

Ordinary Council Meeting

Minutes

Monday 17 July 2023

Commenced at 7:00 PM

Council Chambers
20 Siding Avenue, Officer
Victoria

Members:	Cr Tammy Radford	Mayor
	Cr Jack Kowarzik	Deputy Mayor
	Cr Kaye Cameron	
	Cr Stephanie Davies	
	Cr Jeff Springfield	
	Cr Graeme Moore	
	Cr Collin Ross	
	Cr Brett Owen	On Leave of Absence
	Cr Carol Ryan	
Officers:	Carol Jeffs	Chief Executive Officer
	Peter Benazic	General Manager Infrastructure and Environment
	Lili Rosic	General Manager Liveable Communities
	Owen Hardidge	Acting General Manager Governance, Facilities and Economy
	Deb Tyson	Acting General Manager Customer, People and Performance
	Doug Evans	Manager Governance

Meeting opened at 7.00pm.

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1 Opening And Reflection/Prayer

I would ask those gathered to join us now for a few moments of silence as we reflect on our roles in this chamber. Please use this opportunity for reflection, Prayer or thought, to focus on our shared intention to work respectfully together for the well-being of our whole community.

2 Acknowledgements

Cardinia Shire Council acknowledges that we are on the traditional land of the Bunurong and Wurundjeri people and pay our respects to their elders past, present and emerging.

3 Apologies

Nil

4 Adoption And Confirmation Of Minutes

Moved Cr Stephanie Davies, seconded Cr Graeme Moore

That minutes of the following meetings be confirmed:

- General Council meeting 19 June 2023
- Town Planning Committee 3 July 2023

Carried

5 Declaration Of Interests

Nil

6 Ordinary Business

6.1 Town Planning Reports

6.1.1 Amendment C268 - 49 Garfield Road, Garfield

Responsible GM: Lili Rosic
Author: Teresa Hazendonk

Recommendation(s)

That Council:

1. Adopt Amendment C268card to the Cardinia Planning Scheme, including proposed Planning Permit T190104, under Section 29 of the *Planning and Environment Act 1987*, generally in accordance with Attachments 2 and 3.
2. Submit adopted Amendment C268card to the Cardinia Planning Scheme and Proposed Planning Permit T190104 to the Minister for Planning for approval under Section 31 of the *Planning and Environment Act 1987*.

Attachments

1. Attachment 1 Planning Scheme Amendment C 268 card Planning Panel Report 26 May 2023 [6.1.1.1 - 66 pages]
2. Attachment 2 Planning Scheme Amendment C 268 card Amendment Documentation - Adoption [6.1.1.2 - 12 pages]
3. Attachment 3 Planning Scheme Amendment C 268 card Proposed Planning Permit T 190104 - Adoption [6.1.1.3 - 35 pages]
4. Attachment 4 Planning Scheme Amendment C 268 card Proposed Subdivision Plan V 14 (as exhibited) [6.1.1.4 - 2 pages]

Executive Summary

Council received a request to rezone part of the land at 49 Garfield Road, Garfield (Lot 1 PS436250U and Lot 1 PS531590N) from Low Density Residential Zone Schedule 2 (LDRZ2) to Low Density Residential Zone Schedule 3 (LDRZ3) and Green Wedge Zone Schedule 1 (GWZ1).

The request also sought that Council concurrently consider a planning permit application for a staged subdivision of the land into thirty-seven lots for low density residential purposes, removal of native vegetation, creation of various reserves, creation/variation of easements, and creation of restrictions on the plan of subdivision.

The *Garfield Township Strategy 2002* (GFTS) identifies the subject land to be developed with low density residential housing, it also identifies the 'existing significant vegetation' in the northwest corner be protected and Tea-Tree Creek to form part of public open space.

On 21 February 2022, Council resolved to seek authorisation from the Minister for Planning to prepare and exhibit Amendment C268 concurrently with Proposed Planning Permit T190104. On 22 August 2022 Council received authorisation to proceed.

Amendment C268 was formally exhibited from 13 October to 14 November 2022. Thirteen submissions were received. On 20 February 2023 Council resolved to refer all submissions to a Ministerial Planning Panel.

The Panel was held on 26 April 2023. The Panel Report was received on 26 May 2023. The Panel supports Amendment C268card subject to several changes to Permit conditions. It is considered all Panel recommendations should be accepted by Council.

The Amendment will be submitted to the Minister for Planning for approval subject to Council adopting the Amendment C268 documentation.

Background

Council received a request from NBA Group Pty Ltd on behalf of the landowners Oakhouse Nominees Pty Ltd to amend the Cardinia Planning Scheme to rezone the land at 49 Garfield Road, Garfield (Lot 1 PS436250U and Lot 1 PS531590N) from LDRZ2 to LDRZ3 and GWZ1.

Planning permit application T190104 was also lodged for a staged subdivision of the land into 37 low density residential lots and reserves, removal of native vegetation, creation/variation of easements, and creation of restriction on the plan of subdivision. Council resolved on 21 February 2022 to consider this application concurrently with the amendment to facilitate development of the land for residential purposes.

In 2013, the state government changed the Low Density Residential Zone to allow a minimum lot size of 2,000 sqm where land is connected to reticulated sewerage disposal, in addition to the minimum lot size of 4,000 sqm which continues to apply to land where reticulated sewerage disposal is not available.

In 2016, Amendment C188 reviewed the application of the Low Density Residential Zone across the Shire and rezoned land from LDRZ2 to LDRZ3 to allow subdivision to a minimum lot size of 2,000 sqm where lots could be connected to reticulated sewerage and no other planning issues were evident to prevent the reduced lot size. There was insufficient strategic justification at that time to support rezoning of the subject land.

The proponent of Amendment C268 lodged a submission to Amendment C188 requesting to be included in the proposed rezoning. Council responded as follows:

Council Officers consider that this land could be considered for inclusion in Schedule 3 to the Low Density Residential Zone, allowing the minimum lot size for subdivision to be reduced to 0.2 hectares, however, given that this land has not been part of a public notification process, it should be undertaken as part of a separate planning scheme amendment which should also include an application for planning permit to allow Council Officers to appropriately consider the potential impacts on Ti tree Creek and the gas pipeline easement.

Background reports have since been provided by the landowner to address the site constraints and the potential impacts. These reports have informed this combined planning scheme amendment request and planning permit application.

The land and surrounds

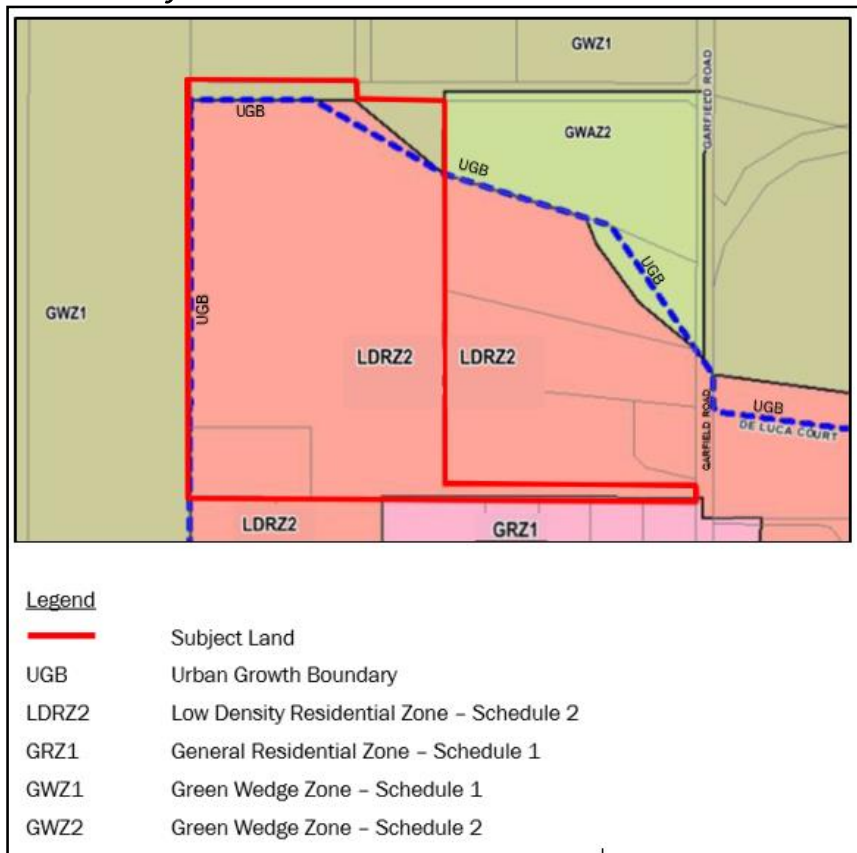
The land is located on the north-west fringe of Garfield township approximately 900 metres from the town centre and has an area of 14.075 hectares. Tea Tree Creek traverses the northeast corner of the land.

Land to the north and west is zoned GWZ1, land to the south and east is zoned LDRZ2, and land to the southeast is zoned General Residential Zone – Schedule 1 (GRZ1).



Locality Map

Current Zones and Overlays



Zone Map

Most of the subject land is inside the Urban Growth Boundary (UGB) and is zoned LDRZ2 which has a minimum lot size of 4,000 sqm. A smaller part of the land is outside the UGB and is partly zoned LDRZ2 and partly zoned GWZ1.

The delineation between the LDRZ2 and the GWZ1 does not align with the UGB which traverses the land. This is an anomaly.

The land inside the UGB is affected by the Design and Development Overlay Schedule 1 (DDO1).

The land outside the UGB is affected by the Environmental Significance overlay – Schedule 1 (ESO1).

What the Amendment does

The amendment request and planning permit application were lodged under Section 96A of the *Planning and Environment Act 1987* (PE Act). Section 96A allows Council to consider a planning permit application concurrently with a planning scheme amendment, even though the proposed subdivision would otherwise be prohibited under the current planning controls.

- In summary, the amendment and Proposed Planning Permit seeks:
- Rezoning of the land inside the UGB from LDRZ2 to LDRZ3.
- Rezoning of part of the land outside the UGB from LDRZ2 to GWZ1.
- Staged subdivision of the land into 37 low density residential lots ranging in size from 2,000m² to 8,749m².
- Creation of Reserves to be transferred to Council and Melbourne Water.
- Removal of native vegetation.
- Removal/variation of existing easements.
- Creation of restrictions on the plan of subdivision.

A map of the proposed planning zones is contained in Attachment 2, the Proposed Planning Permit is contained in Attachment 3, and the proposed subdivision plan is contained in Attachment 4.

Exhibition and submissions

Amendment C268 was formally exhibited from 13 October to 14 November 2022. Thirteen submissions were received. On 20 February 2023 Council considered these submissions and resolved to refer to them all to a Ministerial Planning Panel.

The Ministerial Planning Panel and Report

The Panel Hearing was held via video conference on 26 April 2023. Council Officers and the proponent made verbal and written submissions to the Panel. No further submissions were made by submitters. After considering all submissions, the Panel provided its report to Council on 26 May 2023 (Attachment 1). The Panel recommended that Amendment C268 be adopted as exhibited subject to the following recommended changes:

- Issue planning permit T190104 for the staged subdivision of the land at 49 Garfield Road, Garfield, the removal of native vegetation, the removal / variation of easements, and creation of restrictions on plan of subdivision subject to the permit conditions contained in the Panel preferred version in Appendix D.

Changes in response to the Panel Report

The Panel Report supports Amendment C268 subject to several changes to the proposed permit conditions. It is considered that all the Panel recommendations should be accepted. The changes are shown in 'track changes' in the 'Planning Scheme Amendment C268card Proposed Planning Permit - Adoption' contained in Attachment 3.

Next Steps

We are at Stage 4 of the Planning Scheme Amendment process as detailed in Figure 1.



Figure 1. Steps in the Planning Scheme Amendment process

Policy Implications

Strategic Planning Assessment

The full strategic planning assessment is provided in the Explanatory Report contained in Attachment 2.

The strategic planning assessment demonstrates that the proposal is consistent with the relevant planning provisions of the *Plan Melbourne Metropolitan Planning Strategy 2017-2050*, State and Local planning policy contained in the Cardinia Planning Scheme, and the *Garfield Township Strategy 2002*.

Relevance to Council Plan

2.1 We support the creation of liveable spaces and places

2.1.1 Advocate, plan for and deliver accessible community infrastructure and services that address community need.

2.1.2 Plan and maintain safe, inclusive and connected open spaces, places and active travel routes.

2.1.3 Plan for housing diversity that meets community need, is affordable and delivers environmental sustainability, safety and healthy living outcomes.

Climate Emergency Consideration

Climate change will increase the risk to land in Cardinia Shire from bushfires and flood. The proposal introduces management provisions to addresses both drainage and bushfire risk which will reduce the future impact of climate change on this site. The proposal will also facilitate new housing within the existing township boundary of Garfield. This will contribute to housing consolidation within a rural township, reducing the amount of urban sprawl and pressure on Cardinia's main growth front, thereby helping to mitigate the effects on climate change.

Consultation/Communication

Amendment C268 was formally exhibited for one month from 13 October to 14 November 2022 in accordance with legislative requirements of the *Planning and Environment Act 1987*.

Financial and Resource Implications

The statutory fees and any planning panel costs will be paid for by the proponent. Resourcing and any additional costs associated with the planning scheme amendment process are provided for by the current and proposed Planning Strategy operating budget.

Conclusion

Amendment C268card has been considered by an independent planning panel that was appointed by the Minister for Planning. The Panel is supportive of the amendment subject to several recommended changes to permit conditions.

Planning Scheme Amendment C268card is supported by both State and local planning policy including the *Garfield Township Strategy 2002*.

Planning officers support all the Panel's recommended changes to the Proposed Planning Permit. It is intended that Amendment C268card to the Cardinia Planning Scheme and Proposed Planning Permit T190104 are submitted to the Minister for Planning for approval, subject to Council's endorsement.

Resolution

Moved Cr Graeme Moore, seconded Cr Jack Kowarzik.

That Council:

1. Adopt Amendment C268card to the Cardinia Planning Scheme, including proposed Planning Permit T190104, under Section 29 of the *Planning and Environment Act 1987*, generally in accordance with Attachments 2 and 3.
2. Submit adopted Amendment C268card to the Cardinia Planning Scheme and Proposed Planning Permit T190104 to the Minister for Planning for approval under Section 31 of the *Planning and Environment Act 1987*.

Carried

6.2 General Reports

6.2.1 2023/2024 Wellbeing Support Grants

Responsible GM: Lili Rosic
Author: Kym Ockerby

Recommendation(s)

That Council approve 61 applications for funding under the 2023/24 Wellbeing Support Grant program to the value of \$93,261.84.

Attachments

1. Wellbeing Support Grant Guidelines 2324 [6.2.1.1 - 4 pages]
2. CONFIDENTIAL REDACTED - Confidential Recommendations Wellbeing Support Grants 2023 2024 [6.2.1.2 - 6 pages]

Executive Summary

The Wellbeing Support Grant Program provides support for sustainable initiatives that improve health and wellbeing, supports volunteer development, and builds capacity of community organisations.

Applications for the 2023/24 Wellbeing and Support Grant round opened on Monday 16 January 2023 and closed on Friday 31 March 2023.

Council received 70 Wellbeing Support Grant applications for the 2023/24 grant round totalling \$152,934.

Following an extensive assessment process, grant applications have been evaluated against eligibility and it is recommended that 61 applications be approved for funding to a total value of \$93,261.84.

Background

The aim of the Wellbeing Support Grant Program is to equitably support sustainable community led initiatives that address identified and unmet community need, that aim to:

- Improve resident health and wellbeing
- Support opportunities for volunteer development
- Build capacity of community groups through support for projects and programs.

Applications across the program were assessed by a multidisciplinary group of Council officers from the areas of Active and Connected Communities, Arts, Advocacy and Economy, Youth Services, Risk, Health, and Safety, Community Strengthening, Early Years/Future Communities, Health and Social Planning, Environment and Emergency Management.

These assessments were then reviewed by the Senior Leadership Team and presented to a Council Briefing for further input before being presented to a Council Meeting for endorsement.

Below are the outcomes following this process:

Application Funding Recommendations	Number of Applications
Fully funded	54
Partially funded *	7
Ineligible	9
Total amount allocated	\$93,261.84

*some requests ineligible

Eligible applications can be broken down into the following categories:

Application Category	Applications	Funds Allocated
Seeding Grants	11	\$43,793.01
Volunteer Support Grants	6	\$9,271.03
Small Change Grants	44	\$40,197.80

Policy Implications

The grant program aligns with Cardinia Shire Council's Liveability Plan. The Wellbeing Support Grants are also referenced within the Council Plan.

Council's Wellbeing Support Grant Guidelines provide details about the grant categories and assessment process.

Relevance to Council Plan

1.1 We empower our communities to be healthy, connected and resilient

1.1.1 Plan for, and support the delivery of, accessible health and social services that address critical gaps in provision.

1.1.2 Enrich local identity and opportunities for the community to connect through art, history and cultural expression.

1.1.3 Lead by example in creating an inclusive and welcoming community for all by facilitating community education, capacity building, connection and celebration of our diversity.

1.1.4 Facilitate a partnership approach to create safer communities.

1.1.5 Work closely with the community to deliver programs that build community resilience, relating to a pandemic or other disasters.

Climate Emergency Consideration

N/A

Consultation/Communication

A comprehensive communications plan was undertaken, and as a result the program and invitations for applications were widely promoted throughout the Shire. An additional social media campaign was undertaken to boost awareness and target new and emerging community

groups in the Shire. This was in addition to targeted emails to Council Officers contacts.

Upon endorsement at Council Meeting, applicants will be advised of the outcome via a 'letter of offer' through the SmartyGrants system.

Financial and Resource Implications

The available funding for the 2023/24 Wellbeing Support Grant program is \$99,251. The total amount required to support 61 recommended applications is \$93,261.84. The remaining funding will be used to provide volunteer training.

Conclusion

The Wellbeing Support Grant Program provides support for sustainable initiatives that help build capacity of our community organisations.

It is recommended Council approve funding 61 grant applications to the value of \$93,261.84 through the 2023/24 Wellbeing Support Grant program.

Following formal endorsement, grant applicants will be advised of the outcome of their application.

Resolution

Moved Cr Stephanie Davies, seconded Cr Jack Kowarzik.

That Council approve 61 applications for funding under the 2023/24 Wellbeing Support Grant program to the value of \$93,261.84.

Carried

6.2.2 2023-2024 Community Capital Works Grants

Resolution

Moved Cr Brett Owen, seconded Cr Jeff Springfield.

That Council formally endorses the following community grants:

- 9 Community Capital Works Grants (Category One) – total value of \$170,000
- 13 Community Capital Works Partnership Grants (Category Two) - a total value of \$209,469.97.
- 4 Major Equipment Grants (Category Three) – a total value \$20,513.50

Carried

6.2.3 2023-2024 Festival and Events Grant Program

Responsible GM: Owen Hardidge
Author: Bec Whiting

Recommendation(s)

That Council approve 51 applications under the Festival and Events Grant Program to the value of \$239,837.20.

Attachments

1. CONFIDENTIAL REDACTED - 2023 2024 Festival and event grants summary of applications for SLT Council [6.2.3.1 - 6 pages]
2. CONFIDENTIAL REDACTED - Festival and Events Grant Guidelines [6.2.3.2 - 4 pages]

Executive Summary

The Festival and Event Grant Program seek to support Cardinia's Liveability Plan outcomes through a range of financial grants for community initiatives. All grant applications have been reviewed by an officer assessment panel.

Each application was assessed against the programs guidelines which outlines what can be funded and what is not eligible. Funding amounts were determined based off these guidelines, which groups have been previously funded by council and if they have become sustainable over time.

Any events that may have listed ineligible items were consulted during the assessment process regarding the grant guidelines.

Council officers recommend supporting 51 applications to the value of \$239,837.20, declining four applications due to ineligibility and to noting that one application was better suited under the Community Wellbeing grants.

Background

Council's Festival and Event Program seek to support a diverse mix of events that bring the community together and improve health and wellbeing outcomes.

Fifty-five applications were received under the Festival and Event Grant program requesting \$302,250.20. Four ineligible application items were removed, and application discrepancies identified which left \$239,837.20 applied for.

A multidisciplinary group of staff assessed each application indicating their support or otherwise and Officer recommendations were summarised.

Policy Implications

Grant program aligns with Cardinia Shire's Liveability Plan.

Relevance to Council Plan

1.1 We empower our communities to be healthy, connected and resilient

1.1.2 Enrich local identity and opportunities for the community to connect through art, history and cultural expression.

5.1 We practise responsible leadership

5.1.1 Build trust through meaningful community engagement and transparent decision-making.

5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.

5.1.3 Strive to be a customer focused organisation and be a great place to work.

Climate Emergency Consideration

There are no Climate Emergency Considerations as part of this process

Consultation/Communication

A comprehensive communications plan was undertaken and widely promoted through various newsletters and distribution channels including community leaders, Council's Website and Facebook pages, Connect and through the Councillor Bulletin.

The grant round opened online via Smartygrants on the 30 January 2023 and closed 31 March 2023.

The staff who assessed the applications came from a variety of areas across Council including Actives Reserves, Arts and Culture, Passive Reserves, Traffic Management, Community Development, Cultural Diversity and Risk, Health and Safety.

Following final endorsement at the July 2023 Council meeting, applicants will be advised of the outcome via a letter of offer through Smartygrants

Financial and Resource Implications

The proposed budget for 2023-2024 is \$245,000. The total amount required to fully support the 51 grant applications is \$239,837.20.

Conclusion

The grant program aligns to and add value to Cardinia Shire's Liveability Plan and support community reconnection in a post-COVID environment.

It is recommended to fully support funding of 51 Festival and Event grant applications to the value of \$239,837.20. The approved grants fall within the current proposed program budget.

Resolution

Moved Cr Stephanie Davies, seconded Cr Collin Ross.

That Council approve 51 applications under the Festival and Events Grant Program to the value of \$239,837.20.

Carried

6.2.4 Re-appointment of Independent Members to Audit & Risk Committee

Responsible GM: Owen Hardidge
Author: Sarah Shaw

Recommendation(s)

That Council re-appoint Michael Said and Vincent Philpott as members of the Audit and Risk Committee for a further term of four years.

Attachments

Nil

Executive Summary

The term of appointment of Michael Said and Vincent Philpott expired in April 2023.

As per the Audit & Risk Committee Charter, Independent Members are appointed for four-year terms, with the possibility of reappointment for one additional four-year term, up to a maximum of eight years, subject to satisfactory performance.

Given our successful collaboration with Michael Said and Vincent Philpott and their valuable contributions to the committee, and excellent knowledge of Council's business, it is recommended to re-appoint them both for a further four years.

Background

The Audit & Risk Committee consists of five members appointed by Council, three of whom must be independent members. Council employees cannot be members of the Committee. Details of membership and tenure are set out below:

Independent Members

- 3.1 Independent members will be appointed for four-year terms.
- 3.2 Independent members may be reappointed for one additional four-year term subject to satisfactory performance, that is, to a maximum of eight years.
- 3.3 Independent members must collectively have expertise in financial management and reporting and risk management and also experience in public sector management.
- 3.4 Independent members terms of appointment will be set so that as far as possible only one member retires at a time in order to minimise the loss of knowledge of Councils business that may occur on change of membership.
- 3.5 Remuneration will be paid to independent members as approved by Council from time to time.

Councillor Members

- 3.6 Councillor members will be appointed to the Committee by Council annually.
- 3.7 Should an appointed Councillor member not be able to attend a committee meeting. Council can appoint an alternate member to act in such circumstances, either on a meeting-by-meeting basis or for the entire year.

Chairperson

- 3.8 The Chairperson of the Committee must be an independent member.

- 3.9 Council will appoint the Chairperson of the Committee for a period that is consistent with the Council four-year term.
- 3.10 If the Chairperson is unable to attend a meeting, the members in attendance at the meeting will appoint a chairperson for that meeting from among the attending members.

Quorum for Meetings

- 3.11 A quorum shall comprise at least one Councillor member and two independent members

Policy Implications

Nil

Relevance to Council Plan

5.1 We practise responsible leadership

5.1.1 Build trust through meaningful community engagement and transparent decision-making.

5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.

5.1.3 Strive to be a customer focused organisation and be a great place to work.

5.1.4 Maximise value for our community through efficient service delivery, innovation, strategic partnerships and advocacy.

5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Climate Emergency Consideration

There are no climate emergency consideration as part of this report.

Consultation/Communication

Communication with the Councils Councillor Audit and Risk Committee Members, Councillor Kowarzik and Councillor Davies has occurred.

Conversation with both Michael Said and Vincent Philpott has occurred, and they have both signed letters of acceptance to continue for a further 4-year term.

Financial and Resource Implications

Independent members remuneration has been benchmarked and reviewed and will be increased to \$2000 per meeting (11%), and the Chairperson's remuneration will be increased to \$2700 per meeting (11%). The Committee meets 5 times per year.

Conclusion

That Council re-appoint Michael Said and Vincent Philpott for a further term of 4 years as independent members of the Audit & Risk Committee.

Resolution

Moved Cr Jack Kowarzik, seconded Cr Brett Owen.

That Council re-appoint Michael Said and Vincent Philpott as members of the Audit and Risk Committee for a further term of four years.

Carried

6.2.5 Petition Response - Hills Hub - Public access

Responsible GM: Lili Rosic
Author: Nat Noonan

Recommendation(s)

That Council

- note the response to the petition received from the Hills Photographic Society,
- note Council officers will continue to work with the Hills Hub Operations Group to increase the opening hours of the Hub within Council's approved resources,
- note the Hills Hub spaces are bookable by the public, during and outside of open-to-the-public times, and
- notify the head petitioner of Council's resolution.

Attachments

1. CONFIDENTIAL REDACTED - Petition - Request for review into restricted usage of Emerald Hills Hub 373243 [6.2.5.1 - 16 pages]

Executive Summary

A petition from the Hills Photographic Society (Society) was tabled at the Council meeting in June 2023 (attachment 1).

The petition is requesting the Hills Hub foyer and exhibition spaces to be open to the public for longer hours and for Council staff to be available to assist with community requests. This request has been previously discussed that the Emerald Village Township Committee Meeting in April and May and at the Hills Hub Operations Group meeting in June.

The petition mentions the various uses of the Hills Hub by the public including: to meet for a coffee in the lounge area, informal meetings, to swap a book and to visit an exhibition in the arts space. The head petitioner petitions Council to fund a full-time officer or change the hours of an existing officer to enable the Hills Hub to remain open to the public from 10am to 5pm.

The Hills Hub is currently open to the public from 10am to 1pm Monday to Friday with the assistance of volunteers who welcome and assist members of the public. In recent Hills Hub Operations Meetings, Council officers have discussed the option of increasing the Hills Hub open-to-public hours from 9:30 am to 2:30 pm Monday to Friday. The implications of the proposal to increase operating hours for the volunteers, who assist when the building is open to the public, is also being considered by council officers and the Hills Hub Operations Group more broadly.

Under the current operating model for council managed halls and hubs and resources allocated it is not possible to open the Hills Hub to the public from 10am to 5pm as suggested in the petition.

Council officers working at the Hills Hub will continue to provide support during the hours the Hills Hub is open-to-the-public. This includes being available to answer questions about the building or spaces available. As always, any general Council enquiries received are referred to the relevant council officer for action.

Current licensees using the Hills Hub are Emerald University of the Third Age (U3A), Emerald Men's Shed, and Emerald Village Association (EVA). In addition, other regular bookings include 'Hub Play and Connect Playgroup', first-time parents groups, toastmasters, Hills Photographic Society, art exhibitions, dance classes, STEM classes for 5-12-year-olds, youth program, and employment service.

Council officers will continue to work with the Hills community to make the Hills Hub as successful as it can be within the approved resourcing and operating model.

Background

The Hills Hub building construction was funded by contributions from all levels of government and the local Bendigo Bank Subbranch. The Hub opened in March 2020, Council employed a Placemaker for approximately two years to assist the community groups to settle into the new building and facilitate establishment of the site. The Placemaker worked with the proposed licensees to enter into formal licence agreements for their use of the spaces in the building. The Placemaker also opened the foyer spaces to the public on weekdays alternating from mornings to afternoons and worked on the initial hiring procedures.

The Hills Hub Operations Group includes licensees of the building and Council staff and meets regularly to discuss the operation of the Hub and any issues or concerns.

At the end of the Placemaker contract in June 2022, Council committed to work with the Hills Hub licensees to ensure that Hub was kept open to the public for a few hours each weekday in line with the new operating model and resourcing. After consultation with the Hills Hub Operations Group, the current open-to-the-public times of 10 am to 1 pm each weekday were implemented. The Hills Hub licensees provide a volunteer during these public hours to welcome people entering the building. Council staff are on hand if the volunteer needs to refer a hirer or community enquiry to them.

The Hub spaces are bookable by the public, during and outside of open-to-the-public times. When hirers book the spaces in the Hills Hub they are responsible for those accessing the building. Most choose to only have the main doors to the building open for the arrival of their guests due to the supervision/security risk.

The community can make general enquiries of Council via the web, email or phone. The Council officers working at the Hills Hub assist the volunteers and with space or hire enquiries and refer enquiries they cannot answer to the relevant Council team as required.

The Hills Hub is located next door to the Emerald Library, the Emerald Library is open to the Public from 9 am to 6 pm most weekdays extending through to 8 pm on Tuesdays and Wednesdays and open from 10 am to 2:30pm Saturdays.

The public toilets next to the Hills Hub have been updated and are also available for the public to use.

In recent meetings, the Hills Hub Operations Group has been discussing the option of increasing operating hours from 9.30 to 2.30pm Mondays to Fridays. Further discussions need to proceed with the volunteers prior to committing to the increased opening hours.

Policy Implications

The recommendation to Council is consistent with the approved resourcing and operating model for the Hills Hub.

Relevance to Council Plan

1.1 We empower our communities to be healthy, connected and resilient

1.1.2 Enrich local identity and opportunities for the community to connect through art, history and cultural expression.

1.1.3 Lead by example in creating an inclusive and welcoming community for all by facilitating community education, capacity building, connection and celebration of our diversity.

1.1.4 Facilitate a partnership approach to create safer communities.

1.1.5 Work closely with the community to deliver programs that build community resilience, relating to a pandemic or other disasters.

Climate Emergency Consideration

The Hills Hub is used as a relief and/or recovery centre during emergency events when appropriate to do so. This use is as part of Council's Emergency Management Plan.

Consultation/Communication

Council staff continue to consult with the Hills Hub Operations Group and have discussed the opening hours of the Hills Hub and support of Hub users with the Emerald Village Association.

Council staff have met with representatives of the Hills Photographic Society to discuss the concerns raised in their petition.

Financial and Resource Implications

There is no additional cost associated with the information provided in this report and resources are funded in Council's operational budget allocation in the 23/24FY.

If Council chose to have a staff member attend the reception area and open the Hub from 10am to 5pm this would require additional Council funding.

Conclusion

Council thanks the Hills Photographic Society and the broader community for its feedback submitted through the petition. Officers have met with the Hills Photographic Society to discuss their concerns and talk through issues they have experienced when accessing the venue during their booked time. In addition, officers will continue to work with all groups wishing to book space in the Hills Hub to make their ventures as successful as possible.

Council will continue to work with the Hills Hub Operation Group to determine if the opening hours for the community can be extended on weekdays. Officers recognise the contribution that volunteers of the Hills Hub licensees make to ensure the Hills Hub is a great place to visit.

Resolution

Moved Cr Jeff Springfield, seconded Cr Jack Kowarzik.

That Council

- note the response to the petition received from the Hills Photographic Society,
- note Council officers will continue to work with the Hills Hub Operations Group to increase the opening hours of the Hub within Council's approved resources,

- note the Hills Hub spaces are bookable by the public, during and outside of open-to-the-public times, and
- notify the head petitioner of Council's resolution.

Carried

6.2.6 Road Discontinuance and Sale Abutting 40 Jefferson Road Garfield

Resolution

This item was deferred

6.3 Policy Reports

6.3.1 Open Space Strategy

Responsible GM: Lili Rosic
Author: Belinda Powell

Recommendation(s)

That Council:

- Notes the program of community engagement undertaken, feedback received, and subsequent changes made to the Cardinia Shire draft Open Space Strategy.
- Adopts the revised Cardinia Shire Council Open Space Strategy.
- Provides the final Cardinia Shire Open Space Strategy to the community on its website and thanks the community for its feedback.

Attachments

1. Final Cardinia Shire Open Space Strategy [6.3.1.1 - 152 pages]
2. Final Cardinia Shire Open Space Strategy Summary Document [6.3.1.2 - 12 pages]
3. Summary of Stage 2 community engagement, feedback and recommendations [6.3.1.3 - 10 pages]

Final Cardinia Shire Open Space Strategy

Final Cardinia Shire Open Space Strategy Summary Document

Summary of Stage 2 community engagement, feedback and recommendations

Executive Summary

The Cardinia Shire Open Space Strategy provides a framework for Cardinia Shire Council to plan, deliver and maintain open space, to create a network of enticing, inclusive, well connected, sustainable and equitable open space, that meets the current and future needs of our community.

The Strategy has been prepared utilising a collaborative approach which included two key phases of community consultation. Most recently, Stage 2 of the community consultation process, which included the exhibition of the draft strategy, has now been completed. The feedback received has been reviewed and changes made in response. The final Cardinia Shire Open Space Strategy, a summary version of the Strategy, and the Summary of Stage 2 community engagement are attached for review by Councillors. The Officer recommendation is that Council formally adopt the attached Cardinia Shire Open Space Strategy.

Background

The Victorian State Government directs in Planning Practice Note 70 "Open Space Strategies" that all open space planning and action should be based on the preparation of a comprehensive Open Space Strategy (OSS). Cardinia Shire Council does not have a current OSS. Council committed to develop an Open Space Strategy for Cardinia by July 2023 in its Council Plan 2021-2025.

Development of the Strategy has been guided by an endorsed project brief, a Project Control Group (PCG), a Cross Council Project Working Group (PWG) and feedback from Councillors. The preparation of the OSS was also informed by an extensive community engagement program.

Stage 1 of the community engagement program took place over an eight-week period between October and December 2019. This initial consultation phase sought to understand the community's current thoughts and aspirations in relation to open space. The feedback received during the first phase of consultation was used to develop of the vision and objectives for the draft OSS and then the wider content and recommendations which flowed from these.

The progress of the OSS preparation was impeded during 2020 because of the flow on effects of the COVID-19 pandemic, however, the project regained momentum in 2021 with the preparation of a project brief and defined timeline for completion.

The draft OSS and a summary version of the OSS were presented to the Council briefing on 20 February 2023 where support was given to progress to community consultation. The draft was placed on public exhibition from 6 March – 2 April 2023. A detailed outline of the community consultation process, feedback received and associated recommendations in response can be found in the attached Summary of Stage 2 community engagement, feedback and recommended changes to the draft Strategy.

Council officers made recommended changes to the OSS in response to the feedback received. The revised version of the Strategy and summary document can be found attached to this report.

The purpose of the Open Space Strategy is to establish a clear and comprehensive plan for the provision and access, protection and management of public open spaces within Cardinia Shire for the next decade. This approach encompasses a wide range of considerations, including planning, design, development, and preservation, considering the unique natural and social characteristics of the area. By taking a holistic and integrated approach, the Strategy aims to ensure the responsible and sustainable management of these spaces for the benefit of the current and future community.

A key focus for the OSS has been on assessing the provision of, and access to, public open space across the Shire. Provision relates to how much open space there is, and access relates to how well connected our population is to open spaces. As part of the development of the draft OSS, provision and access benchmarks have been established to guide the planning and development of open space within the Shire and to ensure good open space outcomes for the community. The provision and access benchmarks have been applied across the whole Shire. This allows Council to understand the current open space requirements throughout the Shire, and equitably prioritise future open space and enhancements to existing open space.

The provision benchmark employed by the Open Space Strategy is 5 hectares per 1,000 head of population. This measure is further broken down into 3 hectares for passive open space and 2 hectares for active open space. These benchmarks were developed based on the local context of Cardinia Shire, comparable benchmarks across Victoria and Australia, and the required minimum standards to service the recreation and sporting needs of the community equitably and appropriately. The decision was made not to adopt a percentage land area-based benchmark to assess the provision of open space as this does not adequately account for variations in population density and associated demands on open space.

Access to open space has been measured in relation to the percentage of residents living in residentially zoned areas who are within 500m walking distance of a public open space. This measurement is based on actual walking distance, not 'as the crow flies', to provide a very

accurate and detailed understanding of access provision. For this Strategy, a walking distance of 500m to public open space was considered a practical and realistic threshold for Cardinia Shire. The walkable distance to open space takes into consideration the physical barriers to movement (such as main roads and railways), the available path and trail networks, and the location of entrances to open space. A 500m walkable catchment was identified for each open space considering these factors. All residents living within the catchment are in turn identified as having access to open space. This allows Council to identify areas and addresses that do not currently have access to open space. Currently, 85% of residents living within residentially zoned areas in Cardinia Shire have access to open space within 500 m walking distance.

For the OSS, the municipality has been divided into three main subregions: Growth, Northern Hills, and Southern. These units of analysis have been chosen to align with those used for population forecast and analysis in Profile ID. As part of the development of the OSS, analysis of provision and access to open space in Cardinia Shire has been undertaken at the Shire, Subregion and Standard Geographical unit (Profile Area) Level. The subregion and profile areas are outlined in table 1 below.

Table 1: Subregions and Profile areas utilised for Open Space provision and access analysis

Subregion	Profile Areas
Growth	Beaconsfield – Officer - Cardinia Road - Pakenham
Northern Hills	Emerald – Cockatoo – Gembrook - Beaconsfield Upper and District - Northern Rural
Southern	Southern Rural - Nar Nar Goon and Tynong – Garfield – Bunyip - Lang Lang – Koo Wee Rup

Another important aspect of the development of the draft OSS has been the establishment of an of open space classification. Open space is managed differently based on its type, function, size, the catchment from which visitors are expected to come, the needs of the community, and the level of service it provides. The types of open spaces found within the Shire include passive reserves, active reserves, natural resource areas, and linear connections. The classification of open space uses catchment and function as the main system for grouping and identifying the different open spaces across the Shire. The classifications which have been used are:

- Regional
- Township
- District
- Neighbourhood, and
- Local.

The Open Space Strategy is a 10-year strategic plan. Implementation of the Open Space Strategy over the next 10 years will assist Council to achieve enticing and inclusive open spaces that meet the needs of our current and future community. Following the adoption of the OSS, an Action Plan will be developed and aligned to Council's endorsed Council Plan and Budget. Progress on the implementation of the Open Space Strategy and the Action Plan will be reviewed every 3 years. An overall evaluation of the Open Space Strategy and its implementation will be undertaken at the completion of the ten-year period and will be considered as part of the development of a revised Open Space Strategy.

Policy Implications

The preparation of the Cardinia Shire Open Space Strategy (OSS) has considered policies at the State and Local level. The OSS aligns with Council's Liveability plan, particularly with the policy domains of "Active Travel" and "Open Spaces and Places". The graphic design of the final version of the OSS directly responds to this, incorporating the Open Spaces and Places graphic

and aligning the colours of the OSS to that of the Open Spaces and Places domain from the Liveability Plan.

The vision outlined for Open Spaces and Places is: Open space in Cardinia Shire is strategically planned, developed and maintained to create a sense of place, encourage participation, protect the natural environment and promote health and wellbeing. Section 7.1 of the Liveability plan specifies that we will achieve this by strategically planning and maintaining open spaces and places to be safe, accessible, appealing and connected. The preparation of the OSS supports this outcome. The Parks Planning Team has worked closely with those responsible for the Liveability Plan to ensure the OSS and Liveability plan use consistent language and complement each other.

The preparation of the Open Space Strategy will support Clause 15.01-4 of the Cardinia Planning scheme Healthy Neighbourhoods. The objective of this clause is: To achieve neighbourhoods that foster healthy and active living and community wellbeing.

Clause 21.02-5 of the Cardinia Planning Scheme Open Space is also of relevance to the preparation of the OSS.

Objective 1: To ensure that land is provided and developed for a range of open space functions to meet community needs for active and passive open space (including linkages) and for the protection of the environment.

Objective 2: To provide open space which allows people to choose to be active in an environment that is convenient safe and pleasant. It is this clause which specifies that: A minimum public open space contribution of 8% of the land to be subdivided must be provided as part of the subdivision of land for urban residential purposes. The OSS will help inform the future content of this section of the planning scheme and aim to ensure that the contribution is adequate to support the open space needs of current and future communities.

The OSS will be the lead open space planning document for the Shire, with all other strategies looking to and stemming from this Strategy over the next 10 years. It builds on and is aligned to the State Government's Metropolitan Open Space Strategy (MOSS) and Open Space Planning and Design Guidelines, Cardinia Shire's Planning Scheme, Open Space Management Framework, and other local policies and strategies.

The Open Space Strategy supports the delivery of Cardinia Shire's Community Vision 2040, Council Plan and Liveability Plan.

Relevance to Council Plan

2.1 We support the creation of liveable spaces and places

2.1.1 Advocate, plan for and deliver accessible community infrastructure and services that address community need.

2.1.2 Plan and maintain safe, inclusive and connected open spaces, places and active travel routes.

3.1 We value our natural assets and support our biodiversity to thrive

3.1.1 Partner with community, business and industry to take action on, and adapt to, climate change.

3.1.3 Work with community to improve and manage our natural assets, biodiversity and cultural heritage.

4.1 We support our productive land and employment land to grow local industries

4.1.5 Strengthen and promote our shire's unique identity and visitor attractions.

5.1 We practise responsible leadership

5.1.1 Build trust through meaningful community engagement and transparent decision-making.

5.1.4 Maximise value for our community through efficient service delivery, innovation, strategic partnerships and advocacy.

Climate Emergency Consideration

It is recognised that open space is being directly impacted upon by climate change. Whilst this Strategy does not necessarily direct how to combat climate change, it certainly supports improving open space to become more resilient in a changing environment. Council's Parks Planning Team has worked closely with the Environment team to ensure the OSS and the Climate Change Adaptation Strategy complement and support each other. One of the Objectives of the OSS is "Ensure climate change is considered when planning and delivering open space assets".

Open spaces are an integral part of the response to the climate emergency. Shade from tree canopies reduces air temperatures, and evapotranspiration from trees and other vegetation further reduces temperatures in open spaces and adjacent urban areas. Shaded walking and cycling trails promote active transport and allows the community (especially vulnerable people) to access open spaces more easily during hot weather. Urban stormwater can be captured and treated in open spaces, protecting downstream rivers and bays, and providing a sustainable resource for irrigating green spaces during droughts. Vegetation in open spaces also absorbs carbon dioxide, helping to offset greenhouse gas emissions.

Consultation/Communication

There have been two key community engagement phases in the preparation of the Cardinia Shire Open Space Strategy:

Stage 1 - this initial consultation phase sought to understand the community's current thoughts and aspirations in relation to open space. The feedback received during the first phase of consultation was reviewed and used to inform the content of the draft OSS. Stage one of the community consultation program took place over an eight-week period between October and December 2019. This included supported playgroups, kindergarten children, primary and high school students, the general public and seniors via methods such as poster activities, listening posts and pop ups, a playgroup family event, seniors festival, spring reserve roadshow, the young leaders conference, kindergarten and school visits, early morning attendance at the Cardinia railway station, community emails, general conversation and interviews with community members and an online survey.

Stage 2 (6 March – 2 April 2023) – exhibition of the Draft Open Space Strategy and the associated summary document. This community consultation process included the following:

- Creating Cardinia webpage including the full draft, the summary document and each of the 15 profile areas separated out. The webpage was also the primary way to complete the consultation survey.
- 5 Community pop-up sessions
- External Stakeholder engagement online meetings:
 - Department of Energy, Environment and Climate Action (DEECA)
 - VicTrack

- Parks Victoria
- Melbourne Water
- Traditional owners – formal engagement requested and to continue
- Feedback via Facebook post.
- Email to community stakeholders (Council committees, township groups and resident's associations)
- Mention in Council's newsletter the Connect Autumn edition.

The feedback received included:

- 24 responses to the online survey.
- 19 comments on the Facebook post
- 1 submission from a community group (Lang Lang District Business and Community Group)
- 1 written submission from an individual community member
- Comments made to Council officers at the community pop-up sessions
- Comments and recommendations from Melbourne Water, Parks Vic, and DEECA.

A detailed outline of the community consultation process, feedback received and associated recommendations in response can be found in the attached Summary of Stage 2 community engagement, feedback and recommendations.

The draft Open Space Strategy was also presented to Councillors on several occasions to seek their feedback and guidance. The feedback from Councillors ensured that the strategy was holistic and considered the needs of our diverse community.

Key feedback themes from Councillors that informed the draft OSS included:

- Providing infrastructure to support seniors and people with disabilities
- Engaging with our community
- Considering how we can support community wellbeing and improve mental health outcomes through open spaces
- Clarifying infrastructure provision across the different open space classifications
- Guidance for the delivery of new open spaces in growth areas
- Importance of recreational trails
- Advocacy and process for the implementation of the strategy
- Terminology improved to ensure broader community understanding of the strategy. Eg using the term “profile areas” to differentiate from suburbs.
- All reserves classification reviewed, including Eastone Reserve, as part of preparation of draft Open Space Strategy
- Importance of partnerships with all levels of government and supporting agencies
- Importance of supporting and enhancing biodiversity
- Bushfire and emergency management
- Ongoing maintenance of open space and infrastructure.

Financial and Resource Implications

As is outlined in the “Implementation Plan and Review” section of the OSS, implementation of the Open Space Strategy over the next 10 years will assist Council to achieve enticing and inclusive open spaces that meet the needs of our current and future community. Action plans will be developed and aligned to Council's endorsed Council Plan and Budget. Delivery is dependent upon sufficient funds and resources, and partnerships with other levels of government, developers, and other agencies.

Funding sources to implement the actions will include council revenue, developer contributions, developer works, open space contributions, and grant funding.

The Strategy will be implemented in accordance with the recommendations outlined in the strategy as well as via subsequently prepared action plans. The action plans will not only consider actions to be delivered at the Shire level but also at the profile area level for the fifteen profile areas making up the Northern, Growth, and Southern subregions.

Recommendations and actions in the OSS may require adjustment to respond to unexpected changes including:

- allocation of Council resources and funding
- changes in State Government policy
- changes in land use and development trends, and
- other unexpected changes.

Progress on the implementation of the Open Space Strategy and the Action Plan will be reviewed every 3 years. An overall evaluation of the Open Space Strategy and its implementation will be undertaken at the completion of the ten-year period and will be considered as part of the development of a revised Open Space Strategy.

Conclusion

The Cardinia Shire Open Space Strategy provides a framework for Cardinia Shire Council to plan, deliver and maintain open space over the next ten years. The focus of the Strategy is on establishing clear targets for provision of and access to open space. The Strategy included an analysis of the existing provision of open space across the Shire, identified gaps and/or over supply, and provides the strategic direction and justification for the provision and enhancement of open space in Cardinia Shire over the next 10 years.

Resolution

Moved Cr Jack Kowarzik, seconded Cr Collin Ross.

That Council:

- Notes the program of community engagement undertaken, feedback received, and subsequent changes made to the Cardinia Shire draft Open Space Strategy.
- Adopts the revised Cardinia Shire Council Open Space Strategy.
- Provides the final Cardinia Shire Open Space Strategy to the community on its website and thanks the community for its feedback
- That Eastone Reserve be listed in the Strategy at a minimum of District level

Cr Davies called for a Division

For, Crs Brett Owen, Collin Ross, Kaye Cameron, Jeff Springfield, Carol mRyan, Jack Kowarzik, Tammy Radford (7)

Against Crs Stephanie Davies, Graeme Moore (2)

Carried

6.3.2 Asset Management Policy

Responsible GM: Peter Benazic
Author: Ash Tomkins

Recommendation(s)

That Council:

1. Adopt the Draft Asset Management Policy 2023, replacing the previous Asset Management Policy 2018.

Attachments

1. draft Asset Management Policy 2023 [6.3.2.1 - 6 pages]
2. Asset Management Policy 2018 [6.3.2.2 - 6 pages]

Executive Summary

Council's Asset Management Policy has been reviewed. This review has focussed on embedding in the policy changes required by the Local Government Act 2020 for developing an Asset Plan and deliberative engagement of this plan.

The policy review has recommended that the strategic intent for asset management be updated. This strategic intent has been drafted considering the Community Vision and our current maturity in asset management:

Cardinia Shire Council will undertake Asset management focused on delivering services to the community. It will involve the community in asset management to understand their priorities. We will manage our assets to sustainably deliver services with the optimal balance of whole of life cost, and performance within our risk tolerance.

The review also worked to outline the key principles including our approach to infrastructure strategy development and infrastructure spending. This will support the future development of Asset Plans and deliberative engagement through consistent approaches and outputs.

Background

The Council's current Asset Management Policy was adopted in January 2018 and is due for review. The review has been undertaken and has been focused on:

- Supporting the next Asset Plan
- Setting a new strategic direction for asset management
- Asset investment planning and decision making
- High level responsibilities for asset management

The previous asset management policy was focused on renewal and maintenance, the revised policy has a broader scope in line with the ISO55000 definition of asset management "coordinated activity of an organisation to realize value from assets". This definition aligns with the Local Government Act 2020 requirement that the Asset Plan include "information about maintenance, renewal, acquisition, expansion, upgrade, disposal and decommissioning in relation to each class of infrastructure asset under the control of the Council". As such the revised Asset Management Policy aims to support decision making about all asset decisions across the life cycle.

A key element of the revised policy is the Strategic Intent, this aspirational statement sets the overall direction of Asset Management and guides improvement actions. The current vision is:

Cardinia Shire Council will optimise the whole of life costs of its infrastructure assets, while meeting the present and future service delivery needs of the community and minimising exposure to risk.

It has been recommended that the strategic intent be revised to:

Cardinia Shire Council will undertake Asset management focused on delivering services to the community. It will involve the community in asset management to understand their priorities. We will manage our assets to sustainably deliver services with the optimal balance of whole of life cost, and performance within our risk tolerance.

Three key phrases have been identified in the strategic intent. For each phrase officers considered multiple options. The recommended wording was chosen considering Council's asset management maturity and Council's future direction as articulated in the Community Vision and Council Plan.

Asset Management focused on delivering services to the community

Officers considered a range of approaches to Asset Management from Infrastructure Focussed to Strategic, with a focus on services about in the middle. This service focus will consider both the assets and the service they provide. This will allow council to consider utilisation, how well assets function and the community's demand for a service as part of decision making in addition to the condition of the assets.

The proposed service focus aligns with our current approach to asset planning in documents such as the draft Open Space Strategy and in development of the Community Infrastructure Plan.

Focussing Asset Management on services will empower us to be more responsive to changing demands (compared to a purely infrastructure focussed approach) and more focussed on our short to medium term aims (compared to a strategic approach). Council is not currently at the appropriate maturity level in asset management to take a strategic approach. As we progress in developing service focussed asset management, we will be maturing so that we can consider moving to a strategic approach.

Our approach to deliberative engagement

The Local Government Act requires that Council undertake deliberative engagement as part of the next Asset Plan development. As such the engagement approach has been selected from the Deliberative sections of the IAP2 spectrum of public participation.

Officers have recommended that we "involve" the community in Asset Management. By setting the engagement level as involve it also give us flexibility to provide greater engagement where appropriate.

In line with the IAP2 spectrum "collaborate" and "empower" are also options which would meet the deliberative engagement requirements. These options require significant additional resources to deliver and maturity to provide the community with the information required to make informed decisions. These also come with the promise that the community will have a greater degree of control over the asset planning process, which would require considerable enhanced processes, which we do not currently have in place. As such these have not been recommended considering our current level of asset management maturity.

Cost – Risk – Performance Balance

The proposed wording highlights the important balance between whole of life costing and performance and aligns with our risk tolerance as per the risk management policy.

We recommend the use of whole of life cost when balancing our works. This enables us to consider not just the upfront costs but also ongoing maintenance costs, renewal costs, as well as savings from disposing/repurposing of assets and revenue opportunities presented by assets.

As Council matures its asset management approach we will have improved measures of asset performance. This comes through collecting data on asset condition, asset functionality, as well as community sentiment with our services. It is important that we understand the balance between cost and performance to ensure that our spending is justified and sustainable.

The previous version of the asset management policy suggested that council minimise our risk, this is not consistent with good risk management. There is some risk inherent in providing any service and some risk may need to be accepted for council to achieve its goals. As such it is more appropriate to align risk with our risk tolerance. This will in many cases result in us reducing our risk but will give us the flexibility to take risks where appropriate and in line with the risk policy.

Other Content

The policy also outlines our key principles for asset management. These are designed to ensure that asset spending is planned, equitable, holistic and addresses validated community needs.

The policy provides guidance on our future approach to asset spending and infrastructure strategies to achieve the strategic intent. This will be delivered through:

- Identifying and delivering consistent levels of service
- Infrastructure strategies being consistent and considering;
 - identifying projects,
 - estimating whole of life costs of projects,
 - staging projects (i.e. can projects be broken down and are there things that need to be delivered at the same time)
 - when projects are required (e.g. is this a current need or is it predicted to happen in the future when population increases, condition decreases etc),
 - priority of projects (out of the many desired projects a strategy might identify which are most essential)

There is also guidance on optimising how we spend including:

- Aligning complimentary projects
- Approach to external funding opportunities

The policy also identifies the role of the asset plan that the Local Government Act 2020 requires. This role has been identified as addressing the trade-offs and priority between Council's strategies and services.

In addition there is guidance on how we do asset management including roles and responsibilities of Council and the Senior Leadership Team. This includes The Council:

- Act as stewards for infrastructure assets and set Asset Management Policy and strategic intent.
- Approve Long Term Financial Plans balancing cost, risk and performance of assets.
- Provide appropriate resources for asset management activities.

- Adopt the principles to be applied to asset management at the Shire (through its asset management policy).
- Ensure sufficient resources are allocated to the management of assets in accordance with those principles.
- Ensure that any investment decisions for new or upgraded infrastructure give appropriate regard to technical standards, community needs, levels of service, whole of life costs and available resources.

Some aspects that were previously included in the Asset Management Policy have been removed. These are particularly more detailed items (such as the document framework, officer responsibilities) which better fit within internal processes. These internal processes will outline how Council officers will implement the principles identified in the Asset Management Policy.

Policy Implications

This policy will replace the existing Asset Management Policy (adopted 22 Jan 2018). The existing and recommended policy are attached.

While the Asset Management Policy is not specifically mentioned in the Local Government Act 2020 it makes sense to align the two (given the LGA's focus on asset management). The policy attempts to do this through highlighting the role assets play in delivering services and how the LGA requirement for an Asset Plan fits into our broader asset management approach.

Relevance to Council Plan

2.1 We support the creation of liveable spaces and places

2.1.1 Advocate, plan for and deliver accessible community infrastructure and services that address community need.

2.1.2 Plan and maintain safe, inclusive and connected open spaces, places and active travel routes.

2.1.5 Upgrade Council's road network to improve safety and connectivity while considering traffic demand and freight transport needs.

5.1 We practise responsible leadership

5.1.1 Build trust through meaningful community engagement and transparent decision-making.

5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.

5.1.3 Strive to be a customer focused organisation and be a great place to work.

5.1.4 Maximise value for our community through efficient service delivery, innovation, strategic partnerships and advocacy.

5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Climate Emergency Consideration

There are a number of points within the Policy that require we consider the climate emergency as part of our asset planning:

- *Considering changes to the usage, condition, and risk to assets, associated with the climate emergency.*
- *being climate aware, considering the impacts that climate change has on assets, the contribution assets make to climate change and how to best manage assets in a time of climate emergency.*

This highlights the various ways that the climate emergency can impact on assets and the services they support.

Consultation/Communication

It is not recommended that the draft Asset Management Policy be community consulted prior to adoption. It is intended that deliberative engagement on Council's approach to Asset Management including the strategic intent will be undertaken as part of the next Asset Plan engagement. It is planned that this will be undertaken in conjunction with the next Council Plan development. This targeted engagement will be better structured to engage with the community about how asset management relates to our broader service delivery in an informed and holistic way.

Community engagement will continue to be undertaken on specific infrastructure strategies such as the Community Infrastructure Plan, Open Space Strategy, Active Cardinia Strategy etc.

Financial and Resource Implications

The Asset Management Policy is focused on aligning our approach to developing strategic plans with our approach to financial sustainability.

The Asset Management Strategic Intent highlights whole of life costs as a key consideration to be balanced. The policy highlights whole of life costs to be considered as part of the development of strategies as well as renewal and maintenance costs to be considered when being gifted assets (i.e. by developers).

The policy identifies that SLT and Council are responsible for recommending and approving (respectively) resources for asset management. This includes operational resources for improving our asset management. Any actions to improve our management of assets (and required resources) will be identified internally and any resources proposed via the normal budget process. These internal documents will provide further detail on how the policy is to be implemented operationally and any changes to process required to achieve the guiding principles outlined.

Other work to improve our asset management is already underway through initiatives such as improving our project management, financial software improvements, and ongoing strategy development (e.g. Community Infrastructure Plan).

Conclusion

The revised Asset Management Policy supports improvements across Council in how we make decisions about assets. Its adoption will help with the development of Council's next deliberatively engaged Asset Plan in line with the Local Government Act 2020 requirements.

Resolution

Moved Cr Stephanie Davies, seconded Cr Collin Ross.

That Council adopt the Draft Asset Management Policy 2023, replacing the previous Asset Management Policy 2018.

Carried

6.3.3 Active Cardinia Strategy

Responsible GM: Lili Rosic
Author: Michael Casey

Recommendation(s)

That Council:

- Endorse the Active Cardinia Strategy
- Endorse the Key Recommendations Plan for years 1-3 of the Strategy

Attachments

1. Active Cardinia Strategy - Key Recommendations Years 1-3 [6.3.3.1 - 6 pages]
2. FINAL Active Cardinia Strategy - Summary [6.3.3.2 - 42 pages]
3. FINAL Active Cardinia Strategy [6.3.3.3 - 121 pages]
4. FINAL Active Cardinia Strategy - Advocacy Document [6.3.3.4 - 11 pages]

Executive Summary

The Active Cardinia Strategy has been developed using an evidence-based approach to planning for the future sport and active recreation needs of Cardinia Shire. It is a 10-year strategy.

The Strategy is guided by analysis of relevant participation and population data and is based on consultation and engagement with the community, sporting clubs, sporting organisations and other stakeholders.

The vision for the Strategy is for the Cardinia community be empowered to participate, to be active, engaged, and connected, to be resilient and strong. Endorsement of the Strategy will add greater strength to Council funding submissions and advocacy efforts related to sport and active recreation in Cardinia.

Key Recommendations for years 1-3 have been developed for endorsement along with the Strategy. A review will be undertaken at the three-year mark before development of the next iteration of key recommendations. All financial and human resource requests are subject to Council's annual budget process.

Officers recommend Council endorse the Active Cardinia Strategy and the Key Recommendations Plan for years 1-3.

Background

Council does not have an endorsed strategic document to guide the long-term decision making and planning for sport and recreation facilities, services, and programs in Cardinia. A draft Recreation Strategy was prepared in 2014; however, this document was never adopted by Council.

Council officers refer to this draft strategy, acknowledging it remains in draft format and can be used only as a guide. This impacts the success of our advocacy for land, and sport and recreation facilities with planning and funding matters.

123,000 people call Cardinia Shire home. With a rapidly growing population, the population is forecast to exceed 180,000 residents by 2041. Further as a result of COVID-19, community

needs, and sport and recreation preferences have been altered. It is important to understand and capture what the future of sport and recreation within Cardinia looks like to reflect these significant changes.

A round of community engagement for the Active Cardinia Strategy was completed in July 2022, with community and sporting club surveys and interactions undertaken. Further informing the development of the Strategy, State Sporting Association data, market profiling, and sporting club data was collected and reviewed.

A second round of engagement occurred in February and March 2023, with a draft version of the Strategy presented to the community. It was again promoted to a wide audience through the Creating Cardinia website, networks, sporting clubs, state sporting associations, industry bodies, and 'pop-up' events.

Through the second round of engagement the community was asked to prioritise the key recommendations for years 1-3 of the Strategy. This was completed via a rating scale on the Creating Cardinia website. The recommendations prioritised through this process were:

- Continuation of the Women and Girl's sport participation network.
- Development of criteria to determine the need for reserve master plans, for to complete one annually.
- Development of a new club process, and new sporting infrastructure (where appropriate).
- Engagement with the community through all active recreation infrastructure and master planning.
- Implementing a CALD assistance program.
- Development of a fair access policy.

A gender impact assessment considered how the Strategy will meet the different needs of women, men, and gender diverse people. The purpose of this assessment is to create a better and fairer outcome, ensuring all people have equal access to opportunities and resources.

Strategy direction

The Strategy has expanded its focus from just traditional sport to include a range of sports and active recreation activities in line with identified community needs.

The vision for the Strategy is for the Cardinia community be empowered to participate, to be active, engaged, and connected, to be resilient and strong. This aligns with the Cardinia Shire 2040 vision.

An Active Cardinia looks like:

- Our parks, facilities, and open spaces are welcoming and encourage our communities to be physically active.
- Our clubs are vibrant, inclusive, and sustainable, and create places for local communities to connect socially.
- Our sports facilities are accessible, flexible, and multi-purpose, supporting use by a range of clubs, user groups and communities.
- Our community understands the positive health impacts of physical activity.
- People of all ages, abilities, genders, and cultures are active, healthy, and involved.
- We walk, cycle, and move through a network of connected paths, trails and open spaces.
- Our communities are encouraged to participate in a diverse range of sports and active recreation opportunities.

- Our volunteers feel valued and supported and can access the information and resources they need to perform their roles.

A full Strategy, summary Strategy, and key recommendations for years 1-3 have been developed for endorsement by Council. Following the initial three years, Council will undertake a review and consider any changes in participation or community and develop key recommendations for the next period.

Where recommendations require additional funding, or additional human resourcing, these processes are subject to Council's annual budget process and the availability of external funding. Endorsement of the Strategy will add more strength and justification to future capital and operating funding submissions and advocacy efforts. Officers will provide updates to Council regarding the outcome of funding applications as the implementation of the Strategy progresses.

Policy Implications

The Strategy sits under the Open Space Strategy in Council's hierarchy of key strategic documents.

The Strategy will provide strategic direction for the implementation of existing sport and activity specific strategies, as well as recommending further strategic development and planning.

Relevance to Council Plan

1.1 We empower our communities to be healthy, connected and resilient

1.1.1 Plan for, and support the delivery of, accessible health and social services that address critical gaps in provision.

1.1.3 Lead by example in creating an inclusive and welcoming community for all by facilitating community education, capacity building, connection and celebration of our diversity.

2.1 We support the creation of liveable spaces and places

2.1.1 Advocate, plan for and deliver accessible community infrastructure and services that address community need.

2.1.2 Plan and maintain safe, inclusive and connected open spaces, places and active travel routes.

3.1 We value our natural assets and support our biodiversity to thrive

3.1.1 Partner with community, business and industry to take action on, and adapt to, climate change.

3.1.4 Plan and advocate for better water cycle planning and management to reduce environmental impacts.

5.1 We practise responsible leadership

5.1.1 Build trust through meaningful community engagement and transparent decision-making.

5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.

5.1.4 Maximise value for our community through efficient service delivery, innovation, strategic partnerships and advocacy.

5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Climate Emergency Consideration

The Active Cardinia Strategy places a high value on Cardinia's natural assets and biodiversity and is considerate of its impact on the natural environment.

Consultation/Communication

The first round of engagement for the Active Cardinia Strategy occurred between May-July 2022. 155 surveys were completed, 19 interactions with the map on Council's Creating Cardinia platform, separate sporting club/group survey data obtained, and local data obtained from state sporting associations.

The second round of community engagement occurred between February-March 2023. A number of in face and online opportunities were available for the community and relevant organisations to provide feedback:

- Creating Cardinia website
- Cardinia Access and Inclusion advisory committee
- Seniors network pop-up session
- Cardinia sporting clubs
- State sporting associations
- Industry bodies

Extensive internal consultation has occurred across Council, through the project working group and project control groups.

Financial and Resource Implications

Key recommendations from the Strategy will be presented to Council through the annual budget process for funding (where funding is required).

An additional human resource is required to deliver specific recommendations within the Strategy, including developing Council's fair access policy. This resource request will also be considered as part of Council's annual budget process.

Capital costs associated with the provision of sporting infrastructure have been considered in Council's long term financial plan. Any new/additional items proposed will be identified through future iterations of the Key Recommendations plan.

Conclusion

The Active Cardinia Strategy represents Cardinia Shire Council's commitment to increasing opportunities for participation in sport and active recreation across our community.

The Strategy vision is for the Cardinia community to be empowered to participate, to be active, engaged and connected, and to be resilient and strong. The Strategy is focused on the sport and active recreation activities in Cardinia.

An Active Cardinia looks like welcoming places where the community is encouraged to be physically active. Clubs are vibrant, inclusive, and sustainable. Cardinia facilities are accessible, flexible, and multi-purpose. The community understand the positive health impacts of physical activity and people of all ages, abilities, genders, and cultures are active, healthy, and involved.

Active Cardinia is a 10-year strategy, with Key Recommendations developed for years 1-3. At the three-year mark, a review will be undertaken and consider future key recommendations.

Resolution

Moved Cr Stephanie Davies, seconded Cr Jack Kowarzik.

That Council:

- Endorse the Active Cardinia Strategy
- Endorse the Key Recommendations Plan for years 1-3 of the Strategy

Carried

6.4 Financial Reports

6.4.1 Contract Variation CT21-025 Supply & Implementation of a SaaS based Financial Management System

Responsible GM: Debbie Tyson
Author: Scott Moore

Recommendation(s)

That Council accepts a contract variation of \$93,320 per annum (excl-gst), indexed in line with the terms of the contract, for CT21-025 Supply & Implementation of a SaaS based Financial Management System.

Attachments

1. Contract Variation CT21 025 confidential attachment [6.4.1.1 - 1 page]

Executive Summary

Council previously resolved to accept a tender from Technology One Limited to supply and implement Council's new finance system at the council meeting 21 March 2022.

The initial agreement included restrictions to licences for specific modules of the system. Council's subsequent decision to implement the capital investment prioritisation and optimisation functionality (IPO), the subsequent broader roll-out of Council's project management framework (PMF) beyond just the Buildings and Facilities unit, and the identification during contract module configuration of the need for wider user access to the module, due to the broad range of contracts in use across council, has resulted in the need to increase these restrictions. The extension will enable full delivery and maximise efficiency gains in development of the system, particularly in capital budgeting, project management and contract management.

Background

Council previously resolved to accept a tender from Technology One Limited to supply and implement Council's new finance system at the council meeting 21 March 2022.

As part of this contract, council undertook configuration and implementation of the new OneCouncil system, with go-live to occur on 3 July 2023.

With the business transformation decision to activate the IPO functionality within the project lifecycle management (PLM) module, the extension of the PMF and the diversity of procurement contracts, it became evident during system configuration and development that there is a requirement for a greater number of staff access to individual modules and an uplift in user licences is now required. Optimal access to these functionalities within the system will allow greater flexibility, process efficiency and compliance for staff.

A full investigation commenced to identify and calculate the licence number required. Council has worked with the supplier to ensure the best possible outcome was achieved and to extend the favourable commercial terms of the original contract. A variation request is required to enable the purchase.

Policy Implications

Council's Procurement Policy includes the requirement that variations for contracts previously approved by council, must be approved by Council.

Relevance to Council Plan

5.1 We practise responsible leadership

5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.

The implementation of the OneCouncil system is a transformational project that will enable Council to make better, data-driven decisions through the accurate, real-time integration of finance, supply chain and project management lifecycle management modules.

Broader access to the modules will optimise Council's investment in the system and embed stronger governance and transparency across capital management, contract management and project management processes, thereby meeting undertakings given to and expectations of the Audit and Risk Committee.

Climate Emergency Consideration

Supports the paperless office capability due to web-based nature of the software solution.

Consultation/Communication

An IPO Briefing paper was prepared in January 2023 after functional system investigation and discussions with relevant business units by the OneCouncil Implementation project team. Consultation on the paper with general managers and SLT during January and February 2023 culminated in an SLT decision to implement the IPO functionality available within the PLM module.

Workshops commenced in late March with the Capital Works Governance Committee (CWGC) and its working group (CWWG) to develop IPO process and scoring criteria. An IPO presentation at the 15th May 2023 Councillor Briefing outlined the IPO development and its benefits and implementation timeline to councillors.

Wide business unit engagement on PLM and Contract Management configuration, user acceptance testing, licence requirements and change management discussions have been undertaken over the course of the implementation project consistent with the project and change management plans.

Financial and Resource Implications

The increase in annual licence fees of \$93,320 (excl-gst) will be accommodated by operational budget constraints.

Conclusion

To enable the opportunity to realise capital investment and procurement contract management improvements, efficiencies and compliance for council staff, Council is requested to endorse the variation as outlined in this report.

Resolution

Moved Cr Stephanie Davies, seconded Cr Jeff Springfield.

That Council accepts a contract variation of \$93,320 per annum (excl-gst), indexed in line with the terms of the contract, for CT21-025 Supply & Implementation of a SaaS based Financial Management System.

Carried

6.5 Activity Reports

6.5.1 Quarterly resolutions report April to June 2023

Responsible GM: Owen Hardidge
Author: Doug Evans

Recommendation(s)

That Council note the report detailing implementation of Council resolutions for the period April to June 2023

Attachments

1. Quarterly Resolutions report April June 2023 [6.5.1.1 - 6 pages]

Executive Summary

The attached report details all resolutions made for the period April to June 2023, and includes the actions taken to implement the decisions; the report does not include matters listed for noting.

Background

The Chief Executive Officer is responsible for ensuring that Council decisions are implemented without undue delay and when requested, to report to Council in respect of the implementation of these decisions.

The attached report informs the Council about the implementation of these decisions, in addition provides transparency to our community.

Policy Implications

This regular report is in keeping with the Governance Rules.

Relevance to Council Plan

5.1 We practise responsible leadership

5.1.1 Build trust through meaningful community engagement and transparent decision-making.

5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Climate Emergency Consideration

There are no Climate Emergency considerations regarding this report

Consultation/Communication

All relevant staff have been consulted regarding this report.

Financial and Resource Implications

There are no financial considerations associated with this matter.

Conclusion

This report is provided for the information of Councillors to ensure transparency regarding the implementation of Council decisions and provide confidence to the Council that the decisions are implemented without undue delay.

Resolution

Moved Cr Brett Owen, seconded Cr Jeff Springfield.

That Council note the report detailing implementation of Council resolutions for the period April to June 2023

Carried

6.5.2 Community Engagement update

Responsible GM: Debbie Tyson
Author: Georgia Davies-Jackson (Team Leader Engagement)

Recommendation(s)

That Council notes the community engagement activities being undertaken this month.

Attachments

Nil

Executive Summary

This report provides the monthly update on community engagement opportunities commencing or continuing.

Background

Community engagement is a process whereby Council uses a variety of methods to proactively seek out information and feedback from the community, including their values, concerns, ideas and aspirations. Where possible and when required by legislation, Council will include the community in the development and delivery of identified initiatives and projects. This practice establishes an ongoing partnership, ensuring that community members continue to shape Council's decision making and implementation process.

Council's Community Engagement Policy (Policy) sets out Council's accountability for community engagement practices. The Policy meets the requirements of the Local Government Act 2020 and Council's commitment to undertaking best practice, high quality community engagement activities to receive input, feedback and ideas from the community on Council projects, services, plans, policies, strategies and other Council decisions.

Council uses the IAP2 Spectrum of Public Participation (see below) as the model for its community engagement activities depending on the nature of the project, legislative requirements affecting the project and level of influence the community can have on the project, the risk and level of complexity of the project and available resources.

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decision.	To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advise and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
EXAMPLE TOOLS	<ul style="list-style-type: none"> • Fact sheets • Websites • Open houses 	<ul style="list-style-type: none"> • Public comment • Focus groups • Surveys • Public meetings 	<ul style="list-style-type: none"> • Workshops • Deliberate polling 	<ul style="list-style-type: none"> • Citizen Advisory committees • Consensus building • Participatory • Decision-making 	<ul style="list-style-type: none"> • Citizen juries • Ballots • Delegated • Decisions

Policy Implications

Community engagement is undertaken in line with Council’s *Community Engagement Policy*.

Relevance to Council Plan

5.1 We practise responsible leadership

5.1.1 Build trust through meaningful community engagement and transparent decision-making.

Climate Emergency Consideration

There are no climate emergency considerations as part of this report.

Consultation/Communication

This month, the following Engagement Plans are being implemented:

Community engagement activity 17 July – 21 August			
Project	Project description	Proposed consultation date/s and details	Responsible Business Unit
Phase 1 Lang Lang Public Art Project	Community consultation relating to Lang Lang public art project in Dick Jones Reserve	<p>Creating Cardinia Survey to consult on public art - go live date TBC</p> <p>Community Pop ups at Dick Jones Reserve:</p> <ul style="list-style-type: none"> • Dates TBC • <p>Emails to key stakeholders QR code posters directing people to the survey on Creating Cardinia displayed in key locations. *More details will be confirmed on Creating Cardinia as the project continues.</p>	Arts, Advocacy and Economy
Phase 1 Puffing Billy Park Playground Design	Community consultation on the design and features of Puffing Billy Park Playground (design only).	<p>Creating Cardinia Survey to consult on features within the park – survey open between 31st July - 20th August</p> <p>Pop up at the park: Date TBC</p> <p>Emails to key stakeholders QR code posters directing people to the survey on Creating Cardinia displayed in key locations. *More details will be confirmed on Creating Cardinia as the project continues.</p>	Active and Connected Communities
Phase 1 WB Ronald Reserve Playground Design	Community consultation on the design and features of WB Ronald Reserve Playground Design (design only).	<p>Creating Cardinia Survey to consult on features within the park – survey open between 31st July - 20th August</p> <p>Pop up at the park: Date TBC</p> <p>Emails to key stakeholders QR code posters directing people to the survey on Creating Cardinia displayed in key locations. *More details will be confirmed on Creating Cardinia as the project continues.</p>	Active and Connected Communities

<p>Phase 1 Jim Parkes Playground Renewal</p>	<p>Community consultation on the design and features of Jim Parkes Playground</p>	<p>Creating Cardinia Survey on features within the park – survey open between 31st July - 20th August</p> <p>Pop up at the park: Date TBC</p> <p>Emails to key stakeholders QR code posters directing people to the survey on Creating Cardinia displayed in key locations. *More details will be confirmed on Creating Cardinia as the project continues.</p>	<p>Active and Connected Communities</p>
<p>Phase 1 Village Green Playground Renewal</p>	<p>Community consultation on the design and features of Village Green Playground.</p>	<p>Creating Cardinia Survey on features within the park – survey open between 31st July - 20th August</p> <p>Pop up at the park: Date TBC</p> <p>Emails to key stakeholders QR code posters directing people to the survey on Creating Cardinia displayed in key locations. *More details will be confirmed on Creating Cardinia as the project continues.</p>	<p>Active and Connected Communities</p>
<p>Phase 1 Waterford Rise Playground Renewal</p>	<p>Community consultation on the design and features of Waterford Rise Playground.</p>	<p>Creating Cardinia Survey on features within the park – survey open between 31st July - 20th August</p> <p>Pop up at the park: Date TBC</p> <p>Emails to key stakeholders QR code posters directing people to the survey on Creating Cardinia displayed in key locations. *More details will be confirmed on Creating Cardinia as the project continues.</p>	<p>Active and Connected Communities</p>

Some projects will involve more than one stage of engagement. The relevant Engagement Plans for each project will document the stages and purpose of engagement.

Financial and Resource Implications

There are no financial or resource implications as part of this report.

Conclusion

The table above outlines projects for engagement that can be promoted to the community this month to support its awareness and involvement and will assist Council in the delivery of the Council Plan action.

The relevant Business Unit can be contacted for additional information and for further details on specific engagement activities planned (including dates).

Resolution

Moved Cr Kaye Cameron, seconded Cr Jack Kowarzik.

That Council notes the community engagement activities being undertaken this month.

Carried

6.5.3 Major Projects Report

Responsible GM: Peter Benazic
Author: David Fice, Jarrad Unsworth, Kristen Jackson

Recommendation(s)

That Council note this report

Attachments

1. Major projects report - July 2023 [6.5.3.1 - 16 pages]

Executive Summary

As part of the reporting process to Council, this monthly report provides an update of the status of major projects in progress.

Background

Projects and updates are included in the attached report

Conclusion

This regular activity report (as attached) is provided for Councillor's information

Resolution

Moved Cr Jack Kowarzik, seconded Cr Stephanie Davies.

That Council note this report

Carried

8 Reports By Delegates

Cr Kowarzik advised of his attendance at:

- The Pakenham Self Help Arthritis group meeting
- On behalf of the Mayor at the Berwick Woodworkers Club expo noting that the Club make wooded toys for distribution to children in both Cardinia and Casey
- World Refugee Day Festival at the Cultural centre

Cr Kowarzik also referred to a recent article in the local media regarding Pakenham being in rental stress and advised that he together with the Mayor and CEO were actively advocating for greater involvement by other levels of government in providing financial literacy training for those residents suffering from financial vulnerability.

Cr Ross advised of his attendance at:

- World Refugee Day Festival at the Cultural centre
- June Business Breakfasts

Cr Davies reported on her attendance at meetings of the National Growth Areas Alliance Strategic Advisory Committee as one of the 10 members of this committee and commented on the Committee's activities.

Cr Owen reported on his attendance at:

- The Upper Beaconsfield Association awards night where several businesses in the Town were provided with awards for service provided to the community through COVID
- Upper Beaconsfield Community Centre 40th Anniversary
- Inspection of the Officer Community Rooms at the Recreation Reserve and advised that the facility was nearing completion and that the Committee were still fundraising for the facility and residents can donate.
- Pakenham Upper Cricket Club where new cricket nets were being installed that the club was fundraising for new equipment.
- Cardinia Foundation meeting and advised that the Foundation was actively commencing to raise \$100,000 for food relief support and that a Fun Run was also being organised.

9 Presentation Of Petitions

Nil

10 Notices Of Motion

10.1 Notice of Motion 1078 - Cr Owen

Motion

That Council writes to the Hon Melissa Horne, Minister for Roads and Road Safety, requesting that the Department of Transport & Planning undertake a safety review of the Mt Shamrock Road / Pakenham Road intersection – including sight lines and speed zones due to the number of heavy vehicles utilising this intersection.

Resolution

Moved Cr Brett Owen, seconded Cr Graeme Moore.

That Council writes to the Hon Melissa Horne, Minister for Roads and Road Safety, requesting that the Department of Transport & Planning undertake a safety review of the Mt Shamrock Road / Pakenham Road intersection – including sight lines and speed zones due to the number of heavy vehicles utilising this intersection.

Carried

10.2 Notice of Motion 1079 - Cr Kowarzik

Motion

That Council write to the Department of Transport and Planning requesting:

- urgent removal of dumped rubbish from the bus stop/road reserve on Princes Highway, Pakenham (just south of Murphy Road, Pakenham).
- that a review be conducted into the appropriateness of this site for the stockpiling of construction materials, given the proximity to existing residential homes, current environmental problems and antisocial behaviour that is occurring.
- that a dumped rubbish and litter management plan be developed for this and other road-side locations across Cardinia, (but particularly along the Princes Highway and Pakenham) that includes – regular inspection and removal of dumped rubbish, preventative measures such as signage, fencing, beautification and landscaping, and/or enforcement action.

Resolution

Moved Cr Jack Kowarzik, seconded Cr Graeme Moore.

That Council write to the relevant Ministers and Departmental Heads requesting the following:

- urgent removal of dumped rubbish and spoil from the bus stop/road reserve area on Princes Highway, Pakenham (just south of Murphy Road).
- that a review be conducted into the appropriateness of all sites along the Princes Highway in Cardinia Shire for the stockpiling of construction materials, given the proximity to existing residential homes, current environmental problems and antisocial behaviour that is occurring, and

- That a dumped rubbish and litter management plan be developed by DOTP for these roadside locations across Cardinia, that includes – regular inspection and removal of dumped rubbish, preventative measures such as signage, fencing, beautification and landscaping, and enforcement action.

Carried

11 Community Questions

The Mayor advised that Council had received a question from Council Watch.

As no representative from Council Watch was present in the gallery the question was not read and answered, but a response will be provided in writing.

The Mayor advised that a question had been received from Caitlin Wintaur and acknowledged Caitlin in the gallery

The question was referred to the General Manager Infrastructure and Environment, Peter Benazic, to read and answer

Question

Can Council please reconsider the current plans for the footpath along Mulcahy Road and surrounding streets?

The current advice is that the existing path is temporary, and access via Studd Road will be removed. This will result in Mt Pleasant residents only being able to leave their estate via a large hill (impossible for some people) or an extra 30 min to their journey and will have an impact on local small businesses who rely on foot traffic from local residents.

Answer

Thank you for the question we welcome your enquiry.

Council currently has a number of temporary paths in place within Pakenham to provide interim facilities for the community, until such time when future development occurs in the area.

The intention of these paths is to provide as much pedestrian access and amenity as possible for local residents, and to minimise inconvenience until surrounding development works are completed.

Council Officers will be happy to meet on site with you and relevant Councillors to discuss future plans for the path network, and to assess how appropriate pedestrian access can be provided within Pakenham. Officers will be in touch to organise a suitable time to meet.

Thank you for your question.

12 Urgent Business

Nil

13 Councillor Questions

Question from Cr Ryan to the CEO

I have had questions from the community regarding the Pakenham Outdoor Pool.

Can I please ask the CEO if there are any plans to close or demolish the Pakenham Outdoor Pool?

Answer by the Chief Executive Officer

I advise that the Council has no plans to close or demolish the Pakenham Outdoor Pool and will be publishing the summer opening hours for all of Cardinia Shire's outdoor pools, including Pakenham, in the lead up to summer.

Question from Cr Davies to the CEO

Can the CEO please provide an update on the Federal Government Infrastructure Pipeline review, including how it may affect the Pakenham Roads project

Answer

The Australian Government recently announced that they are conducting a 90 day review on all federally funded infrastructure projects. Stages 2 and 3 of the Pakenham Roads major project have been included in the list of projects to review. Stage 2 includes the section of Racecourse Rd from Bald Hill Road roundabout down to Henry Street and Stage 3 includes widening of a section of McGregor Road and the city facing freeway ramps.

Today, Council made a submission to Federal Minister for Infrastructure, Transport and Regional Development, Catherine King, strongly advocating for the Pakenham Roads project to remain as part of the federal infrastructure pipeline. The submission can be found on Council's website in the advocacy section.

15 Meeting Closure

Meeting closed at 9.09PM

Minutes confirmed
Chairman