> <p>Landscape works including top soil and planting are scheduled for April 2019.</p>

### **Waste and resource recovery**

Council Plan action – promote practices that result in the reduction per household of the amount of waste going to landfill, particularly food waste.

#### **Compost workshop at Pakenham library**

Description	Free community workshops to provide information to residents about diverting food scraps from landfill through compost, worm farms, fermentation and in ground digestion. The workshops are held in partnership with Casey-Cardinia Libraries and Living Learning Pakenham.
Funding	This initiative is fully funded by Council
Update	<p>The first workshop was held at Pakenham Library on 23 February with a booked out attendance of 38 on the day. Participants provided positive feedback, with many requesting more waste reduction workshops.</p> <p>The second workshop was held on 16 March at Emerald Library, with 16 participants. High levels of engagement with lots of positive feedback by the attendees.</p> <p>The next workshop is scheduled for 4 May at Hewitt Eco House, Koo Wee Rup.</p>

#### **Dumped rubbish trial results**

Description	In June 2018, a number of CCTV cameras and signage were installed around the shire at illegal dumping hot spots.
Funding	Funded by Sustainability Victoria's Litter and Illegal Dumping Grants program.
Update	This trial has now concluded and a report is being prepared. The use of signage and visible cameras appears to have had a deterrent effect at hot spots and images of illegal dumping behaviour were captured and provided to Councils compliance team. The trial also generated community engagement and awareness around this growing issue.

## 5 QUARTERLY ENVIRONMENT REPORT

Moved Cr C Ryan Seconded Cr M Schilling

That this report be noted.

Cd.

## **6 QUARTERLY PERFORMANCE REPORT**

FILE REFERENCE INT1932719

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Jo Battin

### **RECOMMENDATION**

That the Quarterly Performance Report for Quarter 3 2018-19 be received and noted.

### **Attachments**

1 Quarter 3 Performance Report 2018-19 67 Pages

### **EXECUTIVE SUMMARY**

Activity is underway on all of the 147 adopted Council Plan Actions for 2018-19. Furthermore, 19 of these actions have already been completed. Sixty-six business improvement projects have been identified by the organisation, and these represent 88% of our annual efficiency target.

Population growth within the Shire has slowed, at four families moving to the area, per day, for the quarter. This rate may rise in the near future, given that residential lots issued a statement of compliance is on the incline.

### **BACKGROUND**

The Quarterly Performance Report provides a variety of information informing Council and the community on key items. These include changes in legislation affecting Council, progress on major capital projects, progress updates on delivering the council plan and statistical information relating to growth and service delivery.

### **Council Plan Performance**

There are 147 Council Plan actions due for completion for the 2018-19 financial year. The target is 90% completion by 30th June 2019. 19 Council Plan actions are completed (13%.) 3 Council Plan actions have been cancelled due to action duplication. Please refer to the Quarter 3 Performance Report 2018-19 for detailed progress.

	Cancelled	Completed	In Progress	Total
1. Our People	2	5	43	50
2. Our Community		1	19	20
3. Our Environment	1	7	34	42
4. Our Economy		2	20	22
5. Our Governance		4	9	13
<b>Total</b>	<b>3</b>	<b>19</b>	<b>125</b>	<b>147</b>

### ***Council Activity Summary***

#### **Bunyip State Park bushfires**

Cardinia Shire community faced a major bushfire event with fires starting in Bunyip State Park on Friday 1 March due to lightning strikes.

Our community responded with courage, resilience and generosity and this strong community spirit continues as people begin the process of cleaning up and rebuilding. Thank you to all emergency services and volunteers who worked tirelessly over an extended period in very tough conditions. Thank you to the range of agencies, not-for-profit organisations and volunteers who assisted council in the relief centres and the ongoing recovery efforts.

Council staff have provided relief services, community support, road and roadside dangerous tree clearing and importantly assisted residents who have suffered building loss and damage. Neighbouring Councils also provided support including staff, vehicles and equipment and providing safe places for animals, for which we are very grateful. Other councils from around the state have also assisted with staffing these important functions.

We will continue to work with all affected residents and business owners as well as relevant agencies to support our community through the recovery process.

### **Celebrating our people**

Congratulations to all of Cardinia Shire's Australia Day 2019 award winners. These outstanding Australians have made important contributions to the Cardinia Shire community. Citizen of the Year Dr Harpreet Kandra, was a driving force for the new Sikh temple in Officer. Senior of the Year June Wright was recognised for her lifetime of volunteering in Koo Wee Rup. Surf Life Saving volunteer Meaghan Venables was named Young Person of the Year and Community Event of the Year was awarded to Yakkerboo Festival, a much-loved local arts and community event. Without the efforts and dedication of people like our Australia Day nominees and award winners, our Shire would not be the great place it is.

### **Supporting our community**

We participated in the Community Satisfaction Survey at the start of the year. This survey helps us continue to improve and deliver more effective services. We look forward to receiving the results later this year.

In February, Council adopted its Social and Affordable Housing Strategy, which is a key part of Cardinia Shire's Liveability Plan 2017-29. The strategy reflects Council's commitment to building a liveable community where residents have access to safe, affordable and secure housing.

Along with 20 partner organisations, Council launched the Cardinia Shire Community Food Strategy and Action Plan 2018-26 in February. The strategy aligns to the Council Plan, Cardinia Shire's Liveability Plan and the Municipal Strategic Statement and is the first of its kind for Cardinia Shire. It aims to support and establish community food systems that enhance the health of people, communities, the environment and our local economy – ultimately to ensure future generations have access to affordable, nutritious food.

In February we enjoyed the Summer Music Series 2019, a free, family-friendly series of concerts each Sunday afternoon at Emerald Lake Park.

It has been marvellous seeing local primary school students walking, riding, skateboarding and scooting to school as part of Mobile March. 2019 was the ninth year of the campaign, which aims to increase physical activity in children through awareness, education, competition and prizes.

The 2019 Community Agency Summit was to share information about the Shire's health and social priorities and discuss new ideas and potential projects. Thank you to all agencies that attended and made the event possible.

We recently celebrated the launch of 'The Point', named by local young people and an acronym for 'The Place of Inclusion 'n' Trust'. The newly renovated spaces provide an opportunity to increase young people's access to mental health support services locally and will increase capacity for programs and recreational activities for young people.

### **Caring for our environment**

The first local Environmental Upgrade Agreement (EUA) was signed in February, through Sustainable Melbourne Fund's Environmental Upgrade Finance Program. Phus Pty Ltd, a Pakenham business, is the first local business to sign an EUA to install a 99kW solar electricity system to reduce the business' energy-related operating costs and its carbon footprint. The \$88,000 investment in the solar system will generate 20 per cent of power consumption needed on site and reduce annual energy bills by 19 per cent. Once completed the installation is projected to save 152 tonnes of CO2 emission annually.

### **Boosting community facilities**

As always, there are a number of major projects underway around the Shire. The redevelopment of the football and cricket oval at Worrell Recreation Reserve is now complete. The Hills Hub development construction works are showing good momentum and progress, and construction is due for completion later this year. Council's drainage program, road renewal and resurfacing program and new footpath program are all on track to be completed this financial year.

### **Business Improvement Summary**

Council promotes a culture of continuous improvement. There is an ongoing effort to improve processes and services by identifying opportunities for streamlining within the organisation. Council currently has 66 improvement project opportunities underway and has achieved 17% of the business improvement target for this financial year. Examples of our current improvement projects include:

- Removal of refrigerant gas (R22) and replacement with new units - Council maintains heating units that use R22 gas. This refrigerant is being phased out due to environmental concerns and it is becoming more expensive to maintain such units. Phasing out of the older units will save maintenance costs.
- Development of a Home Energy Efficiency handbook - A partnership with Federation University to develop a handbook specific to Cardinia, therefore reducing the need for a dedicated Council resource for this task.

### **Growth Summary**

Residential land development in the Shire has had varied results this quarter. There were 514 Subdivision applications this quarter, 59% higher than the previous quarter. YTD Figures are on par with last year. There were 212 lots for which a statement of compliance was issued this quarter. Results are 77% lower than last quarter's 4 year record high of 922 lots. YTD figures are 14% higher than the same time last year.

Residential building completions are trending downwards. 282 residential building completions were processed this quarter, 39% lower than last quarter. YTD figures are 13% lower than the same time last year.

The family growth rate in the Shire has decreased to 4 families per calendar day for the quarter. The YTD figure remains stable at 6 families per calendar day. There were 455 births in the Shire this quarter, slightly lower than last quarter but 10% higher than last year. Enrolments to Maternal and Child Health have decreased by 3% this quarter but are 8% higher than last year.

---

**POLICY IMPLICATIONS**

Nil.

**RELEVANCE TO COUNCIL PLAN**

As a key component of the Council Plan, Council undertakes to embrace and demonstrate effective governance and transparency, and this performance report is part of Council's efforts to meet this objective.

**CONSULTATION/COMMUNICATION**

Relevant managers and officers, from almost all divisions across the organisation, provide updates and comments that feed into the Quarterly Performance report.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

**CONCLUSION**

It is appropriate to receive the Quarterly Performance Report and note the contents.

## 6 QUARTERLY PERFORMANCE REPORT

Moved Cr L Wilmot Seconded Cr C Ross

That the Quarterly Performance Report for Quarter 3 2018-19 be received and noted.

Cd.

## **7 QUARTERLY FINANCE REPORT**

FILE REFERENCE INT1933578

RESPONSIBLE GENERAL MANAGER Andrew Pomeroy

AUTHOR Richard Williams

### **RECOMMENDATION**

That the quarterly financial report for the period 1 July 2018 to 31 March 2019 be received and noted.

### **Attachments**

1 Quarterly Finance Report 8 Pages

### **EXECUTIVE SUMMARY**

This report details Council's financial performance for the nine months ended 31 March 2019.

### **BACKGROUND**

The report is broken into a number of parts highlighting different components that affect the financial performance of Council:

- Income Statement – Analysed by Income, Expenditure and Non-Recurrent Items;
- Balance Sheet;
- Cashflow Statement; and
- Capital Works.

### **POLICY IMPLICATIONS**

Nil

### **RELEVANCE TO COUNCIL PLAN**

Monitoring the financial performance of the organisation against the annual budget and longer term financial outlooks meets the following Council Plan objective:-

5.3.3 Manage the municipality's finances and assets in a responsible way.

### **CONSULTATION/COMMUNICATION**

Accountants within the Finance business unit meet monthly with Departmental Managers to discuss their year-to-date progress against the budget for both the Operating and Capital Works programs. Results of these discussions provide input to the completion of the Monthly Financial Performance Report and are further discussed with the relevant General Manager.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

The analysis undertaken as part of the Financial Performance Report is based on the differences between the 2018-19 budget adopted in May 2018 and the actual result as at 31 March 2019.

The operating result for the nine months ended 31 March 2019 is a surplus of \$6.3m. This is \$7.6m better than the year-to-date budgeted deficit of \$1.3m.

Operating income is \$5.3m favourable to budget, predominantly in Operating Grants, Interest and Rates & Charges. Operating expenditure is \$2.2m favourable to budget, mainly in Finance Costs and Materials & Services, partly offset by Employee Benefits. Detailed variance analysis is included in the attached report.

The total cash balance as at 31 March 2019 is \$106.2m, which is \$3.1m lower than at the end of June 2018. Excluding developer related funds, the cash balance is \$68.5m.

Total project expenditure for the nine months to 31 March 2019 is \$41.8m, which is \$15.8m more than at the same time last year, but \$12.0m lower than the year-to-date budget.

For further details, Councillors are referred to the detailed Financial Performance Report attached.

## **CONCLUSION**

It is appropriate that the Council receives and notes the Financial Performance Report for the period 1 July 2018 to 31 March 2019.

## 7 QUARTERLY FINANCE REPORT

Moved Cr L Wilmot Seconded Cr J Springfield

That the Quarterly Financial Report for the period 1 July 2018 to 31 March 2019 be received and noted.

Cd.

## **8 MAJOR PROJECTS REPORT**

FILE REFERENCE INT1932782

RESPONSIBLE GENERAL MANAGER Andrew Barr; Tracey Parker

AUTHOR Andrew Barr; Ben Wood; Desiree Lovell; Kristen Jackson; Walter Carmignani

### **RECOMMENDATION**

That the report be noted.

### **Attachments**

*Nil.*

### **EXECUTIVE SUMMARY**

As part of the reporting process to Council, this monthly report provides an update of the status of major projects and strategies in progress. It includes an update on major projects, capital works, special charge schemes, asset management and strategies current at the time of this report.

### **CONCLUSION**

This regular activity report is provided for Councillors' information.

### ***Capital works***

#### **Reserves**

#### **James Bathe Recreation Reserve Civil Works**

Project description	Construction of two football/cricket ovals, netball courts and play space.
Funding	The project is funded by Council and a contribution through Sport and Recreation Victoria.
Timelines	The works are expected to be complete by May 2019, with the ovals then placed on maintenance and not accessible until early 2020
Update	<p>The following elements are complete:</p> <ul style="list-style-type: none"> <li>• bulk earthworks, irrigation and drainage to both ovals</li> <li>• kerb to car park</li> <li>• playground areas</li> <li>• shelters have been installed</li> <li>• the pump shed, tank and ball catch net poles have been installed</li> <li>• light poles have been stood</li> <li>• sprigging to oval 1</li> <li>• sprigging to oval 2</li> </ul> <p>The following elements are underway:</p> <ul style="list-style-type: none"> <li>• fencing works to the ovals</li> <li>• electrical installation</li> <li>• playspace works</li> <li>• finishing works to carpark</li> <li>• netball, basketball and practice cricket areas</li> </ul>

The ovals will be re-sown in the spring time to supplement the sprigging that has occurred to date

### James Bathe Recreation Reserve Pavilion

Project description	Construction of a new pavilion servicing netball, football, cricket activities and includes provision for community use.
Funding	Council and the Victorian Government's Growing Suburbs Fund are jointly funding this project.
Timelines	Construction is expected to be complete December 2019.
Update	<p>Items which have been completed:</p> <ul style="list-style-type: none"> <li>• structural steel framing</li> <li>• window frames</li> </ul> <p>The following items are underway:</p> <ul style="list-style-type: none"> <li>• carpentry framing is near completion</li> <li>• roofing works</li> <li>• services first</li> </ul>

### Deep Creek Reserve

Project description	<p>Deep Creek Reserve is a 48-hectare Council 'greenfield' site, bounded by the Pakenham Golf Course to the North and the railway line to the south.</p> <p>The development of this site will include new paths and car park, development of infrastructure (including a sustainable environment complex, including new golf club rooms, all abilities playground, indigenous plant nursery, wetland and education facilities, kick about area, car park and associated drainage) and Melbourne Water wetlands.</p>
Funding	The Deep Creek Reserve development is jointly funded by Council and the Victorian Government's Growing Suburbs Fund, with in-kind support from Pakenham Golf Club
Timelines	The reserve should be ready for public access by mid 2019.
Update	<p>Civil works package: complete. This includes the car park, lighting, golf cart shed, drainage, kick-a-bout area and demonstration wetland</p> <p>Play garden: complete. The site will remain closed until works on the main building are complete to allow an establishment period for the plants. Final play items will be installed prior to opening of the reserve.</p> <p>Landscape package: There is extensive detailed landscaping at this site to enable it to be Council's premium environment education site, for this reason the landscaping has been split into a separate package. The contractor has commenced landscaping and shaping works, with the balance of planting currently taking place as the weather conditions become more favourable.</p>

### Deep Creek Reserve – Nursery and Education Centre

Project description	Construction of a community driven indigenous plant nursery including outdoor education space, retail display garden, propagation facilities, irrigation, shade houses and green houses to grow the plants.
Funding	This project is jointly funded by Council and the Andrew's Foundation and is part of the Deep Creek Reserve.
Timelines	Construction is due to be complete by August 2019.
Update	Insight Construction Group was awarded the construction contract at the April Council meeting and the contractor has commenced on site. The steel framing is currently being manufactured.

### **Deep Creek Reserve – Cardinia Community and Education Centre**

Project description	The Cardinia Community and Education Centre is a multi-user shared facility, combining ecological values, education and sport. The building will combine the requirements of the Pakenham and District Golf Club and Cardinia Environment Coalition (CEC). The building will incorporate separate and shared spaces for the golf club and CEC users, including a multi-function room, lounge/dining/bar area, café, pro shop, environmental training areas, administration areas, and a commercial kitchen. Kirchner Constructions Pty Ltd have been appointed to undertake the building works.
Funding	This part of the Deep Creek Reserve project is funded by Council.
Timelines	Works expected to be complete in July 2019.
Update	<p>The following works have been completed:</p> <ul style="list-style-type: none"> <li>• all in ground mains services</li> <li>• floor slab</li> <li>• internal timber stud framing</li> <li>• roof construction</li> <li>• air conditioning units have been installed</li> <li>• final window/door framing installation works</li> <li>• driveway and pathways to the building perimeter and access to the centre via eco playgarden</li> <li>• internal brick work feature walls</li> <li>• plaster finish to Golf Club Pro Shop</li> </ul> <p>The following works are progressing well</p> <ul style="list-style-type: none"> <li>• plaster finishes to Café areas and reception/admin areas</li> <li>• external driveway to main entrance area</li> </ul>

### **Officer Recreation Reserve No. 2 (Western) Oval Reconstruction**

Project description	Reconstruction of the western oval at the Officer Recreation Reserve, Starling Road Officer.  The works include, but are not necessarily limited to reorientation, reshaping and resurfacing of the oval and the installation of subsurface drainage, irrigation and perimeter fence.  A funding application has been made to the Australian Government for ball catch nets, lighting upgrades and to upgrade the proposed gravel footpaths to a concrete footpath
Funding	This project is fully funded by Council
Timelines	Works are expected to be complete in July 2019, with a maintenance period to follow
Update	Irrigation to the oval is complete, the spoon drain has been placed and oval fencing is well progressed. External drainage is complete with subsurface drainage nearing completion.

### **Bunyip Recreation Reserve Soccer Pavilion**

Project description	Construction of a new pavilion servicing soccer, cricket activities and includes provision for community use.
Funding	Council and the Victorian Government's Building Better Regions Fund are jointly funding this project.
Timelines	Construction is to be completed by December 2019.
Update	Ground works have commenced and the steel frame is being manufactured

### **Worrell Recreation Reserve Pavilion Upgrade**

Project description	Construction of a new pavilion for football and cricket. Facilities will also include a gym for community use.
Funding	The project is fully funded by Council.(\$2.8m)
Timelines	Works are due to commence early April with completion expected in late January 2020.
Update	Demolition works and rerouting of the main services has commenced and the structural steel frame is being manufactured

### **Lang Lang Community and Recreation Precinct Pavilion**

Project description	The construction of a major recreation and community precinct being undertaken in partnership with the Lang Lang Community Bank. It will include sporting facilities, multipurpose community spaces, parks and other spaces for recreational activities.
Funding	Lang Lang Community Bank purchased the 36-hectare parcel of land

upon which the precinct will be constructed, and have committed \$3.2 million including land purchase to the project. \$1.5 million has been received from the Australian Government's Building Better Regions Fund.

Council and our partners have committed so far \$13.5 Million to the design and construction of civil and building works between 2015-16 and 2020-21.

Timelines	The pavilion is due to be completed by December 2019
Update	Pre cast panels have been delivered and are currently being installed. along with the structural steel.

### **Comely Banks Recreation Reserve – Pavilion**

Project description	Construction of a new pavilion servicing rugby, football, cricket, bowls activities and includes provision for community use.
Funding	Council and the Victorian Government jointly fund this project
Timelines	Pavilion construction is due to be tendered in July 2019.
Update	The schematic design for the pavilion has been completed

### **Koo Wee Rup Primary and Secondary School Oval Upgrades**

Project description	Reconstruction of the Koo Wee Rup Primary School oval and the adjacent Koo Wee Rup Secondary School oval.  The primary school oval upgrade includes new sub surface drainage, two new cricket nets and some portable barrier netting to protect school infrastructure.  The secondary school oval upgrade includes new sub surface drainage, irrigation, and flood lighting, installation of a bore, power upgrade, and construction of a new pavilion and extension of the synthetic hockey pitch to meet Australian standards.
Funding	The primary school upgrade is funded by Sport and Recreation Victoria and Council  The secondary college is funded by the Victorian Government's Department of Education of which a portion is allocated for the oval upgrade works.
Timelines	Works are expected to commence in September and be completed in February 2020, which will be the commencement of the establishment/maintenance period.
Update	The contract has been awarded and program of works is being finalised.

### **Koo Wee Rup Recreation Reserve Netball Pavilion Upgrades**

Project description	Extend and upgrade the netball pavilion to provide home and away change and unisex toilet and shower facilities
---------------------	---

Funding	Council and the Victorian Government (\$400,000) fund this project.
Timelines	The project is due for completion by December 2020
Update	Council has been working with the netball club and the reserve committee of management to prepare draft concept plans for the pavilion upgrade project. Architect appointed and final schematic plans for the upgrade ready prior to detail design.

#### **Koo Wee Rup Recreation Reserve Football/Cricket Pavilion Upgrades**

Project description	Construct new football/cricket change rooms on the site of the existing building.
Funding	Council, the Victorian Government (\$400,000) and the Australian Government (\$1.208m) through the Building Better Regions Fund 3 Program fund this project
Timelines	The project is due for completion by December 2020
Update	Council has been working with the football, cricket and equestrian clubs and the reserve committee of management to progress the project and seek additional funding. Draft concept plans for the new pavilion have been prepared for discussion

#### **Cora Lynn Change Room Upgrades**

Project description	Construction of new change rooms at Cora Lynn Recreation Reserve.
Funding	This project is fully funded by Council.
Timelines	Project is currently in the design phase. A construction timeline is to be developed.
Update	Concept plans have been prepared for the new change rooms. The scope of the project is currently being finalised with the Victorian Government, reserve committee of management and reserve user groups.

#### **Hills Hub**

Project description	The Hills Hub will be a multipurpose facility that will enhance existing community activities delivered by the Emerald Mechanics Institute, establishing a long-term base for Emerald U3A, Emerald Men's Shed and other existing stakeholders. It will also provide opportunity to respond to emerging local needs, including skill development, training and employment creation. An advisory group of community stakeholders across a wide range of community organisations was established. Council has undertaken extensive consultation and negotiations to design a multipurpose facility.
Funding	The project is jointly funded by: <ul style="list-style-type: none"> <li>• Council (\$4.88 million)</li> <li>• Australian Government's National Stronger Regions Fund (\$1.5 million)</li> <li>• Victorian Government Growing Suburbs Fund (\$1.5 million)</li> <li>• Eastern Dandenong Ranges Group/Dandenong Ranges Community Bank Group (\$250,000).</li> </ul>

Timelines Construction is due to be complete by September 2019.

Update The following works are complete:

- structural steel installation
- blockwork walls
- steelwork to all areas fixing framing /cladding detail
- first fix services installation
- Roofing
- Hydraulic /mechanical services first fix

The following works are underway:

- external works
- ground floor fitout

### **Cochrane Park Tennis Courts**

Project description The construction of two new tennis courts and the refurbishment of the existing tennis courts. The works include acrylic surfacing, improved lighting and shelters.

Funding Council and the Victorian Government (\$250,000) are jointly funding this project.

Timelines This project is nearing completion and will be finalized in the coming weeks

Update The four courts have been constructed with final landscape and pavement works now complete.

### **Cochrane Park Community Room Redevelopment**

Project description Conversion of swimming clubroom to tennis club facility

Funding This project is jointly fully funded by Council and the State Government

Timelines To be completed April 2020

Update Schematic scheme stage for conversion of swimming club community room to dedicated tennis club facility progressing with detailed documentation of approved proposed scheme following approval via user group.

### **Roads, paths, drains and bridges**

#### **Bridge Road Duplication**

Project description Duplication of the northern carriageway of Bridge Road between Niki Place and Optima Street.

Funding This project is funded through Council Roads program, the Cardinia Road DCP and the Australian Government's Roads To Recovery Program jointly fund the program.

Timelines The project is due for completion in May.

Update Works are nearing completion and it is expected that the road will be open by the end of May.

### **Kenilworth Avenue Construction**

Project Construction of the first stage of Kenilworth Avenue, extending from

description	Brunt Road to the Princes Highway underpass. The works include a sealed road pavement, kerb and channel on both sides, underground drainage, a concrete path on the south side and a shared concrete pathway on north side.
Funding	This project is funded through the Officer Developer Contributions Plan and is being delivered by an active developer in the immediate area as works in kind against payment of their developer contributions.
Timelines	Stage 1 (Brunt Road to Princess Highway underpass) works will recommence once the legal dispute is resolved.
Update	Kenilworth Avenue has been closed, only allowing access for local traffic, while the developer meets all their requirements.  Stage 2 works will be tendered shortly to allow for the timely follow-on from stage 1.

### **Emerald Lake Park**

Project description	Replacement of outfall drainage pipe and reconstruction of Emerald Lake Park Road dam wall.  The leak in the Emerald Lake Park outfall drain was discovered in March, with expert dam and hydraulic engineers attending the site on the same day. Road closure, response program and inspection regime was put in place immediately.
Funding	The works are fully funded by Council.
Timelines	This project is due for completion in Spring 2019.
Update	The dam wall downstream protection works have been quoted and are currently being assessed, these are to take place over winter, when park usage numbers decline. These works will be followed by the installation of guardrail.

### **Toomuc Creek Pedestrian Bridges North and South**

Project description	Toomuc Creek pedestrian bridges are a design and construct project which involves removal and replacement of the existing pedestrian bridge near Toomuc Reserve and design and installation of a new pedestrian bridges over Toomuc Creek south of the train line.
Funding	Council funds the northern bridge and the new pedestrian bridge south of the rail line is funded through the DCP.
Timelines	The project is due for completion by late 2019.
Update	The contract has been awarded and program of works being finalised.

### **PB Ronald Reserve Car Park**

Project description	The removal of the fuel tanks from the old depot site, the demolition of the old depot building and the construction of a car park.
Funding	The program is fully funded by Council.
Timelines	The car park works are expected to be completed early August.

Update Contractor has been appointed and has commenced construction of the new asphalt car park.

### **Blackspot Project – Installation of w-beam safety barriers at Paternoster Road – Blackspot Project**

Project description Installation of profiled (audio tactile) edge lines along entire section of Paternoster Road and installation of w-beam safety barriers at two accident-prone locations identified as black spots.

Funding VicRoads fully funds this project through their Black Spot Program.

Timelines The project is due for completion by December 2019

Update Audio tactiles are currently being installed along the edge lines of Paternoster Road. Stage 2 will be installation of guardrail with removal of several trees required to complete the works. This work is proposed to be undertaken in September/October and will complete blackspot requirements.

### **Blackspot Project – Guardrail and w-beam safety barriers on Main Drain Road South**

Project description A 2.3km section of Main Drain Road South, Bunyip, from Bunyip Modella Rd to 13 Mile Road, has been identified for blackspot works. The works include installing W Beam Safety Barriers along the Bunyip River side, and guardrail along the residential side of the road

Funding VicRoads fully funds this project through their Black Spot Program.

Timelines The project is due for completion by December 2019

Update Negotiations with Melbourne Water (MW) on a final and agreed design and boundary delineation issues between Council land and MW land are nearing completion. Following this, invitation to tender will be advertised.

### **2018–19 Drainage Program**

Project description The maintenance and upgrading of Council's drainage network.

Funding The \$421,000 program is fully funded by Council.

Timelines This program is due to be completed by end of May 2019.

Update Final designs and updated flood modelling are underway for the stormwater drainage replacement and realignment works to be undertaken in the rear of properties along Caroline Avenue, Cockatoo. The final design is now complete and construction works are being coordinated.

### **2018–19 Road renewal and resurfacing program**

Project description The significant proactive maintenance and upgrade of Councils road network as per Council's asset management system.

Funding Council and the Australian Government's Roads To Recovery Program jointly fund the program.

Timelines It is anticipated that the program will be complete by the end of May.

Update The works at Garfield North Road include the extension of Garfield North Road past the entrance to Mt. Cannibal. There was a need for additional works to be completed here as the road surface had significant damage to the new pavement following the fires, these works have now been completed.

### 2018-19 New Footpath Program

Project description Council's footpath program looks to extend the footpath network in and around townships. The footpaths to be constructed in 2018-2019 are:

Footpath location	Construction dates (proposed)	Status
Tivendale Road, Officer	October	Complete
Station Street, Pakenham	Pedestrian Crossing	Under construction
Kennilworth Ave , Beaconsfield	October	Complete
Bald Hill Road, Pakenham	January	Complete
Anderson Road, Bunyip	October/November	Complete
Main Street, Bunyip	October/November	Complete
Gembrook Road and Redwood Road , Gembrook	November	Complete
Pinnocks Road, Emerald (Gravel path)	April 2019	Deferred to 2019-20
Grange Court, Koo Wee Rup	January/February 2019	Complete
O'Neil Road, Beaconsfield	October/November	Complete
Webster Way, Pakenham	October/November	Complete
Princes Hwy: Brunt Road to Panorama Avenue, Beaconsfield	October/November	Complete

Funding The \$680,000 program is fully funded by Council through the footpath and pedestrian and bicycle strategy programs.

Update The new footpath program is complete. Pinnocks Road has been deferred to 2019-20 with discussion with residents continuing as several large trees and vegetation will be required to be removed to construct this path.

Station Street, Pakenham pedestrian crossing with flashing lights is under construction.

Pedestrian school crossings have been installed over the Easter holidays on Syme Road, Pakenham to service Beacons Hills College and on Beaconsfield Avenue, Beaconsfield to service St. Francis Xavier College.

### Other capital projects

#### Cardinia Cultural Centre (CCC), Stage 1 Upgrade Incorporating Arts Space

Project description	The upgrade of the CCC is stage 1 of a proposed 3-stage upgrade. Stage 1 includes the provision of an arts space, significant improvements to the foyer/crusher space and the provision of flexible dance or flexible dance/rehearsal rooms.
Funding	The project is jointly funded by Council and the Victorian Government's Growing Suburbs Fund.
Timelines	This project is due for completion early July 2019.
Update	Steelwork, roofing and framing is complete and external cladding complete. The installation of services and internal fitout works are progressing well. The new carpark has been completed. Temporary toilet facility is still in operation.

#### My Place and the Operations Centre solar electricity systems

Project description	<b>Installation of solar electricity systems at the Operations Centre on the new office building and My Place.</b>
Funding	This project is funded by Council.
Timelines	This project is due for completion by the end of the financial year.
Update	A contractor has been appointed for these works, and the installation of the solar electricity system at My Place is being finalised.

#### Officer Town Centre Landscape Works

Project description	Developer delivered landscape embellishments to northern part of Siding Avenue, around Central Energy Plant and Stormwater Tanks Park. Finalisation of landscape works around the Civic Centre.
	In addition to the required infrastructure around the tank, the works around the stormwater tank are designed to create a public square in the middle of officer. Stairs and decking leading up to the existing generator shed will have garden beds and will form an amphitheatre to allow this to become a 'city square' style park for all to enjoy.
Funding	Fully funded by Development Victoria under their permit for Officer Town Centre. Works on the tank park itself are costed at over \$750,000
Timelines	Works are due to be completed by October 2019.
Update	Works are well under way on the tank park. Tank stabilisation, underground drainage and subsurface requirements are complete. Formwork for decking and walls are complete with cladding commencing and the majority of concrete has now been laid. Works on the main structure will begin shortly. Works around the central energy plant are close to complete with only grassing and plant installation to go. Works on this area should be complete by mid-May.

#### Kaduna Park Neighbourhood Park

Project description	Developer delivered landscape embellishments to 1ha public open space being created in the first stages of Kaduna Park Estate
---------------------	---

The centrepiece of the park is a 6m tall slide tower complimented by other play elements such as swings and climbing units. There is also a basketball half court, large kickabout zone, shelters and BBQ facilities being delivered. The park will be landscaped with predominantly indigenous and native vegetation fitting the Australian Landscape Theme in the PSP.

Funding	Embellishment works are part of the DCP provisions for Cardinia Road Employment Precinct and any overspend will be fully funded by Parklea. Total cost is estimated at \$1m.
Timelines	Works are due to be complete in Spring 2019.
Update	All drainage and subsurface works are complete and decking, concrete and retaining walls are well underway. Playground equipment is beginning to be installed.

### **Arcadia Neighbourhood 2 (NH02) Reserve**

Project description	Developer delivered landscape embellishments to 1ha public open space adjoining future drainage reserve in Arcadia Estate. Park is adjacent to Officer South Road and Flanagan Avenue.
	The theme of the park is 'Where the Wild Things Are' highlighted by 5m tall tree sculptures on site. A dual flying fox, accessible carousel, swings, climbing frames, shelters and skate zone will ensure this park caters to all ages and abilities, given its proximity to Officer Specialist School and Officer Secondary College.
Funding	Fully funded by Satterley under their permit for Arcadia Neighbourhood 2. Works are valued at over \$1.4m
Timelines	Works are due to be completed late 2019.
Update	Drainage works are complete for the reserve and structural work for the amphitheatre and seating areas is underway. The main running track has been installed and playground equipment installation has commenced

## 8 MAJOR PROJECTS REPORT

Moved Cr C Ryan Seconded Cr M Schilling

That the report be noted.

Cd.

## REPORTS OR MINUTES OF COMMITTEES

The Mayor advised that several reports from various committees were tabled in addition to the minutes of recent Council Briefing sessions and these are available if any Councillors wish to view them.

## COUNCILLOR REPORTS

Cr Brett Owen reported that the Mayor attended the MAV State Council, noting that the Council's Motion regarding demolition by neglect of Heritage properties was carried at the State Council meeting and will now be lobbied by the MAV to the State Government.

Cr Brett Owen advised of activities being undertaken with the Beaconsfield Progress Association to redesign and install new signage along Bowmans Track, and thanked the BPA and Council staff for their efforts in the project

Cr Collin Ross noted that he and other councillors attended various Anzac Day activities and congratulated the RSL's and other community groups that arranged these ceremonies.

Cr Collin Ross advised of his attendance at the Dolfyn Gymnastics Club at Carrum Downs award ceremony noting that a local Upper Beaconsfield resident, Jameson O'Reilly competed and won many individual medals.

Cr Carol Ryan, advised that she had attended an Association for the Blind - "the Voice" event that provided a great example that you do not have to have sight to be a singer,

The Mayor advised of his attendance at the Yakkerboo Festival at PB Ronald Reserve and advised that the event was a great success with fantastic numbers in attendance.

The Mayor advised that he attended the Narre Warren and District Local History Group 30<sup>th</sup> birthday celebrations.

## PRESENTATION OF PETITIONS

Nil

## COMMUNITY QUESTION TIME

The Mayor advised of several questions received and referred the questions to relevant staff members to read and answer the questions, as follows:

### Questions from Andrew Cook

1. Why was a new development on racecross rd allowed to a turning section on the rd but we don't have one for a road that comes off racecross rd. Eg simon drive. Is this council given special treatment to developers then to everyone on else.
2. What is the council plans for tje many non estates parks and lakes that look like need a major fix up

As Mr Cook was not present in the gallery his questions were not answered however the Mayor advised that a response would not be required.

### Question from Jessie Christie

Keeping in mind the cost of labour, materials and asset depreciation, what is the estimated annual cost to maintain and grade L L Road, Officer? Road counters have been placed on some dirt roads within the shire, what are the top 10 most used unsealed and where does L L Rd sit on this list?

### Answer by Acting General Manager Infrastructure and Environment

Council manages over 800km of unsealed roads across the shire.

The average cost per km for unsealed road maintenance is approximately \$6,000 per km per.

LL road is a shorter section of road at 1km with average costs higher than the council average at approximately \$9000 per annum.

Most recent traffic count for LL Road was 216 cars per day average, with an expectation that this would be busiest in the peak times, such as the school run.

With this number of vehicles, this would put LL Road just outside the top 40 unsealed roads in the shire for traffic volume and less than 1/2 - 1/3 of the highest traffic volume unsealed roads.

Unsealed roads like McGregor Road and Huxtable road have ~450 - 600v/d

### Questions from Mike Hall

1. I am the president of the Cardinia Deer Management Coalition. Our main focus is protecting our environment through humane deer reduction. We are not the only group trying to reduce deer numbers, along with countless individuals. One of the obstacle we see in the future as the numbers of deer being culled increases, is what to do with the carcasses. Is Cardinia Council able to support the reduction of deer in our shire by enabling the pickup and disposal of deer carcasses either from private property or from roadside verges if we can get them there. This would/could be a similar mechanism to the retrieval of roadside kill currently being picked up on behalf of council.

NOTE: we are not seeking a grant for this but a council funded mechanism, as we are not the only ones who will need this service.

### Answer by Acting General Manager Infrastructure and Environment

Local government is in the infancy stage of understanding and developing deer management programs. One of the largest obstacles is the geographic area they cover and ability to transverse wide areas of land. Any resources councils commits to deer management needs to be considered within the wider landscape. Without a regional approach (with neighbouring councils), any management program outcomes would likely be short lived.

Rather than reacting to the current issue, the organisation is focussing on longer term planning and sustainable outcomes. Council is part of the Eastern Pest Animal Network. The network of several councils is currently developing a brief to engage consultants to develop a regional pest animal strategy (this is an action in the draft Biodiversity Conservation Strategy). We have a much better chance of success when working at a regional level, investing resources and running programs simultaneously.

Roadkill are collected by council, as a duty of care for road users safety and preventing a health hazard. In the mean time, current options include on site burial or relocation to the Pakenham transfer station or another approved landfill.

2. I am president of the Cardinia Deer Management Coalition. We are a group of local landowners who have come together to try to reduce the impact of feral deer on our environment through humane deer reduction. Shooting is the only method currently recognised as being effective in reducing deer numbers. Although this is legal in our area, it is not without its dangers. Among other things, our group is endeavouring to supply local landowners with advice on how to select an ethical and safe hunter and the various rules which should be put in place to make hunting safer on their property. This raises legal questions for us and we are seeking the services of a lawyer to guide us through this issue. We are not and will not be the only community-based group focused on a community service to have legal questions needing answers. Rather than requiring such groups to seek funding for legal aid, could council consider offering the services of a council solicitor to give professional help to these groups in the future?

**Answer by Acting Executive Manager – Office of the CEO**

Council does not have a legal practitioner that we can provide this service,

I understand your group has sought funding through our grants program and these allocations and deliberations will be finalised early in the new financial year.

You can apply for assistance at the Not for Profit Law information Hub – [www.nfplaw.org.au](http://www.nfplaw.org.au)

3. Do council consider the ecological cost of allowing further subdivisions in bush areas? Every new residence constructed in our area results in a massive amount of clearing around it. This is frequently outside the guidelines of the 10:30 rule, which is poorly enforced by council.

**Answer by Acting General Manager Infrastructure and Environment**

A new application for a subdivision that requires removal, or the consequential loss, of vegetation is subject to assessment under the Planning Scheme.

When the Council receives new application for subdivision of bush properties, there are stringent zoning and overlays that protect trees and bushland areas. Environment Management Plans are provided to Council which are assessed in fine detail, with avoiding and minimising the removal of as much vegetation as possible.

The 10/30 rule and the 10/50 rule are exemptions that allow a person to clear vegetation to help protect their property from bushfires without a planning permit. The rules only apply to buildings and fences built before a certain date, they do not apply to new subdivisions.

**Question from Nisarg Modi**

Hi, In addition to last question I asked in council meeting about a park in Arden Estate, I forwarded similar question to developer. I have received following response from developer. "As you would be aware, we have paid substantial amounts over the past 12 years to the Cardinia Shire Council for open space contributions. The question should be asked of the Council as to why it has not provided the infrastructure." In this case, I would like to know the council's response as developer has set responsibility of council. Thanks

**Answer by Acting General Manager Liveable Communities**

Council receives contributions from developers for the provision of open space via a cash contribution or a land contribution.

Council via these mechanisms facilitate the provision of open space.

A master plan has been prepared and approved for the Arden Estate. This plan identifies the provision of a local park in the later stages of the estate ( land east of Sandalwood Drive). As the

developer has not sought subdivision of this land as yet, council has not acquired the playground. Upon the subdivision of the later stages of the estate council will acquire the land for the local park. If the questioner wished to see the masterplan for this estate then this could be done, which would clarify the location of this future playground.

**Question from Jillian Ronald**

When recently applying for a temporary signage permit I observed that the current Temporary Sign Policy is only relevant to the Hills area covering Emerald, Avonsleigh, Cockatoo and Gembrook. A limit of 3 signs has been determined suitable for this area. The Pakenham Township has 10 major entrances and 48,000 people which is a very different situation to the Hills area. The Hills Temporary Signage Policy is totally inadequate for this area.

1. Can Council confirm that the Temporary Sign Policy is under review?
2. When the Policy is reviewed will community groups and the Arts and Culture Reference Group be consulted to help ensure the policy is relevant and effective?

**Answer by Acting General Manager Infrastructure and Environment**

Council adopted the Temporary Community Advertising Signage Policy in 2018, which provided guidance for the community of appropriate locations in the hills area that consider proliferation of signage and ensures safety for motorists and the public. This policy has been used as a guide for applications throughout the municipality.

I can confirm that Councils Compliance department is currently reviewing the Temporary Community Advertising Signage Policy with community consultation to be undertaken through online consultation opportunities. This review is expected to commence in June 2019. Yes community groups will be given the opportunity to comment.

**Question from Elissa Smith**

I would like to know what future plans are in place to redevelop the Cardinia life Aquatic Center and whether it will contain enough Aquatic space to run additional aquatic programs such as diving, synchronised swimming and water polo. The community deserves an appropriate resource to support maximum involvement. This is something that has not been addressed for too long and is now the only shire locally that is lacking in modern facilities.

**Answer by Acting General Manager Liveable Communities**

As Cardinia Shire Council is a growing community, Council is very aware of the need to adequately plan for future facility and service provision, including recreation facilities.

To cater for future growth, it is proposed to extend the basketball, leisure and aquatic facilities located within the existing Cardinia Life Centre located at Toomuc Recreation Reserve.

In the next couple of years, Council will finalise options for the expansion of the centre and undertake consultation regarding the proposed expansion. Best practice regarding the provision of aquatic facilities will be considered as part of this analysis and options assessment.

Council at that time will engage with existing users and industry groups regarding future expansion of this facility.

**Question from Gloria O'Connor**

I will appreciate a detailed reply to the following comment and question regarding Item 1 Amendment C228 and also Item 3 on this evening's meeting Agenda.

It has not been possible to read the Agenda 1 Item in detail prior to this meeting as the print is extremely small.

Can you please advise whether there has been opportunity provided for members of the ratepaying community to become informed about the forward planning for the Pakenham Structure Plan, Urban Design Framework and Activity Centre Zone? Elected Councillors and administrative employees are funded by revenue collected from ratepayers and it must be recognised that information is expected to be provided concerning important and significant projects proposed by the Council, in addition to community sporting and social facilities. It is also important to provide information concerning the major administrative changes being made and voted upon, for the interest and possible benefit of the ratepaying community.

**Answer by Acting General Manager Liveable Communities**

Council originally adopted the Pakenham Structure Plan in 2015 after extensive development and consultation with the community on this plan. The structure plan was incorporated into the Cardinia Planning Scheme via amendment C211 in 2017. This was subject to conditions that it expire by Dec 2019. By this time council was to translate this into more appropriate planning tools such as an Activity Centre Zone (ACZ) and Urban Design Framework (UDF).

Council agreed to seek authorisation from the Minister in Nov 2018 to introduce the ACZ and UDF. Road testing of the documents have identified a few parts of the documents that did not talk to each other well so we have made a few changes to the documents. They will be considered by council in June. We will then resubmit for authorisation with the Minister with the aim to exhibit the amendment in July Aug this year. During this time extensive community consultation will occur.

Meeting closed at 8.03pm

---

Minutes Confirmed  
Chairman

---