

Council Meeting

Agenda

Monday 17 November 2025

Commencing 7:00 PM

**Council Chambers
20 Siding Avenue, Officer
Victoria**

Council Meeting

Monday 17 November 2025 at 7:00 PM.

Members: Cr Jack Kowarzik Mayor
 Cr Alanna Pomeroy Deputy Mayor
 Cr Liz Roberts
 Cr Samantha-Jane Potter
 Cr Casey Thomsen
 Cr David Nickell
 Cr Collin Ross
 Cr Brett Owen
 Cr Trudi Paton

Officers: James Collins Chief Executive Officer
 Peter Benazic General Manager Infrastructure and Environment
 Debbie Tyson General Manager Community & Planning Services
 Wayne Mack General Manager Corporate Services
 Peter Harris Manager Governance, Safety & Property
 Sharyn Tilley Coordinator Governance and Councillor Services

Dear Councillor,

You are advised that a meeting will be held in the **Council Chambers, Cardinia Shire Council Civic Centre, 20 Siding Avenue, Officer** on **Monday 17 November 2025** commencing at 7:00 PM.

James Collins
CHIEF EXECUTIVE OFFICER

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1 Opening And Reflection

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 Traditional Owners Acknowledgement

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

4 Adoption And Confirmation Of Minutes

Recommendation

That Council confirm the minutes of Council Meeting 20 October 2025.

5 Declaration Of Interests

6 Community Questions

7 Ordinary Business

7.1 Town Planning Reports

7.1.1 GLISMANN ROAD AREA DEVELOPMENT PLAN APPROVAL

Responsible GM:	Debbie Tyson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>2. Vibrant Places 2.1 Strategic planning - We ensure the Cardinia Shire Planning Scheme delivers high quality outcomes that preserve the liveability and identity of the municipality and protecting our natural environment, while also accommodating for population growth and economic development, while preserving the liveability and identity of the municipality and protecting our natural environment.</p> <p>3. Adaptive Environments 3.1 Biodiversity - We protect our biodiversity and enhance our natural assets and diverse ecosystems.</p>

Recommendation

That Council:

1. Approves the Glismann Road Area Development Plan (November 2025) (Attachment 3 to this report) under the provisions of Section 4.0 of Schedule 19 to Clause 43.04 Development Plan Overlay of the Cardinia Planning Scheme, and:
 - a. Approves minor administrative, formatting, and editorial changes to improve clarity and consistency throughout the document, provided such changes do not alter the strategic intent of the Development Plan.
 - b. Requires that any changes made to the document be recorded in an appendix to the approved and stamped Glismann Road Area Development Plan.
2. Notes the Engagement Outcomes Report (October 2025) (Attachment 4 to this report) and:
 - a. Thanks landowners and key internal and external stakeholders for their valuable participation and input during the informal engagement process.
 - b. Acknowledges the feedback received and its important role in shaping the Glismann Road Area Development Plan (GRADP).

Executive Summary

The Glismann Road Area Development Plan (GRADP) has been prepared in accordance with Schedule 19 to Clause 43.04 of the Cardinia Planning Scheme (DPO19) and is presented to Council for approval. It provides a coordinated framework for the future subdivision and development of approximately 21 hectares of land in Beaconsfield, currently held in 21 individual land titles.

The GRADP follows the approval of Cardinia Planning Scheme Amendment C238card, which rezoned the land to enable residential development. The amendment underwent extensive public exhibition, landowner submissions, and a formal Panel Hearing before being approved by the Minister for Planning in October 2022 and gazetted in November 2022. It introduced both Schedule 19 to Clause 43.04 (DPO19 – Glismann Road Area Development Plan) and Schedule 5 to Clause 45.06 (DCPO5 – Glismann Road Development Contributions Plan). DPO19 requires that a Development Plan be prepared for the entire site and approved by Council before any subdivision or development planning permits can be granted.

Council allocated funding for the preparation of the GRADP in its 2024–2025 Budget, with the indexed project cost set at \$79,639.34. Council appointed Urban Design and Management (UDM) to prepare the GRADP, supported by technical investigations and informal engagement with landowners. The project is funded through the Glismann Road Development Contributions Plan (GRDCP) under item DP_01.

The vision for the GRADP is to create a connected, attractive neighbourhood that respects the site's natural topography and landscape character. It promotes coordinated infrastructure delivery, protection of visually prominent hilltops and steep slopes, slope-sensitive housing, and diverse lot sizes that respond to site conditions. The plan also prioritises vegetation retention, sustainable urban design, and integration with existing community facilities and open space.

Despite this clear framework, the GRADP faces significant challenges. These include steep topography, fragmented land ownership, and the absence of key infrastructure such as sealed roads and essential infrastructure services. Significant challenges have included restricted access roads must meet strict design and safety standards, and critical infrastructure such as drainage, sewer, and water services fall outside Council's control, requiring coordination with external authorities including Melbourne Water and South East Water.

Informal engagement with landowners and internal and external stakeholders in May 2025 played a key role in shaping the GRADP. Landowner feedback highlighted concerns about development viability, access constraints, and the impact of non-participating properties on staging. Landowners expressed a strong desire for flexible planning solutions that allow development to proceed independently where possible. In response, the GRADP includes alternative access options, flexible staging mechanisms, and clear infrastructure triggers to reduce reliance on undeveloped parcels and support for coordinated delivery.

The desire of individual landowners to develop ahead of the logical staging sequence, commonly referred to as “leapfrogging”, is not unique to Glismann Road or Cardinia Shire Council. It is a common challenge in growth and transition areas. When development occurs out of sequence, it can result in increased costs, reduced efficiency, and delays due to the need to deliver infrastructure prematurely or in isolation.

The GRADP seeks to manage these risks by encouraging coordinated delivery, however ultimately feasibility will always be shaped by broader infrastructure dependencies, market forces and the willingness of landowners to collaborate.

Once approved, planning permit applications can now be submitted in accordance with the GRADP and other applicable controls, including the Neighbourhood Residential Zone Schedule 2 (NRZ2), General Residential Zone Schedule 1 (GRZ1, applicable to 11 Mahon Avenue), the Development Contributions Plan Overlay Schedule 5 (DCPO5), and the Environmental Significance Overlay Schedule 1 (ESO1).

Background

The lot sizes in the Glismann Road Area are inconsistent with the surrounding residential area and State planning policy is focused on reducing urban sprawl by promoting infill urban development, and maximising the use of existing infrastructure, particularly in areas that are close to public transport.

The Cardinia Planning Scheme Amendment C238card rezoned land in the Glismann Road Area to a residential zone, enabling residential subdivision through a development plan and development contributions plan.

The Glismann Road Area applies to the 21 hectares of land in Beaconsfield (currently held in 21 individual title lots (by 21 landowners)), and includes:

- 16 large rural-living style lots on Glismann Road (1 – 16 Glismann Road)
- 4 lots fronting the Old Princes Highway road reserve at the southern end of Glismann Road (111 to 123 Old Princes Highway)
- 1 irregular shaped lot, which has a narrow frontage to Mahon Avenue (to ensure pedestrian connection to the Glismann Road area) (11 Mahon Avenue).

The location of the Glismann Road Area Development Plan (GRADP) area is shown in **Attachment 1**.

The planning scheme amendment process began in April 2020 and included an extensive public exhibition period, as well as Council and Panel reviews of the issues raised by landowners regarding Amendment C238card to the Cardinia Planning Scheme . The Minister for Planning approved Amendment C234card on the 21 October 2022, and it was officially published in the Victoria Government Gazette on the 18 November 2022.

Glismann Road Area Development Plan (GRADP)

Schedule 19 to Clause 43.04 (DPO19) of the Cardinia Planning Scheme required that the Glismann Road Area Development Plan (GRADP) be prepared and approved by Council before any landowner could apply for a planning permit to subdivide or develop their land. The Development Plan needed to meet the content requirements outlined in the Schedule and be generally consistent with Figure 1: Glismann Road Development Plan included in DPO19. A copy of DPO19 is provided as **Attachment 2**. The GRADP consists of written text, plans and drawings and responds to the Cardinia Planning Scheme requirements.

Council's 2024-2025 Budget allocated funds for the preparation of the GRADP, and in January 2025, Council appointed Urban Design and Management (UDM) to prepare the Development Plan for the Glismann Road Area. The preparation of the GRADP is allocated as a project in the Glismann Road Development Contributions Plan (DP_01 Planning Costs – Preparation of Development Plan of \$70,000). The indexed rate value of DP_01 Planning Costs – Preparation of Development Plan (for the purpose of the 2024-2025 Budget Allocation) is \$79,639.34 (30 June 2023).

In a letter dated 21 March 2025, all landowners within the GRADP were advised that:

- Council allocated funding in its 2024–2025 Budget for the Glismann Road Area Development Plan (GRADP) and Urban Design & Management (UDM) was appointed to prepare the Development Plan.
- Landowners were invited to participate in informal engagement via meetings or written submissions in May 2025 and a dedicated webpage was launched for this project to support inclusive communication and provide updates.
- A summary report of feedback would be presented to Council in August for consideration and approval of the Development Plan.

In a further letter to all landowners within the GRADP, dated 26 August 2025, Council advised that:

- Landowner feedback received during the informal engagement identified constraints requiring further technical investigations before finalising the Development Plan.
- Some properties are unlikely to be developed in the short-to-medium term, impacting access, infrastructure delivery, and development sequencing.
- Glismann Road's steep topography presents challenges for safe and coordinated access, particularly around road gradients and visibility near the crest. These access issues require detailed assessment to ensure safety and compliance with design standards.
- As a result, Council's approval of the Development Plan was deferred from August to November 2025.
- Council thanked all landowners for their patience and reaffirmed its commitment to delivering a plan that reflects the area's unique characteristics and community aspirations.

Discussion

With the assistance of UDM, Council has prepared the Glismann Road Area Development Plan (GRADP) in accordance with the requirements of Schedule 19 to Clause 43.04 of the Cardinia Planning Scheme and is provided as **Attachment 3**.

The GRADP is a comprehensive document that provides a coordinated framework for the future subdivision and development of land within DPO19. It establishes a clear basis for the integrated planning and delivery of:

- Access and the internal road network.
- Management of slope and topography.
- Infrastructure and development staging and delivery.
- Vegetation retention and landscape character.
- Built form and urban design outcomes.
- Open space provision.

Purpose of the GRADP

The purpose of the GRADP is to provide an integrated framework to guide the coordinated subdivision and development of land within the DPO19 area. The GRADP ensures that development proceeds in an orderly and logical manner, supported by the timely provision of infrastructure, protection of environmental and landscape values, and the achievement of a high-quality built form and public realm. It also provides guidance to landowners, developers, and Council on the expectations for future development and will facilitate consistent assessment of planning permit applications.

As required by the provisions of DPO19, the GRADP is a comprehensive document. Key elements include:

Site Analysis: Identifies steep topography, ridgelines, vegetation, and visual sensitivity as major constraints. These inform the layout of roads, lots, and building envelopes.

Design Response: Establishes principles for landscape-sensitive development, including slope-responsive housing, vegetation retention, and coordinated infrastructure delivery.

Development Plan: Sets out the vision, objectives, and key features, including a movement network, open space provision, and residential typologies (Neighbourhood Residential and Visually Sensitive Residential).

Movement Network: Details a staged road hierarchy, access restrictions, shared paths, and footpaths, with key infrastructure funded through the Glismann Road Development Contributions Plan (DCPO5).

Land Use Typologies: Differentiates areas based on slope and landscape values, guiding lot sizes, housing types, and design expectations.

Building Design & Slope Management: Provides guidelines for building siting, retaining walls, fencing, and earthworks, with restrictions on development over 20% slope.

Vegetation & Landscape: Emphasises retention of significant trees and integration of landscape character through master-planning and revegetation strategies.

Integrated Water Management & Utilities: Addresses drainage, levee bank design, and service provision to support sustainable development.

Environmental Site Assessments: Summarises site contamination investigations and risk management requirements for properties identified in DPO19.

Staging & Coordination: Outlines sequencing requirements for infrastructure and subdivision, encouraging collaboration among landowners to deliver shared assets.

Background Documents

The GRADP should be read in conjunction with the GRDP Key Issues Paper (KIP), the GRDP Engagement Outcomes Report, and a suite of supporting technical investigations and background reports, all available on Council's website that were considered as part of the Planning Scheme Amendment. These documents provide essential context and underpin the strategic and design responses outlined in the GRADP. Additionally, the GRADP must be interpreted alongside the relevant provisions of the Cardinia Planning Scheme, particularly Development Plan Overlay Schedule 19 (DPO19), to ensure consistency with statutory requirements and alignment with broader planning objectives.

The Development Plan

Section 4 of the GRADP sets out the vision, objectives, and key features that underpin the strategic direction for development within the Glismann Road area.

- The vision promotes a connected, attractive neighbourhood that respects the site's natural topography and landscape character.
- The objectives focus on delivering coordinated infrastructure, protecting visually prominent hilltops and steep slopes, managing development on sloping land, and encouraging diverse, site-responsive housing.
- Key features of the plan include a staged movement network, slope-sensitive lot design, vegetation retention, open space integration, and sustainable urban design principles.

Together, these elements ensure that future development is well-planned, environmentally sensitive, and aligned with community aspirations.

Impact of Engagement Outcomes – Development Staging

Landowners at 1 and 6 Glismann Road indicated no short-to-medium term plans to develop their property. Both sites contain key access roads, creating challenges for coordinated delivery of the Development Plan. Informal engagement helped Council understand current landowner positions and explore alternative solutions. Active landowners to the north emphasised the need for fair and flexible development pathways that do not rely on neighbouring properties.

The GRADP addresses the issue of 6 Glismann Road not developing in the short-to-medium term by:

- Including alternative access and staging options that reduce reliance on the timing of development at 6 Glismann Road. These options allow surrounding properties to proceed independently while maintaining coordinated infrastructure delivery.
- Designating key roads through 6 Glismann Road with clear construction triggers tied to subdivision activity. This ensures that if development does occur, it aligns with broader infrastructure needs.
- Providing flexibility in the movement network, enabling other landowners to construct necessary infrastructure if 6 Glismann Road remains undeveloped, thereby avoiding delays in precinct-wide development.

The GRADP addresses the issue of 1 Glismann Road not developing in the short-to-medium term by providing alternative access options for surrounding properties, reducing reliance on 1 Glismann Road for coordinated development.

Development Complexity

The GRADP directly addresses the challenges of fragmented ownership and states that development within the GRADP will occur progressively over time. Staging is influenced by a range of factors, including:

- The aspirations and timing of individual landowners.
- The fragmented pattern of land ownership within the GRADP.
- Accessibility to existing infrastructure, and the cost of extending new services.
- The obligations and requirements of the Glismann Road Development Contributions Plan (DCP05) and DPO19 for road and infrastructure delivery.

While the GRADP provides a structured framework under DPO19, the reality of delivering development in the Glismann Road area is shaped by a range of complex site-specific and systemic constraints. These include steep topography, fragmented land ownership, and the absence of key infrastructure such as sealed roads. Restricted-access roads also present a significant challenge, as they must meet specific design and safety requirements to ensure compliance with visibility and gradient standards.

In addition, critical infrastructure such as drainage, sewer, and water services, essential to enabling development, fall outside Council's direct control and require coordination with external authorities including Melbourne Water and South East Water. These dependencies add further complexity to the feasibility, timing, and sequencing of development, regardless of the provisions of DPO19.

The desire of individual landowners to proceed with development ahead of the logical staging sequence, often referred to as "leapfrogging", is not unique to Glismann Road. It is a common challenge in growth and transition areas where infrastructure delivery is staged and interdependent. When landowners seek to develop out of sequence, it can result in increased costs, reduced efficiency, and potential delays due to the need to deliver infrastructure prematurely or in isolation.

The GRADP seeks to manage these risks by encouraging coordinated delivery, but acknowledges that feasibility will always be influenced by broader infrastructure dependencies and the willingness of landowners to collaborate.

Policy Implications

The requirements for the GRADP are outlined in Schedule 19 to Clause 43.04 (Development Plan Overlay – Glismann Road Area Development Plan) of the Cardinia Planning Scheme, as shown in **Attachment 2**. The Clause outlines specific requirements for the development plan that must be adhered to, and the development plan must be generally in accordance with Figure 1 shown in the Schedule.

The GRADP provided as **Attachment 3** complies with the requirements as outlined in DPO19.

Financial and Resource Implications

The preparation of the GRADP is funded through the Glismann Road Development Contributions Plan (GRDCP) under DP_01 (Planning Costs – Preparation of Development Plan), with an allocated amount of \$70,000.

For the 2024–2025 Budget, and in line with the GRDCP this amount was indexed to \$79,639.34 (as of 30 June 2023). Council allocated this amount in the 2024–2025 Budget which enabled the project to progress in 2024-2025 and completed in 2025-2026.

As outlined in this report, informal engagement revealed a significant unforeseen constraint affecting the sequencing of development within the GRADP. Addressing this issue required

further technical investigation, which has been funded through the Council/Planning Strategy and Urban Design budget.

Once the GRDP has been approved by Council, planning applications to use, subdivide, or develop land can now be submitted to Council for consideration. The applications must be generally in accordance with the GRADP and any other applicable planning controls including the Neighbourhood Residential Zone Schedule 2 (NRZ2), General Residential Zone Schedule 1 (GRZ1, applicable to 11 Mahon Avenue), the Development Contributions Plan Overlay Schedule 5 (DCPO5) and the Environmental Significance Overlay Schedule 1 (ESO1).

Climate Emergency Consideration

The GRADP addresses climate emergency considerations by promoting environmentally sensitive design, protecting native vegetation and steep slopes, and integrating sustainable water management strategies. It encourages minimal terrain disturbance, supports biodiversity, and includes infrastructure planning that aligns with best-practice water quality and flood mitigation standards. These measures collectively contribute to a more resilient and climate-responsive urban development.

Consultation/Communication

As outlined in the Background section of this Report, a Panel Hearing was held as part of the Planning Scheme Amendment process. The Panel concluded that:

“There are opportunities for Council to continue to engage with landowners and other key stakeholders on an informal basis; taking these opportunities will produce a planning outcome which is likely to be more effective and with stronger local ownership.”

It is important to note the following:

- **Informal Engagement:** Engagement with landowners was conducted informally, as it is not a legislated requirement. The purpose of this engagement was to support the preparation of the Development Plan content.
- **Statutory Exemptions:** The Development Plan Overlay exempts all planning applications from public notice and third-party review (commonly referred to as advertising and appeal rights). Council is legally required to apply the provisions of the overlay, which means third parties do not have rights to notice or review and cannot appeal decisions made under the overlay.

A series of targeted stakeholder meetings were held to inform the development of the Key Issues Paper and to support the preparation of the Development Plan. These meetings included engagement with internal Council departments, external stakeholders, and individual landowners.

In May 2025, a letter was distributed to all landowners within the DPO19 area, providing a project update, a link to the updated Creating Cardinia project page, and inviting participation in individual meetings (held in May 2025, either in person or online). It also offered an opportunity to submit written feedback by 16 May 2025 and included a FAQ sheet along with suggested questions to consider prior to the meetings.

In summary the key themes raised by landowners through the informal engagement were as follows:

- **Development Viability and Landowner Collaboration:** Clearer, more flexible planning to enable coordinated development, reduce uncertainty, and address challenges posed by non-participating properties.
- **Access and Road Layout:** Flexible access solutions in the Development Plan to enable staged development, as reliance on non-developing properties like 6 and 1 Glismann Road threatens infrastructure delivery and progress.

- **Topography and Site Constraints:** Steep topography and surface rock were highlighted as key development constraints, calling for clear, practical guidance in the Development Plan particularly on road gradients, retaining walls, and earthworks, to support coordinated and cost-effective outcomes.
- **Staging and Infrastructure Delivery:** Clear staging guidance and infrastructure responsibilities in the Development Plan to enable independent development where possible and address constraints related to drainage, access, and levee bank triggers.
- **Vegetation, Landscape and Character:** Support retaining vegetation to preserve local character and suggest clear guidance in the Development Plan on buffers, landscaping, and what vegetation can be removed, especially in constrained areas.
- **Built Form and Design Guidance:** Clear, practical guidance on suitable housing typologies and lot designs for steep land, including flexible building envelopes, density options, and decision-making tools to navigate slope and vegetation constraints.
- **Open Space and Gateways:** Support high-quality landscaping, improved pedestrian access, and shared paths.

A copy of the Engagement Outcome Report is provided as **Attachment 4**.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. It was determined that a Gender Impact Assessment (GIA) was not required as the subject matter of this report does not relate to a policy, program or service that has a direct or significant impact on the community.

Attachments

1. Attachment 1 - Glismann Road Area - Location of DPO19 [7.1.1.1 - 1 page]
2. Attachment 2 - Glismann Road Area Development Plan - DPO19 Schedule Cardinia Planning Scheme [7.1.1.2 - 9 pages]
3. Attachment 3 - Glismann Road Area Development Plan - Development Plan Overlay - November 2025 [7.1.1.3 - 127 pages]
4. Attachment 4 - Glismann Road Area Development Plan - Engagement Outcomes Report [7.1.1.4 - 55 pages]



CARDINIA PLANNING SCHEME

18/11/2022
C238card**SCHEDULE 19 TO CLAUSE 43.04 DEVELOPMENT PLAN OVERLAY**

Shown on the planning scheme map as **DPO19** .

GLISMANN ROAD AREA DEVELOPMENT PLAN (GRADP)1.0
18/11/2022
C238card**Objectives**

- To create a residential precinct that delivers high quality urban design outcomes through a variety of lot sizes which respond to the existing natural topography and landscape features of the development plan area.
- To protect and maintain the visual prominence of vegetated hilltops and hillsides when viewed from within and outside of the development plan area.
- To encourage a subdivision layout which maximises the retention of existing vegetation, minimises the overall disturbance to the terrain and ensures that buildings and structures are sited so that they do not visually dominate the landscape.
- To guide an integrated and coordinated design approach to an area with fragmented land ownerships.

2.0
18/11/2022
C238card**Requirement before a permit is granted**

A permit may be granted before a development plan has been prepared to the satisfaction of the responsible authority for the following:

- A minor extension, minor addition or minor modification to an existing building.
- Minor drainage works.
- Minor earthworks.
- The use and development of land provided the use or buildings or works will not prejudice the future use or development of the land in an integrated manner.
- The use, development or subdivision of land by a public authority or utility provider.
- The re-subdivision of existing lots (boundary realignment), provided the number of lots is not increased.
- Development of 11 Mahon Avenue provided a pedestrian link is provided to its eastern boundary that is capable of extension in the balance of the DPO area.

A permit must not be granted to subdivide land until a development plan has been prepared to the satisfaction of the responsible authority.

3.0
18/11/2022
C238card**Conditions and requirements for permits****Requirements**

All proposals to use or construct a building or construct or carry out works before a development plan has been prepared must be accompanied by the following:

- A site analysis plan that identifies:
 - the key attributes of the land as well as its relationship with the surrounding area and the future use of adjoining land;
 - the topography of the site, including the location of slope exceeding 20 per cent and visually prominent hilltops/hillsides to be protected and enhanced (as identified in *Hansen Partnership (June 2014) Glismann Road, Beaconsfield Landscape Assessment* and *Hansen Partnership (August 2014) Glismann Road, Beaconsfield Landscape Management Framework*), and
 - the location of vegetation.

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- A report demonstrating that:
 - The proposal will not have a detrimental impact on the amenity of the area or prejudice the future development of the land for residential purposes as identified in Figure 1 to this schedule.
 - The proposal responds to existing physical, environmental and visual characteristics of the site and surrounding area by:
 - protecting and enhancing areas of native vegetation;
 - protecting and maintaining the visual prominence of vegetated hilltops and hillsides when viewed from outside the Glismann Road area;
 - demonstrates use of colours and materials that are sympathetic of the natural surrounds;
 - details of proposed batters, cut and fill earthworks, retaining walls, and/or drainage solutions required for the use or development of land; and,
 - prevents development on areas with existing pre-development slope of over 20 per cent.

All proposals to subdivide land must be accompanied by the following:

- An assessment of how the proposal implements the vision, objectives, requirements and guidelines of the approved Development Plan, specifically:
 - existing physical, environmental and visual characteristics of the site and surrounding area, including the use of colours and materials that are sympathetic to the natural surrounds;
 - functional and safe subdivision which incorporates environmentally sensitive design;
 - subdivision layout and the distribution of lot sizes which respond to the visual sensitivity of the area, landscape character, topographical features and retention of significant vegetation and other identified characteristics;
 - site earthworks such as batters, cut and fill and retaining walls designed to have the least visual impact on the environment and landscape;
 - protection and, where necessary, rehabilitation of vegetation, particularly on prominent hill faces/ridgelines and roadsides;
 - strategically positioned building envelopes to respond to the landscape character, native vegetation and the significantly steep topographical features of the area;
 - active interfaces with adjacent streets, open space and key pedestrian locations to increase the sense of safety / surveillance within and surrounding the area; and
 - cohesive development that facilitates connectivity between adjoining lots and minimises court bowls.
- An overall masterplan for all land in contiguous ownership of the landowner demonstrating the:
 - lot yield; density distribution;
 - identify lots affected by a restriction/envelope;
 - and, an indication of staging of subdivision and timing.
Documentation should clarify the purpose of the restriction/envelope and what buildings and/or works the restriction/envelope restrictions apply to.
- If the subdivision application includes land affected by the access streets located either side of Glismann Road as identified in Figure 1 of this schedule, a staging plan must be prepared that demonstrates the delivery of the access street connections in the first stage of development and that the access street is constructed to the title boundary of the adjoining property.

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- A Transport Impact Assessment Report that responds to *Traffic works (May 2022) Glismann Road Residential Development, Beaconsfield, Traffic Impact Assessment Report* to the satisfaction of the relevant roads authority (be it Department of Transport or Council). If the road network and movement is altered through the preparation of the Development Plan, a new Traffic Impact Assessment Report must be provided to the satisfaction of the relevant roads authority (be it Department of Transport or Council).
- An Infrastructure Plan which addresses the following:
 - what land may be affected or required for the provision of infrastructure works;
 - what, if any, infrastructure set out in the contributions plan applying to the land is sought to be provided as "works in lieu" subject to the consent of the collecting agency;
 - any relevant traffic report or assessment;
 - the provision, staging and timing of road works internal and external to the land:
 - the first application to subdivide land with access to Glismann Road (Access StreetLevel 1.5) must be accompanied by a functional design for the entire length of the road, or a length of road to the satisfaction of Responsible Authority and include plans demonstrating the following:
 - a complete sight lines assessment along the roadway;
 - no vehicle access from individual properties along Glismann Road at the crest of the hill, and 30 m either side of the crest;
 - compliance with sight distance requirements as set out in Australian Standard AS2890.1 and Austroads Guide to Road Design;
 - a road pavement of 6.5 m;
 - no on-street parking at the crest and within the 30 m of the crest of the hill;
 - traffic calming devices as identified in Figure 1 of this Schedule;
 - a 3 m shared path on the western side only;
 - the landscaping of any land;
 - the provision of public open space with
 - the first application to subdivide land containing public open space must be accompanied by an indicative concept master plan for the entire local park; and
 - any other matter relevant to the provision of infrastructure required by the Responsible Authority.
- A Stormwater Management Strategy which provides for the staging and timing of stormwater drainage works, including temporary outfall provisions, to the satisfaction of Melbourne Water and the Responsible Authority.
 - An application to subdivide land must, in consultation with Melbourne Water and Cardinia Shire Council address the timing of the delivery of the levee bank shown in Figure 1, unless otherwise agreed by the Responsible Authority.
- An assessment by a suitably qualified cultural heritage professional that addresses the recommendations outlined in *Tardis Enterprises Pty Ltd (November 2010) The Glismann Road, Beaconsfield Structure Plan Cultural Heritage Management Plan (CHMP) 11452*.
- An assessment that responds to the *Meinhardt (March 2015) (updated May 2020 and May 2022), Glismann Road Development Plan Contaminated Land Study* :
 - A Preliminary Risk Screening Assessment (PRSA) in accordance with *DELWP (July 2021) Potentially Contaminated Land General Practice Note 30 (PPN30)* and relevant EPA guidance on PRSAs is required to determine whether to proceed with an Environmental Audit on the following properties:
 - 1 Glismann Road Lot 10 LP3783 Beaconsfield;

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- 2 Glismann Road Lot 2 LP64568 Beaconsfield;
- 8 Glismann Road Lot 25 LP3783 Beaconsfield; and
- 10 Glismann Road Lot 24 LP3783 Beaconsfield.
- Should a Preliminary Risk Screening Assessment deem an Environmental Audit to be necessary for any given property, the Audit must be completed prior to the commencement of construction or carrying out intrusive works (other than site investigation works to determine the level of contamination if any on the land) at that property.
- A flora and fauna assessment that responds to *Ecology Partners Pty Ltd (October 2010) Biodiversity Assessment for Area 1, 'Beaconsfield', Beaconsfield, Victoria*.
- A Native Vegetation Information Management (NVIM) report and establish the protection requirements for any vegetation to be retained.
- A Slope Management Plan be prepared by a suitably qualified person generally in accordance with the Slope Management Guidelines approved as part of the Development Plan. The Slope Management Plan must include an assessment of how the plan responds to the Slope Management Guidelines and include:
 - Identification of:
 - natural topography and any earthworks which may have occurred over time;
 - any fill which may have occurred over time; and
 - any works proposed to alter ground levels, where this can reduce areas of substantial slope.
 - Proposed road cross sections and long sections to demonstrate how slopes over 10 per cent are being responded to through the road design.
 - Details of all proposed batters, cut and fill earthworks, retaining walls, driveway crossover locations and drainage solutions required for the subdivision of land that includes an existing pre-development slope of greater than 10 per cent.
 - Detail of how the use of building envelopes (or an alternative design response) responds to the slope management methods utilised.
 - Detail of what works outlined in the Slope Management Plan will be undertaken by the developer prior to the issues of the Statement of Compliance.
- Building design guidelines and fencing controls which addresses the housing planning and design guidelines.
- A Landscape Masterplan which illustrates how the proposed development is responsive to the development including key themes, landscape principles and character that will define the subdivision and/or development.

If in the opinion of the Responsible Authority an application requirement listed is not relevant to the assessment of an application, the Responsible Authority may waive or reduce the requirement.

Conditions

A condition that requires either an envelope/notice of restriction or an agreement with the Responsible Authority under section 173 of the *Planning and Environment Act 1987* on the certified plan of subdivision, and recorded on the Certificate of Title of the land be implemented for the following:

- A restriction/envelope to prevent development on areas within the 'substantial area of slope 20 per cent and over' as shown in Figure 1 to this Clause.
- A restriction/envelope to maintain landscape character, native vegetation and significantly steep topographical features of the site were applicable.

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- Allow only one (1) single dwelling on each lot and specify that lots may not be further subdivided for areas within the 'substantial area of slope 20 per cent and over'.
- Building design guidelines and fencing controls.

The owner must pay for all reasonable costs (including legal costs) associated with preparing, reviewing, executing and registering the agreement on the certificate of title to the land (including those incurred by the Responsible Authority).

If a Preliminary Risk Screening Assessment (PRSA) deems an Environmental Audit to be necessary for any given property, then a permit must include the following conditions:

- Before the commencement of any use for a sensitive purpose; or before any buildings or works; or the commencement of construction or carrying out intrusive works (other than site investigation works to determine the level of contamination if any on the land); or before the certification of a plan of subdivision; whichever is the earlier in respect of all or that part of the land as the case may be an Environmental Audit must be provided to the Responsible Authority. The Environmental Audit must be completed in accordance with *DELWP (July 2021) Potentially Contaminated Land General Practice Note 30 (PPN30)*, the *Environment Protection Act 2017* and relevant EPA guidance on Environmental Audits.
- All the recommendations of the Environmental Audit must be complied with to the satisfaction of the Responsible Authority, prior to commencement of use of the site. Written confirmation of compliance must be provided by a suitably qualified environmental consultant or other suitable person acceptable to the Responsible Authority.
- Compliance sign off must be in accordance with any requirements in the environmental audit statement recommendations regarding verification of works.
- In the absence of a site management order and where there are recommendations on an environmental audit statement that require significant ongoing maintenance and/or monitoring the owner of the land must enter into a Section 173 Agreement under the *Planning and Environment Act 1987*.
 - The s 173 Agreement must be executed on the title of the relevant land prior to the commencement of the use and prior to the issue of a statement of compliance under the *Subdivision Act 1988*.
 - The owner of the land must meet all costs associated with drafting and execution of the Agreement, including those incurred by the responsible authority.

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Requirements for development plan

A development plan must be generally in accordance with Figure 1 of this Schedule and must be prepared to the satisfaction of the Responsible Authority for the whole site.

A development plan must include a vision statement, objectives, requirements and guidelines that will guide development in the development plan area.

Site analysis plan

- A site analysis plan that:
 - responds to the recommendations and mitigation measures outlined in:
 - *Ecology Partners Pty Ltd (October 2010) Biodiversity Assessment for Area 1, 'Beaconsfield', Beaconsfield, Victoria*
 - *Hansen Partnership (June 2014) Glismann Road, Beaconsfield Landscape Assessment*
 - *Hansen Partnership (August 2014) Glismann Road, Beaconsfield Landscape Management Framework*
 - *Trafficworks (May 2022) Glismann Road Residential Development, Beaconsfield, Traffic Impact Assessment Report*

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- *Meinhardt, (March 2015) (updated May 2020 and May 2022) Glismann Road Development Plan Contaminated Land Study*
- *Tardis Enterprises Pty Ltd (November 2010) Glismann Road, Beaconsfield Structure Plan Cultural Heritage Management Plan (CHMP) 11452*
- *Water Technology (July 2014) Glismann Road Drainage Scheme*
- *Water Technology (May 2016) Additional Flooding and Water Quality Assessments (Memo) (INC1633283)*
- identifies key interface areas within the site as well as between the site and adjoining development, including Beaconsfield Primary School, open space areas, public transport, walking and cycling connections; and
- identifies visually prominent hilltops and hillsides, including significant views of the site and views from the site, including:
 - the location of steep slopes of 20 per cent or more; and,
 - the location of vegetation.

Slope management guidelines

- Slope Management Guidelines for the subdivision and/or development of land with a predevelopment slope over 10 per cent that provides clarity and consistency for subdivision and development applications.
- The Slope Management Guidelines must include a statement of how the guidelines respond to the visual sensitivity of the area, topographical features and retention of areas with significant vegetation and other identified characteristics identified in the development plan, and include:
- Slope Management Design Principles for:
 - The road network, including typical road cross sections and long sections to demonstrate how slopes over 10 per cent are to respond through the road design.
 - Batters, cut and fill earthworks, retaining walls, driveway crossover locations and drainage solutions.
 - Lot layout and design guidelines.
 - Buildable areas / building envelopes including detail of how the use of building envelopes (or an alternative design response) can be used to respond to slope management.
 - Areas of slope over 20 per cent and options of how they could be managed through the implementation of a Slope Management Plan. No development is permitted on areas with existing pre-development slope of over 20 per cent.
 - Engaging in discussion with adjoining landowners regarding the treatment of the change in grade between the property boundaries.
- A statement of what works outlined in the Slope Management Plan will need to be undertaken by the developer prior to the issues of the Statement of Compliance.

Staging

- Details on staging of the subdivision and/or development including the provision of the internal road network.

Housing requirements and subdivision

- An indicative lot layout that:
 - includes a diverse range of lot sizes generally in accordance with Figure 1;
 - responds to the landscape character, topographical features and visual sensitivity of the area;

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- retains native vegetation; and,
- provides building envelopes to maintain landscape character, native vegetation and significantly steep topographical features.
- Acknowledgment that, based on the assessment of the road network capacity, the development plan lot yield is a total of 330 lots.
- Design guidelines for buildings and fencing to provide clarity and consistency for subdivision and development applications to ensure:
 - the siting, height, scale, materials, colours and form of proposed buildings and works will be designed to have the least visual impact on the environment and landscape;
 - dwellings and garages do not dominate the streetscape;
 - dwelling design provides for passive surveillance and attractive streetscapes;
 - topography is suitably addressed through dwelling, fencing and retaining wall design;
 - fencing visible from the public realm is minimised and, provides for passive surveillance and attractive streetscapes;
 - and landscaping provides for passive surveillance and attractive streetscapes.
- A housing capacity analysis that assesses how affordable housing will be distributed throughout the site and how the proposed mix and type of housing responds to local housing needs.

Vegetation, Landscape and views

- A landscape master plan that provides clarity and consistency for subdivision and development applications and:
 - responds to the recommendations and mitigation measures outlined in:
 - *Ecology Partners Pty Ltd (October 2010) Biodiversity Assessment for Area 1, 'Beaconsfield', Beaconsfield, Victoria*
 - *Hansen Partnership (June 2014) Glismann Road, Beaconsfield Landscape Assessment*
 - *Hansen Partnership (August 2014) Glismann Road, Beaconsfield Landscape Management Framework*
 - *Tardis Enterprises Pty Ltd (November 2010) Glismann Road, Beaconsfield Structure Plan Cultural Heritage Management Plan (CHMP) 11452*
 - enhances areas of native vegetation;
 - protects and maintains the visual prominence of vegetated hilltops and hillsides when viewed from outside the development plan area;
 - includes an indicative plant and materials schedule; and,
 - continues adjoining approved landscape themes.

Public open space

- Provide for an area of 0.3 ha of public open space area generally in accordance with Figure 1.

Road network and movement

- Roads must be designed and constructed generally in accordance with Figure 1 and a road network and movement plan must:
 - respond to the recommendations and mitigation measures outlined in *Trafficworks (May 2022) Glismann Road Residential Development, Beaconsfield, Traffic Impact Assessment Report* unless otherwise agreed by the Responsible Authority;

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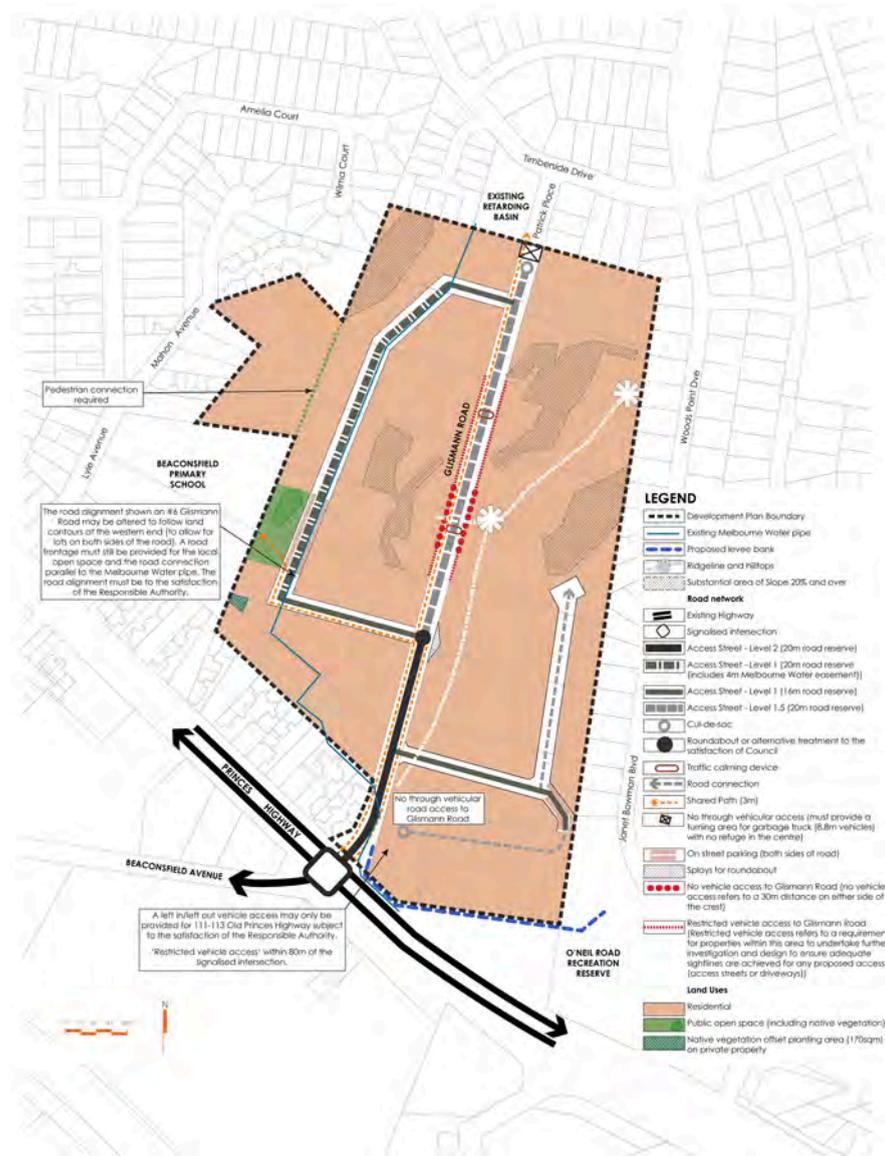
- respond to the existing topography and encourages an integrated solution that will provide connected street access through the Glismann Road area;
- provide an efficient, legible and safe internal movement and ensure all properties are development to their maximum potential;
- locate roads to minimise the extent of cut and/or fill that is visible from areas outside the site; discourage culs-de-sacs gaining access from Glismann Road;
- provide a shared path along the top of the levee bank proposed along the south border of the development site (Old Princes Highway);
- ensure there is no vehicular connection through to Patrick Place or Timberside Drive;
- ensure that roads abutting the proposed local park and the O’Neil Recreation Reserve are designed to achieve slow vehicle speeds, provide on street parking and designated pedestrian crossing points;
- demonstrate how pedestrian links to the reserves can be provided through the future local street network;
- show location of the 30 m no access location for Glismann Road; include indicative possible access points for driveways and/or side streets from Glismann Road;
- and address how the road connection will be facilitated between 111-113 (Lot 1, TP 627007), 115-117 (Lot 1, TP 579082), 119-121 (Lot 8, LP 3783), 123-125 (Lot 9, LP 3783) Old Princes Highway, Beaconsfield and 1 (Lot 10, LP 3783) Glismann Road, Beaconsfield.

Integrated water management and utilities

- An integrated water management plan that ensures residential developments provide an integrated water management system and:
 - responds to the recommendations and mitigation measures outlined in:
 - *Water Technology (July 2014) Glismann Road Drainage Scheme*
 - *Water Technology (May 2016) Additional Flooding and Water Quality Assessments (Memo) (INC1633283)*
 - includes a levee bank of 450 mm along the frontage of the four existing properties fronting Old Princes Highway and designed to:
 - follow the existing shared path located on Crown land;
 - abut 111-113 (Lot 1, TP 627007), 115-117 (Lot 1, TP 579082), 119-121 (Lot 8, LP 3783), 123-125 (Lot 9, LP 3783) Old Princes Highway, Beaconsfield;
 - allow ingress and egress for the existing residences located along Old Princes Highway;
 - cross the table drain to the east, and in order to provide the greatest protection to the property at the eastern end (123-125 (Lot 9, LP 3783) Old Princes Highway, Beaconsfield) the alignment will need to include a structure to drain the local catchment upstream of the levee.is in accordance with current best practice water quality initiatives.
 - An infrastructure plan that ensures all lots have access to potable water, electricity, reticulated sewerage, drainage, gas and telecommunications infrastructure.

Figure 1: Glismann Road Development Plan

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Cardinia Shire Council



Glismann Road Area Development Plan Development Plan Overlay Schedule 19

November 2025

Version history			
Report title	Glismann Road Beaconsfield Development Plan – DPO19		
Version	Date	Comment	Author
A	5 November 2025	Draft Development Plan	UDM
B	6 November 2025	Final Development Plan	UDM/CSC

Prepared by:

Urban Design and Management

In collaboration with:

Cardinia Shire Council

Acknowledgement of Country

Cardinia Shire Council wishes to acknowledge the Bunurong and Wurundjeri peoples as the Traditional Owners of the land that makes up Cardinia Shire and pays respect to their Elders, past and present.

Cardinia Shire's name is derived from the Bunurong word 'kar-din-yarr', meaning 'look to the rising sun' or 'close to the sunrise'. Council's logo, which includes a motif of the rising sun, reflects this meaning.

Cardinia Shire Council acknowledges the right of Indigenous Australians, and indeed all Australians, to live according to their values and customs, subject to the law.

Council is committed to developing and strengthening relationships through reconciliation and supports the reconciliation process, which promotes mutual respect and understanding of the indigenous people and of all ethnic groups and their history and culture in our community.

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Table 1 - Glossary of Terms used

Concept plan	A concept plan is a preliminary illustration or layout that outlines the general design and key elements of a proposed development or infrastructure project. It is typically used in the early stages of planning to visualise ideas and explore potential design options. Concept plans are not final or binding, they are subject to change and refinement through consultation, approvals, and detailed design processes with the Responsible Authority.
Conventional density	Residential lots generally greater than 300sqm and less than 700sqm, suitable for a single dwelling and garage.
CSC	Cardinia Shire Council
DCP and DCP05	Development Contributions Plan (Glismann Road Development Contributions Plan, Urban Enterprise, May 2022, Amended December 2023) Development Contributions Plan Overlay Schedule 5
DCP Project Sheets	The project costs are identified in the DCP. This document contains the project sheets for the infrastructure items in the DCP and the methodology used for land valuations. Glismann Road Development Contributions Plan Project Sheets, Cardinia Shire Council, November 2022
DPO19	Development Plan Overlay Schedule 19
DTP	Department of Transport and Planning
ES01	Environmental Significance Overlay Schedule 1
FLP	Functional Layout Plan
GRADP (also DP)	Glismann Road Area Development Plan
GRZ1	General Residential Zone Schedule 1
High Overall Landscape Values	High Overall Landscape Value areas as mapped in the 2014 Hansen Partnership Landscape Assessment - <i>High landscape value is associated with the Small Acreage: Bushland areas, which are scattered throughout the study area. This level of relatively high value was largely assigned due to the presence of groups of well established native vegetation.</i>
IDM	Infrastructure Design Manual
KIP	GRADP Key Issues Paper (2025)
LMP	Land Management Plan
Medium density	Residential lots less than 300sqm in size, and capable of being developed for smaller dwellings, units or townhouses.
MSA	Melbourne Strategic Assessment area
Neighbourhood Residential	Proposed land use - conventional and medium density lots on less constrained land, integrating with surrounding development while retaining significant vegetation.
NRZ2	Neighbourhood Residential Zone Schedule 2
OSLP-01	Glismann Road DCP Project – Local open space embellishment
RD-01	Glismann Road DCP Project - Glismann Road construction - Access Street Level 2 cross section from Old Princes Highway to TM-01.
RD-02	Glismann Road DCP Project - Glismann Road part construction - Access Street Level 1.5 cross section from TM-01 to truncation of road.
RD-03	Glismann Road DCP Project – Local Access Street Level 1 – 6 Glismann Road (west loop road)

RD-05	Glismann Road DCP Project – Local Access Street Level 1 – 1 Glismann Road (east loop road)
Referral / Servicing Authorities	These agencies provide advice or conditions, such as: <ul style="list-style-type: none"> • Melbourne Water – for floodplain management, drainage, and waterway protection. • South East Water – for water supply and sewerage infrastructure. • APA Group / AusNet Services – for gas and electricity infrastructure.
Responsible Authority	Typically, Cardinia Shire Council is the responsible authority for land within its municipality. DTP is the responsible authority for Old Princes Highway and section of Glismann Road within proximity to the signalised intersection.
SMP	Slope Management Plan
TM-01	Glismann Road DCP Project – Roundabout or alternative treatment to the satisfaction of the Responsible Authority at Glismann Road RD-02 and RD-03.
Visually sensitive area	Areas identified on the KIP Design Response Plan that are in: <ul style="list-style-type: none"> • Areas of Steep or Extremely Steep Slope. • Proximity to the ridgeline. • Have high overall landscape values.
Visually Sensitive Residential	Proposed land use - larger lots on steeper or visually prominent land, designed to minimise visual impact and earthworks and protect landscape and vegetation.

1. Introduction

Cardinia Shire Council has engaged Urban Design and Management (UDM) to prepare this Glismann Road Area Development Plan (GRADP) in accordance with the requirements of [Schedule 19 to Clause 43.04 of the Cardinia Planning Scheme](#). It applies to all landholdings shown in Figure 1.

The GRADP was approved by Council at its meeting on the 17 November 2025. The Minutes of the Council Meeting are provided as Attachment A.

The GRADP provides a coordinated framework for the future subdivision and development of land within DPO19. It establishes a clear basis for the integrated planning and delivery of:

- Access and the internal road network.
- Management of slope and topography.
- Infrastructure and development staging and delivery.
- Vegetation retention and landscape character.
- Built form and urban design outcomes.
- Open space provision.

A permit granted to use or subdivide land, construct a building or construct or carry out works must be generally in accordance with the GRADP and any other applicable planning control including the Neighbourhood Residential Zone Schedule 2 (NRZ2), General Residential Zone Schedule 1 (GRZ1, applicable to 11 Mahon Avenue), the Development Contributions Plan Overlay Schedule 5 (DCPO5) and the Environmental Significance Overlay Schedule 1 (ESO1). The GRADP is also included in the Melbourne Strategic Assessment area (refer to Section 9.6 for further discussion).

1.1. Purpose of the GRADP

The purpose of the GRADP is to provide an integrated framework to guide the coordinated subdivision and development of land within the DPO19 area. The GRADP ensures that development proceeds in an orderly and logical manner, supported by the timely provision of infrastructure, protection of environmental and landscape values, and the achievement of a high-quality built form and public realm. It also provides guidance to landowners, developers, and Council on the expectations for future development and facilitates consistent assessment of planning permit applications.

1.2. Document Structure

Key sections of the GRADP are as follows:

- Section 2 – Site Analysis: With reference to the Key Issues Paper (KIP), provides an overview of the existing site conditions with particular reference to topography and key constraints and opportunities.
- Section 3 – Design Response: With reference to the KIP, outlines the principles and strategies guiding the overall design approach for the GRADP.
- Section 4 – Development Plan: Presents the proposed GRADP including vision and objectives.
- Section 5 – Movement Network: Sets out the road hierarchy, pedestrian and cycling connections, and public transport considerations.
- Section 6 – Land Use Typologies: Establishes preferred land use typologies in accordance with the design principles established in DPO19.
- Section 7 – Building Design Guidelines and Fencing Controls: Provides guidance as required by DPO19 on building form, setbacks, and fencing to ensure visual amenity and consistency.
- Section 8 – Slope Management Guidelines: Provides guidance as required by DPO19 for managing development on sloping land, including cut, fill, and retaining structures.
- Section 9 – Vegetation: Provides guidance on tree retention, habitat zones, scattered trees and areas of high landscape value.

- Section 10 – Landscape: Guides streetscape and open space landscaping to reinforce the precinct's character.
- Section 11 – Integrated Water Management: Sets out stormwater, drainage, and water sensitive urban design requirements.
- Section 12 – Utilities: Provides guidance on servicing, including electricity, gas, sewer, and telecommunications.
- Section 13 – Environmental Site Assessments: Summarises further site contamination investigations for Property 1, 4, 5 and 16. Table 3 provides the property address for the Property numbers identified.
- Section 14 – Development Coordination: Provides guidance for future development sequencing and infrastructure delivery.
- Section 15 – Land Budget: As provided in the DCP.
- Section 16 – Individual Property Guidance: Provides property specific guidance for individual properties.

With reference to Clause 4.0 of DPO19, Table 2 summarises where these are addressed in the GRADP.

Table 2 - DPO19 References

Requirement	Where addressed in the GRADP
Guide development GRADP Vision statement, objectives, requirements and guidelines.	Section 4.
Site analysis plan Responds to Background Reports, identifies key interface areas, identifies visually prominent hilltops and hillsides.	Sections 2 and 3. Also refer to KIP and additional background reports identified at Section 1.4.
Slope Management Guidelines Slope Management Guidelines, Slope Management Design Principles, and a statement of what works outlined in the Slope Management Plan will need to be undertaken by the developer prior to the issues of the Statement of Compliance.	Sections 8 and 14.
Staging An indicative lot layout, design guidelines for buildings and fencing, and a housing capacity analysis that assesses how affordable housing will be distributed throughout the site and how the proposed mix and type of housing responds to local housing needs.	Sections 6 and 7.
Vegetation, Landscape and views A landscape master plan.	Sections 9 and 10.
Public open space	Section 4.
Road network and movement	Section 5.
Integrated water management and utilities An integrated water management plan (includes a levee bank of 450 mm along the frontage of the four existing properties fronting Old Princes Highway), and an infrastructure plan	Sections 11 and 12.

1.3. Land to which the GRADP applies

The GRADP applies to all land included in DPO19 as shown in Figure 1. The GRADP is located on the traditional lands of the *Bunurong* tribe, part of the *Kulin* nation.

The Property References shown in Table 3 are consistent with those used in the DCP with the following exceptions:

- Property Reference 21 which is 21-R.
- Property Reference 22 is not included in the Development Contributions Plan but is included in the Development Plan. For further information regarding the exclusion of Property Reference 22 can be found in the [Panel Report for Cardinia Planning Scheme Amendment C238card](#).

For clarity and consistency, the Property Reference number will be used throughout the GRADP to identify properties instead of the legal property address or street number.

Table 3 - GRADP Property and Address References

Property Reference	Address	Property Reference	Address
1	2 Glismann Rd	12	9 Glismann Rd
2	4 Glismann Rd	13	7 Glismann Rd
3	6 Glismann Rd	14	5 Glismann Rd
4	8 Glismann Rd	15	3 Glismann Rd
5	10 Glismann Rd	16	1 Glismann Rd
6	12 Glismann Rd	17	111-113 Old Princes Hwy
7	14 Glismann Rd	18	115-117 Old Princes Hwy
8	16 Glismann Rd	19	119-121 Old Princes Hwy
9	15 Glismann Rd	20	123-125 Old Princes Hwy
10	13 Glismann Rd	21	Glismann Road - Road Reserve
11	11 Glismann Rd	22	11 Mahon Ave

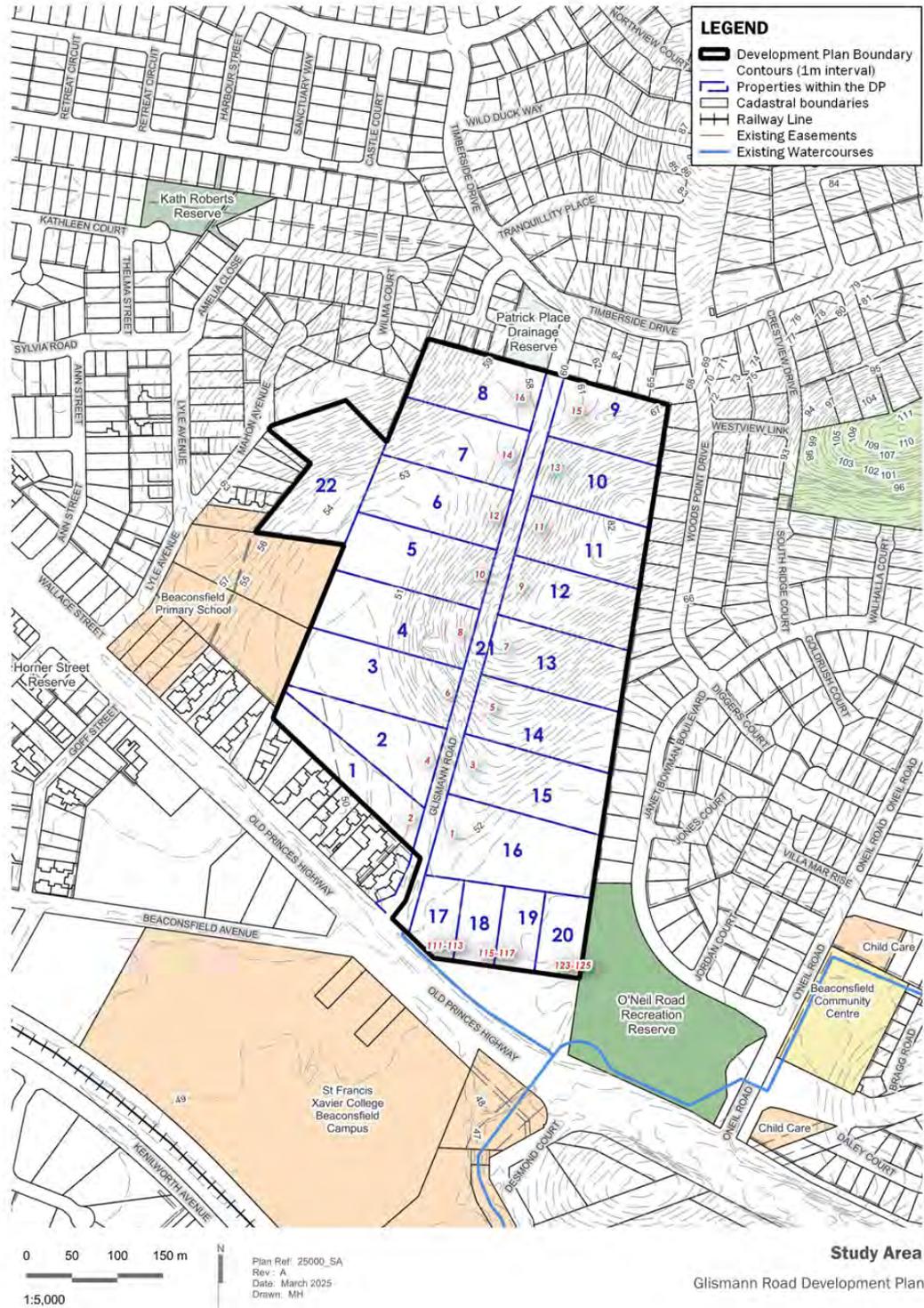


Figure 1 - GRADP Study Area

1.4. Background Documents

The GRADP builds on a complex planning history spanning over 20 years. Supporting documents accompanying the GRADP include the *GRDP Key Issues Paper (CSC, October 2025)* and the *GRDP Engagement Outcomes Report (CSC, October 2025)*.

The Key Issues Paper identifies and analyses the key planning issues, opportunities and constraints relevant to the GRADP. It also summarises specialist reports and other supporting documents primarily prepared for Planning Scheme Amendment C238card. Importantly, the Key Issues Paper identifies a response and recommended actions for each identified issue, indicating matters to be addressed through the GRADP and, where appropriate, to be included as conditions on any future planning permit.

The GRADP should be read in conjunction with the *GRDP Key Issues Paper (KIP)*, the *GRDP Engagement Outcomes Report*, supporting technical investigations and reports (all available on Council’s website), and the relevant provisions of the Cardinia Planning Scheme, including DPO19.

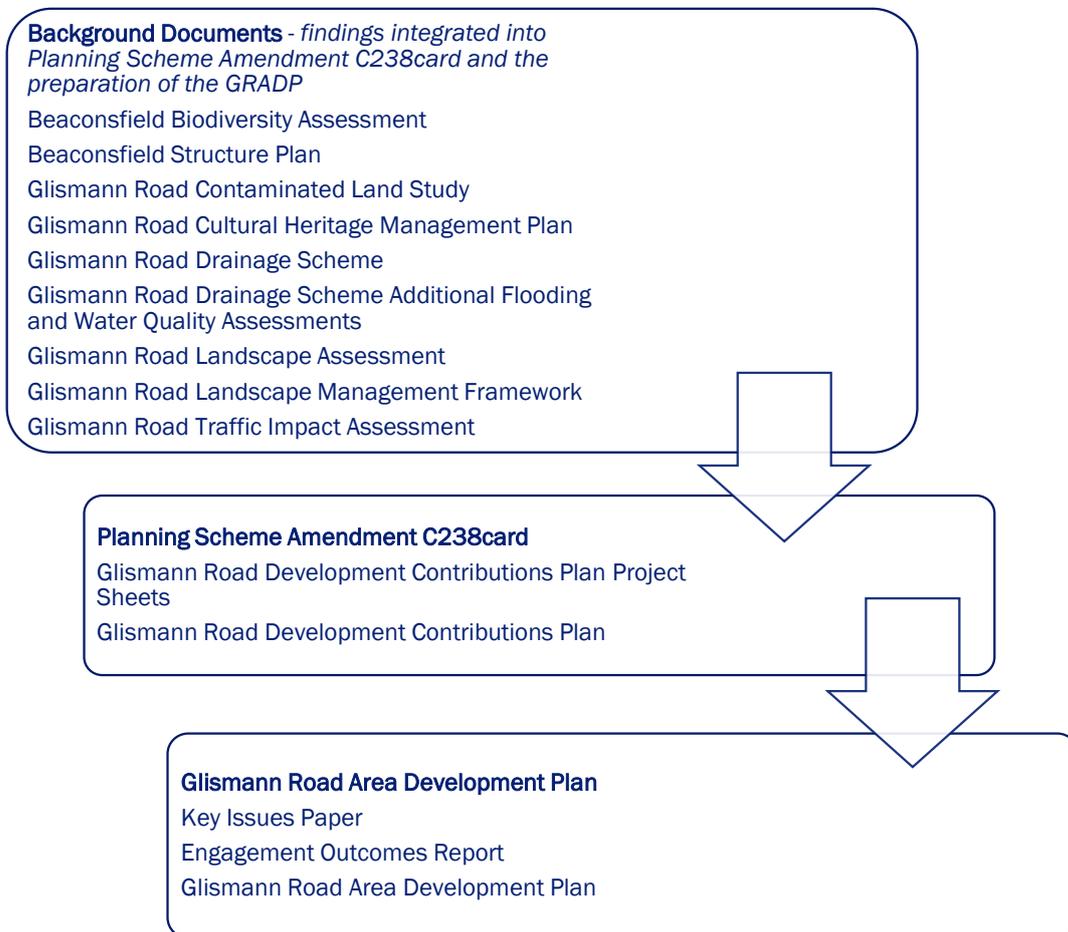


Figure 2 - GRADP Background Documents and Development History

1.5. Generally in Accordance Guidelines

Ensuring that permit applications are generally in accordance with the GRADP provides consistency and protects its long term vision.

In accordance with Clause 43.04 of the Cardinia Planning Scheme, a permit granted must:

- Be generally in accordance with the GRADP.
- Include any conditions or requirements specified in DPO19.

The term 'generally in accordance' represents a threshold test that all permit applications must satisfy. Meeting this test does not imply permit approval, a planning merits assessment against all other relevant clauses is required to determine whether an acceptable planning outcome will be achieved.

The Victorian Planning Authority (VPA) [Generally in Accordance Guidelines](#) (*Generally in Accordance: Guidance Note (VPA, April 2020)*) provide a practical framework to guide decision making, including:

- Judge each matter on its facts and circumstances.
- Make decisions in the context of the whole plan (e.g. Development Plan or a Precinct Structure Plan).
- Make decisions in the context of the objectives to be achieved.
- A matter can be in general accordance without being identical to the plan.
- Accord less flexibility to matters resolved to a higher level of detail in the plan.
- Accord greater flexibility on matters resolved in less detail in the plan.

1.6. Permits Issued

Permits issued within DPO19 must not adversely affect the amenity of the area or compromise the future development of land as outlined in this GRADP. This requirement is particularly important for items funded through DCP05, as ensuring coordination with these works is essential to delivering its intended outcomes.

2. Site Analysis

To support the guidance provided in the GRADP, it is important to understand its key characteristics and constraints. The KIP provides detailed analysis of the site, including topography, vegetation, and existing development patterns. The following plans and observations draw on that analysis to provide a visual and descriptive overview of the site.

These plans are positioned at the very front of the GRADP to give readers immediate insight into the planning issues and design guidance that follow.

By summarising key elements such as slope, ridgelines, vegetation, and existing development, the plans provide a foundation for informed decision-making on building siting, lot layout, infrastructure placement, and design guidelines throughout the area.

2.1. Site Analysis Plan

The Site Analysis Plan (Figure 3) is reproduced from the KIP and summarises the existing key spatial and environmental characteristics of the GRADP. It provides a visual reference to support the analysis and discussion of planning issues in this document. Key observations include:

- **Topography:** The site contains significant variation in slope, with ridgelines in the northeast and west, steep to very steep slopes alongside ridges, and flatter land in the valley areas.
- **Vegetation:** Existing native vegetation is concentrated along ridgelines, slopes, and drainage lines. Many areas of high landscape value are identified, contributing to the visual character of the site.
- **Existing Development:** Dwellings along Glismann Road are typically sited along ridgelines or immediately below to maximise views. Lots fronting Old Princes Highway are smaller.
- **Access and Road Network:** The area is currently accessed via Glismann Road, with 3 properties having their current access from Old Princes Highway. Current access points to the properties are influenced by topography and existing dwellings.
- **Community Facilities:** The O'Neil Recreation Reserve and nearby Beaconsfield Primary School provide important community connections and opportunities for future public open space interfaces and connections.
- **Visual and Landscape Sensitivity:** Areas along ridgelines, prominent slopes, and vegetated hillsides are highly visible from both within and outside the site, requiring careful consideration in lot layout, building siting, and design.
- **Existing infrastructure:** The existing Melbourne Water pipeline and Glismann Road provide important infrastructure that guides development potential within the GRADP.

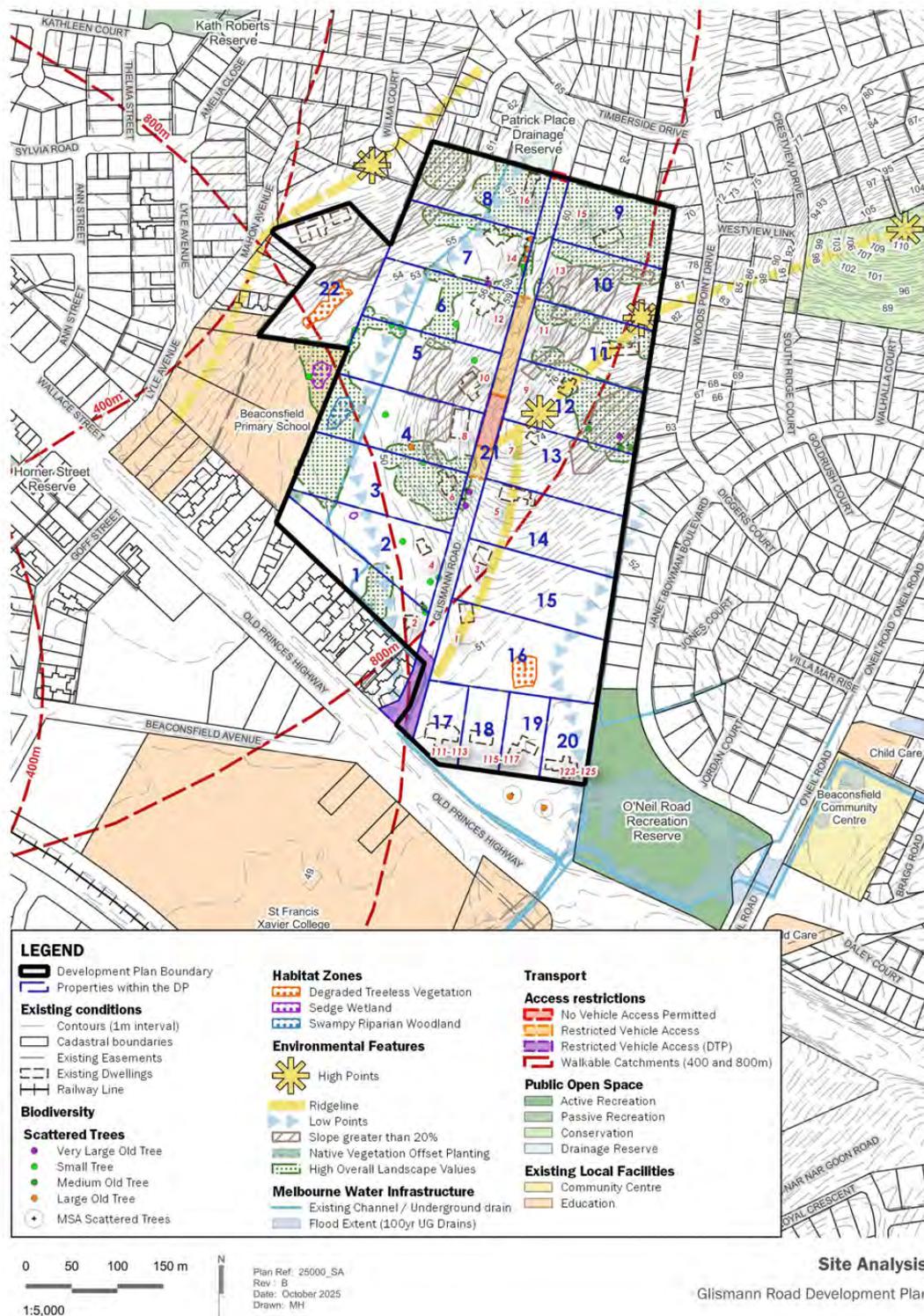


Figure 3 - Site Analysis Plan

2.2. Existing Topography

Understanding the topography of the GRADP is fundamental to guiding appropriate subdivision and development outcomes. The Pre-Development Slope Plan shown at Figure 4 draws on the detailed analysis provided in the KIP, providing a visual summary of that analysis, highlighting slopes, ridgelines, and valleys.

This information is positioned at the very front of the GRADP to give readers essential context for the key planning issues and guidance in this document, helping to inform building siting, lot layout, infrastructure placement, and the development of design guidelines.

The GRADP is defined by a ridgeline dominating the northeastern portion of the site, extending into higher developed land to the east, while the western part of the GRADP features a ridgeline to the west with a north - south running valley along its base. Significant slopes are located adjacent to these ridgelines, with the valley area between and south of the ridges relatively flat. Slopes along the ridges are predominantly steep to very steep, with some areas above 20% grade classified as 'extremely steep'. Existing dwellings are generally positioned along or just below the ridgeline to maximise outlook and views.

Vegetation is concentrated along the ridges and hillsides, contributing strongly to the area's character and influencing how development can occur on sloping land. Figure 4 illustrates slopes of 10% or greater, which can be generally categorised as follows:

Table 4 - Slope categories

Category	Slope Gradient
Flat	Less than 5%
Moderate Slope	Between 5% and 10%
Steep	Between 10% and 15%
Very Steep	Between 15% and 20%
Extremely Steep	Greater than 20%

These slope categories are referred to throughout the GRADP.

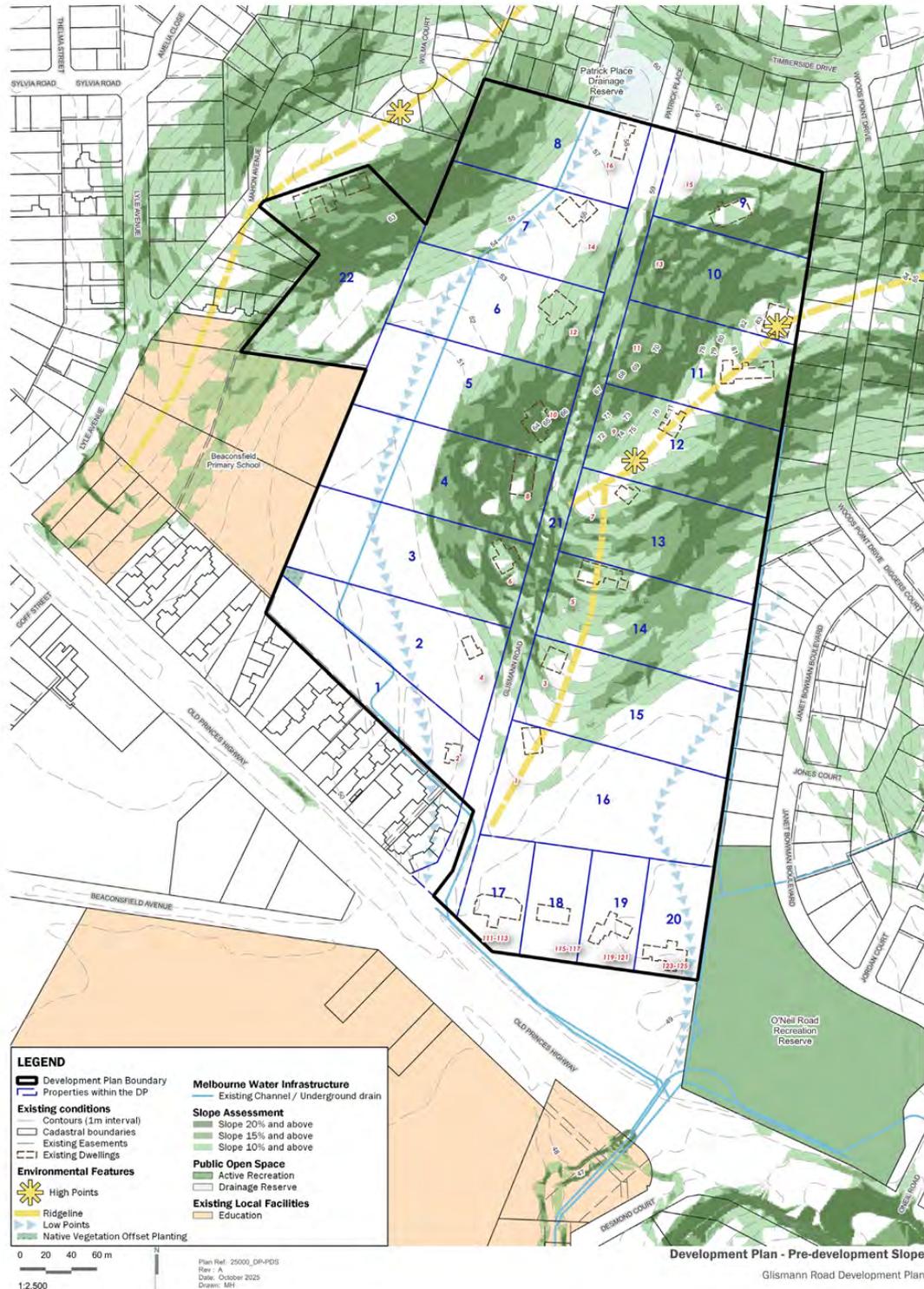


Figure 4 - Pre-Development Slope greater than 10%

3. Design Response

The Design Response Plan (Figure 5) is reproduced from the KIP and provides a high-level overview of how the opportunities and constraints identified through the KIP and site analysis process are addressed. The plan highlights key design influences that shape the GRADP and should be read in conjunction with the KIP.

The Design Response Plan identifies:

- 1) **Visually sensitive areas** – includes land with slopes assessed as Steep or Extremely Steep (refer to Table 4), land on or adjacent to ridgelines, and areas with high overall landscape values. These areas should be protected from intensive development, and future subdivision and housing designed to respond sensitively to topography, vegetation and landscape character.
- 2) **Interfaces with adjoining land uses** - including the Old Princes Highway, O’Neil Recreation Reserve, Beaconsfield Primary School, and the proposed local park. Development should activate adjoining spaces and provide passive surveillance to enhance safety and amenity.
- 3) **Restricted access** - areas along the Glismann Road (RD-02) crest, where access limitations are necessary to ensure safe vehicle movements for existing and future dwellings, and where the creation of new access points is restricted.
- 4) **Connectivity** – identifying key connections required to facilitate coordinated subdivision and access between properties. These connections should be designed to respond to topographic constraints, provide alternative connections where feasible, and ensure an integrated local street network.

The Design Response Plan should be read alongside DCPO5, relevant DCP project sheets, and subsequent sections of the GRADP to understand how infrastructure delivery and topographic constraints have been integrated into the overall design framework.

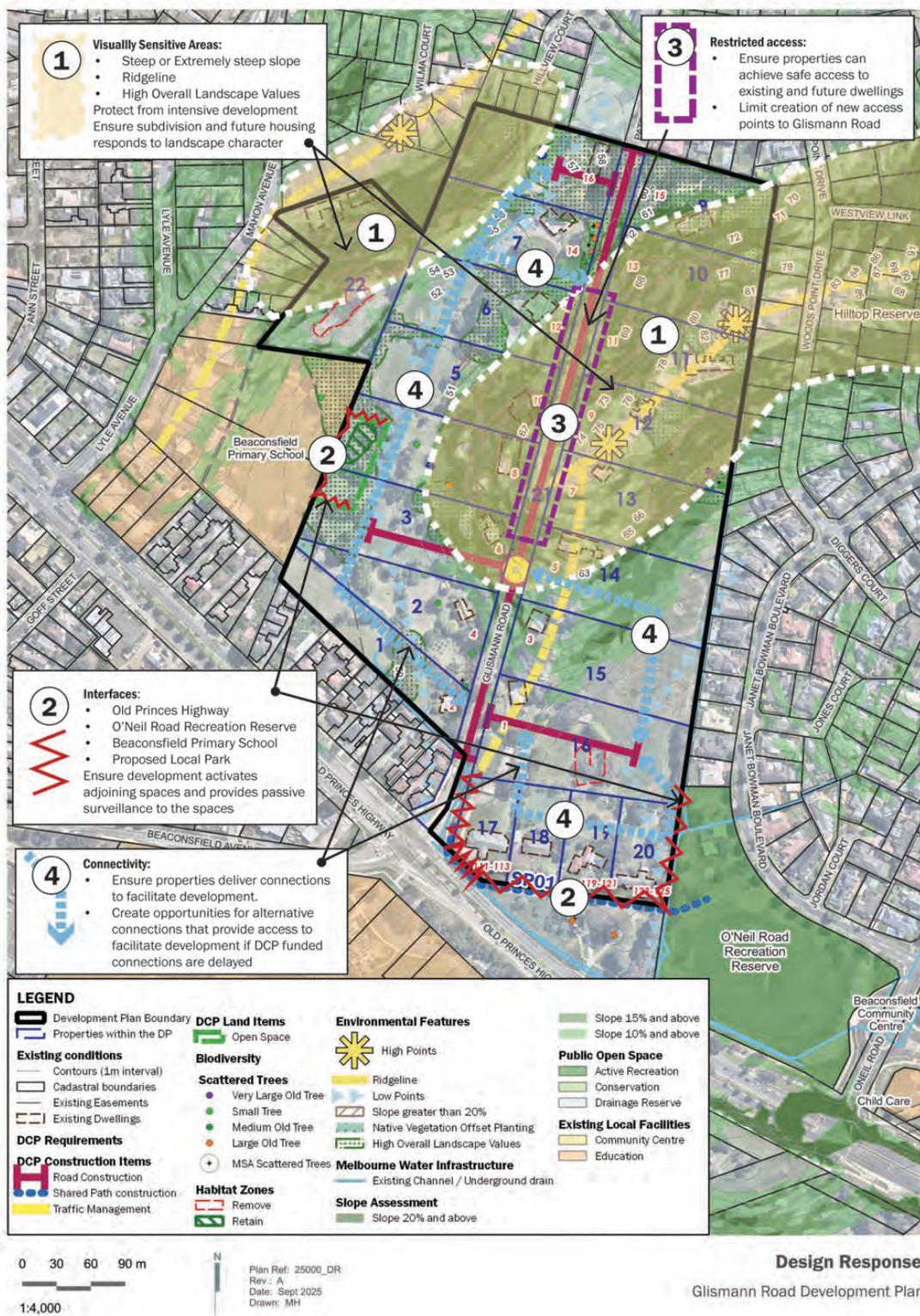


Figure 5 - Design Response Plan

4. Development Plan

Section 4 introduces the Development Plan for the Glismann Road area, setting out the vision, objectives, and key features that guide the design, layout, and delivery of infrastructure and development outcomes across the area. The GRADP is shown at Figure 6.

4.1. Vision Statement

Glismann Road will become a welcoming and attractive neighbourhood that feels part of Beaconsfield while retaining its unique landscape character. New homes and streets will be carefully designed and sited to follow the natural shape of the land and protect the area's landscape and views. The GRADP promotes a co-ordinated approach to development to deliver infrastructure, a diverse range of lot sizes, and attractive streetscapes and open spaces. Together these elements will create a connected neighbourhood that prioritises tree retention and values site responsive, high quality development outcomes.

4.2. Objectives

The following objectives establish the statutory and design priorities for the GRADP, guiding subdivision, lot layout, infrastructure, and development outcomes to ensure a coordinated, high-quality, and landscape-sensitive precinct:

- Deliver efficient and co-ordinated infrastructure through an overall development framework that aligns subdivision development, infrastructure delivery, and access arrangements across all landholdings.
- Align development with the GRADP's natural topography and landscape features, including the protection and maintenance of the visual prominence of the Glismann Road crest and hillsides, by designing roads, lots, and building envelopes to follow natural contours, minimise earthworks and retain significant vegetation.
- Manage development on pre-development slopes greater than 10% through clear slope management guidelines to ensure sensitive and practical responses to topography.
- Prevent development on areas with pre-development slopes exceeding 20% to protect the natural landform and minimise environmental and visual impacts.
- Promote high quality, site responsive housing through guidelines addressing lot sizes and layout, building envelopes, materials and placement of retaining walls, and siting of buildings and fencing to maintain landscape character and minimise visual impact.
- Encourage housing diversity and affordability by providing a range of lot sizes and dwelling types that respond to community needs and site conditions.
- Prioritise tree retention and strengthen the landscape framework through new canopy planting and additional landscaped areas where appropriate.
- Create a clear, walkable and connected movement network by establishing a legible street hierarchy and providing safe pedestrian and cycle links to existing and future transport connections, taking into account local topography constraints.
- Locate open space to protect natural features and enhance amenity ensuring accessibility, visual connection, and integration with the broader open space network.
- Encourage sustainable and climate sensitive urban design to support long term environmental resilience and energy efficiency.
- Ensure any non-residential uses and developments permitted under the zone provisions (e.g. childcare, medical centres) are appropriately located, designed, and scaled to complement the residential character, landscape setting, and infrastructure capacity of the GRADP area.

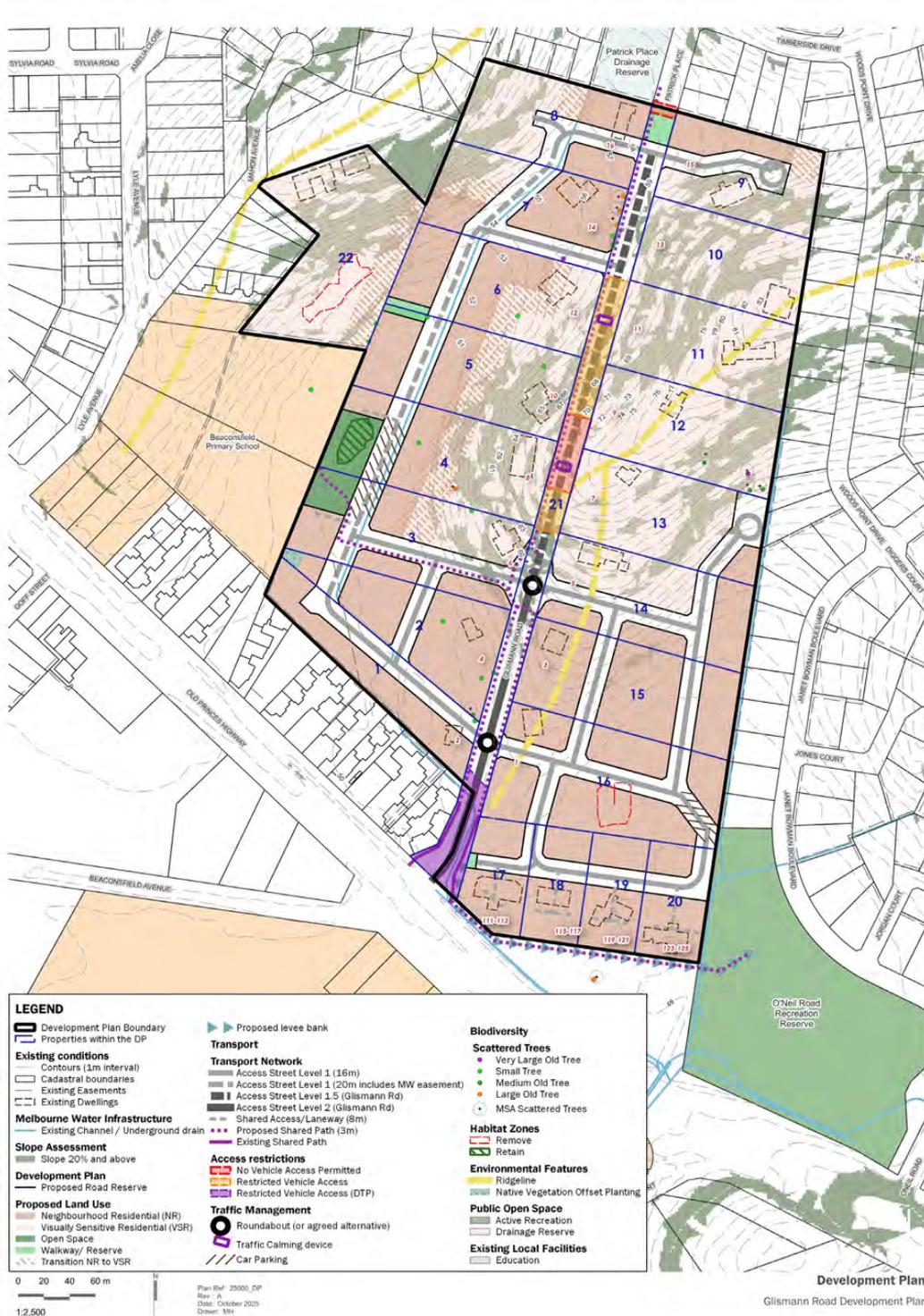


Figure 6 - Development Plan

4.3. Key Features

The key features of the GRADP are:

- An integrated movement network that coordinates roads, drainage and open space across all parcels, providing a logical framework for equitable and timely infrastructure delivery while connecting with existing shared paths and open space corridors. Due to the complexities of this DP, preliminary discussions with the Responsible Authority in the initial design phase is essential.
- Additional internal road connections that provide alternative options for access and staging, reducing reliance on the timing and delivery of DCPO5 funded items by others.
- 'Neighbourhood Residential' and 'Visually Sensitive Residential' development areas are identified based on topography and vegetation coverage, ensuring built form responds to site conditions and minimises visual impact. (The application of these areas is indicative and provide a high level framework only. Detailed site analysis is to be undertaken at the planning permit application stage to address topography, vegetation and other site constraints which will ultimately determine the extent of each property within the 'Neighbourhood Residential' or 'Visually Sensitive Residential' area).
- Roads and lot layouts are aligned with natural contours, with larger lots in steeper areas to minimise earthworks and maintain the natural landscape.
- Slope management guidelines require stepped building forms, controlled retaining wall heights, and vegetation retention to protect the natural landscape with development restricted on slopes exceeding 20%.
- Design guidelines establish consistent parameters for building envelopes, setbacks, materials and fencing and retaining walls to reinforce the landscape character and minimise visual impact.
- Vegetation to be retained is identified, with new canopy plantings to extend the existing landscape character.
- Local open space is provided to complement existing community spaces and create a local focal point, while improved access to O'Neil Recreation Reserve enhances visual and physical connectivity.
- Design guidelines promote sustainable outcomes through lot orientation, canopy tree retention and water sensitive urban design measures that support energy efficiency, provide shade, and improve water management.
- A diversity of lot sizes and dwelling types is encouraged to support housing choice and affordability across the precinct.

5. Movement Network

The Movement Network establishes the framework for access, connectivity, and transport integration across the GRADP. It defines how vehicles, pedestrians, and cyclists will move within and beyond the area, ensuring coordinated and efficient connections between individual landholdings and the wider Beaconsfield area.

The design and staging of the network are informed by the KIP, which identified key access constraints, the preferred road hierarchy, and the importance of a coordinated approach to infrastructure delivery.

This section outlines the proposed road hierarchy, access arrangements, and staging principles necessary to deliver a safe, functional, and integrated transport network consistent with the requirements of DPO19 and DCPO5. The Movement Network Plan is shown at Figure 7. The overall network is established by DPO19, with several key components also addressed under DCPO5. Additional detail on project costs and land valuation methodology is provided in the [Glismann Road Development Contributions Plan Project Sheets \(Cardinia Shire Council, November 2022\)](#).

This Section is structured as follows:

- Section 5.1 – Primary Road Network, as established by DPO19 and DCPO5.
- Section 5.2 – Access and Internal Road Options, supporting the Primary Road Network to provide flexibility in development staging.
- Section 5.3 – Other Internal Roads, focusing on local connections within the GRADP.
- Section 5.4 – Cross-Sections, as established by the Glismann Road Traffic Impact Assessment Report, TrafficWorks (1 May 2022) and the IDM.
- Section 5.5 – Access Restrictions, as established by DPO19 or where additional DTP consultation and consent is required.
- Section 5.6 – Temporary Access Measures and Arrangements, ensuring safe and reliable access to properties during construction, particularly of Glismann Road.
- Section 5.7 – Shared Path Network, outlining extent, design requirements and funding and delivery responsibilities.
- Section 5.8 – Footpath Network, outlining extent, design requirements and funding and delivery responsibilities.
- Section 5.9 – Access to Public Transport.

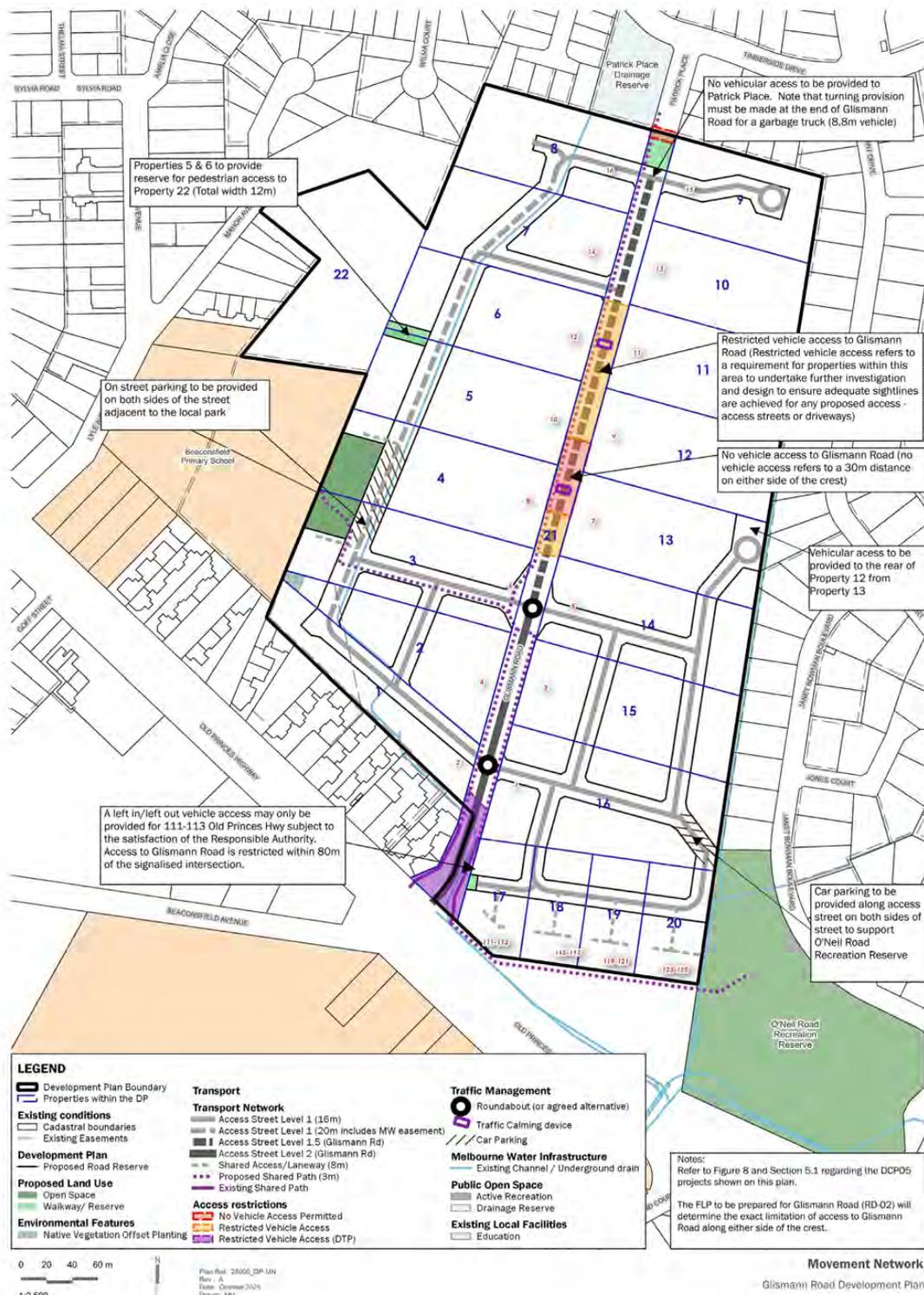


Figure 7 - Transport and Movement Plan

5.1. Primary Road Network

The primary road network elements of the GRADP included in DCP05 are:

- RD-01 – Glismann Road (Access Street Level 2): Old Princes Highway intersection to TM-01 (roundabout or alternative treatment to the satisfaction of the Responsible Authority).
- RD-02 – Glismann Road (Access Street Level 1.5): TM-01 to truncation of road.
- RD-03 – Local access road (Local Access Street Level 1) through Property 3 (6 Glismann Road). Includes a land component (LA-01).
- RD-04 – Local access road (Local Access Street Level 1) through Property 8 (16 Glismann Road). Includes a land component (LA-02).
- RD-05 – Local access road (Local Access Street Level 1) through Property 16 (1 Glismann Road). Includes a land component (LA-03).
- TM-01 – Roundabout at the intersection of Glismann Road and RD-05 (Property 3, 6 Glismann Road). Includes a land component (LA-04a and LA-04b).

These are shown at Figure 8. All or part of the design, construction and land costs for these works are included in DCP05.

5.1.1. Glismann Road (RD-01 and RD-02)

Glismann Road is the most significant and defining component of this network. Due to substantial differences in topography, Glismann Road is divided into two distinct sections, RD-01 and RD-02 which connect at TM-01.

The southern section of Glismann Road (RD-01) has a gentler slope, allowing for staged development with fewer complex design challenges. It is less likely to encounter issues related to Stopping Sight Distances (SSD), or transitions between adjoining landowners.

In contrast, the northern section of Glismann Road (RD-02) presents more significant topographic constraints. Extensive civil and landscape works will be required to achieve compliant grades, adequate sight distances, and effective landscape integration. A key design consideration is the need to lower the existing surface level of Glismann Road by approximately 1.6m at its highest point to meet SSD requirements⁴. This adjustment has major implications for how the road is delivered, particularly if lots are developed out of sequence or if some landowners choose not to develop, potentially disrupting the continuity and functionality of the road network.

TM-01, as the connection point between RD-01 and RD-02, plays a critical role in facilitating the transition between the two sections. Its design and construction must accommodate the differing conditions to ensure a functional, cohesive and a safe road network.

Due to fragmented land ownership along Glismann Road, there are several unknowns that may affect how and when different sections of the road are delivered. It is likely that some developers may choose to develop out of sequence, which introduces complexity in coordinating infrastructure delivery, particularly for a road with significant topographic variation. As a result, decisions regarding road design, staging, and delivery will ultimately rest with the Responsible Authority, based on the subdivision applications being considered at the time.

To address these complexities, DPO19 requires that all subdivision proposals be accompanied by an Infrastructure Plan. This plan must address the provision, staging, and timing of road works both internal and external to the land. Specifically, the first application to subdivide land with access to Glismann Road (Access Street Level 1.5) (which is RD-02) must include a FLP for the entire length of the road, or a length to the satisfaction of the Responsible Authority.

⁴ Refer to Glismann Road Traffic Impact Assessment Report, TrafficWorks (1 May 2022) for sections and surface levels.

Construction of Glismann Road must occur continuously from the Old Princes Highway, with each subdividing property responsible for delivering its full road frontage. This ensures the road remains a continuous and functional connection as development progresses.

As subdivision applications approach the junction of Glismann Road where RD-01, TM-01, and RD-02 meet, the Responsible Authority may require that the application for subdivision be accompanied by a FLP for the full length of RD-02, TM-01, and a portion of RD-01, or a length of road to the satisfaction of the Authority.

At a minimum, a FLP must be prepared for the first subdivision requiring access to RD-02. This FLP must include TM-01 (refer to Table 10 for further information). The FLP must be prepared and approved for the full length of RD-02, or a length as agreed by the Responsible Authority. The FLP must also address Property 3 and Property 14, which require TM-01 to provide site access, unless otherwise agreed by the Responsible Authority.

The following tables provide a summary of the extent, construction triggers, design requirements, and funding and delivery arrangements for each element of the primary road network. For further information refer to the DCP the [Glismann Road Development Contributions Plan Project Sheets \(Cardinia Shire Council, November 2022\)](#), and the Glismann Road Traffic Impact Assessment Report, TrafficWorks (1 May 2022). Due to the complexities of this DP, preliminary discussions with the Responsible Authority in the initial design phase is essential.



Figure 8 - Movement Network - DCP05 Transport items

Table 5 - RD-01 – Glismann Road – Access Street Level 2 (cross section at Figure 11)

Extent	<ul style="list-style-type: none"> From the Old Princes Highway intersection to TM-01 within the existing road reservation. No land acquisition is required or included in DCPO5.
Construction Trigger	<ul style="list-style-type: none"> The first subdivision requiring access to RD-01 must construct RD-01. Construction must be continuous from the Old Princes Highway intersection to the full extent of the subdividing property’s RD-01 frontage. Any following subdivision must deliver the continuous construction of RD-01.
Design Requirements	<ul style="list-style-type: none"> If the subdivision requires the provision of TM-01, the first subdivision in RD-01 must prepare a FLP for the entire length of Glismann Road (RD-02), or for a length as agreed by the Responsible Authority. An allowance for a FLP for RD-02 is included in DCPO5. The FLP must include TM-01. Refer to Section 5.1.1 for further details.
Funding & Delivery	<ul style="list-style-type: none"> DCPO5 includes the design and construction of this project as outlined in the DCP and the Glismann Road Development Contributions Plan Project Sheets (Cardinia Shire Council, November 2022)
On-street Parking	<ul style="list-style-type: none"> Indented 2.3m wide parking lanes along its length.
Shared Paths & Footpaths	<ul style="list-style-type: none"> 3m wide shared path on western side. 1.5m wide footpath on eastern side.

Table 6 - RD-02 – Glismann Road – Access Street Level 1.5 (cross section at Figure 12)

Extent	<ul style="list-style-type: none"> From TM-01 to the truncation of Glismann Road within the existing road reservation. No land acquisition is required or included in DCPO5.
Construction Trigger	<ul style="list-style-type: none"> The first subdivision requiring access to RD-02 must construct RD-02 to the full extent of the subdividing property’s RD-02 frontage. RD-01 and TM-01 must also be constructed if these items have not been constructed.
Design Requirements	<ul style="list-style-type: none"> A FLP must be prepared for the entire length of Glismann Road (RD-02), or for a length as agreed by the Responsible Authority, to accompany the first subdivision requiring access to Glismann Road (RD-02) or TM-01. An allowance for a FLP is included in DCPO5. The FLP must include TM-01. Refer to Section 5.1.1 for further details. Construction requires lowering the existing surface level of Glismann Road by approximately 1.6m at its highest point to achieve safe Stopping Sight Distances (SSD). No vehicle access from individual properties, including roads, driveways and parking, is permitted at the crest of the hill and 30m either side of the crest (‘No Vehicle Access Permitted’ area). Refer to Section 5.5 for further details. The design speed through the crest is 40km/h. Traffic calming devices (e.g. slow points or horizontal deflection devices) must be implemented on each approach to the crest, with specific treatment to be implemented subject to detailed design and to the satisfaction of the Responsible Authority.

	<ul style="list-style-type: none"> • Driveways only may be permitted within the RD-02 'Restricted Vehicle Access' area subject to a sight distance assessment. No road connections to Glismann Road are permitted within this area. Refer to Section 5.5 for further details. • The truncation of the road must provide the ability for a waste vehicle to turn in a forward direction by provision of a court bowl with a 10.5m radius or other alternative solution approved by the Responsible Authority².
Funding & Delivery	<ul style="list-style-type: none"> • Unlike RD-01, DCPO5 includes partial funding for RD-02 and only includes items associated with design (FLP), siteworks, earthworks and retaining wall components, and includes a 30% contingency³. • The elements of the DCP project are restricted to an allowance for excavation, fill, set out, retaining walls as well as the cost to prepare the Functional Layout Plan (FLP). All other construction costs (e.g. road pavement, concrete works, drainage, traffic calming devices, landscaping, street lighting, miscellaneous items, and delivery) are not covered by the DCP and are to be met by the respective developer(s).
On-street Parking	<ul style="list-style-type: none"> • No on-street parking is permitted.
Shared Paths & Footpaths	<ul style="list-style-type: none"> • 3m wide shared path on western side. • No footpath is included in cross-section.

Table 7 - RD-03 – Local Access Street Level 1 (cross-section at Figure 14)

Extent	<ul style="list-style-type: none"> • Road construction for 120m of road within a 16m wide road reserve, located within Property 3. • DCP project LA-01 is for the land cost for RD-03 (16m x 120m = 1,920sqm)⁴.
Construction Trigger	<ul style="list-style-type: none"> • To be constructed with any subdivision of Property 3. • If not already constructed, the northern roundabout (TM-01) and Glismann Road (RD-01) must be concurrently constructed. Refer to Section 5.1.1 for further details.
Design Requirements	<ul style="list-style-type: none"> • Construct to Infrastructure Design Manual (IDM) standards in accordance with the typical cross-section shown at Section 5.4. • A FLP must be prepared for the entire length of Glismann Road (RD-02), or for a length as agreed by the Responsible Authority, to accompany the first subdivision requiring access to Glismann Road (RD-02) or TM-01. An allowance for a FLP is included in DCPO5. The FLP must include TM-01. Refer to Section 5.1.1 for further details. • The intersection of RD-03 with RD-02 must be designed to provide TM-01. TM-01 must be designed to provide a fourth-leg to Property 14. Refer to Table 10 and Figure 10 for further details. The indicative roundabout location shown in Figure 10 is generally in accordance with that shown in Figure 1 of DPO19 and Figure 2 of the DCP document. There is no allowance in the DCP for the splays within Property 3 required for TM-01.

² Refer to Glismann Road Traffic Impact Assessment Report, TrafficWorks (1 May 2022).

³ Refer to the RD02 project sheet in the Glismann Road Development Contributions Plan (Urban Enterprise, amended December 2023); Glismann Road Traffic Impact Assessment Report, TrafficWorks (1 May 2022).

⁴ Refer to the RD02 project sheet in the Glismann Road Development Contributions Plan (Urban Enterprise, amended December 2023); Glismann Road Traffic Impact Assessment Report, TrafficWorks (1 May 2022).

	<ul style="list-style-type: none"> Provision must be made for a local connection to Property 2 and Property 4.
Funding & Delivery	<ul style="list-style-type: none"> Land is to be set aside and vested in the Responsible Authority with any subdivision of Property 3. DCPO5 provides for construction (RD-03) and associated land costs (LA-01).
On-street Parking	<ul style="list-style-type: none"> Indented 2.3m wide car parking lanes along its length. On-street parking to be provided on both sides of the carriageway adjacent to the local open space (LA-05).
Shared Paths & Footpaths	<ul style="list-style-type: none"> 3m wide shared path on one side connecting to local open space. 1.5m wide footpath on other side.

Table 8 – RD-04 – Local Access Street Level 1 (cross-section at Figure 14)

Extent	<ul style="list-style-type: none"> Road construction of 50m within a 16m wide road reserve, located within Property 8. DCP project LA-02 is for the land cost for RD-04 (16m x 50m = 800sqm)⁵.
Construction Trigger	<ul style="list-style-type: none"> To be constructed with any subdivision of Property 8. If not already constructed, Glismann Road (RD-01 and RD-02) and TM-01 must be concurrently constructed. Refer to Section 5.1.1 for further details.
Design Requirements	<ul style="list-style-type: none"> Construct to Infrastructure Design Manual (IDM) standards in accordance with the typical cross-section shown at Section 5.4. A FLP must be prepared for the entire length of Glismann Road (RD-02), or for a length as agreed by the Responsible Authority, to accompany the first subdivision requiring access to Glismann Road (RD-02) or TM-01. An allowance for a FLP is included in DCPO5. The FLP must include TM-01. Refer to Section 5.1.1 for further details. Provision must be made for a local connection to Property 7 as part of the western loop road. This is outlined in further detail in Section 5.3.
Funding & Delivery	<ul style="list-style-type: none"> Land is to be set aside and vested in the Responsible Authority with any subdivision of Property 8. DCPO5 provides for construction (RD-04) and associated land costs (LA-02).
On-street Parking	<ul style="list-style-type: none"> Indented 2.3m wide parking lanes along its length.
Footpaths	<ul style="list-style-type: none"> 1.5m wide footpath on both sides of road.

⁵ Refer to #3.

Table 9 – RD-05 - Local Access Street Level 1 (cross-section at Figure 14)

Extent	<ul style="list-style-type: none"> Road construction of 149m within a 16m wide road reserve, located within Property 16. DCP project LA-03 is for the land cost for RD-05 (16m x 149m = 2,384sqm)⁶.
Construction Trigger	<ul style="list-style-type: none"> To be constructed with any subdivision of Property 16. If not already constructed, Glismann Road (RD-01) must be delivered concurrently from the Old Princes Highway for the extent of the Property frontage.
Design Requirements	<ul style="list-style-type: none"> Construct to Infrastructure Design Manual (IDM) standards in accordance with the typical cross-section shown at Section 5.4. Provision must be made for local connections to Property 15, 17, 18, 19 and 20. This is discussed further in Section 6. The intersection with RD-01 must be designed to accommodate a future four-way roundabout with RD-05 to manage access to Property 1 and Property 16. The construction or additional land required beyond the Glismann Road reserve is not a DCP project. Further information is provided in Table 11 regarding this requirement. If the subdivision requires the provision of TM-01, the first subdivision in RD-01 must prepare a FLP for the entire length of Glismann Road (RD-02), or for a length as agreed by the Responsible Authority. An allowance for a FLP is included in DCPO5. The FLP must include TM-01. Refer to Section 5.1.1 for further details.
Funding & Delivery	<ul style="list-style-type: none"> Land is to be set aside and vested in the Responsible Authority with any subdivision of Property 16. DCPO5 provides for construction (RD-05) and associated land costs (LA-03). The roundabout must be constructed when access to Property 1 is constructed unless otherwise agreed by the Responsible Authority. All design, construction and land costs for the roundabout are to be met by whichever property proceeds first.
On-street Parking	<ul style="list-style-type: none"> Indented 2.3m wide car parking lanes along its length. On-street parking to be provided on both sides of the carriageway adjacent to O'Neil Recreation Reserve.
Footpaths	<ul style="list-style-type: none"> 1.5m wide footpath on both sides of road.

⁶ Refer to the RD02 project sheet in the Glismann Road Development Contributions Plan (Urban Enterprise, amended December 2023); Glismann Road Traffic Impact Assessment Report, TrafficWorks (1 May 2022).

Table 10 - TM-01 – Roundabout (or alternative treatment to the satisfaction of the Responsible Authority) (cross-section at Figure 10 for concept plan)

Extent	<ul style="list-style-type: none"> The preferred form of TM-01 is a roundabout, however an alternative intersection treatment may be considered and approved by the Responsible Authority subject to detailed design and completion of required assessments and the outcome of the FLP. TM-01 is located at the intersection of Glismann Road (between RD-01 and RD-02) and Access Street Level 1 (RD-03).
Construction Trigger	<ul style="list-style-type: none"> To be constructed: <ul style="list-style-type: none"> By any development beyond the northern extent of RD-01 (including Property 3 or Property 14), or If access is required for the development of Property 17 (111-113 Old Princes Highway) from Glismann Road (RD-01) and a roundabout has not been constructed to provide access to Property 1 and Property 16. Further information is provided in Table 9 and Table 11 regarding this requirement.
Design Requirements	<ul style="list-style-type: none"> A FLP must be prepared for the entire length of Glismann Road (RD-02), or for a length as agreed by the Responsible Authority, to accompany the first subdivision requiring access to the road (RD-02) or TM-01. An allowance for a FLP is included in DCPO5. The FLP must include TM-01. Refer to Section 5.1.1 for further details. TM-01 must be designed to provide access to Properties 3 and 14. Refer to Figure 10 for indicative concept plan for a roundabout solution. The location shown in Figure 10 is generally in accordance with that shown in Figure 1 of DPO19 and Figure 2 of the DCP document. There will be no public acquisition of land in Property 3 to facilitate the design of TM-01. This constraint must be considered in the design of TM-01, particularly if Property 3 does not intend to develop at the time TM-01 is scheduled for delivery.
Funding & Delivery	<ul style="list-style-type: none"> Land to be set aside and vested in Council in Properties 14 and 15 if TM-01 is required to be constructed (refer to Construction Trigger). DCPO5 covers the construction of TM-01 and the associated limited land costs (LA-04a and LA-04b). In accordance with DCP requirements, any additional construction costs or land needed from Properties 14 and 15 to deliver TM-01, beyond what is allocated in the DCP, will be the responsibility of the developer. This is likely to be the case if Property 3 is not being developed concurrently.
Shared Paths & Footpaths	<ul style="list-style-type: none"> 3m wide shared path on western side. 1.5m wide footpath on eastern side.

5.2. Access and Internal Road Options

To support the primary road network and ensure flexible, coordinated development across the GRADP, additional access options and internal roads are provided beyond that shown in Figure 1 of DPO19 and DCPO5 funded works shown in Figure 2 of the DCP document. These roads facilitate development, improve connectivity between parcels, and enable integrated infrastructure delivery independent of DCPO5-funded works. These are:

- Additional access options onto Glismann Road via Property 1, Property 7, and Property 14. The design, construction and land costs for these additional access roads, or the other internal road options shown, are not included in DCPO5 and are to be met by the respective developer(s). They are developer works.
- An internal road network that enables coordinated and integrated development connections across multiple land parcels. This network allows movement planning to occur holistically rather than in isolation, supporting seamless access and infrastructure delivery.

Together, these additional connections provide alternative options for access and staging, reducing reliance on the timing and delivery of DCPO5 funded items by other parties.

To facilitate access to Property 1 and Property 16, a southern roundabout is proposed at Glismann Road (RD-01) (refer to Figure 9 for concept plan). This roundabout is not a DCP requirement, and alternative solutions may be considered subject to the approval of the Responsible Authority (and DTP given its proximity to the signalised intersection at Glismann Road and Old Princes Highway).



Figure 9 - Concept Plan for southern roundabout to provide access from Glismann Road to Property 1 and Property 16

The following tables provide a summary of the extent, construction triggers, design requirements, and funding and delivery arrangements for each of these additional access and internal roads.

Table 11 - Property 1 (2 Glismann Road) – Local Access Street Level 1 (16 m) (cross-section at Figure 14)

Extent	<ul style="list-style-type: none"> Local Access Street (16 m wide) along the northern boundary of Property 1, vested in the Responsible Authority.
Construction Trigger	<ul style="list-style-type: none"> To be constructed with the subdivision or development of Property 1. If not already constructed, Glismann Road (RD-01 DCP project) must be delivered concurrently from the Old Princes Highway for the extent of the Property frontage. Refer to Section 5.1.1 for further details.
Design Requirements	<ul style="list-style-type: none"> Construct to Infrastructure Design Manual (IDM) standards in accordance with the typical cross-section shown at Section 5.4. Provision must be made for two connections to Property 2: <ul style="list-style-type: none"> 16 m wide local access street approximately mid-point along the shared boundary, and 20 m wide local access street forming part of the western loop road connection. A temporary court bowl must be provided until the future connection is required to Property 2. The intersection with RD-01 must be designed to accommodate a future four-way roundabout with RD-05.
Funding & Delivery	<ul style="list-style-type: none"> Developer funded and constructed. The roundabout is to be constructed when RD-05 is constructed, unless otherwise agreed by the Responsible Authority. All design, construction and land costs for the roundabout are to be met by whichever property proceeds first.
On-street Parking	<ul style="list-style-type: none"> To be determined through detailed design. Likely one or both sides of the carriageway.
Footpaths	<ul style="list-style-type: none"> 1.5m wide footpath on both sides of road.

Table 12 - Property 7 (14 Glismann Road) – Local Access Street Level 1 (16 m) (cross-section at Figure 14)

Extent	<ul style="list-style-type: none"> Local Access Street (16 m wide) along the southern boundary of Property 7, vested in the Responsible Authority.
Construction Trigger	<ul style="list-style-type: none"> To be constructed with the subdivision of Property 7. If not already constructed, Glismann Road (RD-01 and RD-02) and TM-01 must be concurrently constructed. Refer to Section 5.1.1 for further details.
Design Requirements	<ul style="list-style-type: none"> A FLP must be prepared for the entire length of Glismann Road (RD-02), or for a length as agreed by the Responsible Authority, to accompany the first subdivision requiring access to Glismann Road (RD-02) or TM-01. An allowance for a FLP is included in DCPO5. The FLP must include TM-01. Refer to Section 5.1.1 for further details. Construct to IDM standards in accordance with the typical cross-section at Section 5.4.

	<ul style="list-style-type: none"> The road terminates at the western loop road connection (20m wide Local Access Street). A temporary court bowl will be required until connection into Property 6 and 8 is complete. The intersection with Glismann Road must be located outside the 'Restricted Vehicle Access' area.
Funding & Delivery	<ul style="list-style-type: none"> Developer funded and constructed.
On-street Parking	<ul style="list-style-type: none"> To be determined through detailed design. Likely one or both sides of the carriageway.
Footpaths	<ul style="list-style-type: none"> 1.5m wide footpath on both sides of road.

Table 13 - Property 14 (5 Glismann Road) – Local Access Street Level 1 (16 m) (cross-section at Figure 14)

Extent	<ul style="list-style-type: none"> Local Access Street (16 m wide) through Property 14 to provide a fourth leg to TM-01, vested in the Responsible Authority. Refer to Section 5.1 for Primary Road Network requirements and specific construction and timing requirements for TM-01. DCP Projects LA-04a and LA-04b fund the splays for TM-01 on the eastern side of Glismann Road. LA-04a allocates 115sqm for Property 15 (3 Glismann Road) and LA-04b allocates 366sqm for Property 14 (5 Glismann Road). There is no allowance in the DCP for splays, should they be required, on the western side of Glismann Road to accommodate TM-01 or should they exceed the requirements allocated in the DCP in LA-04a and LA-04b.
Construction Trigger	<ul style="list-style-type: none"> To be constructed with the subdivision of Property 14. If not already constructed, the northern roundabout (TM-01) and Glismann Road (RD-01) must be concurrently constructed. Refer to Section 5.1.1 for further details.
Design Requirements	<ul style="list-style-type: none"> A FLP must be prepared for the entire length of Glismann Road (RD-02), or for a length as agreed by the Responsible Authority, to accompany the first subdivision requiring access to Glismann Road (RD-02) or TM-01. An allowance for a FLP is included in DCPO5. The FLP must include TM-01. Refer to Section 5.1.1 for further details. Construct to IDM standards in accordance with the typical cross-section at Section 5.4. Provision must be made for: <ul style="list-style-type: none"> Two connections to Property 15: <ul style="list-style-type: none"> 16 m wide local access street approximately mid-point, and 16 m wide local access street forming part of the eastern road network. One 16 m wide local access street connection to Property 13 as part of the eastern road network. A temporary court bowl must be provided until the future connection to Property 13 or 15 is required. The intersection with RD-02 must be designed to accommodate TM-01 and include provision for connection to RD0-3. Refer to Section 5.1 for Primary Road Network requirements and specific construction and timing requirements for TM-01.

	<ul style="list-style-type: none"> TM-01 must be designed to provide access to Properties 3 and 14. Refer to Figure 10 for indicative concept plan for a roundabout solution. The location shown in Figure 10 is generally in accordance with that shown in Figure 1 of DPO19 and Figure 2 of the DCP document.
Funding & Delivery	<ul style="list-style-type: none"> Connections of this Local Access Street to RD-01 and TM-01 are DCP items. Limited allowances in the DCP are provided for RD-02. All other road construction and any additional land costs beyond DCP allowances to be met by the developer.
On-street Parking	<ul style="list-style-type: none"> To be determined through detailed design. Likely one or both sides of the carriageway.
Footpaths	<ul style="list-style-type: none"> 1.5m wide footpath on both sides of road.

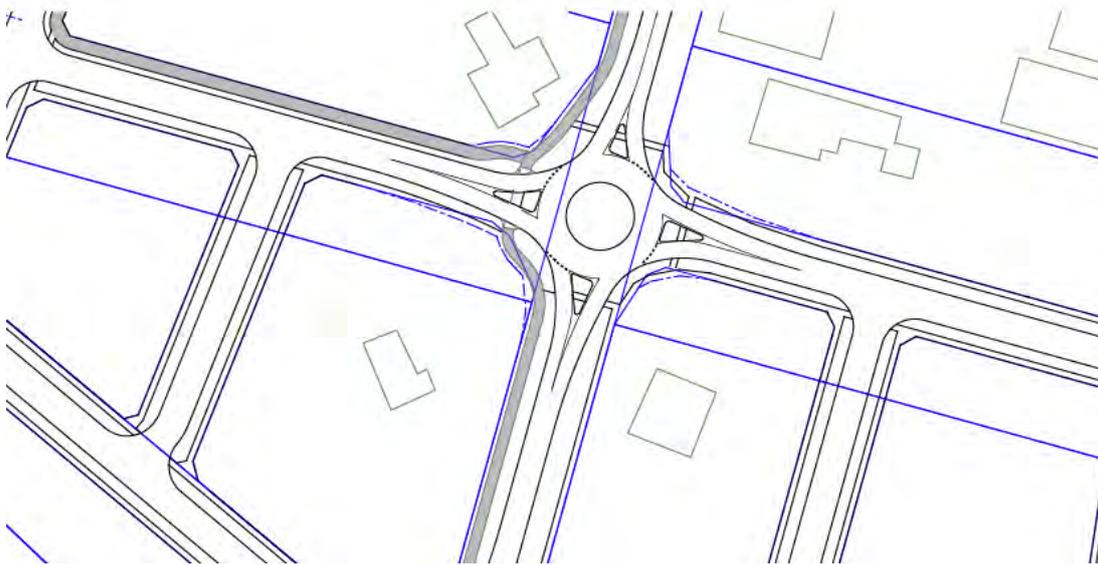


Figure 10 - TM-01 concept design including additional eastern leg to Property 14

Table 14 - Property 17 (111 – 113 Glismann Road) – left in/out access

Extent	<ul style="list-style-type: none"> Driveway access in accordance with DPO19. No through road will be permitted to Glismann Road for Property 18, 19 or Property 20 via Property 17.
Construction Trigger	<ul style="list-style-type: none"> To be constructed with the development of Property 17.
Design Requirements	<ul style="list-style-type: none"> Provision of an all movement intersection in this location may be possible subject to agreement from DTP and the Responsible Authority. Agreement from these Authorities is also required to confirm the location of direct access restricted to left in/out operation only. Construction of a roundabout, shown at the intersection of Property 1 and Property 16, may provide alternative access solutions for Property 17. This would need to be discussed with relevant Property holders to facilitate the roundabout construction.

	<ul style="list-style-type: none"> • Further design and access considerations for Property 17, 18, 19 and 20 is provided in Section 6. • If the subdivision requires the provision of TM-01, the first subdivision in RD-01 must prepare a FLP for the entire length of Glismann Road (RD-02), or for a length as agreed by the Responsible Authority. An allowance for a FLP is included in DCPO5. The FLP must include TM-01. Refer to Section 5.1.1 for further details.
Funding & Delivery	<ul style="list-style-type: none"> • Developer funded and constructed. • If a roundabout is constructed to facilitate alternative access to Property 17, all associated costs will be borne by Property 17, unless otherwise agreed by the Responsible Authority.

5.3. Other internal roads

The following tables provide a summary of the extent, construction triggers, design requirements, and funding and delivery arrangements for all other roads.

Table 15 - Western Loop Road – Local Access Street Level 1 (cross-section at Figure 13)

Extent	<ul style="list-style-type: none"> • The Western Loop Road extends adjacent to the western property boundary, forming a continuous street network between Property 1 and Property 8. This additional north-south link enhances connectivity across the Development Plan area, which is one of the key objectives of the DP. The road also facilitates convenient access to the local open space and provides a dedicated pedestrian connection to Property 22 (11 Mahon Avenue), supporting walkability and integrated access throughout the precinct. • The road alignment is also adjacent to the existing Melbourne Water pipe.
Construction Trigger	<ul style="list-style-type: none"> • To be constructed as part of individual Property subdivision.
Design Requirements	<ul style="list-style-type: none"> • Construct to IDM standards in accordance with the typical cross-section at Section 5.4. • 20 m wide Local Access Street Level 1 that includes a 4m wide Melbourne Water easement on its eastern side (refer to Error! Reference source not found. for cross-section). • A reserve must be provided from Property 5 and 6 to Property 22 as specified in DPO19 to facilitate a pedestrian connection. The location, design and construction of the pedestrian connection must be to the satisfaction of the Responsible Authority and respond to site topography and facilitate accessible grades. This is not a DCP funded item. • Provision for temporary court bowls must be made if not directly connecting to an existing portion of road.
Funding & Delivery	<ul style="list-style-type: none"> • All road construction costs are to be met by the developer.
On-street Parking	<ul style="list-style-type: none"> • To be determined through detailed design. Likely one or both sides of the carriageway. • On-street parking to be provided on both sides of the carriageway adjacent to the local open space (LA-05a and LA-05b).
Shared Paths & Footpaths	<ul style="list-style-type: none"> • 3m wide shared path connection between RD-03 and the local open space only.

	<ul style="list-style-type: none"> 1.5m wide footpath on both sides of road (except for dot point above).
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Table 16 - Other Roads (cross section at Figure 14)

Extent	<ul style="list-style-type: none"> As required.
Construction Trigger	<ul style="list-style-type: none"> To be constructed as part of individual Property subdivision.
Design Requirements	<ul style="list-style-type: none"> 16 m wide local road street, construct to IDM standards in accordance with the typical cross-section at Section 5.4. Provision for temporary court bowls must be made if not directly connecting to an existing portion of road.
Funding & Delivery	<ul style="list-style-type: none"> All road construction costs are to be met by the developer.
On-street Parking	<ul style="list-style-type: none"> To be determined through detailed design. Likely one or both sides of the carriageway. On-street parking to be provided on both sides of the carriageway adjacent to O'Neil Recreation Reserve, requiring a shuttle flow to allow two-way traffic movements.
Footpaths	<ul style="list-style-type: none"> 1.5m wide footpath on both sides of road.

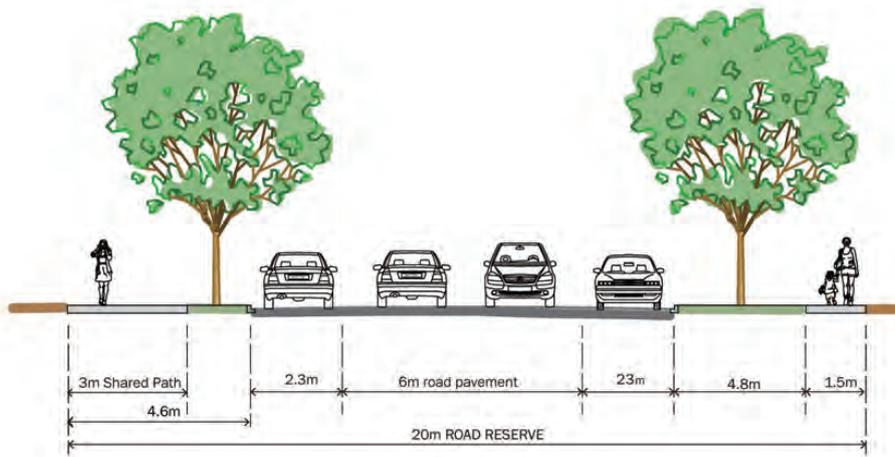
Table 17 - Shared Access / Laneway (cross section at Figure 15)

Extent	<ul style="list-style-type: none"> As required.
Construction Trigger	<ul style="list-style-type: none"> To be constructed as part of individual Property subdivision.
Design Requirements	<ul style="list-style-type: none"> 8 m wide local road access, see cross sections included at Section 5.4.
Funding & Delivery	<ul style="list-style-type: none"> All road construction costs are to be met by the developer.
On-street Parking	<ul style="list-style-type: none"> Not permitted.
Footpaths	<ul style="list-style-type: none"> Not required provided traffic volumes are less than 300 vehicles per day.

5.4. Cross Sections

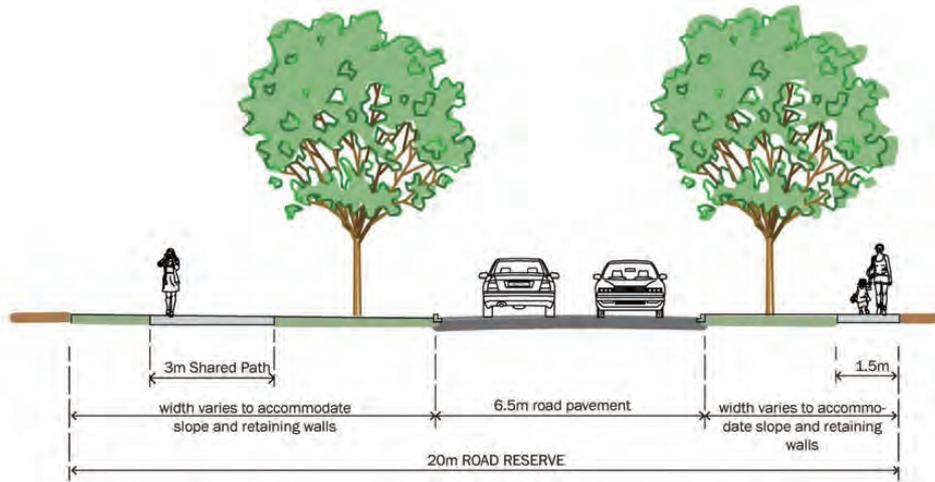
Cross sections for each road type are provided below, to demonstrate the standard of construction required for each type. All streets should be designed in accordance with the below cross sections, unless with the approval of the Responsible Authority. The following cross sections are based on advice provided in the Traffic Impact Assessment Report referenced in DPO19.

The FLP to be prepared for Glismann Road (RD-02) will provide further detail in relation to the final cross section for RD-02 which will include details regarding retaining walls and cut and fill.



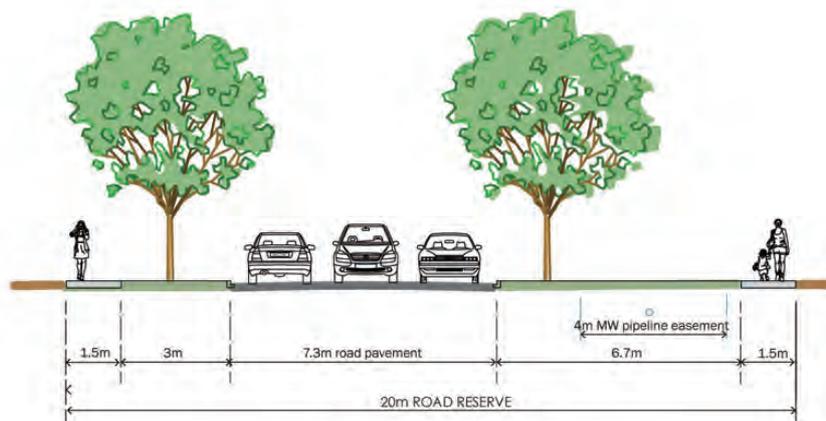
Access Street Level 2 (20m - Glismann Road)

Figure 11 - Glismann Road RD-01 cross-section - Access Street Level 2 (20m)



Access Street Level 1.5 (20m - Glismann Road)

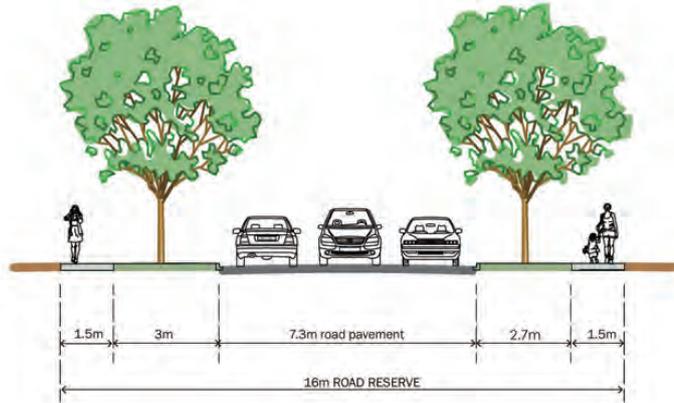
Figure 12 - Glismann Road RD-02 cross-section – Access Street Level 1.5 (20m)



Access Street Level 1 (20m with MW pipeline)

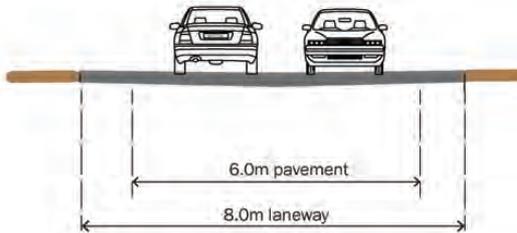
Note: Replace footpath on west side of street reserve with shared path along local park interface from Local Park to connect to RD-03

Figure 13 - Western Loop Road cross-section – Access Street Level 1 (20m) with Melbourne Water pipeline



Access Street Level 1 (16m)

Figure 14 - Access Street Level 1 (16m) cross-section



Shared Access/ Laneway (8m)

Figure 15 - Shared Access / Laneway (8m) cross-section

5.5. Access Restrictions

Access restrictions are applied to Glismann Road to ensure safety, maintain traffic flow, and protect sightlines, particularly on sections with steep grades or crests. The restrictions are indicated on Figure 16 and Figure 17 below. The extent of these restriction areas will be confirmed through completion of the FLP to the satisfaction of the Responsible Authority.



Figure 16 - Access restrictions along the Glismann Road crest

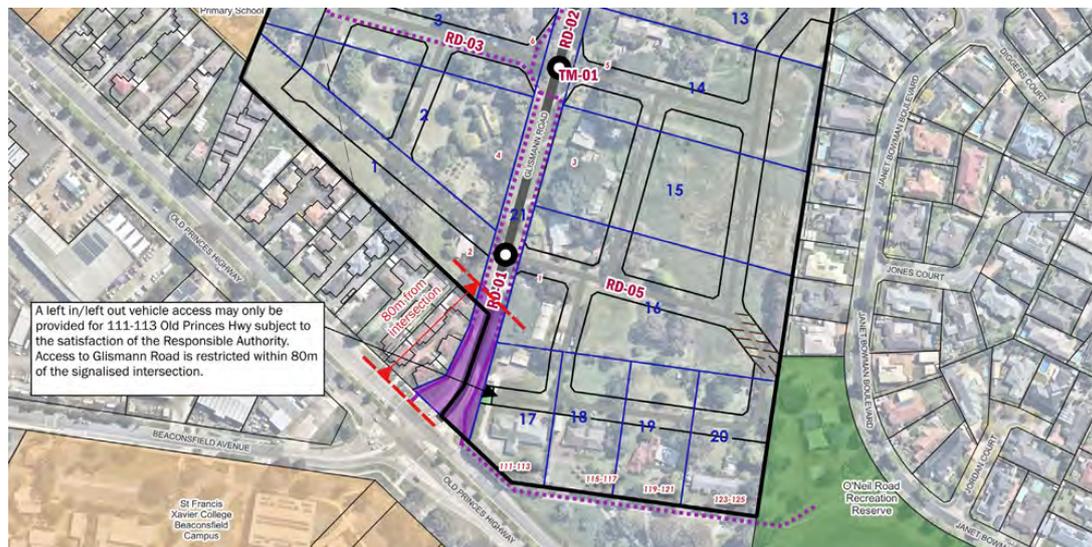


Figure 17 - Access restriction in proximity to the Old Princes Highway intersection

Table 18 identifies areas of access restrictions, consistent with DPO19. All subdivision and development proposals must demonstrate compliance with these restrictions which are to be coordinated with other GRADP elements, including the road network, shared paths, footpaths, cut and fill, retaining wall design elements, and intersections, to ensure safe and efficient connectivity across the GRADP.

Use of non-structural, ornamental landscape elements within the road reserve to enforce low speed and deter unauthorised vehicle movements, and to define pedestrian and cyclist priority in these areas is encouraged. Vehicle exclusion barriers and landscape treatments are to be materially consistent across the GRADP.

Table 18 - Areas of Access Restriction

Area	Conditions
No Vehicle Access Permitted	<ul style="list-style-type: none"> • Applies to parts of Property 4, 5, 12 and 13, or land within 30m of the Glismann Road (RD-02) crest. • No vehicle access, including roads, driveways and parking, is permitted within this area, unless with the further approval of the Responsible Authority and following completion and approval of the FLP.
Restricted Vehicle Access	<ul style="list-style-type: none"> • Applies to Property 3, 4, 5, 6, 11, 12 and 13. • The Restricted Vehicle Access area will be refined following completion and approval of the FLP. • Driveway access to new lots within this area is permitted subject to a sight distance assessment to the satisfaction of the Responsible Authority. • No new road connections to Glismann Road are permitted within this area. • Shared driveways or alternative access arrangements may be considered to minimise cut and fill, reduce vehicle conflicts, and maintain safe sight distances.
Restricted Vehicle Access (DTP)	<ul style="list-style-type: none"> • Applies to Property 17 and part of Property 1 and 16. • Access in this area is subject to DTP requirements. This may include restrictions on turning movements, limited entry/exit points, or other measures to ensure compliance with SSD and safe operation of the Old Princes Highway intersection.
Properties 17, 18, 19 and 20	<ul style="list-style-type: none"> • Current access from the Old Princes Highway will be removed once these Properties are developed.
Property 22 (11 Mahon Avenue)	<ul style="list-style-type: none"> • A reserve must be provided from Property 5 and 6 to Property 22 as specified in DPO19 to facilitate a pedestrian connection. The location, design and construction of the pedestrian connection must be to the satisfaction of the Responsible Authority and respond to site topography and facilitate accessible grades. This is not a DCP funded item.

5.6. Temporary Access Measures and Arrangements

- Ensuring residents can safely and reliably access their properties during construction is a fundamental requirement of the GRADP.
- No resident should be denied access at any stage of development.
- Temporary access measures are therefore mandatory and must be carefully planned and implemented by developers, to the satisfaction of the Responsible Authority.
- These arrangements provide reassurance to landowners that their needs will be respected, and that access will be maintained through all stages of subdivision and road construction.

Extent	<ul style="list-style-type: none"> • Temporary court bowls must be provided for all roads where a future connection is not yet constructed. • Temporary access arrangements must be provided for properties affected by the staged delivery of RD-01 and RD-02.
Construction Trigger	<ul style="list-style-type: none"> • Temporary access measures are to be implemented as part of any subdivision or road construction that affects existing access or creates an interim termination of a road connection.
Design Requirements	<ul style="list-style-type: none"> • Temporary court bowls must be located within the subject property unless otherwise agreed by the Responsible Authority. • Alternative access arrangements for properties with access to Glismann Road that are not developing must be shown on a FLP and be developed in consultation with affected landowners, to the satisfaction of the Responsible Authority. • The levee bank must be designed and constructed to the satisfaction of DTP, Melbourne Water and Council. Safe vehicle access for affected properties must be maintained until direct access to Old Princes Highway is removed through their redevelopment.
Funding & Delivery	<ul style="list-style-type: none"> • Temporary access works are to be delivered by the developer(s) responsible for the associated subdivision or road construction, to the satisfaction of the Responsible Authority. • These works are not funded through DCPO5.

5.7. Shared Path Network

Extent	<ul style="list-style-type: none"> • SP01: located along the levee bank which runs along the frontage of Property 17 to 20, connecting through to O'Neil Recreation Reserve. • Glismann Road Path: a new shared path within the 20m Glismann Road reservation, connecting from the Old Princes Highway through to Patrick Place.
Construction Trigger	<ul style="list-style-type: none"> • SP01: To be constructed concurrently with the levee bank. • Glismann Road Path: To be constructed in stages, consistent with the delivery of RD-01, TM-01 and RD-02.
Design Requirements	<ul style="list-style-type: none"> • All shared paths are to be 3m wide and constructed to IDM standards. • SP01: <ul style="list-style-type: none"> • Located external to the GRADP area, within Crown land to the south of the Old Princes Highway properties. • To be constructed along the top of the levee bank, which will be formed with a flat top to accommodate the path.

	<ul style="list-style-type: none"> Glismann Road Path is to be constructed on the western side of Glismann Road.
Funding & Delivery	<ul style="list-style-type: none"> SP01 is a designated DCPO5 item and will be delivered as required by Melbourne Water. Glismann Road Path: <ul style="list-style-type: none"> Glismann Road Path in RD-01: Design and construction is funded by DCPO5 and delivered as part of the RD-01 works by developers. Glismann Road Path in TM-01: Design and construction is funded by DCPO5 and delivered concurrently with TM-01. Glismann Road Path in RD-02: Design is funded by DCPO5 (via FLP). Construction is not funded by DCPO5 and will be delivered in conjunction with RD-02 to be constructed by developers.

5.8. Footpath Network

Extent	<ul style="list-style-type: none"> Footpaths are to be provided on both sides of all roads. RD-01 and TM-01 include a footpath on their eastern side. No footpath is included in the RD-02 cross-section
Construction Trigger	<ul style="list-style-type: none"> Footpaths are to be constructed concurrently with the construction of the associated road.
Design Requirements	<ul style="list-style-type: none"> Footpaths are to be a minimum 1.5m wide.
Funding & Delivery	<ul style="list-style-type: none"> Footpaths associated with RD-01, RD-03, RD-04, RD-05 and TM-01 are included in DCPO5. All other footpaths are to be delivered by the respective developer(s) at their cost.

5.9. Access to Public Transport

The GRADP provides safe and convenient pedestrian and bicycle access to existing public transport services along Old Princes Highway and Timberside Drive. Access will be facilitated via the shared path network along Glismann Road (RD-01 and RD-02) and the footpath network on all internal streets. These connections ensure residents can reach bus stops and other public transport facilities safely and efficiently. No new public transport infrastructure is proposed as part of the GRADP with access improvements delivered as part of the shared path and footpath works.

A bus stop closer to the Old Princes Highway and Glismann Road intersection would be of benefit to local residents. Council may consider advocating for this improvement with DTP.

6. Land Use Typologies

In response to the GRADP's constraints, particularly topography and vegetation, two residential typologies are identified:

- 1) Neighbourhood Residential – Conventional and medium density lots on less constrained land, integrating with surrounding development while retaining significant vegetation.
- 2) Visually Sensitive Residential – Larger lots on steeper or visually prominent land, designed to minimise visual impact and earthworks, and protect landscape and vegetation.

These typologies aim to deliver a high-quality, site responsive residential precinct that:

- Provides a diversity of lot sizes and housing opportunities to support community needs and affordability.
- Retains significant vegetation and strengthens the area's landscape character.
- Protects visually prominent hilltops and ridgelines.
- Responds sensitively to topography and natural features, minimising earthworks and visual impact.

The general application of these typologies is shown in Figure 18, with criteria, development expectations and design considerations provided in the following tables. Alternative designs may also satisfy these requirements, subject to detailed site assessments and planning approvals. Criteria are also provided for transition area between the two main typologies, for non-residential land uses and the interfaces to the Old Princes Highway and the local open space.

It is important to note that the locations of the Neighbourhood Residential, Visually Sensitive Residential, and Transition Areas shown in this development plan are indicative only and do not represent confirmed or scalable boundaries. The proportion of a property that may fall within each typology will be determined on a site-by-site basis, informed by detailed topographical and contextual analysis. The transition areas are included to illustrate that there is no fixed line separating typologies, allowing for flexibility in applying design responses that reflect site-specific conditions.

Figure 18 conceptually shows how future housing lots might be arranged within the GRADP, guiding planners, developers, and the community in visualising the potential application of the residential typologies and how development can respond to natural features such as slope and vegetation. While not a final design, the layout ensures planning decisions support a well-connected and liveable community.

Indicative lot layouts are provided for Neighbourhood Residential areas (Table 19), while Visually Sensitive Residential areas require a site responsive approach in accordance with Table 20. Transition areas between typologies are identified to manage changes in slope, vegetation and visual prominence in accordance with Table 21. Some properties may contain both typologies, reflecting the application of the parameters established. Planning permit applications must demonstrate a site responsive approach that aligns with these typology requirements and the broader GRADP objectives.

An indicative lot layout has not been prepared for Visually Sensitive Residential areas due to their significant physical and environmental constraints, including steep topography, extensive vegetation, and visual sensitivity. Providing an indicative layout at this stage could be premature or misleading, as it may not reflect the development potential or constraints of individual lots. Future planning permit applications will need to demonstrate site-responsive designs that address these constraints while complying with DPO19.

This indicative layout forms the basis for more detailed subdivision design responses outlined in the following sub-sections, ensuring that future permit applications are consistent with the vision, typologies, and objectives of the GRADP and DPO19.

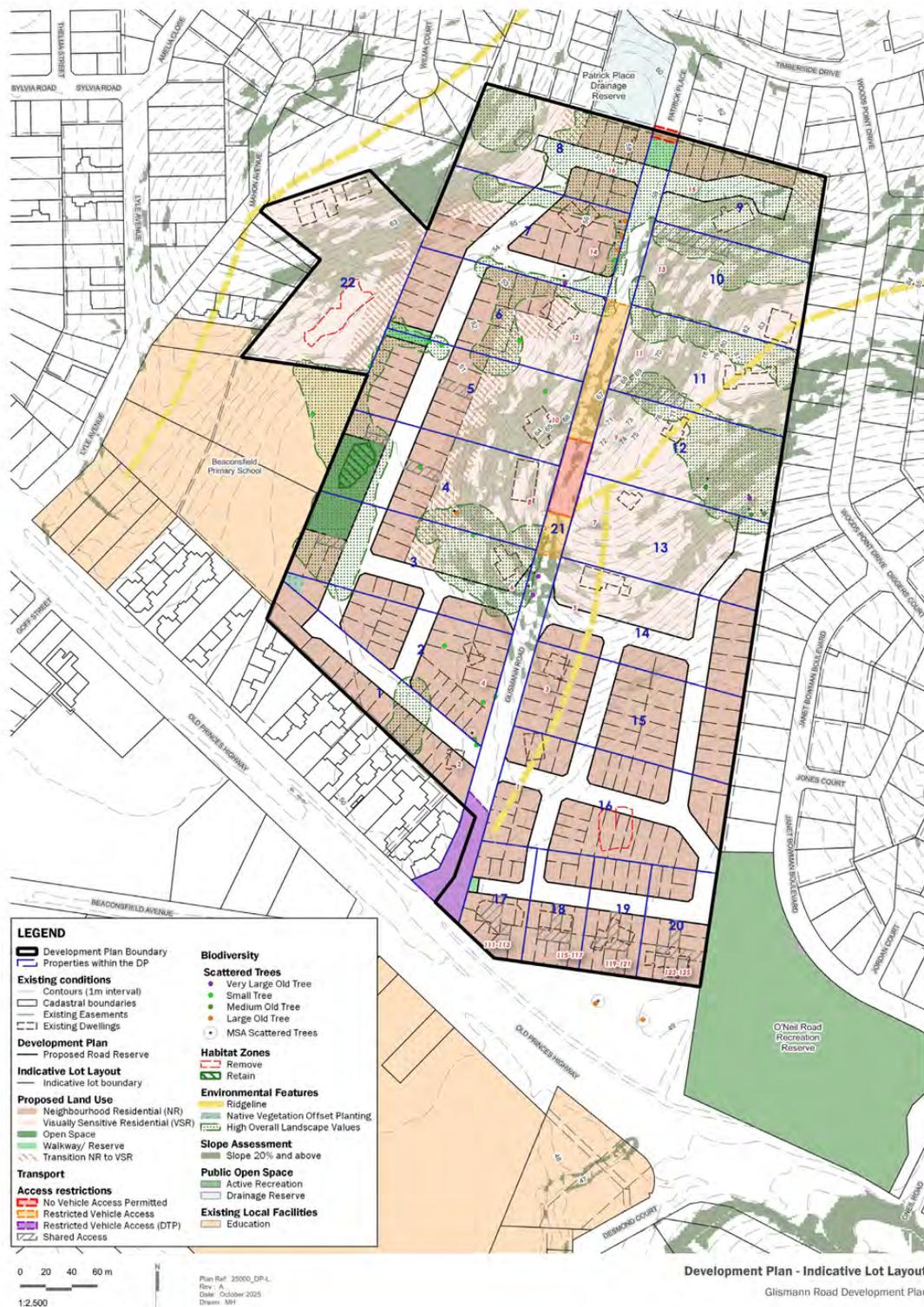


Figure 18 - Indicative Lot Layout Plan

Table 19 - Neighbourhood Residential

<p>Applies to land that:</p>	<ul style="list-style-type: none"> • Generally has a pre-development slope of 10% or less (some limited areas of slope above 10% are included in this area). • Majority of site not located in an area with High Overall Landscape Values. • Could be developed for medium density and conventional density residential lots with minimal earthworks.
<p>Development will:</p>	<ul style="list-style-type: none"> • Provide a mix of medium density housing (townhouses and units) and conventional single dwelling lots that integrate with surrounding development and support a diverse, liveable community. • Lot sizes typically range from 250sqm – 700sqm depending on site conditions. • Retain significant trees where feasible and integrate with new canopy planting.
<p>Design considerations include:</p>	<ul style="list-style-type: none"> • Where proposals interface with existing development, ensure new development is responsive. • Ensure proposals consider retention of existing vegetation where practicable in their design. • Manage interfaces with adjacent Visually Sensitive Residential areas.

Table 20 – Visually Sensitive Residential

<p>Applies to land that:</p>	<ul style="list-style-type: none"> • Has significant areas with a pre-development slope of greater than 10%, and areas of slope greater than 20%. • Is located in a visually sensitive area, along the ridge and sides of the ridgelines and is therefore visually prominent. • Contains High Overall Landscape Values and/or existing vegetation that should be retained and integrated into development. • Requires development approaches that minimise earthworks and visual impact.
<p>Development will:</p>	<ul style="list-style-type: none"> • Accommodate larger lots, typically 1000 sqm or greater, designed to respond to slope and vegetation. Lot sizes are to be guided by slope and building envelope location (Section 7.2.1). • Provide building envelopes to minimise earthworks and maximise retention of trees and landscape features. • Be guided by the Slope Management Guidelines (Section 8). • Not be permitted on areas with pre-development slope 20% and greater. • Need to comply with the provisions specified in DPO19, where in these areas: <ul style="list-style-type: none"> • Only one single dwelling per lot is permitted, and • Lots may not be further subdivided.

Design considerations include:	<ul style="list-style-type: none"> • Position building envelopes to reduce cut and fill, provide adequate setbacks from property boundaries to minimise grade differences between adjacent properties, and allow space for retention of vegetation and / or landscaping between properties. • Where existing buildings or site excavations are present, retain these features or locate new building envelopes to utilise existing cleared areas, reducing the need for additional earthworks. • Consider shared accessways to lots or dwellings to minimise driveway excavation and ensure safe sight distances along Glismann Road (where restricted access may be considered).
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Table 21 - Transition Areas

Applies to land that:	<ul style="list-style-type: none"> • Is identified within a Visually Sensitive Residential area with a direct interface with the Neighbourhood Residential area. • Typically has a moderate slope, and is where the flatter land transitions to land with grades in excess of 10-15%. • Allows for subdivision and building envelope design to appropriately respond to the transition between densities.
Development will:	<ul style="list-style-type: none"> • Provide an appropriate transition between the Neighbourhood Residential and Visually Sensitive Residential areas. • Provide building envelopes to minimise earthworks and maximise retention of trees and landscape features. • Be guided by the Slope Management Guidelines (Section 8).
Design considerations include:	<ul style="list-style-type: none"> • Position building envelopes to reduce cut and fill, provide adequate setbacks from property boundaries to minimise grade differences between adjacent properties, and allow space for retention of vegetation and/or landscaping between properties. • Consider shared accessways to lots or dwellings to minimise driveway excavation and ensure SSD along Glismann Road (where restricted access may be considered). • Where existing buildings or site excavations are present, retain these features or locate new building envelopes to utilise existing cleared areas, reducing the need for additional earthworks. • Manage interfaces of adjacent Neighbourhood Residential areas with Visually Sensitive Residential areas.

Table 22 - Other Non-Residential Land Uses

Applies to land that:	<ul style="list-style-type: none"> • Has a pre-development slope generally of 10% or less. • Is not located in an area with High Overall Landscape Values. • Has direct access to Glismann Road.
Development will:	<ul style="list-style-type: none"> • Be in accordance with the provisions of the NRZ2. • Retain significant trees where feasible and integrate with new canopy planting.
Design considerations include:	<ul style="list-style-type: none"> • The decision guidelines of the NRZ2 and the ESO1.

Table 23 - Old Princes Highway Interface

Applies to land that:	<ul style="list-style-type: none"> • Currently has direct interface or access to the Old Princes Highway – Property 17, 18, 19 and 20.
Development will:	<ul style="list-style-type: none"> • Remove direct access to the Old Princes Highway once development has been approved and constructed in accordance with DTP and the Responsible Authority requirements. No access to the Old Princes Highway will be permitted post development. • Provide access as follows: <ul style="list-style-type: none"> • For Property 18, 19 and 20, will gain access via Property 16. • For Property 17, left in / out only from Glismann Road subject to the approval of DTP and the Responsible Authority.
Design considerations include: (Refer to Figure 19, Figure 20, Figure 21)	<ul style="list-style-type: none"> • Medium density development, such as townhouses or units, is consistent with existing development along the Old Princes Highway and encouraged in this area (Refer Figure 19 and Figure 20 for guidance). • Lots and buildings should provide frontage to: <ul style="list-style-type: none"> • The Old Princes Highway reserve, levee bank and shared path. • The O’Neil Recreation Reserve. • Any internal street created as part of the subdivision. (Refer to Figure 20 for an example) • Building entries (i.e. dwelling entries) should address both the Old Princes Highway reserve and O’Neil Recreation Reserve. • Fencing (if provided) along the Old Princes Highway and O’Neil Recreation Reserve should be low (maximum 1.2m high), to clearly delineate boundaries without obscuring views. • Property 20 must provide road access along its interface with O’Neil Recreation Reserve.

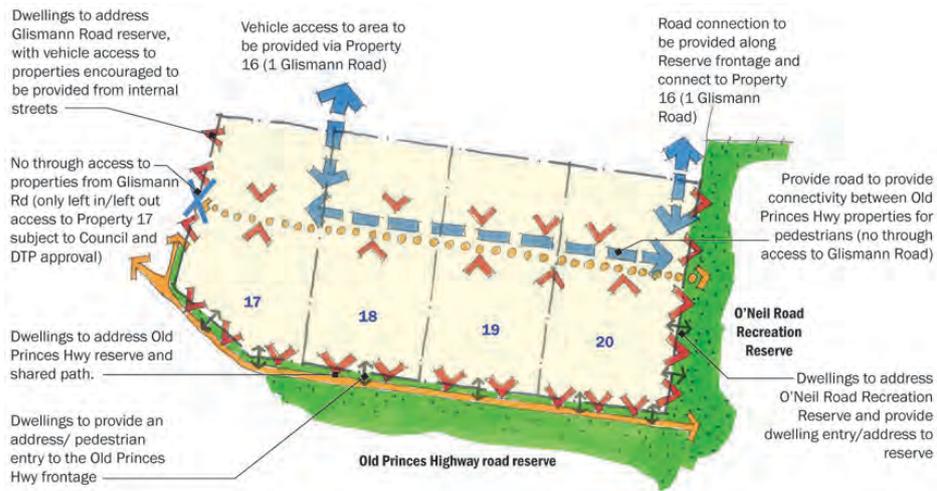


Figure 19 - Design Principles for development and subdivision of Property 17, 18, 19 and 20

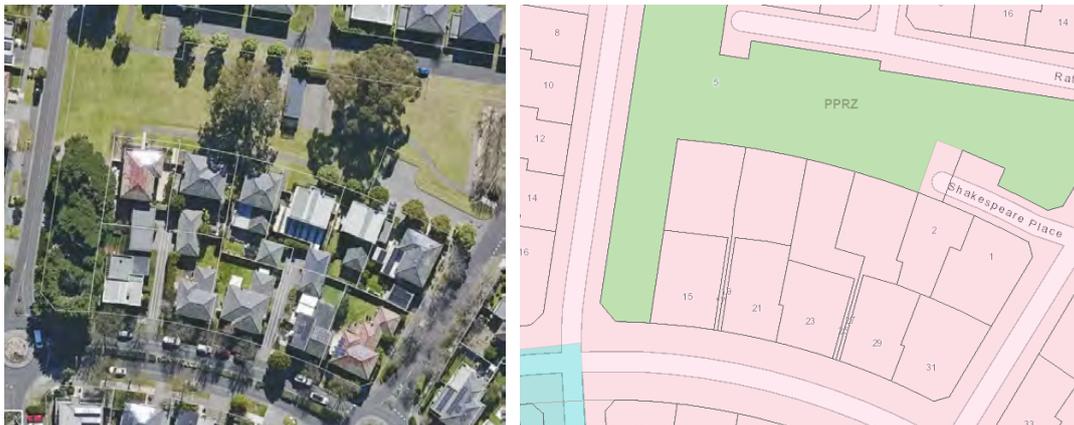


Figure 20 - Shakespeare Place, Mulgrave - 4 pack style of subdivision development, potential outcome for Old Princes Hwy properties

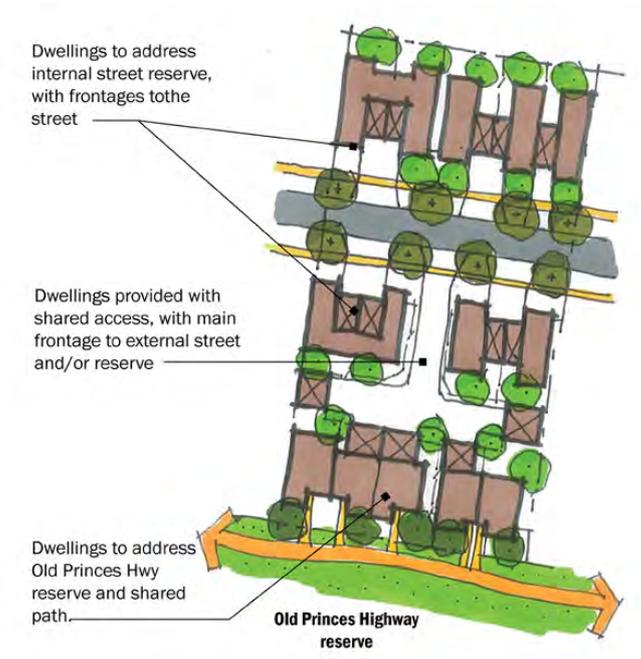


Figure 21 - Potential design outcome responding to Table 23 design considerations

Table 24 - Local Open Space Interface

Applies to land that:	<ul style="list-style-type: none"> Abuts Beaconsfield Primary School.
Development will:	<ul style="list-style-type: none"> Be in accordance the desired landscape outcomes outlined at Section 10.2.
Design considerations include: (Refer Figure 22)	<ul style="list-style-type: none"> Lots and future dwellings, including entries, are to front the local park, providing an active interface and encouraging passive surveillance of the open space. Fencing, both front and side, directly on the park interface will have a maximum height of 1.2m. No walls are to be located on the park interface. This will be achieved through building envelopes or design guidelines registered on title of new lots.

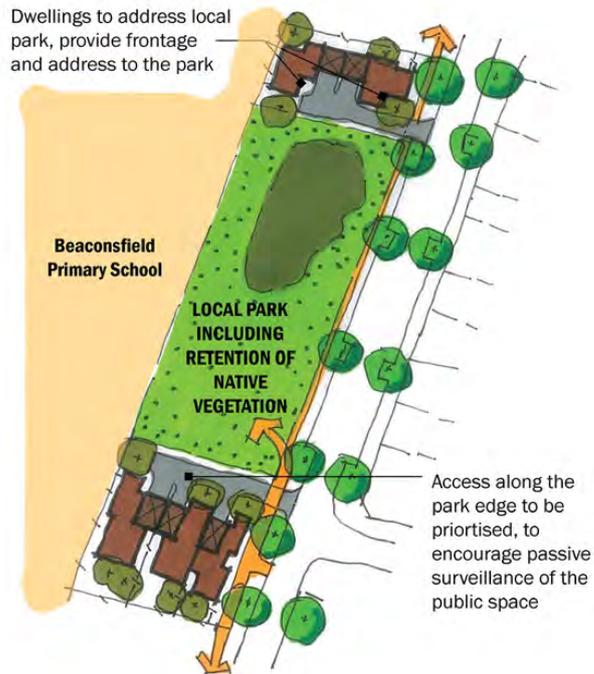


Figure 22 - Design considerations for the local park interface

7. Building Design Guidelines and Fencing Controls

Design guidelines are required by DPO19 to guide subdivision and development within the GRADP. They are intended to:

- Protect and maintain the visual prominence of vegetated hilltops and hillsides.
- Minimise disturbance to topography and existing vegetation.
- Ensure buildings, fencing and landscaping are sited and designed to avoid visually dominating the landscape.
- Deliver high quality urban design outcomes through an integrated and coordinated approach.
- Provide consistency in design outcomes and approach across the GRADP while allowing for individual site responses.
- Achieve the objectives of the NRZ2, ESO1 and DPO19 while maintaining flexibility for detailed design at the planning permit stage.

These guidelines apply to all land with the GRADP and provide a framework for the individual site Building Design Guidelines and Fencing Controls required by DPO19. Site Building Design Guidelines and Fencing Controls will be implemented together with building envelope restrictions via a condition on the planning permit that requires either a notice of restriction or an agreement with the Responsible Authority under section 173 of the Planning and Environment Act 1987 on the certified plan of subdivision, and recorded on the Certificate of Title of the land.

Proposals must:

- Address the Overall Design Principles at Section 7.1.
- Provide building envelope restrictions and siting generally in accordance with Sections 7.2.1 and 0.
- Consider the application of land use typologies at Section 6 and topography information at Section 2.2.

7.1. Overall Design Principles

Development within the GRADP should:

- Minimise visual impact of buildings through appropriate building siting, height, scale, materials, colours, and form.
- Ensure dwellings are recessive to the landscape character and do not dominate the streetscape.
- Support passive surveillance with clearly visible front entries and window placement.
- Reinforce streetscape character through landscaping.
- Respond appropriately to topography in the design of dwellings, fencing and retaining walls.
- Minimise fencing visible from the public realm to support both streetscape amenity and passive surveillance.

The following sections provide design guidance for individual site Building Design Guidelines and Fencing Controls to meet the above principles. Alternative designs may also satisfy these principles, subject to detailed site assessments and planning approvals.

7.2. Building Design Guidelines

Building Design Guidelines are required for all subdivision and development and will be implemented via a restriction on the Plan of Subdivision or similar mechanism to the satisfaction of the Responsible Authority. The guidelines should include the following elements, as relevant to the site. Refer to Section 6 for further guidance for area typologies.

7.2.1. Building Envelopes

Building envelopes are required for all land with a predevelopment slope greater than 10%. This primarily applies to the Visually Sensitive Residential area, but may include parts of the Neighbourhood Residential area and transition area.

Building envelopes must respond to landscape character, existing native vegetation and topographical features of the GRADP. They will be implemented via a Section 173 Agreement or other mechanism to the satisfaction of the Responsible Authority.

Requirements (in addition to Clause 54 and Building Regulations):

- Must accommodate a dwelling and garage/shed. No buildings are permitted outside the building envelope.
- Protect existing trees identified for retention.
- No new buildings on land with slopes 20% or greater.
- Minimise additional earthworks by siting built form to work with the natural grade of the land.
- Avoid built form on ridgelines where practical, maintaining a minimum 3m distance below the ridgeline to allow a visible treed canopy above any buildings.
- Provide a minimum 1m setback from boundaries where retaining walls are required or integrate retaining walls with the overall building design to ensure suitable separation between building and retaining wall footings.
- Avoid built-to-boundary development on slopes greater than 10%, maintaining setbacks greater than 1m from side boundaries to retain open character and provide genuine landscape opportunities.

Figure 23 demonstrates how these principles may be applied.

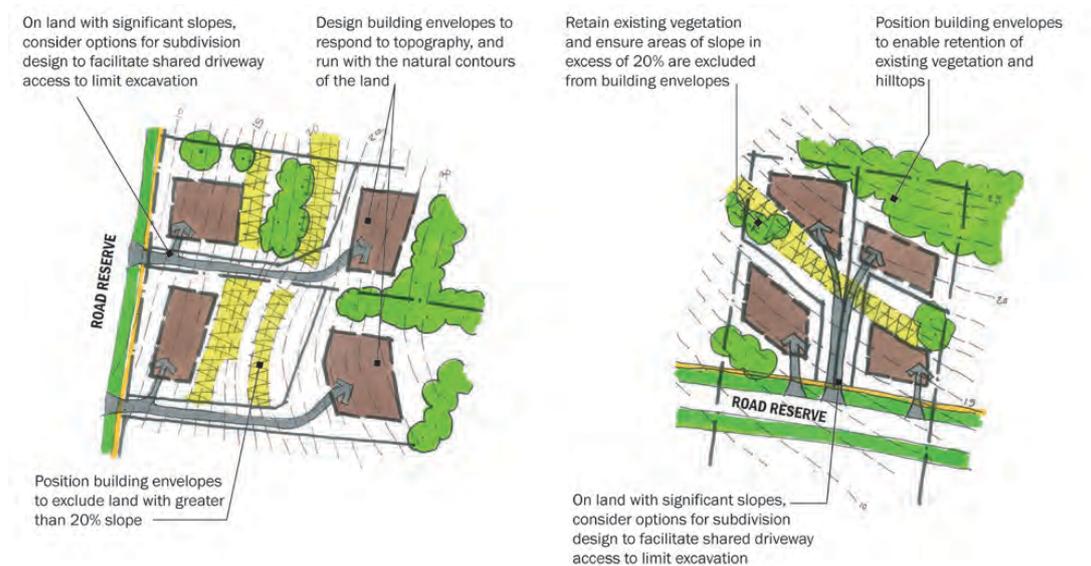


Figure 23 - Principles for siting of building envelopes

7.2.2. Building on Slopes 20% or greater

For lots created on land with pre-development grades 20% or greater, DPO19 requires that planning permits must include the following restrictions, implemented via a Section 173 Agreement or other mechanism to the satisfaction of the Responsible Authority:

- No development of land within areas of slope 20% and over.
- Only one dwelling per lot and no further subdivision for lots within areas of slope 20% and over.

7.3. Building Height

The NRZ2 includes a maximum building height of 9m, and a limit of 2 storeys at any point. Within the GRADP:

- Buildings should integrate with the landscape, and avoid dominating higher elevations (e.g. not sited on the ridgeline, height should remain below the tree canopy).
- Split level dwellings are encouraged on Very Steep and Extremely Steep land to respond to the topography and reduce overall building height.
- Proper siting of building envelopes ensures buildings sit below the tree line and blend into the landscape.

7.4. Dwelling and building design

Dwellings and buildings should:

- Integrate with surrounding landscape and topography.
- Use natural materials and muted tones that blend with the surroundings.
- Include a front entry visible from the street to support passive surveillance.
- Incorporate windows from habitable rooms along the dwelling frontage.
- Allow for retention of existing vegetation or planting of new canopy trees.
- Incorporate passive design elements supporting sustainable and energy efficient design principles.

7.5. Garages

Garages should:

- Be setback a minimum of 5.5m from the front boundary to allow for a tandem vehicle parking space in the driveway.
- Be located behind the primary building frontage of the dwelling in the Neighbourhood Residential Areas. In the Visually Sensitive Residential areas, alternative positioning of garages may be considered where this is responsive to the slope and site design.
- On lots with pre-development slopes greater than 10%, garage and driveway construction must minimise cut and fill and avoid steep gradients. Designs must be to the satisfaction of the Responsible Authority and demonstrate that it responds appropriately to site conditions and maintains safe and accessible access. A maximum driveway grade less than 20% (1 in 5) should be achieved.

7.6. Fencing Controls

Fencing should reflect the development type and respond to the surrounding landscape character.

Side and rear fencing are required to be constructed as part of subdivision works for all lots and land within the development.

7.6.1. Front fencing

- Front boundary fencing (forward of the dwelling's building line) is discouraged to maintain open, landscaped streetscapes and support passive surveillance. Refer to Figure 24.
- If front fencing is to be provided it should be low (e.g. maximum 1.2m high) and permeable.



Figure 24 - Example of a corner lot, no front fencing forward of the dwelling

7.6.2. Side and Rear fencing

- In Neighbourhood Residential areas, timber paling fencing is encouraged.
- In Visually Sensitive Residential areas, site responsive fencing (e.g. post and wire, hedging, brush fencing) is preferred.
- Side fencing should not extend past the front of the dwelling, to maintain an open streetscape.

7.6.3. Fencing of boundaries with public reserves/ land

Where lots interface with public land such as reserves and road reserves:

- Enable passive surveillance of the space by considering open style fencing elements and minimising fence height.
- Encourage fencing styles such as palisade fencing, post and wire and lower height picket fencing appropriate to the specific site context.

7.7. Retaining Walls

Retaining walls are required throughout the GRADP and are to be constructed as part of subdivision works for all lots and land within the development. They must be completed prior to issue of the relevant Statement of Compliance.

Further guidance is provided in the Slope Management Guidelines in Section 8. In relation to their materials and design:

- Where retaining walls interface with a street or public land, including alongside boundaries within the front setback of a lot, they should:
 - Use local natural rock or stone.
 - Maintain consistent design throughout the GRADP.
 - Potential examples of preferred materials are shown in Figure 25.



Figure 25 - Rock retaining wall along property street frontage, including along the street corner side boundary

- Where retaining walls are located at the rear of lots or behind the building line of a dwelling, they may be constructed from:
 - The same local natural rock or stone as above, or
 - Concrete sleepers (refer to Figure 26 for an example).



Figure 26 - Example of rock retaining wall along the property frontage and initial front setback, with concrete sleeper retaining wall behind the building line

7.8. Tree Canopy Requirements

Landscaping within future lots should:

- Encourage indigenous and native plants.
- Provide a minimum of one new canopy tree in both the front and rear of each lot, or retain existing canopy trees.
- Comply with Table 25 (Table 1 to Clause 52.37 Canopy Tree) for minimum canopy tree requirements:

Table 25 - Table 1 from Clause 52.37 Cardinia Planning Scheme

Minimum canopy tree requirement	
Site area	Canopy tree requirement
100 square metres or less	1 tree
101 sqm to 200 sqm	2 trees
201 sqm to 500 sqm	3 trees
501 sqm to 700 sqm	4 trees
701 sqm to 1000 sqm	6 trees
Above 1001 sqm	A total canopy cover within the site that is equal to at least 20 per cent of the site area.

Streetscape landscaping is addressed in Section 10.

8. Slope Management Guidelines

The GRADP features varied topography, including significant areas of slope that influence both the form and feasibility of development. Careful design responses are required to minimise earthworks, manage visual impact, and maintain slope stability. The Indicative Lot Layout Plan (Figure 18, Section 6) provides a conceptual response to slope, identifying areas requiring specific slope management approaches, particularly within the Visually Sensitive Residential area. Figure 27 demonstrates how the GRADP has responded to the pre-development slope.

DPO19 requires Slope Management Guidelines for the subdivision and/or development of land within a pre-development slope greater than 10%. The Slope Management Guidelines must:

- Include a statement of how the guidelines respond to the visual sensitivity of the area, topographical features and retention of areas with significant vegetation and other identified characteristics identified in the GRADP.
- Include Slope Management Design Principles for the matters identified in DPO19 as relevant to the specific site.
- Ensure development responds to the natural topography of the land.
- Minimise overall earthworks and disturbance to the landscape.
- Support siting and design of buildings, driveways, and infrastructure that integrates with the landform and retains landscape character.
- Deliver high quality urban design outcomes through an integrated and coordinated approach.
- Provide consistency in slope management outcomes across the GRADP while allowing for individual site responses.
- Achieve the objectives of the NRZ2, ES02 and DPO19 while maintaining flexibility for detailed design at the planning permit stage.

Areas of slope greater than 20% must also include a Slope Management Plan. In these areas, DPO19 requires a condition that either an envelope/notice of restriction or an agreement with the Responsible Authority under section 173 of the *Planning and Environment Act 1987* on the certified plan of subdivision, and recorded on the Certificate of Title of the land be implemented for the following:

- Prevent development on areas with slope 20% and greater.
- Allow only one single dwelling on each lot with slope 20% and greater.
- Prohibit further subdivision of land with slope 20% and greater.

Where Slope Management Guidelines are required, proposals must:

- Address the Overall Design Principles provided in Section 8.1.
- Demonstrate an appropriate slope management approach and design response generally in accordance with the guidance below.
- Consider the application of land use typologies at Section 6 and topography information at Section 2.2.

8.1. Overall Design Principles

Development in areas with pre-development slope over 10% should:

- Avoid locating roads on land categorised as Very Steep or Extremely Steep (in Table 4).
- Minimise Glismann Road grades while meeting sight distance and safety requirements.
- Contain development within building envelopes in Visually Sensitive Residential areas.
- Prevent any development on Extremely Steep land.

The following sections provide design guidance for individual site Building Design Guidelines and Fencing Controls to meet the above principles. Alternative designs may also satisfy these principles, subject to detailed site assessments and planning approvals.

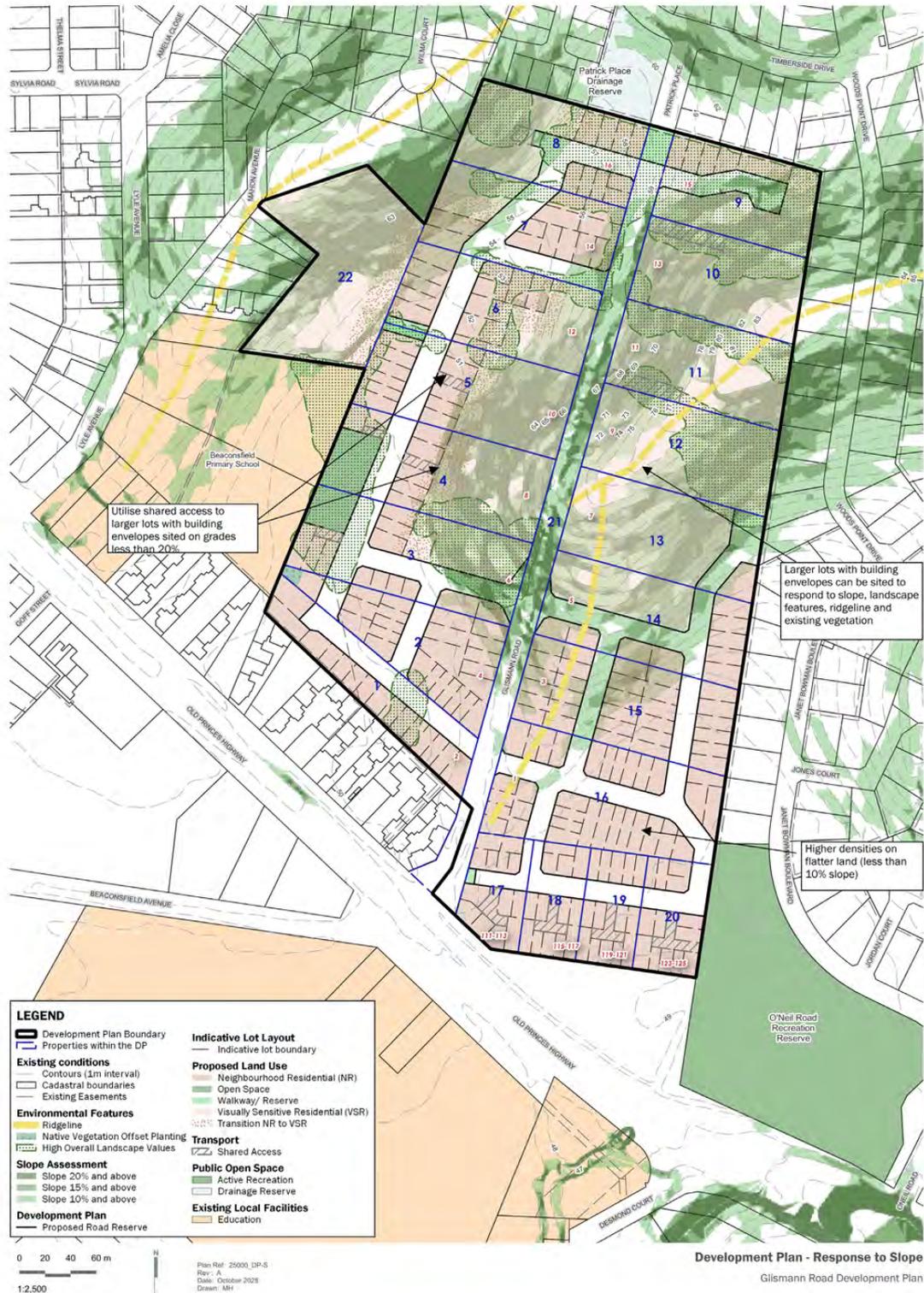


Figure 27 - Design Response to Slope

8.2. Street layout and site access design

Streets and driveways should respond to the natural topography to minimise earthworks and integrate with the landform:

- Design streets to run along the natural contours, or run up/down the contour to balance access and slope management (refer to Figure 28)
- Consider how street grades impact lot earthworks.
- Locate driveways to minimise steep gradients, with a maximum grade of less than 20% (1 in 5), to the satisfaction of the Responsible Authority.
- For lots with side-to-side slope, place driveway crossovers on the low side of the lot to ensure the driveway can be constructed with a minimal grade
- In Visually Sensitive Residential areas, consider shared driveways to reduce earthworks and support integrated design approaches to managing slope.

Figure 28 demonstrates how these principles may be applied.



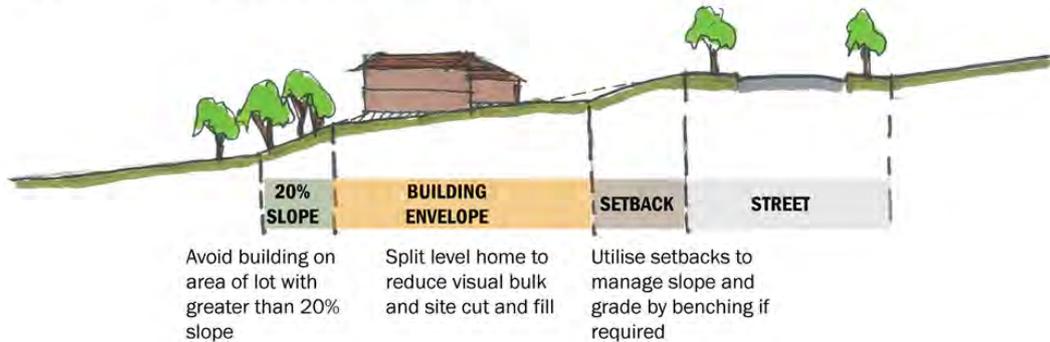
Figure 28 - Cross-section view, (1) Streets running up/down the contour and (2) Streets running along the contour

8.2.1. Lot Layout and Building Design

Lot and building design should integrate with street and earthworks design (Refer to Figure 29):

- On streets running up slopes, lot shapes should allow for building designs to manage the side-to-side fall of the lot through the minimisation of retaining wall height and benching between lots. Options may include:
 - Wider frontages to provide for building separation and landscaping between lots.
 - Narrower frontages to minimise retaining wall and fence heights.
- For lots with slope greater than 10%, accommodate a minimum 10m x 20m building envelope without compromising secluded private open space areas, setbacks to retaining walls, landscaping opportunities or access around the dwelling.
- Encourage split-level dwellings on Very Steep lots to minimise site works.

LOTS AND DWELLINGS ON THE LOW SIDE OF THE ROAD



LOTS AND DWELLINGS ON THE HIGH SIDE OF THE ROAD

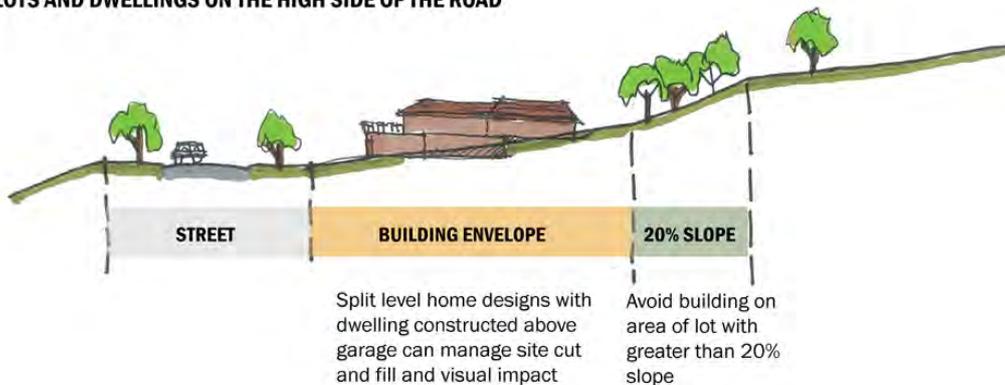


Figure 29 - Dwelling design in relation to the street

8.3. Earthworks

Earthworks, including cut and fill, benching and retaining walls are required to support development and must be designed in accordance with the following principles:

- Where streets run along natural contours, earthworks should:
 - Minimise the extent to which dwellings on the lower side of the street sit significantly below the designed street level.
 - Avoid excessive filling that causes dwellings on the higher side of the street to dominate the streetscape.
- Earthworks should be planned across multiple lots within a subdivision (and where possible consider adjoining properties) to achieve consistent, integrated outcomes.
- Earthworks should not exceed 1m cut or fill above or below natural ground level unless justified by engineering or site-specific constraints, to the satisfaction of the Responsible Authority.
- All lot earthworks are to be planned and undertaken as part of subdivision construction to ensure consistent outcomes.



On lots with grades over 10% with side to side fall, driveways on the low side allow for split level design responses that limit retaining walls on boundaries



Where lots fall away from the road, ensure the dwelling maintains a street presence and the driveway is a manageable grade

Figure 30 - Appropriate design and siting responses to slope



Split level home on lot with side to side grade on pre-development slope in excess of 20% still requires significant cut and fill



Avoid subdivision of small lots on steep (in excess of 20% grade) land

Figure 31 - Examples of impact of developing on land with greater than 20% slope

8.3.1. Lot Benching

Lot benching:

- Provides flat pads for building, reducing the need for retaining walls.
- Improves housing affordability by enabling standard builder homes to be constructed without the need for significant cut and fill, which would otherwise add to construction costs or require individually designed split-level dwellings to accommodate the site constraints.
- Should be designed and located based on the following key principles (refer to Figure 32):
 - Benching may be used to take up slope in front, rear, or side setbacks.
 - Benching is particularly useful in sloping areas of up to 10% grade, and can be integrated with retaining walls on steeper slopes.
 - Batters must not exceed a 1:4 (25%) gradient.

The Slope Management Guidelines must show the location of all batters and benched areas, including gradients and dimensions.

All lot earthworks are to be planned and undertaken as part of the subdivision construction to ensure consistent outcomes.



Subdivider has pre-benched and included retaining walls and fences on lots to ensure suitable buildable pads for dwellings



Where pre-development slope is less than 10%, consider how pre-benching lots and including retaining walls could manage site cut and fill and limit conflict between lots

Figure 32 - Benching and retaining walls undertaken by subdivider/ developer

8.3.2. Retaining walls

Retaining walls manage grade change and provide suitable buildable areas for residential lots. They should be designed and located based on the following key principles (refer to Figure 33):

- Retaining walls visible from public spaces (e.g. parks, streets, footpath) should not exceed 1m in height.
- Retaining walls on boundaries should be setback at least 1m from building envelopes/ dwelling footprints, or integrated with the overall building design, to avoid conflict between footings.
- In Visually Sensitive Residential areas, retaining walls must minimise cut and fill impacts on adjoining building envelopes by:
 - Staggering walls with at least 1m between each stagger to allow landscaping.
 - Ensuring drainage infrastructure and structural foundations are fully located within the lot.
 - Restricting the maximum overall height for a staggered wall to 2m.
- Fences located directly above or within 1 m of retaining walls should be limited to 1.8 m to reduce overshadowing.

The Slope Management Guidelines must indicate the location, height and proposed materials for all retaining walls. All lot earthworks, including fencing must be planned and undertaken as part of the subdivision construction to ensure consistent outcomes. All retaining walls on lot boundaries are to be planned and undertaken as part of the subdivision construction to ensure consistent outcomes.



Avoid built to boundary walls along retaining walls and steep land

Ensure side boundary retaining is coordinated along lot boundaries to avoid excessive cut and high retaining walls

Figure 33 - Retaining wall outcomes to be avoided on land with steep slopes

8.3.3. Buildable Areas/ Building Envelopes

- Buildable areas / building envelopes lots should be shown on the SMP, indicating the area and dimensions available for construction.
- Design should integrate proposed retaining walls and lot benching to ensure sufficient space for dwellings, landscaping, access, and setbacks.

8.4. Requirements for a Slope Management Guidelines

A Slope Management Guidelines must be submitted within any planning permit application for land with pre-development slopes greater than 10%, as prescribed by DPO19. The Slope Management Guidelines must include the following information:

- Slope Analysis:
 - A plan showing pre-development slope, categorised as less than 10%, 10-15% and 15-20% and greater than 20% (per Table 4).
 - Identification of natural topography, historic and recent earthworks or fill, and any proposed works to alter ground levels and areas of substantial slope.
- Design Response:
 - A clear explanation of how the subdivision layout responds to slope conditions and integrates slope management works with adjacent land.
 - Details on how areas of Extremely Steep slope will be managed, avoided, or mitigated through the SMP. Development is not permitted on areas of Extremely Steep slope.
- Road and Access Design:
 - Proposed road cross sections and long sections demonstrating how slopes greater than 10% are addressed in road alignment and grading.
 - Driveway crossover locations and design details to ensure safe and practical access consistent with slope management objectives.
- Earthworks and Retaining Structures:
 - Details of all proposed cut and fill works, batters, retaining walls, and associated drainage.
 - Retaining wall information including height, staggering, finished levels, construction materials, and fencing.
 - Drainage solutions for land with an existing pre-development slope of greater than 10%.

- Landscape and Urban Design Response:
 - Plan and/or statements showing how landscaping and built form outcomes will integrate with slope management measures and soften the visual impact of retaining walls and batters.
- Geotechnical Assessment:
 - A geotechnical report and relevant engineering designs, prepared by a suitably qualified engineer, confirming slope stability and assessing risks associated with proposed earthworks and drainage (unless otherwise approved by the Responsible Authority).
- Building Envelopes:
 - Details demonstrating how proposed building envelopes (or an alternative design response) respond to the slope management methods utilised, and have informed the subdivision layout.

All lot earthworks and side and rear fencing are to be planned and undertaken as part of the subdivision construction to ensure consistent outcomes.

9. Vegetation

The GRADP supports a mix of remnant native vegetation, planted trees, and modified grassland reflecting its rural and residential history. These features contribute to both its ecological and visual character and require careful management through subdivision and development, including the:

- Sensitive integration of existing vegetation within subdivision and development design.
- Appropriate offsets where vegetation removal is unavoidable.
- Establishment of new street and reserve plantings using locally indigenous species (refer to Section 10).

Figure 34 establishes the Vegetation framework for the GRADP by illustrating:

- Habitat Zone and Scattered Tree information from the Ecological Heritage Partners (2010) Biodiversity Assessment.
- High Landscape Value areas identified in the Hansen Partnership (2014) Landscape Values Assessment.
- Relevant Melbourne Strategic Assessment (MSA) information.

GRADP vegetation outcomes must also be consistent with the relevant provisions of the Cardinia Planning Scheme including:

- NR22 – schedule objectives.
- DPO19 – schedule objectives and application requirements.
- ES01 – statement of environmental significance, environmental objectives, and permit requirements.
- Clause 52.17 – permit requirements relating to native vegetation removal.
- Clause 52.37 – permit requirements relating to canopy trees.

As required under DPO19, any planning permit application must include:

- A current flora and fauna assessment preparing by a suitably qualified ecologist, addressing and updating the findings of the Ecology and Heritage Partners (EHP) (2010) Biodiversity Assessment.
- A Native Vegetation Information Management (NVIM) report confirming the extent of native vegetation to be removed, retained, or offset.

The design response accompanying a planning permit application must:

- Be informed by current flora and fauna and arboricultural assessments.
- Demonstrate how the subdivision and built form will retain and protect significant vegetation and manage biodiversity values.
- Integrate vegetation retention, landscape design, and drainage outcomes to achieve a coordinated and sustainable development pattern.

The following subsections outline the key biodiversity and landscape elements to be addressed through the planning and design process.

These requirements should be read in conjunction with Sections 7 and 8 to ensure a consistent approach to built form and landscape integration.

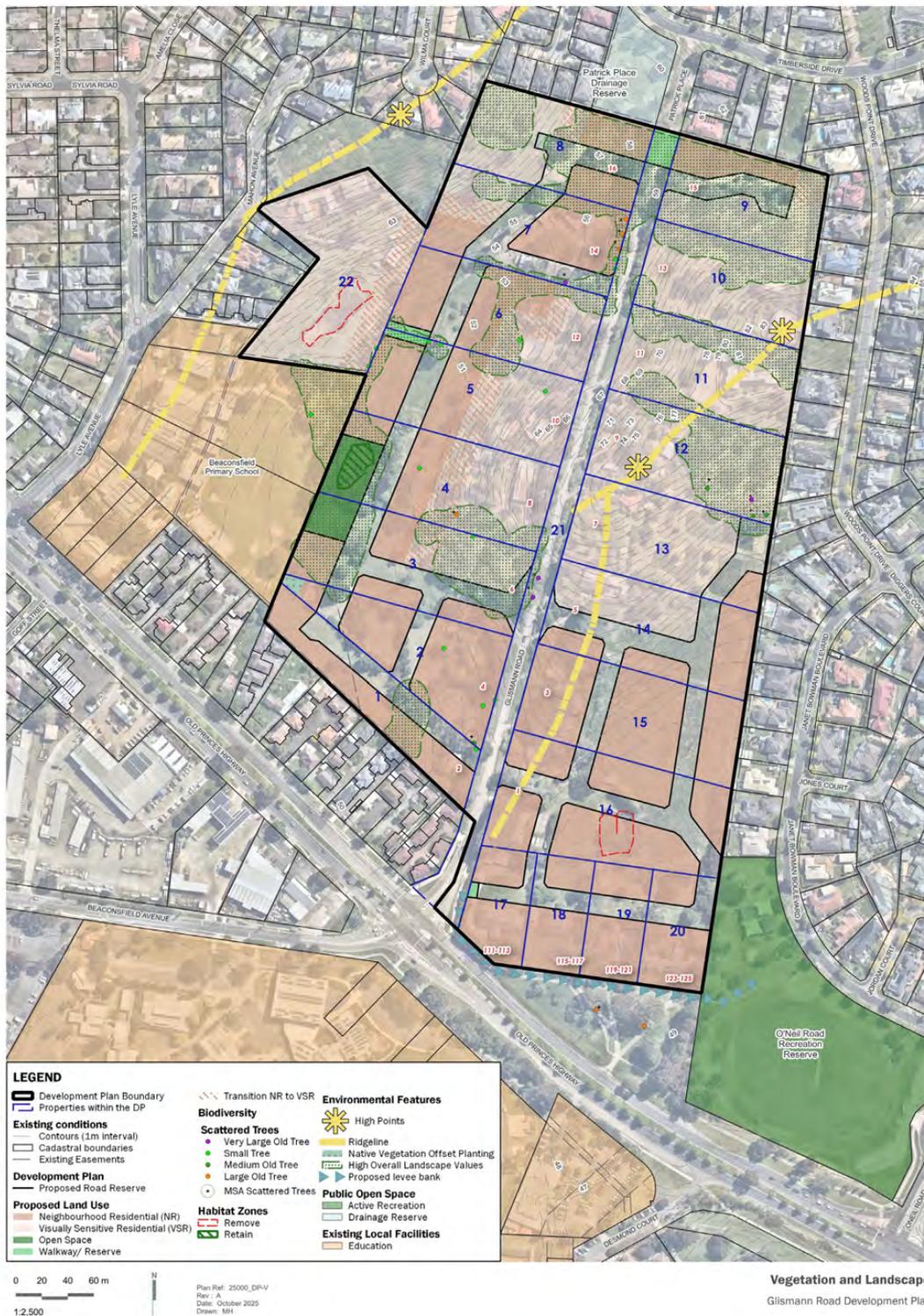


Figure 34 - Vegetation Plan

9.1. Habitat Zones

The EHP (2010) Biodiversity Assessment, as summarised in the KIP, identified three habitat zones within the GRADP comprising remnant native vegetation and scattered trees across modified grassland (refer to Figure 3).

A small patch of Swampy Riparian Woodland (EVC 83, Habitat Zone 2A (HZ2a)) associated with the southern drainage line is to be retained within the local open space (LA-05a and LA-05b). Retention of this area provides an opportunity to:

- Protect remnant native vegetation.
- Maintain habitat connectivity.
- Integrate natural drainage and landscape values within an area of public open space.

Design and management considerations for LA-05a and LA-05b, including the secure conservation zone around HZ2A, staging of the delivery of LA-05a and LA-05b, buffers, and access arrangements, are provided in Section 10.2.

The other two Habitat Zones, located on Property 16 and Property 22 are not proposed for retention under the GRADP. Their removal will be subject to a planning permit and detailed biodiversity assessment at the time of application.

9.2. Scattered Trees

In addition to the identified Habitat Zones, the GRADP contains Scattered Trees that contribute to its landscape character and ecological connectivity.

The EHP (2010) Biodiversity Assessment identified 26 Scattered Trees within the GRADP, ranging from 'Small' to 'Very Large Old Tree'. An Arboricultural Assessment is required for each site with any planning permit application to provide current, site-specific information to inform the design response.

Retention Guidance (starting position):

- Very Large Old Trees and Large Old Trees should generally be retained within public land, including extended road reserves where feasible.
- Where such trees are retained on private lots, building envelopes must not extend into the Notional Root Zones (NRZ), and protection measures secured on title.
- Medium and Small Trees should be retained where practicable, particularly if they contribute to streetscape or ecological values.

9.3. Areas of High Landscape Values

The 2014 Hansen Partnership Landscape Assessment identified areas of high overall landscape value, shown in Figure 34. These areas are typically within Visually Sensitive Residential areas as established in Section 6. The Landscape Assessment identifies these areas as:

High landscape value is associated with the Small Acreage: Bushland areas, which are scattered throughout the study area. This level of relatively high value was largely assigned due to the presence of groups of well established native vegetation.

Planning permit applications must demonstrate a design response that is informed by a site survey, arboricultural assessment, and flora and fauna assessment to establish appropriate design parameters.

Retention of existing vegetation in these areas is a primary consideration and must be guided by the ESO1, and Clauses 52.17 and 52.37 of the Cardinia Planning Scheme.

Building envelopes and site design must:

- Be responsive to vegetation retention, existing topography, and the need for retaining walls or other site works.
- Minimise vegetation removal through alternative layout and design solutions.
- Integrate scattered and canopy trees into subdivision and building design wherever feasible.

Design Considerations:

- Prioritise retention and rehabilitation of significant vegetation as identified by the design response, particularly in Visually Sensitive Residential areas.
- Maintain and enhance overall vegetation coverage, avoiding incremental or ad-hoc clearing.
- Use informal, appropriately scaled landscaping to screen buildings, structures and large areas of hard surfaces, consistent with the area's landscape character.
- Remove environmental weeds and replace with local native and indigenous species, particularly those that are drought-resistant and have fire retardant properties (refer CFA, 'Landscaping for Bushfire' document).
- Align both private and public landscaping with existing landscape character to reinforce visual and ecological connections.
- Strengthen vegetative linkages to natural features such as creeks, drainage lines, and open spaces.
- Ensure all trees identified as Canopy Trees, Very Large Old Trees or Large Old Trees are appropriately retained and protected.

9.4. Canopy Trees

Trees identified as Canopy Trees under Clause 52.37 are encouraged to be retained, with protection measures recommended by an arboricultural assessment and implemented through lot and building siting and construction management plans.

9.5. Notional Root Zone

Development and construction activities must avoid disturbance within the Notional Root Zone (NRZ) of retained trees to protect their long-term health and structural stability. Works within the NRZ, including excavation, filling, installation of services, or vehicle movement, should be minimised and undertaken in accordance with AS 4970-2009 *Protection of Trees on Development Sites*.

Prior to the commencement of works, temporary fencing and clear signage must be installed to delineate exclusion zones and prevent compaction or damage to tree root systems.

9.6. Melbourne Strategic Assessment (MSA) Program

The GRADP is located within the Melbourne Strategic Assessment (MSA) levy area. The MSA Program allows developers to pay a levy to 'offset' biodiversity impacts, with funds directed towards conservation reserves and conservation management programs elsewhere in Victoria.

All properties within the GRADP are required to pay the MSA levy, and related restrictions may already be registered on property titles. Individual Property levy's can be checked here - <https://mapshare.vic.gov.au/msa/>

Payment of the MSA levy does not exempt properties from the need for a planning permit to remove, destroy or lop vegetation. All proposals must continue to address the vegetation retention, assessment, and design response requirements outlined in the GRADP.

9.7. Ongoing Management

Ongoing management of retained vegetation and public open space areas must be addressed through a Landscape Management Plan or Conservation Management Plan to the satisfaction of the Responsible Authority. These plans should outline maintenance responsibilities, weed and pest management, replanting strategies, and long-term monitoring to ensure the persistence of vegetation values over time.

10. Landscape

The landscape of the GRADP is a defining element of its visual and landscape character. It reflects the interplay between natural landform, vegetation, open space, and underpins its distinct foothill identity within Beaconsfield.

The Landscape Management Plan (LMP), shown at Figure 35, establishes the framework for vegetation retention, revegetation, and the delivery of high-quality public open space that integrates with the GRADP's topography and urban context.

Landscape design within the GRADP must:

- Respond sensitively to its varied topography and natural drainage patterns.
- Protect and enhance significant vegetation and ecological connections.
- Reinforce the natural and rural character of the Beaconsfield hillsides, as identified in ES01.
- Contribute to stormwater management, biodiversity outcomes, and visual cohesion across public and private interfaces.

These landscape guidelines support the objectives of DPO19 and the NRZ2, providing a framework for coordinated landscape outcomes while allowing flexibility for detailed design at the planning permit stage.

In accordance with DPO19, a LMP must accompany planning permit applications and demonstrate an integrated approach to vegetation protection, slope responsive landscaping, and the creation of a high quality public realm.

10.1. Revegetation

Existing mature vegetation and steeply sloping land are critical to maintaining and enhancing the landscape character of the GRADP. Where vegetation is identified for retention, any landscape plans must include a Revegetation Plan prepared by a suitably qualified landscape designer.

The Revegetation Plan must:

- Set out a staged approach to tree protection, weed management, erosion control and succession planting.
- Preserve areas of high visual exposure and / or ecological value through a long-term planting strategy that replaces existing vegetation over time.
- Consider forecast climate change impacts on vegetation performance and the habitat needs of local fauna when selecting a planting palette.

Planting palettes must be informed by relevant local Ecological Vegetation Class (EVC) Benchmarks and specify plant stock of local provenance for installation.

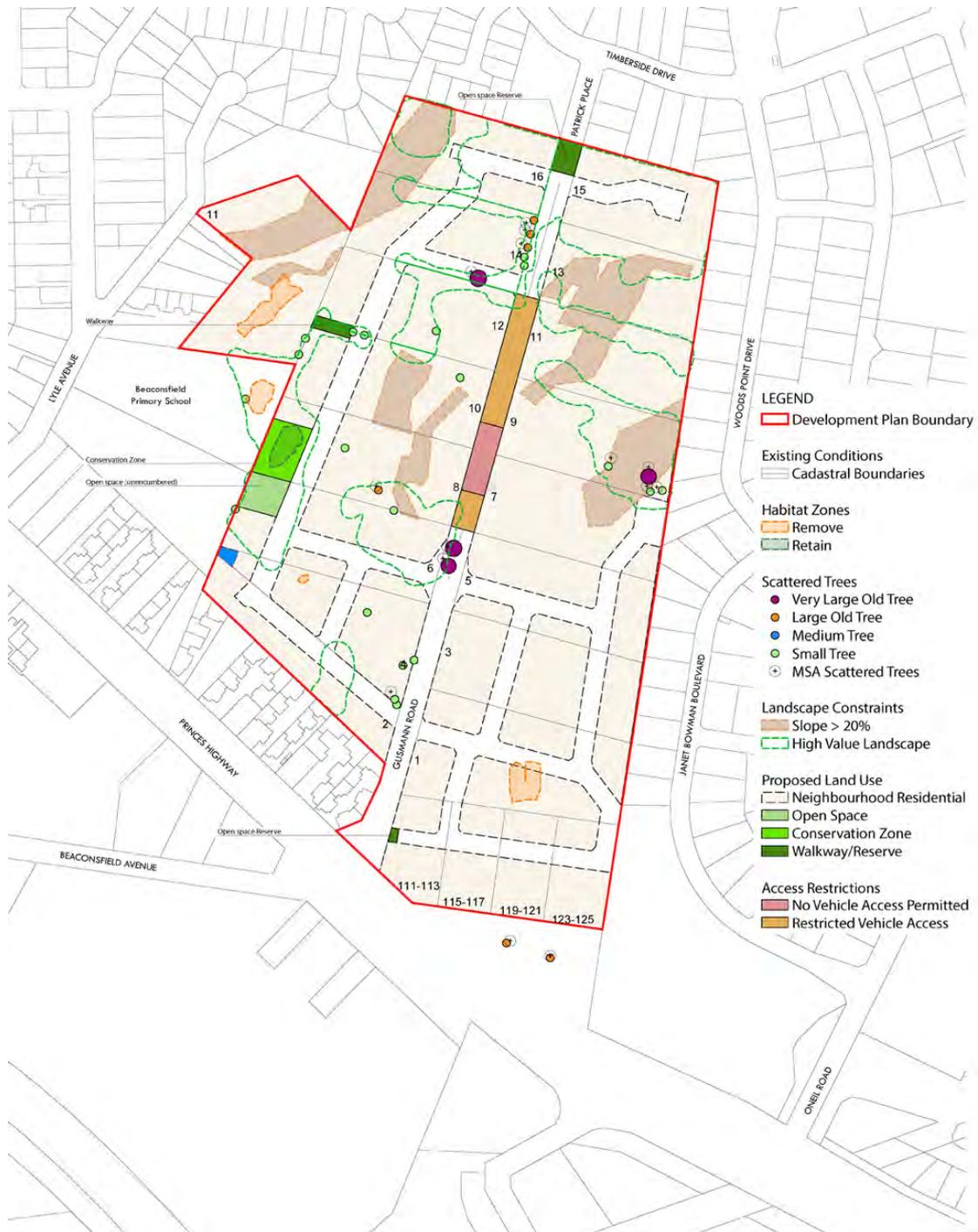


Figure 35 - Landscape Management Plan

10.2. Open Space

Public open space within the GRADP contributes to landscape character, community amenity, and recreational opportunities. An area of public local open space (LA-05a and LA-05b) within the GRADP is established by DPO19 and DCPO5, with DCPO5 also providing for local open space embellishments (OSLP-01). The GRADP also directly abuts O'Neil Recreation Reserve, with contributions towards reserve and pavilion upgrades also provided by DCPO5 (Items OSNR-01 and CI-01). Figure 36 identifies the location of open space within the GRADP.

Under DCPO5, the local open space must be delivered by Property 3 (LA-05a) and Property 4 (LA-05b). For this development plan, when referring to the local open space component it will be referred to as LA-05 (rather than LA-05a and LA-05b), unless specific reference is required to Property 3 or Property 4.

As required by DPO19, the first application to subdivide land containing LA-05 must be accompanied by an indicative concept master plan for the entire local park. This plan must demonstrate how this local open space will be delivered and developed in stages, ensuring that each stage provides a functional and accessible open space outcome for each of Property 3 and Property 4.

The delivery of the local open space should not be dependent on the subdivision or development of both Property 3 and Property 4. An initial concept plan to guide future development of the DCP components of LA-05a, LA-05b and OSLP-01 is provided in Figure 37.

Design Considerations:

- Provide direct road frontage to LA-05 with on-street parking provided on both sides of the carriageway. Refer to Table 24 for further information.
- LA-05 must include a conservation zone incorporating the patch of Swampy Riparian Woodland (EVC 83, Habitat Zone 2A, refer to Section 9.1). This conservation zone must be securely fenced to the satisfaction of the Responsible Authority with no public access permitted. Fencing should be visually recessive while allowing maintenance access.
- The balance of LA-05 is to be developed as a neighbourhood park incorporating play equipment, seating and landscaping. A buffer (minimum 10m) of short-mown grass or non-flammable groundcover must separate the play area from the conservation zone fencing and be managed as defensible space.
- Where LA-05 adjoins Beaconsfield Primary School, a secure palisade style fence (Refer Figure 38 for example image) must be constructed. A lockable gate may be provided to enable controlled pedestrian access during school drop-off and pick-up times, subject to agreement with the school.
- Provide pedestrian and cycling connections linking LA-05 to surrounding streets, the proposed shared path network, and O'Neil Recreation Reserve.
- Use surface treatments, planting, and park furniture that reinforce the landscape character and complement the adjoining conservation area.
- Integrate drainage and water-sensitive urban design (WSUD) elements with landscape design to maintain appropriate hydrological conditions for the retained Swampy Riparian Woodland.
- Ensure staged delivery provides a functional, safe open space, including landscaping and seating.



Figure 36 - Open Space Plan

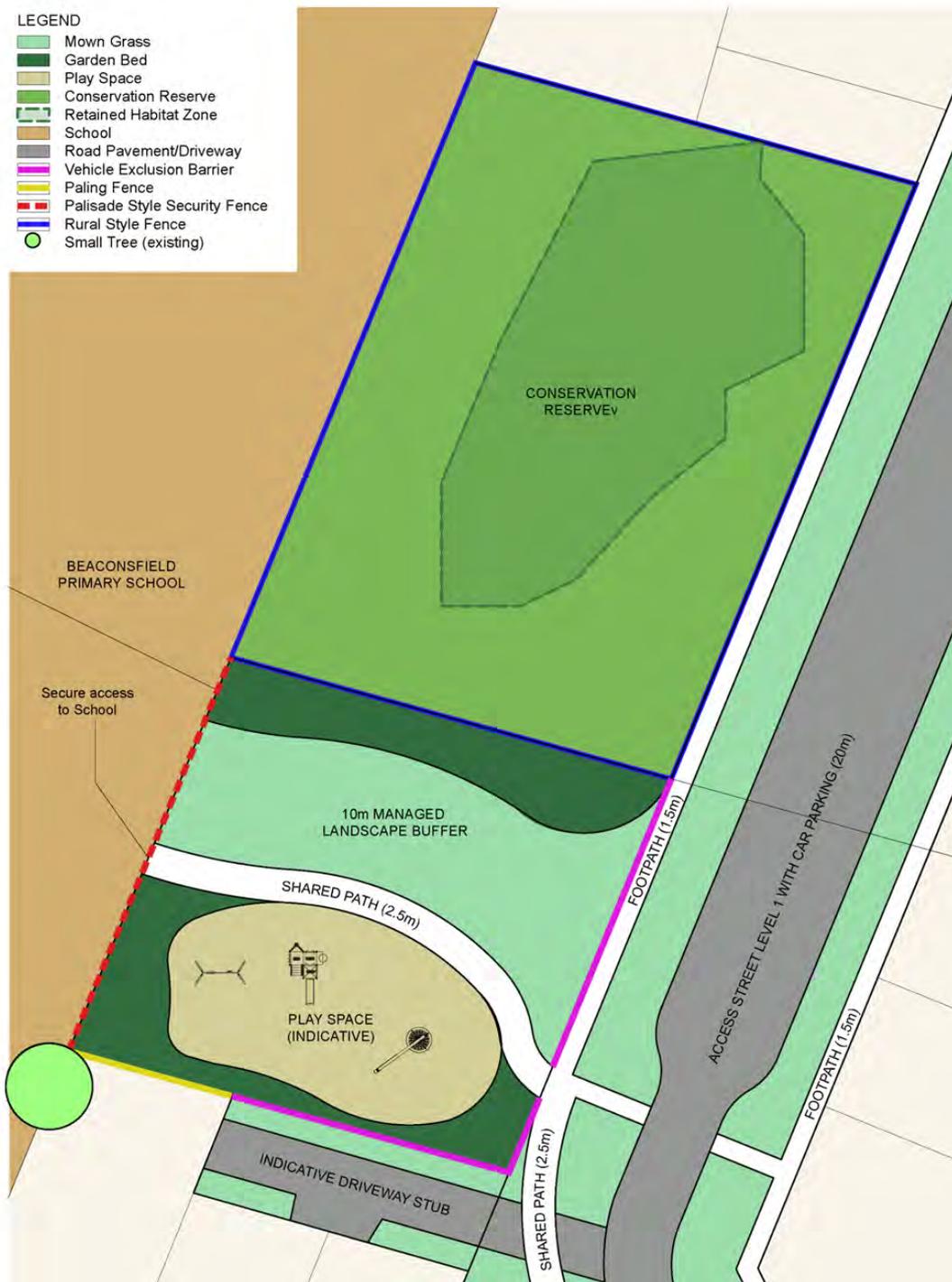


Figure 37 - Concept Plan - Local Open Space



Figure 38 - Palisade style fence example

10.3. Bushfire Risk Assessments

Although the site is not located within a Bushfire Management Overlay or designated Bushfire Prone Area, fire risk should still be considered. The selection of appropriate plant species, preferably those with fire-retardant properties (refer to CFA's Landscaping for Bushfire guide) and the provision of defensible space setbacks are recommended where appropriate.

10.4. Streetscape

Streetscape design within the GRADP should protect and enhance the “Bushland” landscape character, generally comprising canopy-forming Eucalyptus species. Streetscape treatments should contribute to visual cohesion, reinforce the natural character of the area, and integrate with the topography and private landscaping.

All streetscape planting must:

- Be designed to complement the existing vegetation patterns and maintain important sightlines to ridgelines and valleys.
- Use species listed in Table 26, with alternative species considered only in accordance with Cardinia Shire Council Developer Landscape Guidelines.
- Comply with Clause 52.37 – Tree Canopy of the Cardinia Planning Scheme, ensuring adequate canopy coverage and biodiversity outcomes.
- Incorporate sustainable design principles, including consideration of water availability, soil conditions, and climate resilience.
- Be coordinated with road infrastructure, street lighting, and utility services to minimise conflicts and ensure long-term maintenance.

Table 26 - Streetscape Tree Details

Scientific Name	Common Name	Mature Height (m)	Mature Spread (m)	CFA Flammability Analysis
<i>Eucalyptus melliodora</i>	Yellow Box	10 – 25	8 – 15	Preferred Street Tree: Low Flammability Bark (Box Bark) Excellent shade tree with a broad, dense crown. Highly valued for honey production and provides habitat for native birds. Drought tolerant once established.
<i>Eucalyptus camphora</i> ssp. <i>humeana</i>	Mountain Swamp Gum	8 – 15	6 – 10	
<i>Eucalyptus rubida</i>	Candlebark	15 – 30	8 – 12	High Risk: Ribbon-shedding bark is highly flammable and acts as ladder fuel. Restricted to large park-edge planting only. Stunning smooth white bark. Attractive weeping foliage. Fast-growing and provides light shade, ideal for streets where some winter sun penetration is desired.
<i>Acacia dealbata</i>	Silver Wattle	10 – 25	6 – 10	
<i>Eucalyptus viminalis</i>	Manna Gum	20 – 40	10 – 15	High Risk: Sheds large, flammable ribbons of bark. Restricted use; requires constant removal of bark ribbons during fire season. Fast-growing, ornamental tree with feathery, silvery-blue foliage and masses of fragrant yellow flowers in late winter/spring. Excellent secondary or habitat tree.
<i>Allocasuarina littoralis</i>	Black Sheoak	8 – 15	6 – 8	
<i>Eucalyptus ovata</i>	Swamp Gum	10 – 20	8 – 15	Conditional Use: Likely sheds flammable ribbons of bark seasonally. Use limited to wetter, low-lying areas with low exposure risk. Iconic local tree with shedding bark and handsome spreading form. Requires deep, moist soil and sufficient space. Good for specimen or park-edge planting. Dense canopy tree with glossy, dark green phyllodes. Excellent screening and shade tree. Tolerant of moderate moisture variation, suitable for streetscapes.
<i>Acacia melanoxylon</i>	Blackwood	8 – 20	6 – 12	

11. Integrated Water Management

11.1. Background

The Glismann Road precinct forms part of Melbourne Water’s O’Neil Road Development Services Scheme (DS), situated within the Western Port catchment.

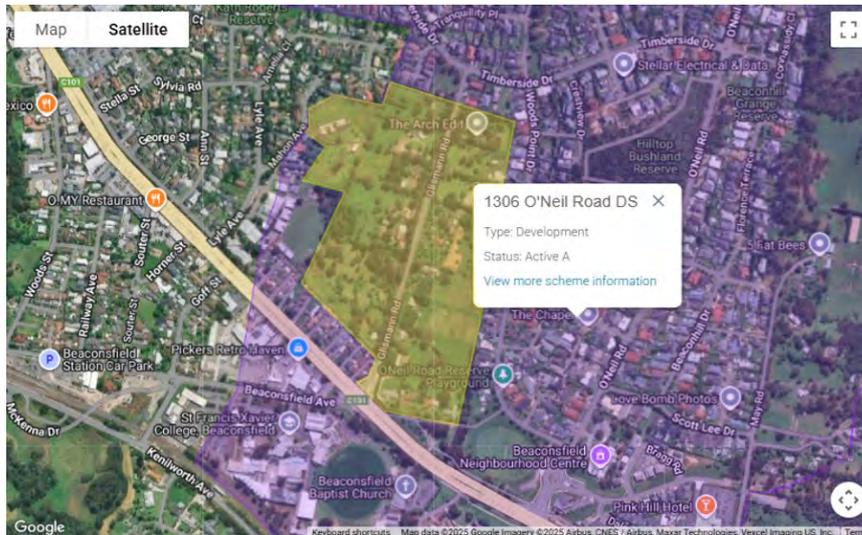


Figure 39 - Drainage Scheme map with the Glismann Road Development Plan area highlighted in yellow - source Melbourne Water website.

The landform naturally drains from north to south, with pronounced high points along the eastern ridgeline (approximately 83 m AHD) and the north-west corner (approximately 75 m AHD), creating a central valley that conveys overland flows towards Princes Highway. The lowest point, at around 49 m AHD, represents the discharge location where stormwater enters Melbourne Water’s trunk drainage network via the existing 1800 mm and twin 1500 mm culverts beneath the highway.

A comprehensive drainage management strategy prepared by Water Technology (2014 and 2016) outlines the stormwater infrastructure, flood mitigation, and water quality management requirements for the precinct. The original 2014 strategy proposed an integrated system comprising a retarding basin and wetland located within the triangular parcel of open space between the Old Princes Highway and Property 17, 18, 19 and 20. This system was designed to attenuate post-development peak flows to pre-development levels and achieve best-practice pollutant reduction outcomes in accordance with the Urban Stormwater Best Practice Environmental Management Guidelines – namely, 80% reduction in total suspended solids (TSS), 45% reduction in total phosphorus (TP), and 45% reduction in total nitrogen (TN).

Following further investigations, the 2016 Water Technology assessment recommended replacing the retarding basin with a flood protection levee, a measure subsequently supported by Melbourne Water. This revised approach involves the construction of a 450 mm high levee bank along the frontage of Property 17, 18, 19 and 20 to protect existing dwellings from below-floor flooding. The levee is to follow the existing shared path within Crown land, maintain access to the affected properties, and extend eastwards to cross the table drain – incorporating a drainage structure to allow upstream catchment flows to discharge appropriately. The report also identifies options to address stormwater quality obligations via stormwater quality offset contributions, where on-site treatment is not provided.

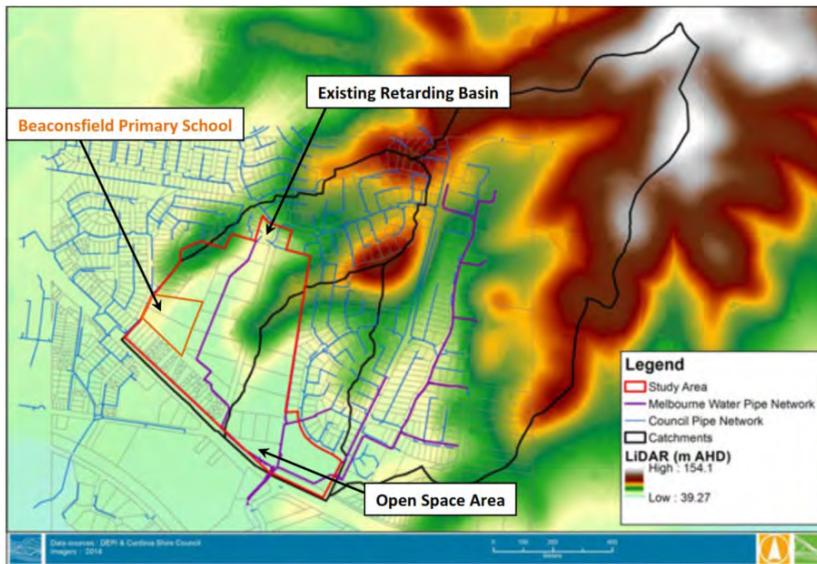


Figure 40 - Catchment Map and Drainage Network plan. Source: Glismann Road Drainage Scheme Report prepared by Water Technology , July 2014.



Figure 3-3 Alignment Option 1 and 1% AEP Modelled Flood Depths

Figure 41 - Flood Levee plan with post developed flood modelling overlaid. Source: Glismann Road Drainage Scheme Report prepared by Water Technology, May 2016.

11.2. Proposed Drainage system

The internal drainage network will comprise a pit and pipe system designed to accommodate the 1 in 5-year rainfall event, with overland flow paths and the surrounding road network safely conveying the 1% AEP (100-year ARI) event. Minimum freeboard requirements of 300 mm above the 1% AEP flood level for drainage infrastructure and 600 mm for waterways will apply to future development, consistent with Melbourne Water and Council standards. The overall drainage design will need to be developed in accordance with contemporary best-practice water quality and flood management standards.

Melbourne Water’s pre-development advice (May 2025) confirms that permanent drainage works are required within the precinct under the O’Neil Road DS and that a drainage agreement under the Water Act 1989 must be executed prior to Statement of Compliance. This agreement will formalise drainage contributions currently set at \$233,237 per hectare, comprising a \$123,924/ha hydraulic charge, a \$74,889/ha stormwater quality charge, and a \$34,424/ha gross water quality offset.

Melbourne Water also requires the submission and approval of a Stormwater Management Strategy demonstrating compliance with the intent of the O’Neil Road DS, supported by functional drainage design, flood modelling, and WSUD integration with any planning permit application for subdivision. Interim sediment control and temporary retardation measures must be implemented to manage downstream impacts until permanent assets are operational.

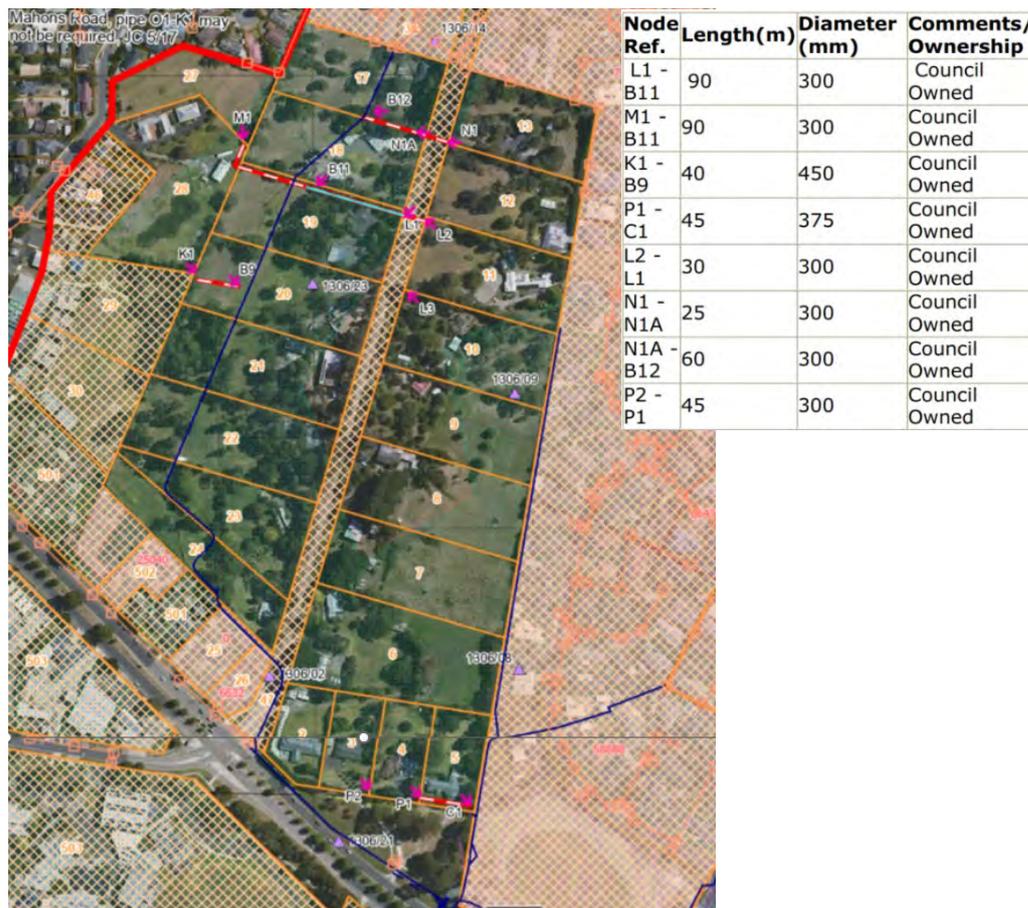


Figure 42 - Plan showing the existing Melbourne Water underground scheme drains in dark blue and proposed drainage pipes blue and dashed red lines. Source: Melbourne Water Predevelopment Advice.

Consistent with the requirements of DPO19, proposals to subdivide land must incorporate an integrated water management approach that responds to the recommendations of the Water Technology (2014 and 2016) studies. Collectively, these measures will ensure the GRADP is supported by a coordinated and sustainable drainage system that aligns with Melbourne Water’s regional drainage strategy, provides appropriate flood protection, achieves best-practice water quality outcomes, and satisfies the integrated water management and servicing objectives of DPO19.

11.3. Levee Bank

As outlined in Section 11.1, a levee bank is required as part of the O'Neil Road Development Services Scheme (DS).

Preliminary discussions with all relevant referral and Responsible Authorities, including Melbourne Water, the DTP, Cardinia Shire Council, and the Responsible Authority for the Crown land are essential at the very early stages of the planning process. Any Stormwater Management Strategy submitted with a planning permit application to subdivide land must be developed in close consultation with these authorities.

This engagement must address not only whether the proposed subdivision triggers the need for the levee bank and the timing of its delivery, but also the standards and management of its construction, long-term maintenance, and implementation responsibilities.

Importantly, the proposed drainage solution must satisfy the specific requirements of the Responsible Authority for the Crown land on which the levee is to be located.

The approach should provide clear direction while maintaining a high level of flexibility for the main parties involved, unless otherwise agreed by the relevant Responsible Authority.

12. Utilities

Utilities services are required to be provided and extended as part of subdivision works within the GRADP area. Preliminary advice from utility providers is provided below, confirming the availability of all services in proximity to the site. Applications for planning permit for subdivision are to provide advice specific to the subdivision, confirming the ability of services to the site.

12.1. Sewer

South-East Water (SEW) has provided the following preliminary servicing advice for development within the Glismann Road precinct:

‘There are capacity constraints in the surrounding sewer network. Whilst there is some spare capacity in the existing sewers surrounding the site, to service the entire development will require upgrades/ duplication of the existing system and downstream pump station located in Adamson Road. The scope of upgrade works will be influenced by the reticulated sewer design for the development proposal.

The majority of the site will need to be serviced by the 225mm sewer main to the south, with the remainder discharging to the 150mm sewer main to the north, as indicated on the attached ‘Sewer Indicative Alignment Plan’. Discharge to the northern sewer should be maximised as there are fewer capacity constraints in this system.’

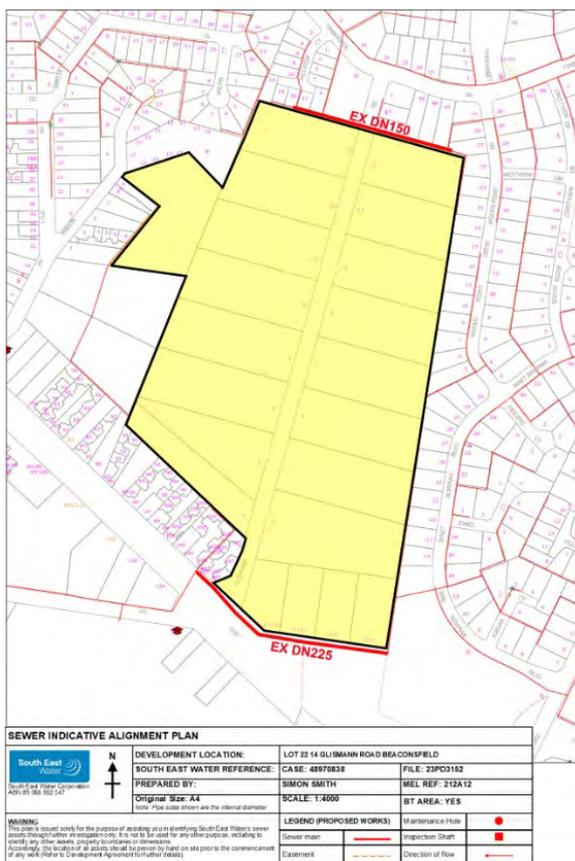


Figure 43 - Existing sewer (South East Water)

Developers will be responsible for the construction of sewer reticulation required for each development. Details of the sewer reticulation and extension/connection works will be confirmed by a formal SEW Development Deed.

12.2. Potable Water:

South-East Water (SEW) has provided the following preliminary servicing advice for development within the Glismann Road precinct:

'To provide drinking water facilities to the development, it will be necessary to remove the existing 100mm AC water mains located in Glismann Road and Princes Highway and construct an estimated 910m of 150mm water main as shown A-B on the attached 'Drinking Water Indicative Alignment Plan'.

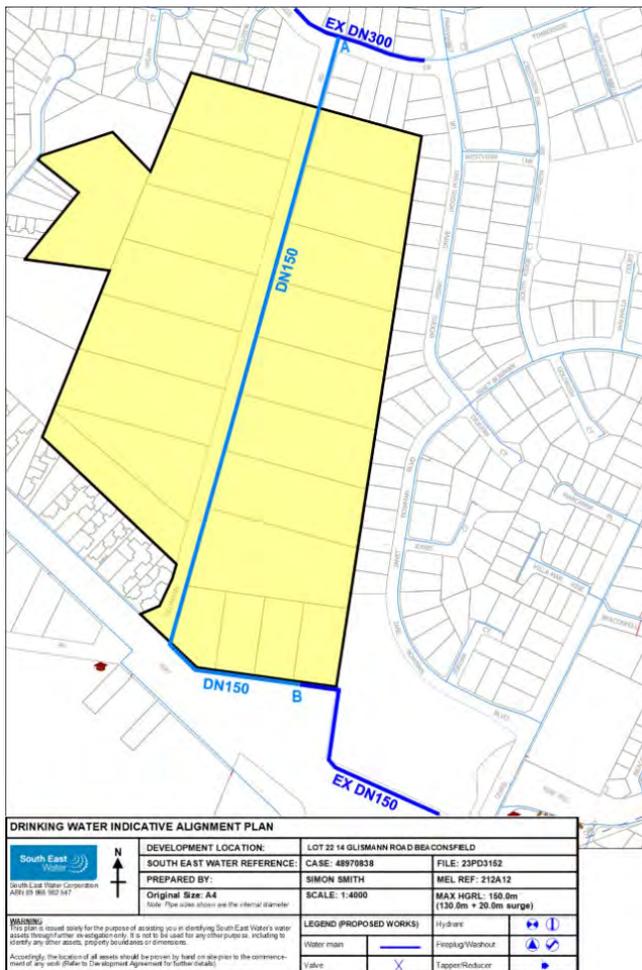


Figure 44 - Existing potable water (South East Water)

Developers will be responsible for the construction of water reticulation required for each development. Details of the water reticulation and extension/connection works will be confirmed by a formal SEW Development Deed.

12.3. Electrical

Ausnet is the responsible authority for the provision of electricity supply to the development plan area.

The Ausnet Services BYDA plan below shows existing 22kV distribution overhead powerlines along Princes Highway and extending halfway up Glismann Road.

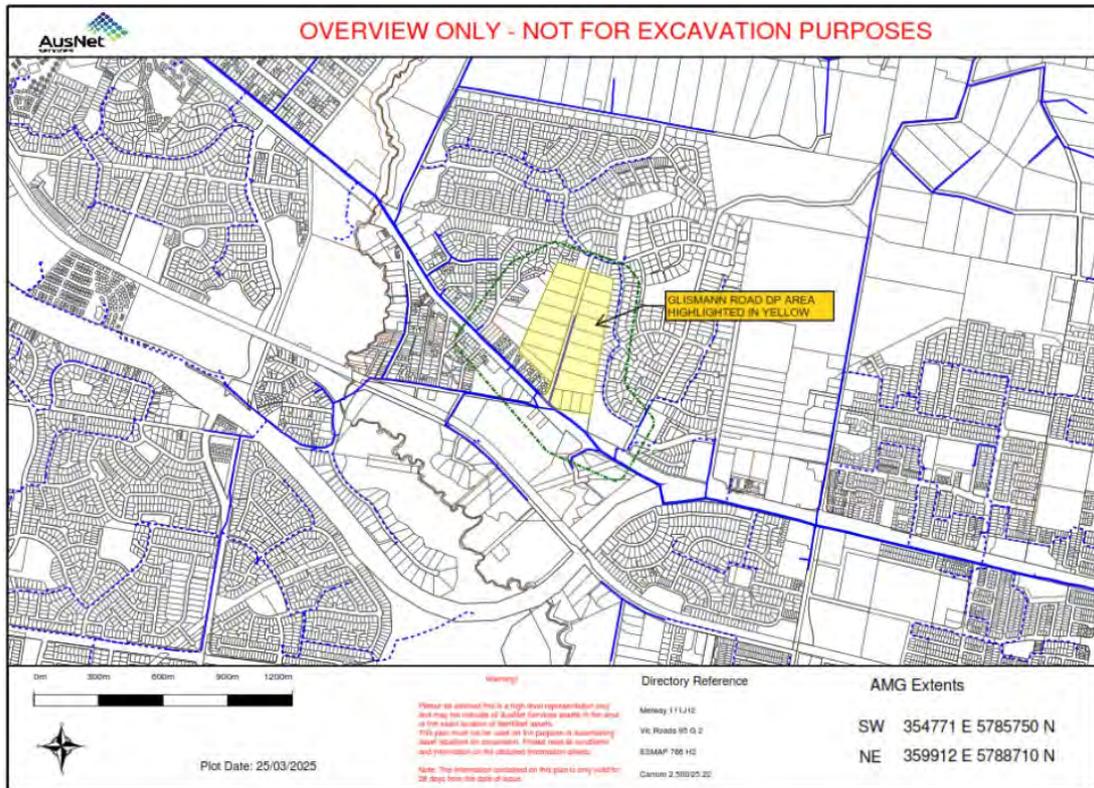


Figure 45 - Existing electrical network (Ausnet)

The proposed development of the Glismann Road area will be required to connect into and extend the electrical infrastructure as per responsible authority requirements. Details of the requirements for supply will be subject to receipt of formal offer from the relevant electricity authority at the time of development and detailed electrical design.

Developers are responsible for the construction of electricity infrastructure to service their development.

12.4. Telecommunications

A BYDA investigation confirms existing NBN infrastructure along Old Princes Highway and Glismann Road. Developers will be required to install pit and pipe infrastructure suitable for optical fibre installation and enter into a Master Development Agreement with NBN or other communications provider.

12.5. Gas

As per Clause 53.03 of the Cardinia Planning Scheme, no new lots created by subdivision, or new dwellings, can be connected to reticulated gas services.

13. Preliminary Risk Screening Site Assessments

In accordance with DPO19, a Preliminary Risk Screening Assessment (PRSA) must be prepared for specified properties in the GRADP. The PRSA must accompany any planning permit application to subdivide land and completed by a suitably qualified consultant.

The following properties require a PRSA:

- Property 1 (2 Glismann Road).
- Property 4 (8 Glismann Road).
- Property 5 (10 Glismann Road).
- Property 16 (1 Glismann Road).

If a PRSA deems an Environmental Audit is required for a property, the Audit must be completed prior to the commencement of construction or carrying out intrusive works (other than site investigation works to determine the level of contamination if any on the land) at that property.

14. Development Coordination

Development within the GRADP will occur progressively over time and will be influenced by a range of factors, including:

- The aspirations and timing of individual landowners.
- The fragmented pattern of land ownership within the GRADP.
- Accessibility to existing infrastructure, and the cost of extending new services.
- The obligations and requirements of DCP05 and DPO19 for road and infrastructure delivery.

As outlined in Section 5.1.1, delivery of Glismann Road is the key enabler of development across the GRADP:

- RD-01 facilitate development in the southern part of the GRADP.
- RD-02, in combination with RD-01 and TM-01 facilitates development in the northern part of the GRADP.

Preliminary collaboration between landowners is strongly encouraged to support coordinated subdivision and the shared delivery of infrastructure identified in DCP05, DPO19, and the GRADP. However, this is not solely about meeting the requirements of planning controls, it is also about ensuring the timely and integrated delivery of other essential services, including utilities, drainage, and other infrastructure. These requirements often involve multiple authorities and service providers, and must be considered from the outset.

The challenges associated with fragmented land ownership are not unique to Glismann Road. In similar contexts, the staging of development can be delayed or complicated when infrastructure delivery depends on multiple parties. Early and proactive collaboration between landowners can help reduce delays, avoid duplication, and ensure that infrastructure is delivered in a logical, cost-effective, and coordinated manner that meets the expectations of all relevant authorities.

The Development Coordination Plan (Figure 46) identifies opportunities where cooperative delivery between landowners could assist in unlocking development through coordinated infrastructure provision. This is a guide only.

14.1. Specific Delivery Requirements under DPO19

The following requirements must be addressed when preparing subdivision or development applications within the GRADP:

- A FLP **must** be prepared for the entire length of Glismann Road (RD-02), or for a length as agreed by the Responsible Authority, to accompany the first subdivision requiring access to Glismann Road (RD-02) or TM-01. An allowance for a FLP is included in DCP05. The FLP must include TM-01. Refer to Section 5.1.1 for further details.
- The first subdivision application that includes land designated for public open space (either Property 3 or Property 4) must be accompanied by an indicative concept master plan for the entire park area. This plan must demonstrate how the open space will be delivered and developed in stages to ensure each stage provides a functional outcome.
- Prior to the issue of a Statement of Compliance for any subdivision, the developer must complete all works identified in the property's SMP that are necessary to stabilise land and ensure safe and sustainable development.
- All subdivision applications must be accompanied by a site-specific staging plan that considers surrounding approvals and the delivery of required items. Where a subdivision includes land affected by RD-03, RD-04 or RD-05, or the additional internal streets described at Section 5.2, the staging plan must demonstrate:
 - The delivery of the access street connections in the first stage of development.
 - That the access street is constructed to the title boundary of the adjoining property.

- An application to subdivide land must, in consultation with Melbourne Water, DTP, the Responsible Authority for the crown land and Cardinia Shire Council address the timing of the delivery of the levee bank, unless otherwise agreed by the Responsible Authority. Refer to further discussion at Section 11.2.
- Where a PRSA deems an Environmental Audit to be necessary for any given property, the Audit must be completed prior to the commencement of construction or carrying out intrusive works (other than site investigation works to determine the level of contamination if any on the land) at that property. Refer to further discussion at Section 13.

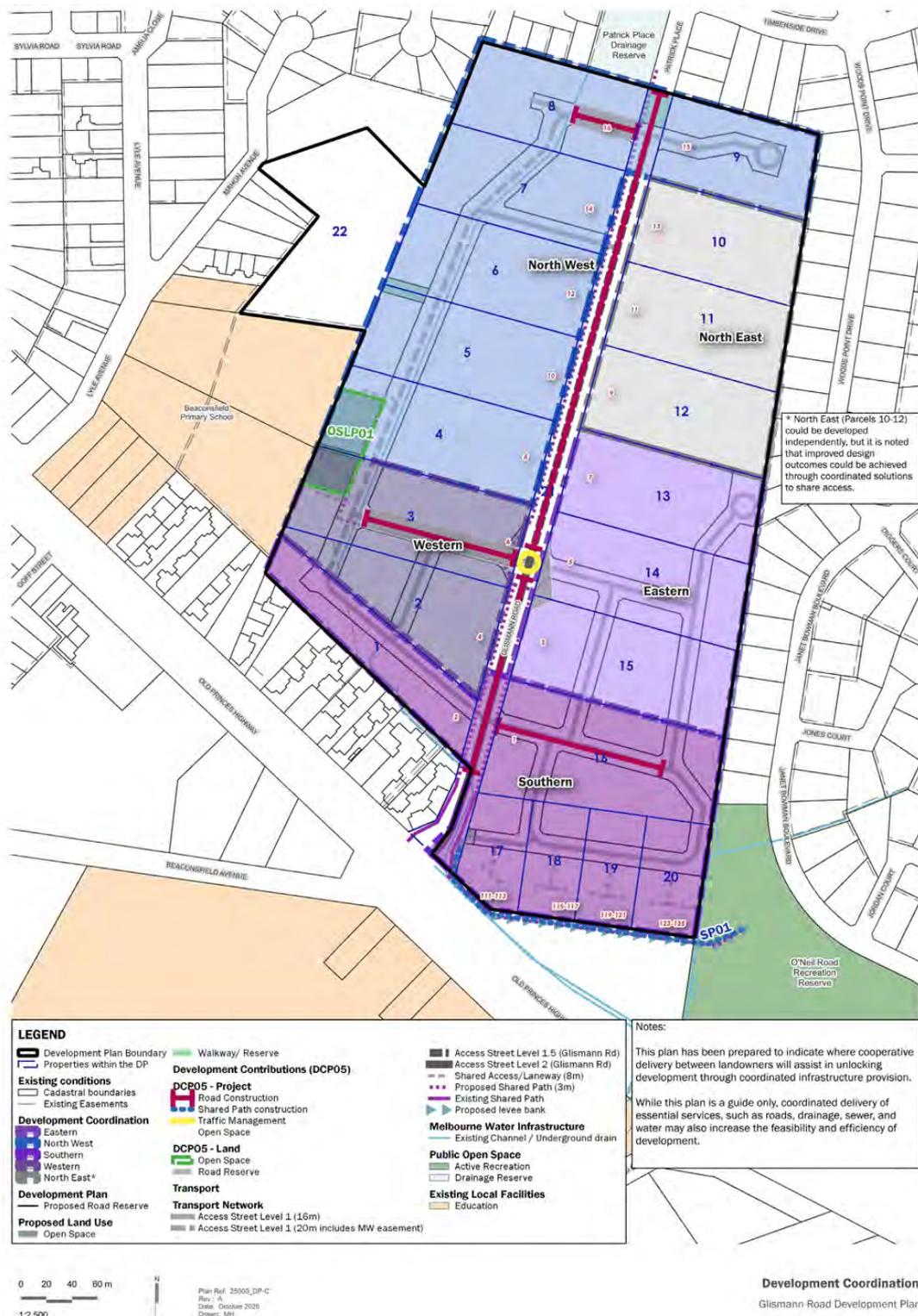


Figure 46 - Development Coordination Plan

14.2. Delivery of Glismann Road

- The first application to subdivide land with access to Glismann Road (Access Street Level 1.5) (which is RD-02) must include a FLP for the entire length of the road (RD-02), or a length to the satisfaction of the Responsible Authority.
- Construction of Glismann Road must occur continuously from the Old Princes Highway, with each subdividing property responsible for delivering its full road frontage. This ensures the road remains a continuous and functional connection as development progresses.
- As subdivision applications approach the junction of Glismann Road where RD-01, TM-01, and RD-02 meet, the Responsible Authority may require that the application for subdivision be accompanied by a FLP for the full length of RD-02, TM-01, and a portion of RD-01, or a length of road to the satisfaction of the Authority.
- At a minimum, a FLP must be prepared for the first subdivision requiring access to RD-02. This FLP must include TM-01 (refer to Table 10 for further information). The FLP must be prepared and approved for the full length of RD-02, or a length as agreed by the Responsible Authority. The FLP must also address Property 3 and Property 14, which require TM-01 to provide site access, unless otherwise agreed by the Responsible Authority.

Refer to Section 5.1.1 for further details.

15. Land Budget

The land budget provided in Table 27 is an extract of the Land Budget Summary in the DCP (Table 1 on page 5).

Table 27 DCP Land Budget Summary

LAND USE BUDGET	HECTARES	% OF DP AREA
TOTAL DEVELOPMENT PLAN AREA	19.69	100%
ENCUMBERED LAND		
Significant area of slope over 20%	1.77	9.0%
Sub-total Encumbered	1.77	9.0%
TRANSPORT		
Existing Road Reserves (retained for road purposes)	1.33	6.8%
Road reserve land included in DCP	0.57	2.9%
Sub-total Transport	1.90	9.7%
CREDITED OPEN SPACE		
Local Park	0.30	1.5%
Sub-total Credited Open Space	0.30	1.5%
NET DEVELOPABLE AREA (NDA) HA	15.72	79.8%
Residential NDA	15.72	79.8%
Commercial/Other NDA	0.00	0.0%
Estimated Residential lot/dwelling yield	267 dwellings	

Source: Glismann Road Development Plan, Urban Design and Management.

As noted in Section 1.3, Property Reference 22, which is 11 Mahon Avenue is not included in the Development Contributions Plan but is included in the Development Plan. For further information regarding the exclusion of Property Reference 22 can be found in the [Panel Report for Cardinia Planning Scheme Amendment C238card](#). There Property 22 has not been included in the results in Table 27.

Content in Table 28, is an extract of Appendix A of the DCP (page 20 – 21) which is a detailed land budget. This table identifies the property specific land use budget for each parcel based on the DCP area.

Table 28 - Property Specific Land Use Budget

PROPERTY ID	LAND DESCRIPTION	TOTAL AREA (HECTARES)	TRANSPORT		CREDITED OPEN SPACE	ENCUMBERED LAND	NET DEVELOPABLE AREA (HECTARES)	NET DEVELOPABLE AREA % OF PROPERTY	LOCAL ROADS	NET RESIDENTIAL AREA (NRA)	OPEN SPACE
			Existing Road Reserves	Road reserve land included in DCP	Local Park	Significant area of slope over 20%			Access Street		% of NDA
PRIVATE LAND											
1	2 Glismann Road	0.77	0.00	0.00	0.00	0.00	0.77	100%	0.00	0.77	0%
2	4 Glismann Road	0.90	0.00	0.00	0.00	0.00	0.90	100%	0.00	0.90	0%
3	6 Glismann Road	1.23	0.00	0.20	0.12	0.00	0.91	74%	0.14	0.77	13%
4	8 Glismann Road	1.17	0.00	0.00	0.18	0.11	0.88	75%	0.14	0.74	21%
5	10 Glismann Road	1.12	0.00	0.00	0.00	0.24	0.88	79%	0.14	0.74	0%
6	12 Glismann Road	1.06	0.00	0.00	0.00	0.00	1.06	100%	0.14	0.92	0%
7	14 Glismann Road	1.01	0.00	0.00	0.00	0.12	0.89	88%	0.16	0.73	0%
8	16 Glismann Road	0.95	0.00	0.09	0.00	0.26	0.61	64%	0.03	0.58	0%
9	15 Glismann Road	0.84	0.00	0.00	0.00	0.00	0.84	100%	0.00	0.84	0%
10	13 Glismann Road	0.89	0.00	0.00	0.00	0.36	0.53	60%	0.00	0.53	0%
11	11 Glismann Road	0.94	0.00	0.00	0.00	0.23	0.71	76%	0.00	0.71	0%
12	9 Glismann Road	1.00	0.00	0.00	0.00	0.33	0.67	67%	0.00	0.67	0%
13	7 Glismann Road	1.05	0.00	0.00	0.00	0.12	0.93	89%	0.07	0.86	0%
14	5 Glismann Road	1.11	0.00	0.04	0.00	0.00	1.07	97%	0.11	0.96	0%
15	3 Glismann Road	1.17	0.00	0.01	0.00	0.00	1.16	99%	0.11	1.05	0%
16	1 Glismann Road	1.47	0.00	0.24	0.00	0.00	1.23	100%	0.12	1.11	0%
17	111-113 Old Princes Hwy	0.41	0.00	0.00	0.00	0.00	0.41	100%	0.00	0.41	0%

18	115-117 Old Princes Hwy	0.41	0.00	0.00	0.00	0.00	0.41	100%	0.00	0.41	0%
19	119-121 Old Princes Hwy	0.41	0.00	0.00	0.00	0.00	0.41	100%	0.00	0.41	0%
20	123-125 Princes Old Hwy	0.45	0.00	0.00	0.00	0.00	0.45	100%	0.00	0.45	0%
Sub total		18.36	0.00	0.57	0.30	1.77	15.72	86%	1.16	14.56	2%
Public Land											
21-R	Glismann Road reserve	1.33	1.33	0.00	0.00	0.00	0.00	0%	0.00	0.00	
SUB-TOTAL		1.33	1.33	0.00	0.00	0.00	0.00	0%	0.00	0.00	
TOTALS		19.69	1.33	0.57	0.30	1.77	15.72	80%	1.16	14.56	2%

16. Individual Property Comments

Under DPO19, specific documentation must accompany all proposals to subdivide land, as relevant to the Property. Where the Responsible Authority considers that an application requirement is not relevant to the assessment of an application, the requirement may be waived or reduced. Applicants should refer to DPO19 for full detail of the applicable requirements.

Each subdivision application must include, as applicable:

- An assessment demonstrating how the proposal implements the vision, objectives, requirements and guidelines of the GRADP.
- An overall masterplan for all land in the same or contiguous ownership.
- A Transport Impact Assessment Report that responds to *Traffic works (May 2022) Glismann Road Residential Development, Beaconsfield, Traffic Impact Assessment Report* to the satisfaction of the relevant roads authority (DTP or Council).
- An Infrastructure Plan.
- A Stormwater Management Strategy that details the staging and timing of drainage works, including any temporary outfall provisions, to the satisfaction of Melbourne Water and the Responsible Authority.
- An assessment by a suitably qualified cultural heritage professional that addresses the recommendations of *Tardis Enterprises Pty Ltd (November 2010) The Glismann Road, Beaconsfield Structure Plan Cultural Heritage Management Plan (CHMP) 11452*.
- A flora and fauna assessment that responds to *Ecology Partners Pty Ltd (October 2010) Biodiversity Assessment for Area 1, 'Beaconsfield', Beaconsfield, Victoria*.
- A Native Vegetation Information Management (NVIM) report identifying any vegetation to be retained and associated protection measures.
- A Slope Management Plan be prepared by a suitably qualified person, generally in accordance with the Slope Management Guidelines approved as part of the GRADP.
- Building design guidelines and fencing controls addressing the GRADP housing planning and design guidelines.
- A Landscape Masterplan demonstrating how the development responds GRADP, including key themes, landscape principles and the intended subdivision and built character.

Additional guidance for each property, **where development is proposed**, is provided overleaf. This guidance is indicative only and does not represent an exhaustive or prescriptive set of requirements. It must be read in conjunction with the broader content of the GRADP, DPO19, DCPO5, and the relevant provisions of the Cardinia Planning Scheme. This material is intended to support early discussions and decision-making, but final outcomes will be subject to detailed assessment and approval by the relevant referral authorities and the Responsible Authorities.

16.1. Property 1 – 2 Glismann Road

REFER TO GRADP:

Movement Network -
Section 5

PLUS SPECIFIC CONSIDERATIONS

- Local Access Street (16m wide) along the northern boundary of Property 1, vested in the Responsible Authority.
- Glismann Road (RD-01) must be delivered concurrently from the Old Princes Highway for the extent of the Property frontage.
- The intersection with RD-01 must be designed to accommodate a future four-way roundabout with RD-05.
- The roundabout is to be constructed when RD-05 is constructed, unless otherwise agreed by the Responsible Authority.
- Design, construction and land costs for the roundabout are to be met by Property 1 and secured via a Section 173 Agreement as a condition of any permit for subdivision or development.
- Shared Path to be constructed on Glismann Road.
- Provide connections to Property 2.
- Refer to Table 11 for further information.

Land Use Typology -
Section 6

- Neighbourhood Residential

**Building Design
Guidelines and Fencing
Controls -** Section 7

Refer to Section 7 as relevant.

**Slope Management
Guidelines -** Section 8

Refer to Section 8 as relevant.

Vegetation - Section 9

- Consider retention of Small Trees located on northern boundary.
- Consider protection of MSA identified tree on Property 2.
- Respond to area of High Overall Landscape Values. Refer to Section 9.3.

Landscape - Section 10

Refer to Section 10 as relevant.

**Integrated Water
Management -** Section 11

- Accommodation of existing Melbourne Water drain.

Utilities - Section 12

Refer to Section 12.

PRSA - Section 13

- PRSA required. Refer to Section 13.

**Development
Coordination -** Section 14

- Southern coordination area.



16.2. Property 2 – 4 Glismann Road

REFER TO GRAPP:
Movement Network -
 Section 5

PLUS SPECIFIC CONSIDERATIONS

- Access to be provided via Property 1 or Property 3.
- Glismann Road (RD-01) must be delivered concurrently from the Old Princes Highway for the extent of the Property frontage.
- Shared Path to be constructed on Glismann Road.
- Provide connections to Property 1 and Property 3.

Land Use Typology -
 Section 6

- Neighbourhood Residential.
- Native Vegetation Offset Planting site retained.

Building Design Guidelines and Fencing Controls - Section 7

Refer to Section 7 as relevant.

Slope Management Guidelines - Section 8
Vegetation - Section 9

Refer to Section 8 as relevant.

- Consider retention of Small Trees.
- Consider retention and protection of MSA identified tree.
- Native vegetation offset planting area identified. May be relocated if developed subject to relevant provisions.

Landscape - Section 10

Refer to Section 10 as relevant.

Integrated Water Management - Section 11
Utilities - Section 12

- Accommodation of existing Melbourne Water drain.
- Refer to Section 12.

PRSA - Section 13

Not applicable.

Development Coordination - Section 14

- Western coordination area.



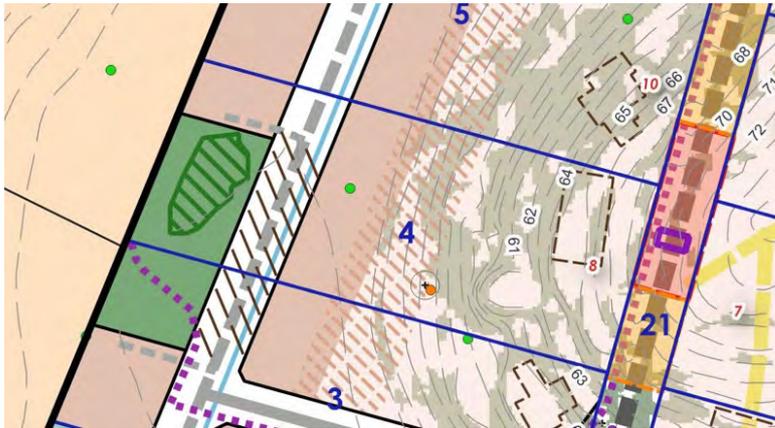
16.3. Property 3 – 6 Glismann Road

REFER TO GRADP:	PLUS SPECIFIC CONSIDERATIONS
<p>Movement Network -Section 5</p>	<ul style="list-style-type: none"> • Local Access Street RD-03 and DCP project LA-01. • If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed. • Glismann Road (RD-02) must be delivered for the extent of the Property frontage. • The intersection of RD-03 with RD-01 must be designed to provide TM-01. There is no allowance in the DCP for the splays within Property 3 required for TM-01. • Provide connections to Property 2 and Property 4. • Shared Path to be constructed on Glismann Road and RD-03. • Refer to Table 7 for further information. • Refer to Table 11 for further information. • Potential 'Restricted Vehicle Access' restrictions – refer to Section 5.5.
<p>Land Use Typology - Section 6</p>	<ul style="list-style-type: none"> • Neighbourhood Residential and Visually Sensitive Residential areas. • Local Open Space (LA-05).
<p>Building Design Guidelines and Fencing Controls - Section 7</p>	<ul style="list-style-type: none"> • Partly located in visually sensitive area. Refer to Section 7.2 regarding site access and siting of building envelopes.
<p>Slope Management Guidelines - Section 8</p>	<ul style="list-style-type: none"> • Slope to be considered. • Survey to determine areas of slope 20% and greater, with an appropriate design response.
<p>Vegetation - Section 9</p>	<ul style="list-style-type: none"> • Consider retention of Small Tree. • Consider retention and protection of MSA identified trees. • Respond to area of High Overall Landscape Values. Refer to Section 9.3.
<p>Landscape - Section 10</p>	<ul style="list-style-type: none"> • Provide direct road frontage to LA-05. On-street parking to be provided both sides of carriageway adjacent to LA-05. • The first application to subdivide land containing LA-05 must be accompanied by an indicative concept master plan for the entire local park. This plan must demonstrate how LA-05 will be delivered and developed in stages, ensuring that each stage provides a functional and accessible open space outcome for each of Property 3 and Property 4. The delivery of LA-05 should not be dependent on the subdivision or development of all the LA05 land. • Refer to Table 24 and Section 10.2.
<p>Integrated Water Management - Section 11</p>	<ul style="list-style-type: none"> • Accommodation of existing Melbourne Water drain.
<p>Utilities - Section 12</p>	<p>Refer to Section 12.</p>
<p>PRSA - Section 13</p>	<p>Not applicable.</p>
<p>Development Coordination - Section 14</p>	<ul style="list-style-type: none"> • Western coordination area.



16.4. Property 4 – 8 Glismann Road

REFER TO GRADP:	PLUS SPECIFIC CONSIDERATIONS
Movement Network - Section 5	<ul style="list-style-type: none"> • Access to be provided via Property 3 or Property 5. • If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed. • Glismann Road (RD-02) must be delivered for the extent of the Property frontage. • Provide connections to Property 3 and Property 5. • Shared Path to be constructed on Glismann Road. • 'No Vehicle Access Permitted' and 'Restricted Vehicle Access' restrictions apply to Glismann Road frontage. Refer to Section 5.5.
Land Use Typology - Section 6	<ul style="list-style-type: none"> • Neighbourhood Residential and Visually Sensitive Residential areas. • Local Open Space (LA-05).
Building Design Guidelines and Fencing Controls - Section 7	<ul style="list-style-type: none"> • Partly located in visually sensitive area. Refer to Section 7.2 regarding site access and siting of building envelopes.
Slope Management Guidelines - Section 8	<ul style="list-style-type: none"> • Slope to be considered. • Survey to determine areas of slope 20% and greater, with an appropriate design response.
Vegetation - Section 9	<ul style="list-style-type: none"> • Large Old Tree to be retained within subdivision layout. Refer to Section 9.2. • Consider retention of Small Tree. • Respond to area of High Overall Landscape Values. Refer to Section 9.3.
Landscape - Section 10	<ul style="list-style-type: none"> • Provide direct road frontage to LA-05. On-street parking to be provided both sides of carriageway adjacent to LA-05. • The first application to subdivide land containing LA-05 must be accompanied by an indicative concept master plan for the entire local park. This plan must demonstrate how LA-05 will be delivered and developed in stages, ensuring that each stage provides a functional and accessible open space outcome for each of Property 3 and Property 4. The delivery of LA-05 should not be dependent on the subdivision or development of all the LA05 land. • Conservation Zone within LA-05 is to be retained. • Refer to Table 24 and Section 10.2.
Integrated Water Management - Section 11	<ul style="list-style-type: none"> • Accommodation of existing Melbourne Water drain.
Utilities - Section 12	<ul style="list-style-type: none"> • Refer to Section 12.
PRSA - Section 13	<ul style="list-style-type: none"> • PRSA required. Refer to Section 13.
Development Coordination - Section 14	<ul style="list-style-type: none"> • North West coordination area.



16.5. Property 5 – 10 Glismann Road

**REFER TO GRADP:
Movement Network -
Section 5**

PLUS SPECIFIC CONSIDERATIONS

- Access to be provided via Property 4 or Property 6.
- If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed.
- Glismann Road (RD-02) must be delivered for the extent of the Property frontage.
- Provide connections to Property 4, Property 6 and Property 22.
- Shared Path to be constructed on Glismann Road.
- 'No Vehicle Access Permitted' and 'Restricted Vehicle Access' restrictions apply to Glismann Road frontage. Refer to Section 5.5.

**Land Use Typology -
Section 6**

- Neighbourhood Residential and Visually Sensitive Residential areas.

**Building Design
Guidelines and Fencing
Controls - Section 7**

- Partly located in visually sensitive area. Refer to Section 7.2 regarding site access and siting of building envelopes.

**Slope Management
Guidelines - Section 8**

- Slope to be considered.
- Survey to determine areas of slope 20% and greater, with an appropriate design response.

Vegetation - Section 9

- Consider retention of Small Tree.
- Respond to area of High Overall Landscape Values. Refer to Section 9.3.

Landscape - Section 10

Refer to Section 10 as relevant.

**Integrated Water
Management - Section 11**

- Accommodation of existing Melbourne Water drain.

Utilities - Section 12

Refer to Section 12.

PRSA - Section 13

- PRSA required. Refer to Section 13.

**Development
Coordination - Section 14**

- North West coordination area.



16.6. Property 6 – 12 Glismann Road

REFER TO GRAPP:

Movement Network - Section 5

PLUS SPECIFIC CONSIDERATIONS

- Access to be provided via Property 5 or Property 7.
- If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed.
- Glismann Road (RD-02) must be delivered for the extent of the Property frontage.
- Provide connections to Property 5, Property 7 and Property 22.
- Shared Path to be constructed on Glismann Road.
- 'Restricted Vehicle Access' restrictions. Refer to Section 5.5.

Land Use Typology - Section 6

- Neighbourhood Residential and Visually Sensitive Residential areas.

Building Design Guidelines and Fencing Controls - Section 7

- Small areas included in visually sensitive area. Refer to Section 7.2 regarding site access and siting of building envelopes.

Slope Management Guidelines - Section 8

- Slope to be considered.
- Survey to determine areas of slope 20% and greater, with an appropriate design response.

Vegetation - Section 9

- Consider retention of Small Tree.
- Respond to area of High Overall Landscape Values. Refer to Section 9.3.

Landscape - Section 10

Refer to Section 10 as relevant.

Integrated Water Management - Section 11

- Accommodation of existing Melbourne Water drain.

Utilities - Section 12

Refer to Section 12.

PRSA - Section 13

Not applicable.

Development Coordination - Section 14

- North West coordination area.



16.7. Property 7 – 14 Glismann Road

REFER TO GRADP:

Movement Network - Section 5

PLUS SPECIFIC CONSIDERATIONS

- Local Access Street (16m wide) along the southern boundary of Property 7, vested in the Responsible Authority. \
- If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed.
- Glismann Road (RD-02) must be delivered for the extent of the Property frontage.
- Shared Path to be constructed on Glismann Road.
- Provide connections to Property 6 and 8.
- Refer to Table 12 for further information.

Land Use Typology - Section 6

- Neighbourhood Residential and Visually Sensitive Residential areas.

Building Design Guidelines and Fencing Controls - Section 7

- Partly located in visually sensitive area. Refer to Section 7.2 regarding site access and siting of building envelopes.

Slope Management Guidelines - Section 8

- Slope to be considered.
- Survey to determine areas of slope 20% and greater, with an appropriate design response.

Vegetation - Section 9

- Very Large Old Tree and Large Old Trees to be retained within subdivision layout. Refer to Section 9.2.
- Consider retention of Small Trees.
- Respond to area of High Overall Landscape Values. Refer to Section 9.3.

Landscape - Section 10

Refer to Section 10 as relevant.

Integrated Water Management - Section 11

- Accommodation of existing Melbourne Water drain.

Utilities - Section 12

Refer to Section 12.

PRSA - Section 13

Not applicable.

Development Coordination - Section 14

- North West coordination area.



16.8. Property 8 – 16 Glismann Road

<p>REFER TO GRADP: Movement Network - Section 5</p>	<p>PLUS SPECIFIC CONSIDERATIONS</p> <ul style="list-style-type: none"> • Local Access Street RD-04 and DCP project LA-02. • If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed. • Glismann Road (RD-02) must be delivered for the extent of the Property frontage. • Provide connection to Property 8. • Shared Path to be constructed on Glismann Road. • Refer to Table 8Table 7 for further information.
<p>Land Use Typology - Section 6</p>	<ul style="list-style-type: none"> • Neighbourhood Residential and Visually Sensitive Residential areas.
<p>Building Design Guidelines and Fencing Controls - Section 7</p>	<ul style="list-style-type: none"> • Partly located in visually sensitive area. Refer to Section 7.2 regarding site access and siting of building envelopes.
<p>Slope Management Guidelines - Section 8</p>	<ul style="list-style-type: none"> • Slope to be considered. • Survey to determine areas of slope 20% and greater, with an appropriate design response.
<p>Vegetation - Section 9</p>	<ul style="list-style-type: none"> • Respond to area of High Overall Landscape Values. Refer to Section 9.3.
<p>Landscape - Section 10</p>	<ul style="list-style-type: none"> • Consider interface to reserve at truncation of Glismann Road, and Patrick Place Drainage Reserve, including fencing treatment.
<p>Integrated Water Management - Section 11</p>	<ul style="list-style-type: none"> • Accommodation of existing Melbourne Water drain.
<p>Utilities - Section 12</p>	<p>Refer to Section 12.</p>
<p>PRSA - Section 13</p>	<p>Not applicable.</p>
<p>Development Coordination - Section 14</p>	<ul style="list-style-type: none"> • North West coordination area.



16.9. Property 9 – 15 Glismann Road

REFER TO GRAPP:
Movement Network -
 Section 5

PLUS SPECIFIC CONSIDERATIONS

- Local Access Street (16m wide) to provide access, vested in the Responsible Authority.
- If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed.
- Glismann Road (RD-02) must be delivered for the extent of the Property frontage.

Land Use Typology -
 Section 6

- Neighbourhood Residential and Visually Sensitive Residential areas.

Building Design Guidelines and Fencing Controls - Section 7

- Partly located in visually sensitive area. Refer to Section 7.2 regarding site access and siting of building envelopes.

Slope Management Guidelines - Section 8

- Slope to be considered.
- Survey to determine areas of slope 20% and greater, with an appropriate design response.

Vegetation - Section 9

- Respond to area of High Overall Landscape Values. Refer to Section 9.3.

Landscape - Section 10

- Consider interface to reserve at truncation of Glismann Road, including fencing treatment..

Integrated Water Management - Section 11

Refer to Section 11.

Utilities - Section 12

Refer to Section 12.

PRSA - Section 13

Not applicable.

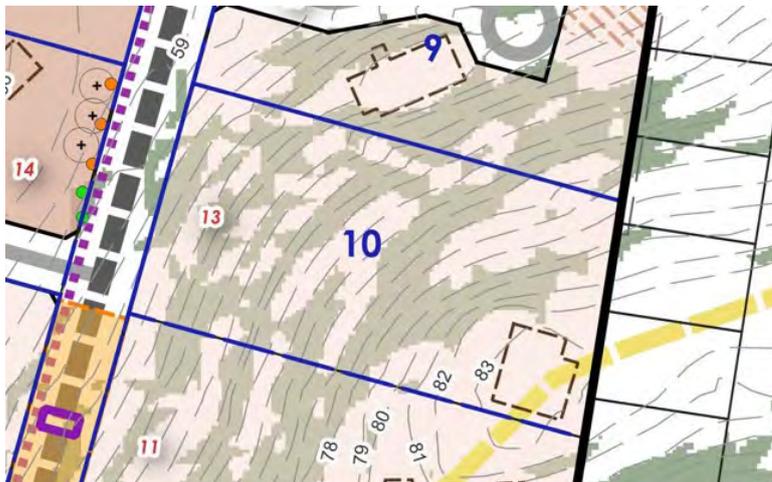
Development Coordination - Section 14

- North West coordination area.



16.10. Property 10 – 13 Glismann Road

<p>REFER TO GRADP: Movement Network - Section 5</p>	<p>PLUS SPECIFIC CONSIDERATIONS</p> <ul style="list-style-type: none"> • If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed. • Glismann Road (RD-02) must be delivered for the extent of the Property frontage.
<p>Land Use Typology - Section 6</p>	<ul style="list-style-type: none"> • Visually Sensitive Residential.
<p>Building Design Guidelines and Fencing Controls - Section 7</p>	<ul style="list-style-type: none"> • Refer to Section 7.2 regarding site access and siting of building envelopes.
<p>Slope Management Guidelines - Section 8</p>	<ul style="list-style-type: none"> • Slope to be considered. • Survey to determine areas of slope 20% and greater, with an appropriate design response.
<p>Vegetation - Section 9</p>	<ul style="list-style-type: none"> • Respond to area of High Overall Landscape Values. Refer to Section 9.3.
<p>Landscape - Section 10</p>	<p>Refer to Section 10 as relevant.</p>
<p>Integrated Water Management - Section 11</p>	<p>Refer to Section 11.</p>
<p>Utilities - Section 12</p>	<p>Refer to Section 12.</p>
<p>PRSA - Section 13</p>	<p>Not applicable.</p>
<p>Development Coordination - Section 14</p>	<p>North East coordination area.</p>



16.11. Property 11 – 11 Glismann Road

<p>REFER TO GRADP: Movement Network - Section 5</p>	<p>PLUS SPECIFIC CONSIDERATIONS</p> <ul style="list-style-type: none"> • If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed. • Glismann Road (RD-02) must be delivered for the extent of the Property frontage. • 'Restricted Vehicle Access' restrictions. Refer to Section 5.5.
<p>Land Use Typology - Section 6</p>	<ul style="list-style-type: none"> • Visually Sensitive Residential.
<p>Building Design Guidelines and Fencing Controls - Section 7</p>	<ul style="list-style-type: none"> • Visually sensitive area - refer to Section 7.2 regarding site access and siting of building envelopes.
<p>Slope Management Guidelines - Section 8</p>	<ul style="list-style-type: none"> • Slope to be considered. • Survey to determine areas of slope 20% and greater, with an appropriate design response.
<p>Vegetation - Section 9</p>	<ul style="list-style-type: none"> • Respond to area of High Overall Landscape Values. Refer to Section 9.3.
<p>Landscape - Section 10</p>	<p>Refer to Section 10 as relevant.</p>
<p>Integrated Water Management - Section 11</p>	<p>Refer to Section 11.</p>
<p>Utilities - Section 12</p>	<p>Refer to Section 12.</p>
<p>PRSA - Section 13</p>	<p>Not applicable.</p>
<p>Development Coordination - Section 14</p>	<p>North East coordination area.</p>



16.12. Property 12 – 9 Glismann Road

REFER TO GRADP:

Movement Network -
Section 5

PLUS SPECIFIC CONSIDERATIONS

- If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed.
- Glismann Road (RD-02) must be delivered for the extent of the Property frontage.
- ‘No Vehicle Access Permitted’ and ‘Restricted Vehicle Access’ restrictions apply to Glismann Road frontage. Refer to Section 5.5.

Land Use Typology -
Section 6

- Visually Sensitive Residential.

Building Design Guidelines and Fencing Controls - Section 7

- Visually sensitive area - refer to Section 7.2 regarding site access and siting of building envelopes.

Slope Management Guidelines - Section 8

- Slope to be considered.
- Survey to determine areas of slope 20% and greater, with an appropriate design response.

Vegetation - Section 9

- Very Large Old Tree to be retained within subdivision layout. Refer to Section 9.2.
- Consider retention of Medium Trees.
- Respond to area of High Overall Landscape Values. Refer to Section 9.3.

Landscape - Section 10

Refer to Section 10 as relevant.

Integrated Water Management - Section 11

Refer to Section 11.

Utilities - Section 12

Refer to Section 12.

PRSA - Section 13

Not applicable.

Development Coordination - Section 14

North East coordination area.



16.13. Property 13 – 7 Glismann Road

REFER TO GRADP:

Movement Network -
Section 5

PLUS SPECIFIC CONSIDERATIONS

- Access to be provided via Property 14.
- If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed.
- Glismann Road (RD-02) must be delivered for the extent of the Property frontage.
- ‘No Vehicle Access Permitted’ and ‘Restricted Vehicle Access’ restrictions apply to Glismann Road frontage. Refer to Section 5.5.

Land Use Typology -
Section 6

- Visually Sensitive Residential and Neighbourhood Residential areas.

Building Design Guidelines and Fencing Controls - Section 7

- Visually sensitive area - refer to Section 7.2 regarding site access and siting of building envelopes.

Slope Management Guidelines - Section 8

- Slope to be considered.
- Survey to determine areas of slope 20% and greater, with an appropriate design response.

Vegetation - Section 9

- Respond to area of High Overall Landscape Values. Refer to Section 9.3.

Landscape - Section 10

Refer to Section 10 as relevant.

Integrated Water Management - Section 11

Refer to Section 11.

Utilities - Section 12

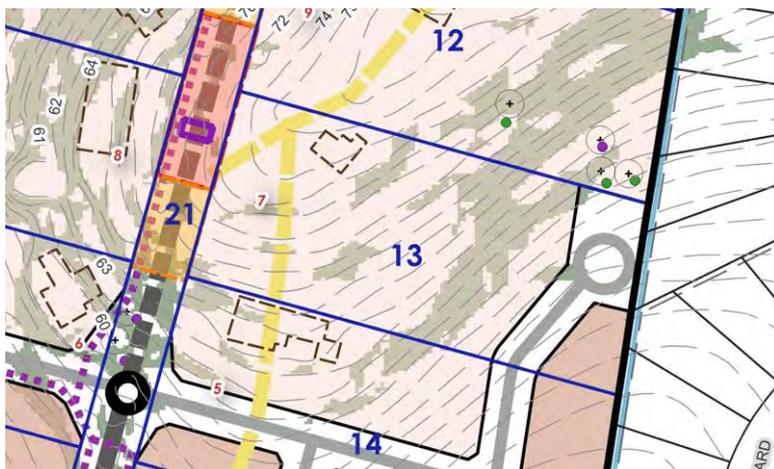
Refer to Section 12.

PRSA - Section 13

Not applicable.

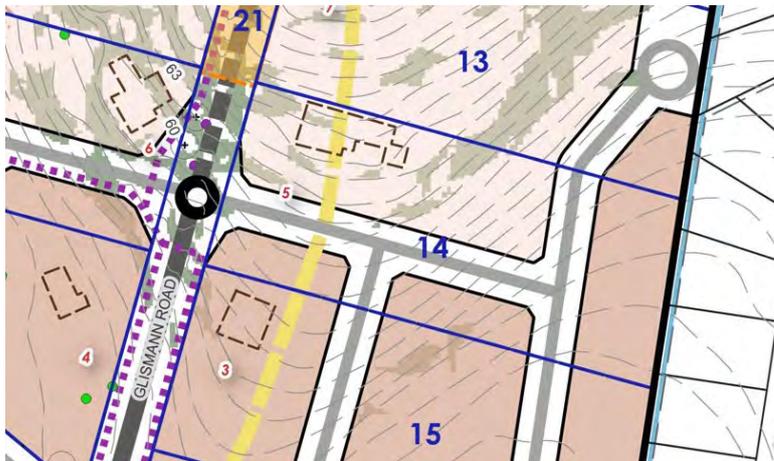
Development Coordination - Section 14

- Eastern coordination area.



16.14. Property 14 – 5 Glismann Road

<p>REFER TO GRADP: Movement Network - Section 5</p>	<p>PLUS SPECIFIC CONSIDERATIONS</p> <ul style="list-style-type: none"> • Local Access Street (16m wide) to provide access, vested in the Responsible Authority. • If not already constructed, TM-01 and Glismann Road (RD-01) must be concurrently constructed. • Glismann Road (RD-02) must be delivered for the extent of the Property frontage. • The intersection of the Local Access Street with RD-01 must be designed to provide TM-01 with access to RD-03. • DCP Projects LA-04a and LA-04b fund the splays for TM-01 on the eastern side of Glismann Road. LA-04a allocates 115sqm for Property 15 (3 Glismann Road) and LA-04b allocates 366sqm for Property 14 (5 Glismann Road). There is no allowance in the DCP for splays, should they be required, on the western side of Glismann Road to accommodate TM-01. • Provide connection to Property 13 and two connections to Property 15. • Shared Path to be constructed on Glismann Road and RD-03. • Refer to Table 12Table 7 for further information. • Potential 'Restricted Vehicle Access' restrictions – refer to Section 5.5.
<p>Land Use Typology - Section 6</p>	<ul style="list-style-type: none"> • Neighbourhood Residential and Visually Sensitive Residential areas.
<p>Building Design Guidelines and Fencing Controls - Section 7</p>	<ul style="list-style-type: none"> • Partly located in visually sensitive area. Refer to Section 7.2 regarding site access and siting of building envelopes.
<p>Slope Management Guidelines - Section 8</p>	<ul style="list-style-type: none"> • Slope to be considered. • Survey to determine areas of slope 20% and greater, with an appropriate design response.
<p>Vegetation - Section 9</p>	<p>Refer to Section 9 as relevant.</p>
<p>Landscape - Section 10</p>	<p>Refer to Section 10 as relevant.</p>
<p>Integrated Water Management - Section 11</p>	<p>Refer to Section 11.</p>
<p>Utilities - Section 12</p>	<p>Refer to Section 12.</p>
<p>PRSA - Section 13</p>	<p>Not applicable.</p>
<p>Development Coordination - Section 14</p>	<ul style="list-style-type: none"> • Eastern coordination area.



16.15. Property 15 – 3 Glismann Road

REFER TO GRADP:
Movement Network -
 Section 5

PLUS SPECIFIC CONSIDERATIONS

- Access to be provided via Property 14 or Property 16.
- Glismann Road (RD-01) must be delivered concurrently from the Old Princes Highway for the extent of the Property frontage.
- Shared Path to be constructed on Glismann Road.
- Provide connections to Property 14 and Property 16.

Land Use Typology -
 Section 6

- Neighbourhood Residential.

Building Design Guidelines and Fencing Controls - Section 7

Refer to Section 7 as relevant.

Slope Management Guidelines - Section 8

- Slope to be considered.
- Survey to determine areas of slope 20% and greater, with an appropriate design response.

Vegetation - Section 9

Refer to Section 9 as relevant.

Landscape - Section 10

Refer to Section 10 as relevant.

Integrated Water Management - Section 11

Refer to Section 11.

Utilities - Section 12

Refer to Section 12.

PRSA - Section 13

Not applicable.

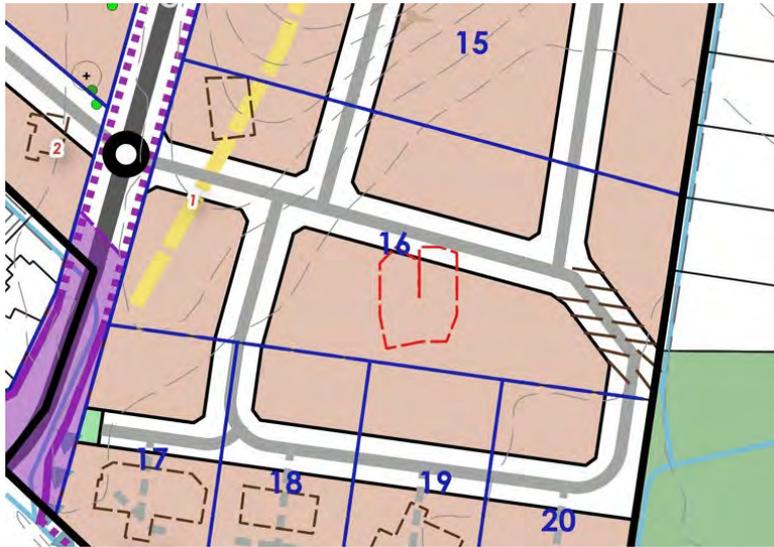
Development Coordination - Section 14

- Eastern coordination area.



16.16. Property 16 – 1 Glismann Road

<p>REFER TO GRADP: Movement Network - Section 5</p>	<p>PLUS SPECIFIC CONSIDERATIONS</p> <ul style="list-style-type: none"> • Local Access Street RD-03 and DCP project LA-03. • Glismann Road (RD-01 DCP project) must be delivered concurrently from the Old Princes Highway for the extent of the Property frontage. • The intersection with RD-01 must be designed to accommodate a future four-way roundabout with Property 1 • The roundabout is to be constructed once access to Property 1 is constructed, unless otherwise agreed by the Responsible Authority. • Design, construction and land costs for the roundabout are to be met by Property 1 and secured via a Section 173 Agreement as a condition of any permit for subdivision or development. • Shared Path to be constructed on Glismann Road. • Provide connections to Property 15, 17, 18 and 20. • Refer to Table 9 for further information.
<p>Land Use Typology - Section 6</p>	<ul style="list-style-type: none"> • Neighbourhood Residential
<p>Building Design Guidelines and Fencing Controls - Section 7</p>	<p>Refer to Section 7 as relevant.</p>
<p>Slope Management Guidelines - Section 8</p>	<ul style="list-style-type: none"> • Slope to be considered.
<p>Vegetation - Section 9</p>	<ul style="list-style-type: none"> • Removal of Habitat Zone is subject to a planning permit and detailed biodiversity assessment at the time of application. Refer to Section 9.1.
<p>Landscape - Section 10</p>	<ul style="list-style-type: none"> • Consider interface to reserve at truncation of Glismann Road
<p>Integrated Water Management - Section 11</p>	<p>Refer to Section 11 as relevant.</p>
<p>Utilities - Section 12</p>	<p>Refer to Section 12 as relevant.</p>
<p>PRSA - Section 13</p>	<ul style="list-style-type: none"> • PRSA required. Refer to Section 13.
<p>Development Coordination - Section 14</p>	<ul style="list-style-type: none"> • Southern coordination area.



16.17. Property 17 – 111-113 Old Princes Highway

REFER TO GRADP:

Movement Network -
Section 5

PLUS SPECIFIC CONSIDERATIONS

- Driveway access from Old Princes Highway, and/or street access via Property 16.
- No access via Old Princes Highway is permitted once developed. Any existing access must be removed once developed.
- No through road will be permitted to Glismann Road for Property 18, 19 or Property 20 via Property 17.
- Provision of an all movement intersection in this location may be possible subject to agreement from the Department of Transport and Planning and the Responsible Authority. Direct access is otherwise restricted to left in/out operation only.
- Construction of a roundabout to access Property 1 and Property 16 may likely provides alternative design solutions for Property 17. This would need to be discussed with relevant Property holders to facilitate the roundabout construction.
- Glismann Road (RD-01) must be delivered concurrently from the Old Princes Highway for the extent of the Property frontage.
- Shared Path to be constructed on Glismann Road.

Refer to

- Table 14 for further information.

Land Use Typology -
Section 6

- Neighbourhood Residential.

Building Design Guidelines and Fencing Controls - Section 7

- Refer to Table 23 for further information.

Slope Management Guidelines - Section 8

Refer to Section 8 as relevant.

Vegetation - Section 9

Refer to Section 9 as relevant.

Landscape - Section 10

- Consider interface to the Old Princes Highway. Refer to Table 23 for further information.

Integrated Water Management - Section 11

- Accommodation of existing Melbourne Water drain to front of property.

Utilities - Section 12

Refer to Section 12 as relevant.

PRSA - Section 13

Not applicable.

Development Coordination - Section 14

- Southern coordination area.



16.18. Property 18 – 115-117 Old Princes Highway

REFER TO GRADP:
Movement Network -
 Section 5

PLUS SPECIFIC CONSIDERATIONS

- Access to be provided via Property 16 or Property 18.
- No access via Old Princes Highway is permitted once developed. Any existing access must be removed once developed.
- No through road will be permitted to Glismann Road for Property 18, 19 or Property 20 via Property 17.

Land Use Typology -
 Section 6

- Neighbourhood Residential.

Building Design Guidelines and Fencing Controls - Section 7

- Refer to Table 23 for further information.

Slope Management Guidelines - Section 8

Refer to Section 8 as relevant.

Vegetation - Section 9

Refer to Section 9 as relevant.

Landscape - Section 10

- Consider interface to the Old Princes Highway. Refer to Table 23 for further information.

Integrated Water Management - Section 11

- Accommodation of existing Melbourne Water drain to front of property.

Utilities - Section 12

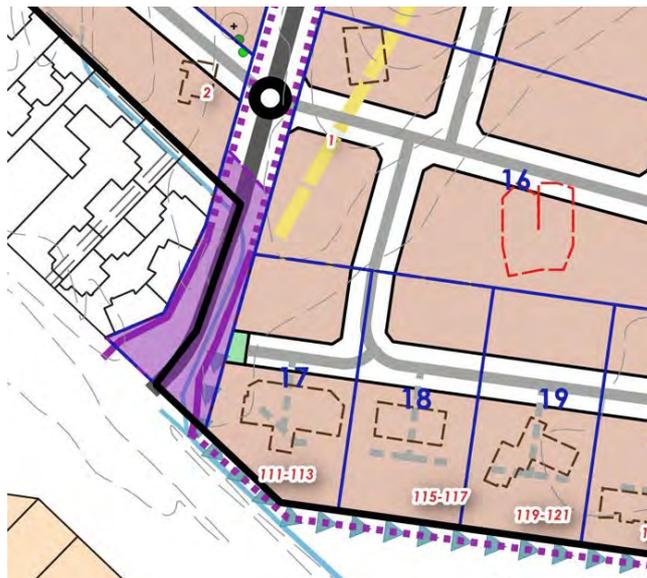
Refer to Section 12 as relevant.

PRSA - Section 13

Not applicable.

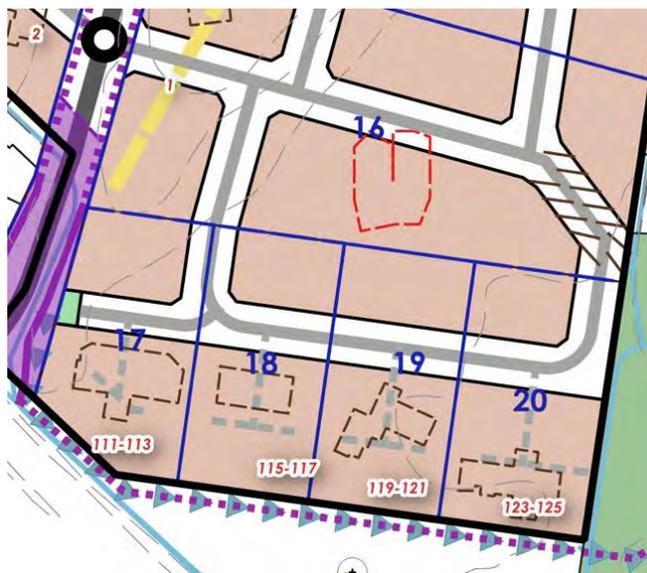
Development Coordination - Section 14

- Southern coordination area.



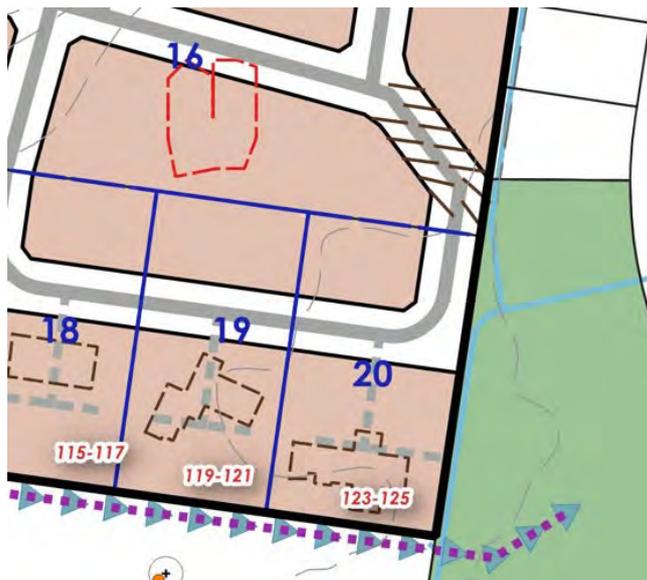
16.19. Property 19 – 119-121 Old Princes Highway

<p>REFER TO GRADP: Movement Network - Section 5</p>	<p>PLUS SPECIFIC CONSIDERATIONS</p> <ul style="list-style-type: none"> • Access to be provided via Property 18 or Property 20. • No access via Old Princes Highway is permitted once developed. Any existing access must be removed once developed. • No through road will be permitted to Glismann Road for Property 18, 19 or Property 20 via Property 17.
<p>Land Use Typology - Section 6</p>	<ul style="list-style-type: none"> • Neighbourhood Residential.
<p>Building Design Guidelines and Fencing Controls - Section 7</p>	<ul style="list-style-type: none"> • Refer to Table 23 for further information.
<p>Slope Management Guidelines - Section 8</p>	<p>Refer to Section 8 as relevant.</p>
<p>Vegetation - Section 9</p>	<p>Refer to Section 9 as relevant.</p>
<p>Landscape - Section 10</p>	<ul style="list-style-type: none"> • Consider interface to the Old Princes Highway. Refer to Table 23 for further information.
<p>Integrated Water Management - Section 11</p>	<ul style="list-style-type: none"> • Accommodation of existing Melbourne Water drain to front of property.
<p>Utilities - Section 12</p>	<p>Refer to Section 12 as relevant.</p>
<p>PRSA - Section 13</p>	<p>Not applicable.</p>
<p>Development Coordination - Section 14</p>	<ul style="list-style-type: none"> • Southern coordination area.



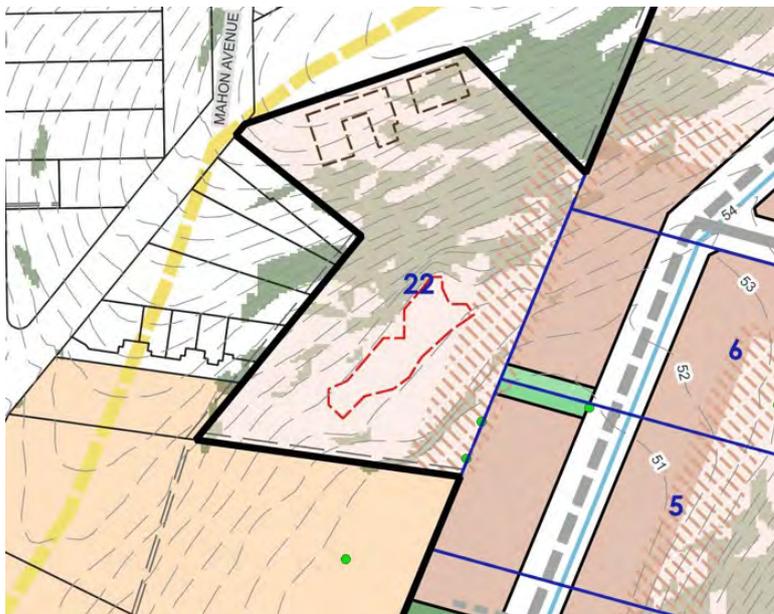
16.20. Property 20 – 123-125 Old Princes Highway

<p>REFER TO GRADP: Movement Network - Section 5</p>	<p>PLUS SPECIFIC CONSIDERATIONS</p> <ul style="list-style-type: none"> • Access to be provided via Property 16 or Property 19. • No access via Old Princes Highway is permitted once developed. Any existing access must be removed once developed. • No through road will be permitted to Glismann Road for Property 18, 19 or Property 20 via Property 17.
<p>Land Use Typology - Section 6</p>	<ul style="list-style-type: none"> • Neighbourhood Residential.
<p>Building Design Guidelines and Fencing Controls - Section 7</p>	<ul style="list-style-type: none"> • Refer to Table 23 for further information.
<p>Slope Management Guidelines - Section 8</p>	<p>Refer to Section 8 as relevant.</p>
<p>Vegetation - Section 9</p>	<p>Refer to Section 9 as relevant.</p>
<p>Landscape - Section 10</p>	<ul style="list-style-type: none"> • Consider interface to O’Neil Recreation Reserve. Refer to Section 10.2. • Consider interface to the Old Princes Highway. Refer to Table 23 for further information.
<p>Integrated Water Management - Section 11</p>	<ul style="list-style-type: none"> • Accommodation of existing Melbourne Water drain to front of property.
<p>Utilities - Section 12</p>	<p>Refer to Section 12 as relevant.</p>
<p>PRSA - Section 13</p>	<p>Not applicable.</p>
<p>Development Coordination - Section 14</p>	<ul style="list-style-type: none"> • Southern coordination area.



16.21. Property 22 – 11 Mahon Avenue

REFER TO GRADP:	PLUS SPECIFIC CONSIDERATIONS
Movement Network - Section 5	<ul style="list-style-type: none"> • Pedestrian connection to be provided via Mahon Avenue or Property 5 and 6.
Land Use Typology - Section 6	<ul style="list-style-type: none"> • Visually Sensitive Residential
Building Design Guidelines and Fencing Controls - Section 7	<ul style="list-style-type: none"> • Refer to Table 23 for further information.
Slope Management Guidelines - Section 8	<ul style="list-style-type: none"> • Slope to be considered.
Vegetation - Section 9	<ul style="list-style-type: none"> • Removal of Habitat Zone is subject to a planning permit and detailed biodiversity assessment at the time of application. Refer to Section 9.1.
Landscape - Section 10	Refer to Section 10 as relevant.
Integrated Water Management - Section 11	Refer to Section 11.
Utilities - Section 12	Refer to Section 12.
PRSA - Section 13	Not applicable.
Development Coordination - Section 14	Refer to Section 14. No coordination area.



17. Attachment A

Council Meeting 17 November 2025 Minutes

[to be inserted]

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Cardinia Shire Council



Glismann Road Beaconsfield

Engagement Outcomes Report

October 2025

Version history			
Report title	Glismann Road Beaconsfield Engagement Outcomes Report		
Version	Date	Comment	Author
A	15 July 2025	Draft Engagement Outcomes Report	UDM
B	9 October 2025	Draft Engagement Outcomes Report	UDM
C	5 November 2025	Draft Engagement Outcomes Report – final review by CSC	UDM/CSC

Prepared by:

Urban Design and Management (UDM)

In collaboration with:

Cardinia Shire Council

Acknowledgement of Country

Cardinia Shire Council wishes to acknowledge the Bunurong and Wurundjeri peoples as the Traditional Owners of the land that makes up Cardinia Shire and pays respect to their Elders, past and present.

Cardinia Shire's name is derived from the Bunurong word 'kar-din-yarr', meaning 'look to the rising sun' or 'close to the sunrise'. Council's logo, which includes a motif of the rising sun, reflects this meaning.

Cardinia Shire Council acknowledges the right of Indigenous Australians, and indeed all Australians, to live according to their values and customs, subject to the law.

Council is committed to developing and strengthening relationships through reconciliation and supports the reconciliation process, which promotes mutual respect and understanding of the indigenous people and of all ethnic groups and their history and culture in our community.

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Glossary

DP	Development Plan (the Glismann Road Area Development Plan)
DCP	<p>Cardinia Planning Scheme, Schedule 5 to Clause 45.06 Development Contributions Plan Overlay – Glismann Road Development Contributions Plan.</p> <p>Shown on the planning scheme map as DCP05.</p> <p>Cardinia Planning Scheme, Schedule to Clause 72.04 Incorporated documents.</p> <p>Development Contributions Plan (Glismann Road Development Contributions Plan, Urban Enterprise, May 2022, Amended December 2023)</p>
DP019	<p>Cardinia Planning Scheme, Schedule 19 to Clause 43.04 Development Plan Overlay – Glismann Road Area Development Plan (GRADP).</p> <p>Shown on the planning scheme map as DP019.</p>
ES01	<p>Cardinia Planning Scheme, Schedule 1 to Clause 42.01 Environmental Significance Overlay – Northern Hills.</p> <p>Shown on the planning scheme map as ES01.</p>
RD-01	Glismann Road DCP Project - Glismann Road construction - Access Street Level 2 cross section from Old Princes Highway to the intersection of the first roundabout – within existing road reserve.
RD-02	Glismann Road DCP Project - Glismann Road part construction - Access Street Level 1.5 cross section from first roundabout to truncation of road – within existing road reserve.
RD-03	Glismann Road DCP Project – Local Access Street Level 1 – located on 6 Glismann Road (southern section west loop road). Includes LA-01 for the land component of RD-03.
RD-04	Glismann Road DCP Project – Local Access Street Level 1 – located on 16 Glismann Road (north section west loop road). Includes LA-02 for the land component of RD-04
RD-05	Glismann Road DCP Project – Local Access Street Level 1 – located on 1 Glismann Road (east loop road). Includes LA-03 for the land component of RD-05.
TM-01	Glismann Road DCP Project – Roundabout at Glismann Road and west loop road – within existing road reserve. Includes LA-04a and LA-04b for land splays for roundabout on 3 and 5 Glismann Road.
OSLP-01	Glismann Road DCP Project – Local open space embellishment. Includes LA-05a and LA-05b for the land component of the local open space on 6 and 8 Glismann Road.

1. Introduction

This report has been prepared at the conclusion of the informal landowner engagement process undertaken as part of the preparation of the Development Plan for the Glismann Road area as required by the provisions of the Cardinia Planning Scheme in DPO19. It provides an overview of the engagement activities undertaken, the materials and methods used to facilitate landowner input, and the key themes and issues raised through meetings and written submissions.

Where possible, individual landowner details have not been included in this report to respect privacy. However, in instances where a Development Contributions Plan (DCP) item has been discussed, the relevant property has been identified. This is because the property is already referenced in the Glismann Road DCP, which is an incorporated document in the Cardinia Planning Scheme.

The report also outlines how the feedback gathered through this process will inform the Key Issues Paper and the preparation of the Development Plan.

1.1. Engagement Plan

A project specific Engagement Plan was prepared and the engagement process established was guided by the following objectives:

- To explore a planning outcome anticipated to be more effective in meeting DPO19's objectives, and to enhance local ownership by engaging landowners in creating key components of the development plan for the Glismann Road area.
- To inform the preparation of the Glismann Road Development Plan.
- To raise awareness of any concerns or issues early in the process to address them proactively.

The purpose of engagement was to:

- Share information with key stakeholders about the project and the opportunity to engage.
- Ensure that all key stakeholders are reached and able to access the information.
- Better understand stakeholders views on the proposal.
- Improve the quality of the Development Plan.
- Strengthen existing relationships with stakeholders.
- Reduce the reputational risk to Council.
- Satisfy the requirement of the Panel that this is an opportunity for Council to continue to engage with landowners and other key stakeholders on an informal basis; taking these opportunities will produce a planning outcome which is likely to be more effective and with stronger local ownership.

The key stakeholders identified for this engagement process were:

Internal stakeholders

- Senior Leadership team.
- Councillors.
- Council staff – Traffic and Transport Services, Parks and Social Infrastructure, Development Infrastructure Services, Active and Connected Communities, Urban Design, Statutory Planning and Development Contributions Officer.

External stakeholders

- Landowners included within Development Plan Overlay Schedule 19 (DPO19).
- Beaconsfield Primary School / Department of Education.
- Department of Transport and Planning (DTP).
- Melbourne Water.
- South East Water.

Activity type	Engage	Engage	Engage	Engage	Adopt
Stage	1	2	3	4	5
Level of engagement (IAP2 spectrum)	Inform	Consult	Inform	Consult	Inform
Activity date	February 2025	February 2025	March/April 2025	May 2025	June/July 2025
Target audience	Landowners	Key Stakeholders	Landowners	Landowners and Key stakeholders	Landowners and Key stakeholders
Engagement purpose	Inform them of project commencement	Request information to inform the GRDP	Invite to meetings to provide input to GRDP	Obtain inputs to inform the GRDP preparation	Advise of outcomes of GRDP and Council approval process
Proposed engagement activity	Website update Council to write to landowners advising of commencement	Correspondence Website update	Website update and Correspondence direct to landowners	One on one meetings with landowners (option for in person or online if required). Opportunity for a single 'drop in' session if required	Website update Letters to landowners
Person responsible	Consultant and Council Project Manager	Consultant	Consultant and Council Project Manager	Consultant and Council Project Manager	Consultant and Council Project Manager
Success criteria	All parties are informed of a project update	Written responses received	Appointments made	Most landowners arrange a time to meet or alternatively provide written input to inform the GRDP	All parties are informed of the process
Key messages	Advise of project commencement and intended timeframe for landowner engagement	Advise of project and request stakeholder feedback to inform GRDP	Advise of invitation to meet with project team and provide advice on feedback requested as part of process	What the parts of the GRDP development are that can and cannot be influenced (negotiable and non-negotiables)	That the GRDP has been prepared and that it is going to council for consideration for approval

Image 1 - Engagement Plan Strategy overview

A summary of the recommended engagement activities is shown in Image 1.

1.2. Engagement Materials

A range of engagement materials were developed to inform stakeholders, facilitate meaningful input, and support individual meetings with landowners and internal teams. These materials included:

- Landowner Letter and Information Pack:

A letter was sent to each landowner within the Development Plan Overlay Schedule 19 (DPO19) area. This letter included:

- A project update.
- A link to the updated *Creating Cardinia* project page.
- An invitation to participate in individual meetings (held in May 2025, either in person or online).
- An opportunity to provide written feedback by 16 May 2025.
- A Frequently Asked Questions (FAQ) sheet.
- A list of suggested questions to consider prior to the meetings.

These materials are included as Attachment A.

- Creating Cardinia content:

An updated project page was published on Council's *Creating Cardinia* platform: <https://creating.cardinia.vic.gov.au/Beaconsfield-Precinct/Glismann-Road-Area-Development-Plan>. This page included a project overview, updated timeline, and information on how stakeholders could get involved.

- Initial Site Analysis Mapping:

A series of base maps and preliminary site analysis diagrams were prepared to support the Key Issues Paper and to assist with discussion during meetings.

- Internal Briefing Materials:

Customised briefing information was prepared and provided to internal Council stakeholders to assist them in preparing for and contributing to meetings with the project team.

1.3. Stakeholder Meetings

A series of targeted stakeholder meetings were held to inform the development of the Key Issues Paper and to support the preparation of the Development Plan. These meetings included engagement with internal Council departments, external stakeholders, and individual landowners.

Internal Stakeholder Meetings

- Open Space, Environment and Landscape – 19 March 2025.
- Engineering and Transport – 26 March and 20 May 2025.

External Stakeholder Meetings

- Beaconsfield Primary School – 16 April 2025.

Landowner Meetings

- Landowner Engagement Meetings, in person – 7 May 2025.
- Landowner Engagement Meetings, online – 8 May, 15 May and 17 June 2025.

These sessions provided valuable insight into local issues, infrastructure considerations, and community aspirations, which are summarised in subsequent sections of this report.

1.4. Submissions and Feedback Received

The majority of feedback was provided during landowner meetings, with notes recorded by both Council officers and members of the UDM consulting team. Key themes from these meetings are summarised in Section 2 – Submissions Summary.

In addition to verbal feedback, supplementary written submissions and follow-up correspondence were received from eight (8) landowners.

Further input was also provided by internal stakeholders following the engagement process, including:

- Parks Planning.
- Sports Project Officer.

These written submissions and internal comments have informed the analysis of key issues and the identification of planning priorities, as outlined in the following sections.**1.5 How will the feedback from engagement be used to inform the Glismann Road Area Development Plan?**

While the outcomes of the engagement and written submissions outlined in this report provides valuable insights into stakeholder priorities and delivery challenges, they represent just one component in the preparation of the Development Plan.

The Glismann Road Area Development Plan area is subject to significant site constraints and statutory requirements outlined in DPO19 (Schedule 19 to Clause 43.04 of the Cardinia Planning Scheme), which must also be carefully considered, see Attachment B.

These include matters such as:

- Site analysis
- Slope management
- Staging
- Housing requirements and subdivision
- Vegetation, landscape and views
- Public open space
- Road network and movement
- Integrated water management and utilities
- The development plan must be generally in accordance with Figure 1 of DPO19.

A balanced approach is required to ensure the Development Plan reflects stakeholder input while meeting the technical and statutory requirements that guide its preparation.

2. Submissions Summary

2.1. Meeting Feedback

Feedback received during the landowner meetings highlighted a broad range of views, priorities, and concerns. Key themes are summarised below, representing the issues most frequently raised by landowners. Where relevant, commentary also reflects input from internal and external stakeholders.

Development Viability and Landowner Collaboration

- A coordinated approach is essential - landowners observed that multiple properties will likely need to be consolidated or jointly developed to make development viable.
- Several landowners are already working together and have prepared a draft development proposal. They expressed frustration that the Development Plan process is perceived as an impediment to progressing development or selling land.
- There is uncertainty and concern about how the Development Plan will address landowners who do not wish to develop. This includes the need to maintain access and ensure other development is not compromised.
- The lack of certainty around the Development Plan has discouraged some landowners from investing in or maintaining their properties.

- Landowners expressed a strong desire for the Development Plan to provide greater clarity and certainty on future development expectations including likely densities, development forms, and infrastructure responsibilities.
- There was widespread support for a clearer and deliverable Development Plan, with several landowners indicating that delays and uncertainty have caused frustration and disengagement.

Access and Road Layout

- The delivery of Glismann Road and its associated intersections was frequently raised, with landowners seeking clarity on sequencing, responsibilities, and delivery triggers.
- A key concern raised by landowners relates to the internal road connections under the DCP, particularly the western connection via 6 Glismann Road, and, to a lesser extent, the eastern connection via 1 Glismann Road.
- The landowner with DCP Road Project RD-03 has confirmed they do not intend to develop, prompting concerns from other landowners about the feasibility of the internal road and supporting infrastructure without access to this parcel.
- Concerns were raised regarding the eastern connection onto Glismann Road, DCP Road Project RD-05 should this key property remain undeveloped.
- Landowners noted that the assumed delivery of access and infrastructure via these two properties is no longer reliable, and expressed strong concern that this could compromise the development potential of other properties, particularly those dependent on coordinated infrastructure delivery.
- Landowners, particularly those at the upper end of Glismann Road, are concerned and frustrated that they may be unable to proceed with development, despite being willing and ready, due to their reliance on landholdings that do not wish to develop.
- Landowners emphasised that the Development Plan must therefore provide clear alternatives and flexibility to facilitate staged development.
- Specific suggestions from landowners included:
 - Investigating alternative road alignments to facilitate development at the upper end of Glismann Road.
 - Allowing temporary access via Patrick Place to enable development at the upper end of Glismann Road to proceed independently.
 - Including clear guidance in the Development Plan on how infrastructure delivery and access arrangements will be managed where some landowners do not choose to develop their land.
- Landowners consistently emphasised the need for strong and clear direction in the Development Plan to facilitate flexible, staged development pathways, even where full coordination across all landholdings is not possible, particularly the western side of Glismann Road.

Topography and Site Constraints

- Landowners acknowledged the steep topography across parts of the Development Plan area and also noted the presence of surface-level rock in the plateau area as a potential development constraint.
- Road gradients exceeding 20% were identified as particularly problematic, with some landowners noting these are not suitable without substantial and expensive engineering solutions.
- Most landowners agreed that steeper areas are more suited to larger lots, and that tailored development controls may be appropriate to guide subdivision and built form outcomes.
- Landowners expressed a strong preference for the Development Plan to provide clear and practical guidance on how to respond to the site's constraints, including:
 - Design, maximum height, and spacing of retaining walls, with several landowners requesting visual examples and referring to Warragul and Casey Drive as preferred models.
 - Identification of areas where cut and fill may be appropriate or should be avoided.
 - Encouraging the construction of retaining walls at the subdivision stage, rather than leaving this to individual lot owners, to support coordinated and consistent outcomes.

Staging and Infrastructure Delivery

- The sequencing of development was a significant concern. Landowners at the upper end of Glismann Road are reliant on downstream infrastructure, and were concerned that development cannot proceed until others act.
- There is a desire for the Development Plan to be explicit about staging requirements - not just for roads, but also for stormwater, drainage, and other DCP infrastructure items.
- Clear identification of individual landholder responsibilities and delivery expectations was requested to reduce uncertainty.
- Landowners are seeking guidance on whether temporary infrastructure options could be explored to enable development to occur independently where possible.
- Clarification was sought on the triggers for the Melbourne Water Development Services Scheme (DSS) levy (i.e. subdivision vs land use change).
- There were also questions around who is responsible for delivering drainage infrastructure, particularly the levee bank along Old Princes Highway.
- Some landowners requested guidance on the potential to realign property boundaries to facilitate access and drainage outcomes without triggering significant DCP obligations.

Vegetation, Landscape and Character

- While some vegetation (e.g. hedges at the entry) was seen as having limited or negative landscape value, there was broad support for maintaining vegetation where feasible to retain local character.
- A 10 metre wide buffer to Glismann Road was suggested to support character retention and accommodate existing trees.
- There was support for the Landscape Masterplan to reflect landscape values that balance development with local identity, using vegetation and setbacks to create a distinct character for the precinct.
- Clarification was sought on what vegetation can and cannot be removed, particularly in areas with existing retaining walls or sloped edges.

Built Form and Design Guidance

- Landowners requested clear guidance on housing typologies suitable for the area, particularly regarding steep land.
- Suggestions for the Development Plan included:
 - Housing and design guidelines to explain preferred built form outcomes.
 - Provision of building envelopes (with flexibility for future variation) in steep areas.
 - Guidance on lot design options for steep areas including battle-axe lots, shared driveways and body corporate options.
 - Identification of areas where higher densities may be considered.
- Using decision-making tools such as flow charts or decision trees to guide permit applicants with navigating slope and vegetation constraints, while also guiding preferred development outcomes such as density, lot layout, and housing typologies across the development plan area.

Open Space and Gateways

- A site was discussed as a potential gateway location with a development proposal, including a childcare centre and swim school tabled for consideration. The landowner is seeking further advice from DTP regarding site access. The landowner acknowledged high - quality landscaping treatment at this gateway is seen as critical for the Development Plan area.
- Opportunities for shared paths and improved pedestrian access to community facilities were supported, particularly near the school and open space.
- Beaconsfield Primary School:
 - Supports the delivery of open space and a shared path along its rear boundary, provided fencing and security measures (such as gates locked during school hours) are in place.

- Encouraged features such as seating and gathering spaces for parents and noted a new access point could ease congestion at the Lyle Avenue entry.
- Advised that public access through the school grounds was not supported due to concerns about vandalism.

2.2. Additional written submissions

Several landowners provided additional written feedback, which is summarised below.

Submission 1

- Provided images showing a preferred boundary fence design. A varied design is preferred due to the length of the shared boundary, comprising a mix of corrugated iron, timber and natural materials.

Submission 2

- Confirms no intention to develop or subdivide.
- Request to remove the RD-03.
- Suggested engineering solutions (e.g. retaining walls, lowering the peak of Glismann Road) to enable independent access for other properties, allowing subdivision without reliance on RD-03.
- Expressed concern that the western loop road will not be delivered, potentially undermining the delivery of the Development Plan itself.
- Recommended Council investigate alternative western connections.
- Requested that alternative intersections treatments be explored in place of roundabout (TM-01), citing DPO19 provisions for revised traffic arrangements subject to an updated Traffic Impact Assessment.
- Advised that part of the proposed local open space (OSLP-01 and LA-05a) will not be delivered and suggested either reducing the required amount of open space or extending it north to continue to interface with the primary school.
- Noted that Council does not intend to apply a Public Acquisition Overlay in relation to the DCP items in the Glismann Road area.

Submission 3

- Provided a summary of planning work undertaken for four (4) properties to date (upper end of Glismann Road).
- Referenced recent VCAT decisions (e.g. *Parklea Berwick Pty Ltd v Casey CC [2024]*) to highlight that the Development Plan must address DPO requirements upfront, including staging, diversity of lot sizes, and provision of affordable housing.
- Raised concern that with only a single access point (RD-03), Council has effectively pre-determined staging in a way that makes development of the northern portion of the Development Plan area undeliverable by any single property, or group of properties.
- Noted that:
 - Properties at the northern end of Glismann Road require the construction of RD-01 and RD-02 to be accessible.
 - Delivery of RD-04 is dependent on access through a single property.
 - The roundabout (TM-01) is undeliverable without land from the eastern side of Glismann Road.
 - Development serviced by RD-02 needs to deliver RD-02 and retrofit TM-01, clearly an impractical and unsustainable land use planning outcome.
- Queried inconsistencies with the Development Contributions Plan, which states that RD-01 and RD-02 are 'within the existing road reserve', yet TM-01 requires land in addition to the road reserve.

- Highlighted the high and unrealistic infrastructure costs imposed on individual lots. For example, one property requires delivery of RD-01, TM-01, part of RD-02, RD- 05 and a non-DCP funded rear road east of Glismann Road. Supporting information is provided from Core Properties.
- The only certainty the Development Plan is providing is that for development to be viable it must proceed from south to north.
- Argues that the DPO actively inhibits development, contrary to the principles of the *Planning and Environment Act 1987* and requires proactive review to address its limitations.
- Asserts that the current framework is not delivering commercial viability, and therefore is not providing for the fair, orderly, economic and sustainable use and development of land.

Submission 4

- Requested flexibility in applying building envelopes to land with slopes greater than 20%.
- Suggested careful consideration of retaining wall heights to avoid a 'Great Wall of Glismann Road'.
- Recommended appropriate setbacks be required to prevent dwellings being constructed directly on neighbouring boundaries, especially on larger lots.

Submission 5

- Submitted a concept plan for a proposed childcare centre and swimming school.
- Noted that access to the property is a primary consideration.

2.3. Internal Feedback

Internal referrals provided the following key feedback:

Flood levee bank

- Clarification is required on the timing of construction and who will be responsible for delivery.
- The height, levels, and alignment of the levee should be informed by Melbourne Water.
- The levee forms part of the ultimate drainage network, is not funded by the Development Contributions Plan, and it is likely that it will need to be constructed with the first development.
- Consider including an approved design for the levee within the Development Plan to ensure expectations are clear.
- Council's role in facilitating delivery may need to be defined.

Local open space

- Further detail is sought regarding:
 - The area allocated for the play space.
 - The portion of land to be retained for native vegetation.
- Discussed in relation to the O'Neil Road Recreation Reserve Masterplan.

Native vegetation

- An 'avoid and minimise' approach to vegetation removal is preferred.
- A vegetation retention and removal plan should be included in the Development Plan to assist in assessing future planning permit applications.

Slope and retaining wall management

- Retaining walls and slope treatments require careful consideration.
- Previous efforts to retain vegetation have generally not succeeded, leading to poor development and landscape outcomes.
- A different approach is encouraged to achieve better outcomes.

Drainage infrastructure and interim stormwater management:

- A temporary on-site retarding basin may be needed to return stormwater flows to pre-development levels. This would be a private asset managed under a Section 173 Agreement.

Glismann Road upgrade and DCP funding:

- Kerb and channel will be required only on the development side (Note the DCP funds the design of this road).
- Glismann Road will likely need to be fully reconstructed due to significant level changes.
- The DCP does not fully fund the full Glismann Road upgrade, and contribution from developers to complete the works as part of typical subdivisional construction will be required.

Subdivision and road design:

- Subdivision permits will need to include lot benching and construction of retaining walls.
- Where Disability Discrimination Act (DDA) compliance cannot be achieved, road gradients should follow natural topography and be improved where possible.
- Road designs should respond to the site's natural terrain.

3. Implications for the Development Plan

This section outlines key implications for the Development Plan emerging from recent landowner engagement and internal consultation. Feedback has highlighted several matters that will influence how the plan is shaped, including development feasibility, infrastructure delivery, road layout, and the treatment of slope and vegetation.

3.1. Landowner Engagement

The feedback provided through landowner engagement demonstrates a high level of interest in progressing development, but also highlights the complexities of fragmented ownership and coordinated delivery in the absence of universal landowner participation.

The Development Plan must therefore:

- Adopt a flexible and staged framework that enables development to proceed incrementally, while also addressing dependencies and shared infrastructure responsibilities.
- Clearly articulate how access, road connections, and key infrastructure can be delivered, in the absence of participation from some landowners.

3.2. Additional Written Submissions

Written submissions further reinforced the need for the Development Plan to address viability, access, and delivery sequencing in a practical manner. Specific requests regarding fencing treatments, internal road deletions, alternative road alignments, and subdivision access point to the need for the plan to incorporate detailed, site-specific guidance. There is a particular need to clarify the implications of non-participating landowners and ensure the plan accommodates multiple development pathways, especially where access and infrastructure were previously reliant on these parcels.

Submissions also raised concerns about unrealistic delivery burdens being placed on individual landholdings. These underscore the importance of equitable infrastructure allocation and the need to avoid outcomes where small-scale development is rendered unfeasible by disproportionate infrastructure requirements.

3.3. Internal Feedback

Internal referrals confirm that several aspects of the Development Plan will need to be supported by further technical documentation or strategic clarification. In particular:

- The levee bank design must be clearly defined and its delivery responsibilities confirmed.
- The retention and removal of native vegetation requires early resolution, ideally through an incorporated vegetation plan.
- Retaining wall construction, slope management, and road design must balance development outcomes with environmental and landscape quality.

Stormwater management, including potential temporary retarding basins, and the partial funding of Glismann Road through the DCP, will require considered responses within the plan. These elements highlight the importance of providing clear parameters around design responsibility, construction sequencing, and Council's facilitative role.

3.4. Design Implications

Development Viability and Landowner Collaboration

The intention of some landowners not to pursue development in the short-to-medium term presents a significant barrier to coordinated delivery. The Development Plan needs to consider whether it can avoid relying on full landowner participation and instead incorporate mechanisms that:

- Enable staged and standalone development on participating land.
- Identify how infrastructure can be equitably delivered or staged without compromising the broader road and services network.
- Avoid locking in assumptions about delivery via individual properties whose participation is uncertain.

There is a clear expectation from landowners that the Development Plan facilitate fair, flexible development pathways - particularly for those landowners who are actively seeking development in the upper end of Glismann Road, without placing undue reliance on neighbours.

Access and Road Layout

The road network in DPO19 depends on access through 1 and 6 Glismann Road. However, these access points may not be available in the foreseeable future, which directly affects the feasibility of delivering RD-03 and RD-05 funded through the DCP..

While planning should not be constrained by individual landowner preferences, enabling development will require the Development Plan to explore options for alternative road alignments, to facilitate access to areas otherwise constrained. Subsequent design considerations will need to address the location and feasibility of alternative access, what level of development this could cater for, and how gradients and intersections will be managed from an engineering design perspective.

Council has previously ruled out the option of temporary access via Patrick Place and has confirmed that this route will not be reconsidered. This position is understood to be final and should be treated as a fixed constraint in all future planning and design considerations.

In addition, the Development Plan must clearly identify responsibilities and staging assumptions, particularly regarding the projects that are listed in the [Glismann Road Development Contributions Plan](#). It is also important to note that legislative requirements governing DCP administration must be strictly adhered to.

Topography and Site Constraints

As recognised in DPO19, the steepness of parts of the Development Plan area creates practical challenges for subdivision and construction. Feedback highlights that:

- Slope and road gradients exceed 20% in some areas, requiring thoughtful placement of access, servicing infrastructure, and building envelopes. Further guidance is needed to clarify development potential in areas exceeding 20% slope.
- Conventional retaining wall approaches are likely to create poor landscape, character and amenity outcomes if not carefully managed.

DPO19 already provides clear parameters regarding how the Development Plan needs to address these issues. This should include establishing clear design guidance for development on sloping land, including:

- Preferred maximum retaining wall height, wall spacing and visual treatments.
- Setbacks and lot orientation that respond to slope.
- Indicative road cross-sections and cut and fill tolerances.

No development is permitted on areas with existing pre-development slope of over 20 per cent.

A site responsive approach will be essential to achieving practical and visually appropriate built form.

Staging and Infrastructure Delivery

Feedback from landowners and internal referrals highlights the need for a clear, practical and well-structured approach to infrastructure staging. Key issues include:

- Clearly outlining the delivery requirements, responsibilities and DCP implications for Glismann Road (southern section) (RD-01) and northern section (RD-02) and the roundabout along Glismann Road (TM-01).
- Addressing the unresolved issues regarding the delivery of the levee bank along the Old Princes Highway, which is likely to be required at the commencement of development but is not funded through the DCP. The timing, design approvals and responsibility for its construction remain uncertain.
- Clarifying delivery pathways for other infrastructure items, including any need for temporary retarding works, broader service provision and vegetation removal or impacts.
- The extent, delivery and layout of the local open space on the western side of Glismann Road (OSLP-01).

DPO19 currently provides comprehensive content of what detail needs to be included in the Development Plan, however to support landowners in advancing planning permit applications, and instil confidence in the feasibility of development, the Development Plan may need to provide greater detail than is typically expected at this level. This includes discussing sequencing of development, defined infrastructure responsibilities, and any critical dependencies (e.g. between drainage, road construction and open space delivery).

Vegetation, Landscape and Character

The protection and retention of vegetation within the Development Plan area is strongly supported, recognising its role in shaping the landscape character and visual amenity of the precinct. Its importance to the precinct is already recognised in the planning scheme through the DPO19 and ESO1. Lessons from nearby, older developments highlight how poor integration with topography, such as rigid road layouts, inconsistent benching, and over-reliance on retaining walls, has resulted in excessive vegetation loss that must be avoided here.

To avoid repeating these outcomes, the Development Plan will:

- Include a vegetation retention and removal plan that, while necessarily high-level due to the absence of site-specific arboricultural assessments, sets clear expectations for the approach required for individual planning permit applications.
- Apply an 'avoid-minimise-offset' approach that is realistic for sloping land and responsive to cut and fill, lot benching and retaining wall placement.
- Enable subdivision flexibility to support the retention of significant vegetation.

By embedding these principles early, the Development Plan can ensure a more site-responsive, landscape led development outcome that maintains the area's distinctive character.

Built Form and Design Guidance

The topography of the Development Plan area presents a risk of poor built form outcomes if slope is not carefully considered and managed. In particular, steep lots and oversized retaining walls can severely compromise streetscape quality, amenity, and character if not subject to early and effective design guidance.

As identified in DPO19, to mitigate these risks, the Development Plan must:

- Provide clear expectations around lot benching, retaining wall construction, and cut-and-fill practices to ensure consistent and appropriate application across the precinct.
- Set expectations that subdivision permit conditions that will require retaining walls and lot benching to be completed prior to Statement of Compliance.
- Encourage lot orientation, layouts and road cross-sections that respond to natural contours, avoiding excessively engineered outcomes.

There is also strong value in referencing preferred built form outcomes (e.g. from Casey Drive and Warragul developments) as a visual guide for future applicants. Wherever possible, the Development Plan should include images and conceptual sketches to help communicate the intended design character and avoid misinterpretation at the planning permit stage.

Open Space and Gateways

The design of local open space and key precinct entry points, including connections from the O'Neil Road Recreation Reserve, must reinforce the preferred landscape and design character, support vegetation retention and accommodate integrated stormwater infrastructure.

Key implications for the Development Plan include:

- Confirming the location, size, and usable area of the proposed local park. It is noted that the DCP land allocation is 1,200 sqm for 6 Glismann Road and 1,800 sqm for 8 Glismann Road.
- Incorporating or clearly referencing the O'Neil Road Recreation Reserve Masterplan to ensure consistency and support cohesive design outcomes across public open spaces.

The Development Plan should also identify and guide landscape and built form treatments at the Glismann Road / Old Princes Highway intersection to create a legible and attractive entry sequence that reflects the precinct's identity and landscape setting.

4. Recommendations for the Development Plan

This section outlines recommended actions to support preparation of the Development Plan, based on issues raised through the landowner engagement process, written submissions, and internal Council input and external stakeholder input. The recommendations respond to key constraints and planning considerations identified in Section 3 and are intended to ensure that the Development Plan provides a robust, flexible and implementable framework to guide future development.

The recommendations will need to be read in conjunction with DPO19 which provides a comprehensive list of requirements for the development plan (Clause 4.0 of Schedule 19 to Clause 43.04 of the Cardinia Planning Scheme) as well as conditions and requirements for permits (Clause 3.0 of Schedule 19 to Clause 43.04 of the Cardinia Planning Scheme).

4.1. Recommendations

Flexible Development Framework

- Adopt a flexible delivery framework that enables incremental development of participating land parcels, facilitating, where possible, standalone development where full landowner participation is not achievable.
- Clearly articulate infrastructure delivery responsibilities and shared obligations, especially for roads and services.
- Include options to manage access and connectivity where land parcels remain undeveloped or unavailable for infrastructure delivery.

Access and Road Network

- Identify alternative road alignments along Glismann Road to mitigate risks arising from restricted access via 1 and 6 Glismann Road.
- Clearly define responsibilities, timing, and staging assumptions for road delivery, particularly where partial funding exists through the DCP.
- Provide engineering design guidance on managing gradients, intersections, and road construction in challenging topography.

Managing Topography and Site Constraints

- Establish retaining wall heights, spacing, and preferred visual treatments to guide built form and infrastructure design.
- Require lot orientation, setbacks, and road cross-sections that respond to natural contours to minimise cut and fill and visual impact.
- Promote a site responsive approach to achieve practical and visually appropriate development outcomes on steep and constrained sites.

Infrastructure Staging and Delivery

- Clearly outline delivery responsibilities, staging, and timing for key DCP infrastructure items (e.g., RD-01, RD-02 and TM-01), including critical dependencies.
- Further investigate the delivery responsibility and timing for the levee bank along Old Princes Highway.
- Clarify the approach to stormwater infrastructure, vegetation impacts, and open space delivery
- Provide sequencing guidance to support landowner confidence in planning permit applications and development viability.

Vegetation, Landscape, and Character

- Incorporate a vegetation retention and removal plan setting clear expectations for planning permit applications.
- Promote subdivision flexibility to support retention of significant vegetation and reinforce precinct identity.
- Apply landscape led design principles early in the planning process to avoid adverse outcomes associated with rigid road layouts and excessive retaining walls.

Built Form and Design Guidance

- Provide explicit expectations for benching, retaining wall construction, and cut and fill practices to ensure consistent application and high quality streetscape outcomes.
- Require that subdivision permit conditions mandate completion of fencing, retaining walls and lot benching prior to Statement of Compliance.
- Include visual references and conceptual sketches, ideally drawn from comparable developments, to communicate preferred built form character and avoid misinterpretation at the permit stage.
- Encourage design approaches that respond to natural site conditions, minimising engineered interventions.

Open Space and Gateway Treatments

- Confirm the location, size, and usable area of local open space. It is noted that the DCP land allocation is 1,200 sqm for 6 Glismann Road and 1,800 sqm for 8 Glismann Road.
- Reference and align with the O'Neil Road Recreation Reserve Masterplan to achieve cohesive design and functional integration across open spaces.
- Provide guidance on landscape and built form treatments for key precinct entry points, notably the Glismann Road / Old Princes Highway intersection, to reinforce precinct identity and create a positive sense of arrival.

Need for Further Investigation

The recommendations outlined in this section are intended to guide the preparation of a Development Plan that is practical, implementable, and responsive to the issues raised through landowner engagement and internal consultation. They acknowledge the strong interest in development among several landowners, while also recognising the constraints created by the likely non-participation of key properties.

In particular, the uncertainty surrounding access via 1 and 6 Glismann Road presents a critical challenge to achieving a coordinated and connected road network. This has broader implications for access, staging, and infrastructure delivery, especially for landowners seeking to proceed with development in the short term.

These circumstances suggest the need for further technical consideration of alternative road alignments or access options to ensure that the Development Plan remains robust, equitable, and capable of supporting staged development, particularly in scenarios where full landowner participation cannot be guaranteed.

5. Conclusion

This Engagement Outcomes Report consolidates the feedback received from landowners and internal and external stakeholders through meetings, written submissions and discussions. While landowner interest in progressing development remains high, the engagement process has revealed a fundamental change in the context underpinning the Glismann Road Development Plan. In particular, it is now evident that key properties previously assumed to deliver infrastructure, most notably 6 Glismann Road, are unlikely to participate in development in the short to medium term.

This has direct implications for access, staging, and the viability of development for other landowners. The western internal road connection through 6 Glismann Road, along with associated infrastructure including the Glismann Road roundabout (TM-01), can no longer be assumed in early stages of development. In parallel, a cluster of landowners in the upper end of Glismann Road and Old Princes Highway end of Glismann Road, as well as some along Old Princes Highway, have expressed strong interest in progressing development now.

As a result, it is recommended that the Development Plan revisit its underlying access assumptions and explore whether alternative road alignments or staged connections can be identified to support landowners who are ready to proceed. This will require additional technical investigation, particularly in relation to road design, intersection treatments and infrastructure staging. Importantly, it is a statutory requirement that any adjustments must remain 'generally in accordance with' DPO19.

6. Disclaimer

While Development Plan provides a strategic framework to facilitate and guide future development within the the area defined by DPO19, it is important to acknowledge that its implementation is subject to a range of external economic, ownership, and infrastructure-related factors beyond the scope and control of the Development Plan itself.

Despite the intent of DPO19 and the recommendations outlined herein, including flexible staging, infrastructure coordination, and topographical response, the successful sequencing and delivery of development is inherently constrained by:

- Glismann Road being the single-point road access and limited connectivity options due to topographical constraints and being able to satisfy the requirement of safe sight distance.
- Fragmented land ownership - coordinated development between landowners/developers is an essential element for success.
- Topographical challenges that complicate engineering and design solutions.
- The requirement to bring forward essential services in the early stages of development.
- The potential for some landowners to opt out of development, necessitating out-of-sequence delivery.

Where appropriate, the Development Plan will include references to "unless otherwise approved by the Responsible Authority or the Referral Authority" to allow for a degree of flexibility in implementation. However, it is important to note that statutory requirements remain in effect. All proposals must be generally in accordance with the provisions of DPO19, the Development Contributions Plan (DCP), and the Development Plan as approved by Council.

This approach seeks to balance the need for adaptability in response to site-specific constraints and evolving development conditions, while ensuring consistency with the overarching planning framework and statutory obligations.

7. Attachments

- A. Engagement Materials**
- B. Development Plan Overlay Schedule 19**

Attachment A. Engagement Materials

NOTE: File copy version. Recipient list attached at end of document has been redacted.



Our reference: DOCID-624441330-74160

21 March 2025

«Name»
«Address»
«Locality» «State» «Code»

Dear Sir/Madam

Re: Glismann Road Area Development Plan

As landowners in the area, you will be familiar with Cardinia Planning Scheme Amendment C238card, which made the following changes to land in the Glismann Road Area:

- Rezoned land from the Rural Living Zone Schedule 1 (RLZ1) to the Neighbourhood Residential Zone Schedule (NRZ2) to allow land to be subdivided for residential development.
- Applied a Development Plan Overlay Schedule 19 (DPO19) to implement best practice planning initiatives for subdivision layout, urban design, and environmental and landscape considerations.
- Applied a Development Contributions Plan Overlay Schedule 5 (DCPO5) to fairly and reasonably share the cost of key infrastructure items triggered by the new development.
- Amended the planning scheme to ensure certainty regarding the provision of public open space through Clause 53.01.

Before landowners can apply for planning permits to subdivide and develop their land, the Glismann Road Area Development Plan must be prepared and obtain Council approval. Council's 2024-2025 Budget has allocated funds for this purpose, and in January 2025, Council appointed Urban Design & Management (UDM) to prepare the Development Plan as required by DPO19.

The Project Team for the Glismann Road Area Development Plan includes:

- Melinda Holloway, Principal Urban Designer is UDM's Project Manager, who will be assisted by Shannon Hill, Principal Planner
- Lorna Lablache, Principal Strategic Planner, who is Council's Project Manager.

What are the key milestones for this project and how can I stay updated?

We have launched a new webpage titled 'Glismann Road Area Development Plan' [<https://creating.cardinia.vic.gov.au/Beaconsfield-Precinct/Glismann-Road-Area-Development-Plan>]. This webpage outlines the key milestones for this project as well as Frequently Asked Questions (FAQs). The webpage will be regularly updated with the latest news, progress reports, and other relevant details.

To support landowners who may have limited access to the internet, we have attached the following to this letter:

- a copy of the webpage content (see Attachment A)
- a copy of the webpage FAQs (see Attachment B).

Landowners will regularly receive letters containing the same updates posted on the webpage. We want to ensure that all landowners, regardless of their internet access, are kept informed about the Development Plan's progress.

If you prefer to stay updated by subscribing to the Council's webpage instead, please let us know so we can stop mailing you update letters.

Opportunity for feedback

As part of the preparation of the Glismann Road Area Development Plan, landowners are invited to meet with the Project Team to discuss their properties and provide feedback to help shape the Development Plan. It is important to note that the project's scope is governed by the requirements outlined in DPO19 and this is an informal engagement activity.

1. Meeting with the Project Team

We are inviting each landowner to attend a **45-minute meeting** with the Project Team during the week of 5th May 2025. The following opportunities are available:

- a. **In person:** You can book in a time to meet with the Project Team in person on **Wednesday, 7th May 2025**, from 10am to 8pm at the Beaconsfield Neighbourhood Centre.

If there is high demand for this option, we may add an additional day for in-person meetings that week.

- b. **Online Meeting:** If you would prefer an online meeting, the Project Team will be available at other times in the week commencing 5th May 2025.

To book a time to meet with the Project Team please contact Annie from UDM:

- Phone on 03 9971 6300 or
- Via email info@udmgt.com.au and specify your preferred option.

2. Input without meeting with the Project Team

As an alternative to meeting the Project Team, inputs from landowners can also be provided via letters or email.

If this is the preferred option:

- Letters can be posted to Cardinia Shire Council, PO Box 7, Pakenham VIC 3810 "Attention: Lorna Lablache" or
- Emails can be sent to mail@cardinia.vic.gov.au "Attention: Lorna Lablache"

The closing date for written feedback is Friday 16 May 2025.

To assist you in preparing for the meeting or providing feedback via letter or email, the Project Team has prepared background information and guiding questions (see Attachment C). This will help landowners provide valuable input for the preparation of the Development Plan for the Glismann Road Area.

How will my feedback used?

Following the informal engagement with landowners, the Consultant will compile a report summarising the themes, outcomes, and how the gathered information has informed the Glismann Road Area Development Plan. This report will be presented to the Council when it considers approving the Development Plan later this year. Personal information will not be included in this report.

We look forward to your participation and feedback as we move forward with this exciting project. If you have any questions about this project, please contact Lorna Lablache on 1300 787 624.

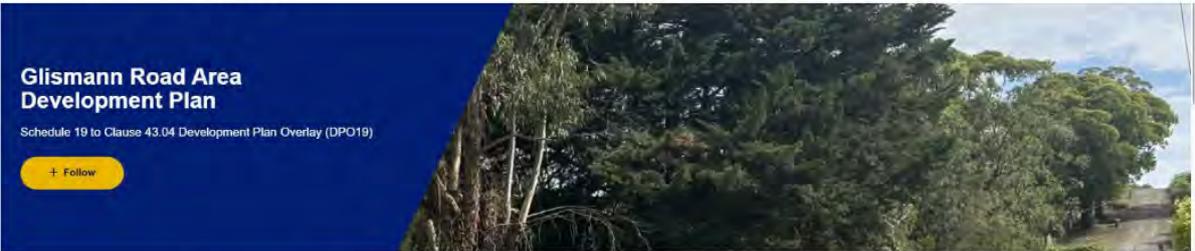
Yours sincerely



Principal Strategic Planner

Enclosures:

1. Attachment A – Glismann Road Area Webpage content
2. Attachment B - Glismann Road Area Webpage content – Frequently Asked Questions
3. Attachment C - Background information and guiding questions



Glismann Road Area Development Plan

Schedule 19 to Clause 43.04 Development Plan Overlay (DPO19)

+ Follow

Home > Beaconsfield Precinct > Glismann Road Area Development Plan

About FAQs

Glismann Road Area Development Plan Background

Cardinia Planning Scheme Amendment C238 rezoned land in the Glismann Road Area to the Neighbourhood Residential Zone (NRZ2) to allow for residential subdivision using a development plan (DPO 19) and development contributions plan (DCP 06). A comprehensive summary of the Amendment C238 can be found on the [Glismann Road area, Beaconsfield, Cardinia Planning Scheme Amendment C238](#) page.

The Glismann Road Area Development Plan Overlay (GRADP) (DPO19) requires that the Glismann Road Development Plan must be:

- Approved by Council before any permits for subdivision can be granted.
- Prepared for the entire site and be generally in accordance with Figure 1 of DPO19 (shown below).



Figure 1: Cardinia Planning Scheme, Schedule 19 to Clause 43.04 - Figure 1: Glismann Road Development Plan

Objectives of the GRADP

- To create a residential precinct that delivers high quality urban design outcomes through a variety of lot sizes which respond to the existing natural topography and landscape features of the development plan area
- To protect and maintain the visual prominence of vegetated hilltops and hillsides when viewed from within and outside of the development plan area.
- To encourage a subdivision layout which maximises the retention of existing vegetation, minimises the overall disturbance to the terrain and ensures that buildings and structures are sited so that they do not visually dominate the landscape.
- To guide an integrated and coordinated design approach to an area with fragmented land ownerships

Timeline

- Step 1 - Collection of information**
January 2025 to April 2025
- Step 2 - Landowner contact**
March 2025
Advise landowners of opportunity for informal input.
- Step 3 - Landowner informal engagement**
May 2025
Closing date for submissions: 16 May 2025
- Step 4 - Development Plan preparation**
May 2025 to June 2025
- Step 5 - Landowner contact**
June/July 2025
Advise landowners of Council Meeting date for GRADP approval.
- Step 6 - Council meeting seeking approval of the GRADP**
August 2025
- Step 7 - Landowner contact**
August 2025
Advise landowners of Council approval of the GRADP

See less

Internal link

- [Planning Scheme Amendment C238](#)
- [Beaconsfield Precinct](#)

Contact us

- Name: Planning Strategy and Urban Design Team
- Phone: 1300 737 624
- Email: mail@cardinia.vic.gov.au

What is the status of the GRADP?

Before landowners can apply for planning permits to subdivide and develop their land, the Gismann Road Area Development Plan must be prepared and obtain Council approval. The Council's 2024-2025 Budget has allocated funds for this purpose, and in January 2025, Council appointed Urban Design & Management (UDM) to prepare the Development Plan as required by DPO19.

What is happening now?

Urban Design & Management (UDM) has started working on the project. They're currently gathering information and data to help prepare the Gismann Road Development Plan (GRADP).

How will landowners in the GRADP be kept informed?

Council is committed to keeping landowners in the GRADP area informed and involved during the preparation of the GRADP. As part of a non-statutory exhibition process, Council will notify all landowners in writing about the content of this webpage and any updates made to it.

When will landowners be given the opportunity to provide feedback?

As shown in the timeline for this project, contact will be made with all GRADP landowners in March 2025, inviting them to meet with the Project Team to provide informal feedback and input for the Development Plan. This engagement activity will take place in May 2025.

Related documents

Click on the link below to find out more about the Cardinia Planning Scheme Amendment C238 and view the Background Reports prepared to inform the planning scheme amendment and listed in DPO19.

 [Gismann Road area, Beaconsfield, Cardinia Planning Scheme Amendment C238](#)

Subscribe for updates

Click the **FOLLOW** button at the top left of the screen to stay updated on the progress of this project.

Contact Us

Have questions or want to learn more about a project, contact us below:

 1300 787 624

 mail@cardinia.vic.gov.au



ATTACHMENT B

**Glismann Road Area Development Plan – Information for landowners
Frequently Asked Questions - Attachment B**

Q. What properties area affected by this project - Glismann Road Area Development Plan (DPO19)?
As shown in Figure 1 (below), 21 properties are affected by the ‘Glismann Road Area Development Plan’:

- 1 to 16 Glismann Road;
- 111 to 123 Old Princes Highway; and,
- 11 Mahon Avenue.



Figure 1: Properties affected by the Glismann Road Area Development Plan

Q. What information will be included in the Glismann Road Area Development Plan?

The Development Plan **must** be generally in accordance with **Figure 1** (of the DPO19 Schedule shown below) and include a vision statement, objectives, requirements and guidelines that will guide development in the development plan area.

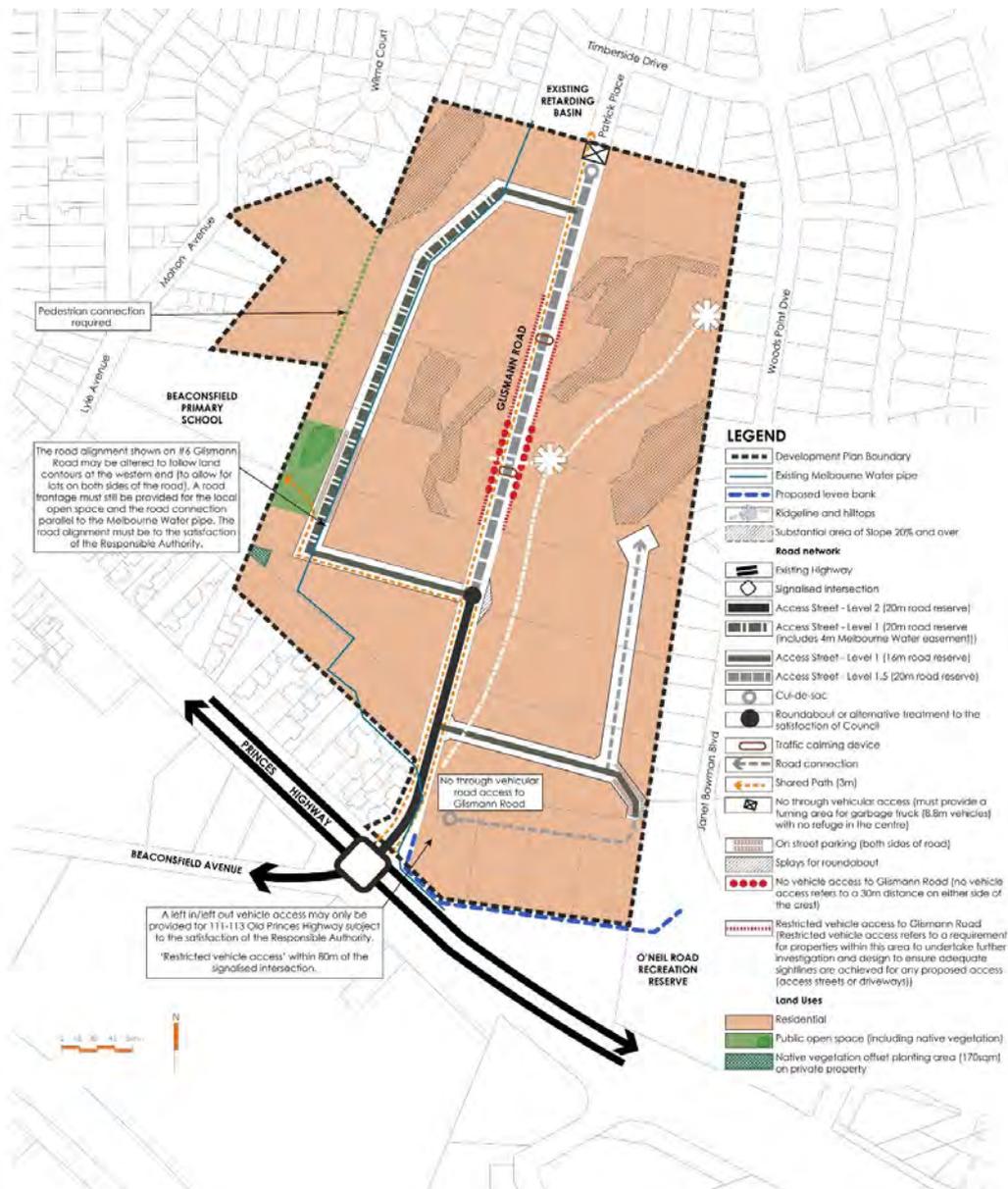


Figure 2: Cardinia Planning Scheme, Schedule 19 to Clause 43.04 Glismann Road Area Development Plan (GRADP) (DPO19) Figure 1

The Glismann Road Area Development Plan will consist of written text, plans and drawings and respond to the requirements of DPO19, which includes the following topics:

- Site analysis
- Slope Management Guidelines and Design Principles
- Staging
- Housing requirements and subdivision
- Vegetation, Landscape and views
- Public open space
- Road network and movement
- Integrated water management and utilities

Q. DPO19 states that the Development Plan for the Glismann Road Area must be generally in accordance with Figure 1 (of the Schedule). The legend of Figure 1 shows a range of items such as 'substantial area of slope 20% and over', the road network, etc. What does 'generally in accordance with' mean?

'Generally in accordance with' means there's some flexibility in following the approved plan (Figure 1 of DPO19).

Minor modifications are permissible, and each case is evaluated based on its specific circumstances. Any variation would require Council approval and would need to satisfy the objectives of the approved Glismann Road Area Development Plan.

For example:

- a detailed site assessment can provide a more precise information to determine the extent of land that falls within the "substantial area of slope 20% and over" category, or
- a minor realignment to the road layout may be better suited to the land's topography or achieve a more efficient lot layout.

Q. Will there be an opportunity for feedback?

Yes, as part of the preparation the Glismann Road Area Development Plan, landowners will be invited to meet with the Project Team to discuss their property and provide feedback to help shape the Development Plan. It is important to note that the project's scope is governed by the requirements outlined in DPO19 and this is an informal engagement activity.

Q. What sort of feedback will be considered?

There are a number of aspects of the development plan process for the Glismann Road Area that cannot be influenced by feedback. These include:

- The Glismann Road Area will be developed for residential development because it has a residential zoning under the provisions of the Cardinia Planning Scheme.
- Requirements for the Development Plan and Development Contributions Plan are set out in the Cardinia Planning Scheme (in DPO19, DCP05 and the Glismann Road Development Contributions Plan which is incorporated into the Planning Scheme). The development of the Glismann Road Area will need to comply with these requirements.
- The 'must' controls in DPO19. For example, DPO19 states that a development plan **must**:
 - be **generally in accordance with Figure 1** (of this Schedule)
 - be prepared to the satisfaction of the Responsible Authority for the **whole site**
 - include a vision statement, objectives, requirements and guidelines that will guide development in the development plan area.

A "must" indicates a **mandatory requirement or obligation**, meaning something needs to be done and that it **cannot be altered or avoided**, ensuring certain outcomes or standards are met.

Q. Can a new DPO19 replace the existing DPO19?

Any changes to DPO19 will require a planning scheme amendment, which involves community consultation and can take up to two years, incurring significant costs. Given the recent approval of the Cardinia Planning Scheme amendment AmC238card, which rezoned land and implemented DPO19 and DCPO5, it is unlikely that another amendment request to change DPO19 would be supported by Council at this time.

The AmC238card amendment process allowed for thorough debate and was assessed by an independent Panel appointed by the Minister. The Panel resolved that in terms of the Glismann Road area the Panel supports:

- the use of the Neighbourhood Residential Zone
- the use of the Development Plan Overlay
- the proposal for Council to prepare the Development Plan.

Q. What is Council's role in the Development Plan process?

Council is responsible for evaluating the proposed Development Plan. As part of this evaluation, feedback from the landowners affected by the Development Plan will be considered. All feedback from the informal engagement activity will be reviewed before finalising the Glismann Road Area Development Plan for Council adoption.

Q. Will I be notified when a Development Plan is submitted to Council for approval?

Yes, landowners within the Glismann Road Area Development Plan will be notified in writing about the Council Meeting date when the Development Plan will be presented for approval, as well as when the Council Meeting Agenda will be available.

Q. After the Glismann Road Area Development Plan is approved by the Council, am I required to subdivide or develop my land?

No, you are not required to subdivide or develop your land.

Q. When will the development occur?

Following Council approval of the Glismann Road Area Development Plan, the timing of development is at the discretion of the landowner.

Q. When does the Glismann Road Development Contributions Plan (DCP) levy get paid?

The sale or transfer of the land **does not trigger** a development contribution payment.

The Development Infrastructure Levy (DIL) is payable upon subdivision of the land.

The Community Infrastructure Levy (CIL) is paid by the landowner of the newly subdivided lot prior to the issuing of a building permit for any new dwelling.

Q. What is the current rate of the Glismann Road DCP?

The Glismann Road Development Contributions Plan (DPO5) specifies that the contributions are listed in September 2019 values and that the DCP contributions are to be adjusted following annual indexation.

Clause 3.0 of Schedule 5 to Clause 45.06 Development Contributions Plan Overlay states the following:

3.0
18/11/2022
C238card

Summary of contributions

Item	Levies payable by the development (\$)	
	Development infrastructure Levy (DIL)	Community infrastructure Levy (CIL)
	Per Net Developable Hectare	Per Dwelling
Roads and intersections	\$362,045.64	\$0.00
Open space	\$82,094.31	\$0.00
Planning	\$14,627.99	\$0.00
Community Infrastructure	\$0.00	\$889.12
TOTAL	\$458,767.93	\$889.12

Preliminary figures for the indexed value of the Glismann Road DCP contributions for the period from July 1, 2024, to June 30, 2025, are as follows:

Item	Development Infrastructure Levy (DIL) Per Net Developable Hectare	Community Infrastructure Levy (CIL) Per Dwelling
Roads and intersections	\$437,367.69	\$0.00
Open space	\$91,099.26	\$0.00
Planning	\$18,816.79	\$0.00
Community Infrastructure	\$0.00	\$1,040.88
TOTAL	\$547,283.74	\$1,040.88

Q. Will the Council approval of the Glismann Road Area Development Plan affect my rates?

The rates you pay depend on your property's value compared to others in Cardinia Shire. Independent valuers assess your property's value each year.

If property values in the Glismann Road Area go up, your property's value might increase too, which could change your rates. For more information about how rates are calculated go to https://www.cardinia.vic.gov.au/info/20063/your_rates

Q. Where can I find information in the Cardinia Planning Scheme regarding the zone provisions for the Glismann Road Area Plan?



Zone

The majority of the Glismann Road Area is in the Neighbourhood Residential Zone – Glismann Road Development Plan Area, Schedule 2 to Clause 32.09 (NRZ2).

One site in Mahon Avenue is in the General Residential Zone, Schedule 1 to Clause 32.08 (GRZ1).

- <https://planning-schemes.app.planning.vic.gov.au/static/maps/C238card/card/cardinia12zn.pdf>
- <https://planning-schemes.app.planning.vic.gov.au/Cardinia/ordinance/32.09>
- <https://planning-schemes.app.planning.vic.gov.au/Cardinia/ordinance/32.09-s2>
- <https://planning-schemes.app.planning.vic.gov.au/Cardinia/ordinance/32.08>
- <https://planning-schemes.app.planning.vic.gov.au/Cardinia/ordinance/32.08-s1>

Q. Where can I find information in the Cardinia Planning Scheme regarding the Development Plan Overlay for the Glismann Road Area Plan?

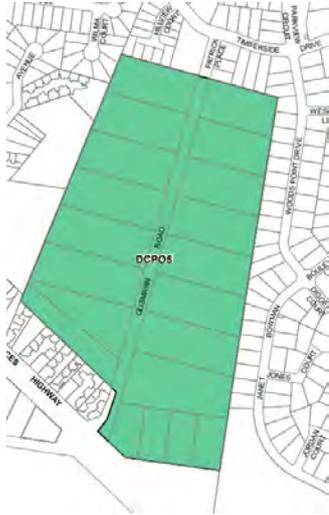


Development Plan Overlay

The requirements for the Glismann Road Area Development Plan (GRADP) can be found in Schedule 19 to Clause 43.04 Development Plan Overlay (DPO19).

- <https://planning-schemes.app.planning.vic.gov.au/static/maps/C238card/card/cardinia12dpo.pdf>
- <https://planning-schemes.app.planning.vic.gov.au/Cardinia/ordinance/43.04-s19>

Q. Where can I find information in the Cardinia Planning Scheme regarding the Development Contributions Plan Overlay for the Glismann Road Area Plan?



Development Contributions Plan Overlay

The requirements for the Glismann Road Development Contributions Plan can be found in Schedule 5 to Clause 45.06 (DCPO5).

The Glismann Road Development Contributions Plan is incorporated in the Cardinia Planning Scheme under Clause 72.04.

<https://planning-schemes.app.planning.vic.gov.au/static/maps/C238card/card/cardinia12dcpo.pdf>
<https://planning-schemes.app.planning.vic.gov.au/Cardinia/ordinance/45.06> and <https://planning-schemes.app.planning.vic.gov.au/Cardinia/ordinance/45.06-s5>.
[https://planning-schemes.app.planning.vic.gov.au/static/incorporateddocs/VC249/gazetted/Glismann%20Road%20Development%20Contributions%20Plan%20\(Urban%20Enterprise,%20December%202023\).pdf](https://planning-schemes.app.planning.vic.gov.au/static/incorporateddocs/VC249/gazetted/Glismann%20Road%20Development%20Contributions%20Plan%20(Urban%20Enterprise,%20December%202023).pdf)

Q. Where can I find information in the Cardinia Planning Scheme regarding the Environmental Significance Overlay for the Glismann Road Area Plan?



Environmental Significance Overlay

The requirements for the Environmental Significance Overlay for the Northern Hills can be found in Schedule 1 to Clause 42.01 (ES01).

<https://planning-schemes.app.planning.vic.gov.au/Cardinia/ordinance/42.01>
<https://planning-schemes.app.planning.vic.gov.au/Cardinia/ordinance/42.01-s1>

ATTACHMENT C**Glismann Road Area Development Plan – Information for landowners****Guiding Questions - Attachment C**

This document is designed to help you prepare for the meeting with the Glismann Road Area Development Plan Project Team and/or to provide feedback via letter or email.

The guiding questions are intended to help you offer valuable input for the Development Plan for the Glismann Road Area.

This list is not exhaustive, and we warmly encourage you to think beyond these questions if you wish. Your insights are greatly valued!

To help set the scheme, the objectives of the Glismann Road Area Development Plan Overlay (DPO19) are as follows:

- To create a residential precinct that delivers high quality urban design outcomes through a variety of lot sizes which respond to the existing natural topography and landscape features of the development plan area.
- To protect and maintain the visual prominence of vegetated hilltops and hillsides when viewed from within and outside of the development plan area.
- To encourage a subdivision layout which maximises the retention of existing vegetation, minimises the overall disturbance to the terrain and ensures that buildings and structures are sited so that they do not visually dominate the landscape.
- To guide an integrated and coordinated design approach to an area with fragmented land ownerships.

A copy of the Glismann Road Area Development Plan Overlay Schedule 19 (DPO19) has also been attached.

Guiding Questions

- Are there any specific opportunities or constraints related to your land? How might these impact the Development Plan?
- Between 2010 and 2022, Council engaged consultants to conduct numerous assessments for the Glismann Road Area. The reports related to biodiversity, contaminated land, cultural heritage, drainage, landscape and traffic. A full list of the reports can be found at <https://creating.cardinia.vic.gov.au/Beaconsfield-Precinct/Glismann-Road-Beaconsfield>

Have there been any significant changes to your land since the reports were prepared?

- Do you have any site assessment information for your property that could be useful for the Development Plan?
- Do you have any plans to subdivide or develop your land in the future? If so, what are your expectations about what the development look like?
- What are the most important qualities of the Glismann Road area that should be considered in the Development Plan?
- What design elements (e.g., landscaping, fencing materials, house siting or design) do you think would most influence retaining the landscaped hilltop character of the Glismann Road area?
- Is there any specific content that you would like further clarification on?

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18/11/2022
C238card**SCHEDULE 19 TO CLAUSE 43.04 DEVELOPMENT PLAN OVERLAY**

Shown on the planning scheme map as **DPO19** .

GLISMANN ROAD AREA DEVELOPMENT PLAN (GRADP)1.0
18/11/2022
C238card**Objectives**

- To create a residential precinct that delivers high quality urban design outcomes through a variety of lot sizes which respond to the existing natural topography and landscape features of the development plan area.
- To protect and maintain the visual prominence of vegetated hilltops and hillsides when viewed from within and outside of the development plan area.
- To encourage a subdivision layout which maximises the retention of existing vegetation, minimises the overall disturbance to the terrain and ensures that buildings and structures are sited so that they do not visually dominate the landscape.
- To guide an integrated and coordinated design approach to an area with fragmented land ownerships.

2.0
18/11/2022
C238card**Requirement before a permit is granted**

A permit may be granted before a development plan has been prepared to the satisfaction of the responsible authority for the following:

- A minor extension, minor addition or minor modification to an existing building.
- Minor drainage works.
- Minor earthworks.
- The use and development of land provided the use or buildings or works will not prejudice the future use or development of the land in an integrated manner.
- The use, development or subdivision of land by a public authority or utility provider.
- The re-subdivision of existing lots (boundary realignment), provided the number of lots is not increased.
- Development of 11 Mahon Avenue provided a pedestrian link is provided to its eastern boundary that is capable of extension in the balance of the DPO area.

A permit must not be granted to subdivide land until a development plan has been prepared to the satisfaction of the responsible authority.

3.0
18/11/2022
C238card**Conditions and requirements for permits****Requirements**

All proposals to use or construct a building or construct or carry out works before a development plan has been prepared must be accompanied by the following:

- A site analysis plan that identifies:
 - the key attributes of the land as well as its relationship with the surrounding area and the future use of adjoining land;
 - the topography of the site, including the location of slope exceeding 20 per cent and visually prominent hilltops/hillsides to be protected and enhanced (as identified in *Hansen Partnership (June 2014) Glismann Road, Beaconsfield Landscape Assessment* and *Hansen Partnership (August 2014) Glismann Road, Beaconsfield Landscape Management Framework*), and
 - the location of vegetation.

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- A report demonstrating that:
 - The proposal will not have a detrimental impact on the amenity of the area or prejudice the future development of the land for residential purposes as identified in Figure 1 to this schedule.
 - The proposal responds to existing physical, environmental and visual characteristics of the site and surrounding area by:
 - protecting and enhancing areas of native vegetation;
 - protecting and maintaining the visual prominence of vegetated hilltops and hillsides when viewed from outside the Glismann Road area;
 - demonstrates use of colours and materials that are sympathetic of the natural surrounds;
 - details of proposed batters, cut and fill earthworks, retaining walls, and/or drainage solutions required for the use or development of land; and,
 - prevents development on areas with existing pre-development slope of over 20 per cent.

All proposals to subdivide land must be accompanied by the following:

- An assessment of how the proposal implements the vision, objectives, requirements and guidelines of the approved Development Plan, specifically:
 - existing physical, environmental and visual characteristics of the site and surrounding area, including the use of colours and materials that are sympathetic to the natural surrounds;
 - functional and safe subdivision which incorporates environmentally sensitive design;
 - subdivision layout and the distribution of lot sizes which respond to the visual sensitivity of the area, landscape character, topographical features and retention of significant vegetation and other identified characteristics;
 - site earthworks such as batters, cut and fill and retaining walls designed to have the least visual impact on the environment and landscape;
 - protection and, where necessary, rehabilitation of vegetation, particularly on prominent hill faces/ridgelines and roadsides;
 - strategically positioned building envelopes to respond to the landscape character, native vegetation and the significantly steep topographical features of the area;
 - actives interfaces with adjacent streets, open space and key pedestrian locations to increase the sense of safety / surveillance within and surrounding the area; and
 - cohesive development that facilitates connectivity between adjoining lots and minimises court bowls.
- An overall masterplan for all land in contiguous ownership of the landowner demonstrating the:
 - lot yield; density distribution;
 - identify lots affected by a restriction/envelope;
 - and, an indication of staging of subdivision and timing.
 - Documentation should clarify the purpose of the restriction/envelope and what buildings and/or works the restriction/envelope restrictions apply to.
- If the subdivision application includes land affected by the access streets located either side of Glismann Road as identified in Figure 1 of this schedule, a staging plan must be prepared that demonstrates the delivery of the access street connections in the first stage of development and that the access street is constructed to the title boundary of the adjoining property.

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- A Transport Impact Assessment Report that responds to *Traffic works (May 2022) Glismann Road Residential Development, Beaconsfield, Traffic Impact Assessment Report* to the satisfaction of the relevant roads authority (be it Department of Transport or Council). If the road network and movement is altered through the preparation of the Development Plan, a new Traffic Impact Assessment Report must be provided to the satisfaction of the relevant roads authority (be it Department of Transport or Council).
- An Infrastructure Plan which addresses the following:
 - what land may be affected or required for the provision of infrastructure works;
 - what, if any, infrastructure set out in the contributions plan applying to the land is sought to be provided as "works in lieu" subject to the consent of the collecting agency;
 - any relevant traffic report or assessment;
 - the provision, staging and timing of road works internal and external to the land:
 - the first application to subdivide land with access to Glismann Road (Access StreetLevel 1.5) must be accompanied by a functional design for the entire length of the road, or a length of road to the satisfaction of Responsible Authority and include plans demonstrating the following:
 - a complete sight lines assessment along the roadway;
 - no vehicle access from individual properties along Glismann Road at the crest of the hill, and 30 m either side of the crest;
 - compliance with sight distance requirements as set out in Australian Standard AS2890.1 and Austroads Guide to Road Design;
 - a road pavement of 6.5 m;
 - no on-street parking at the crest and within the 30 m of the crest of the hill;
 - traffic calming devices as identified in Figure 1 of this Schedule;
 - a 3 m shared path on the western side only;
 - the landscaping of any land;
 - the provision of public open space with
 - the first application to subdivide land containing public open space must be accompanied by an indicative concept master plan for the entire local park; and
 - any other matter relevant to the provision of infrastructure required by the Responsible Authority.
- A Stormwater Management Strategy which provides for the staging and timing of stormwater drainage works, including temporary outfall provisions, to the satisfaction of Melbourne Water and the Responsible Authority.
 - An application to subdivide land must, in consultation with Melbourne Water and Cardinia Shire Council address the timing of the delivery of the levee bank shown in Figure 1, unless otherwise agreed by the Responsible Authority.
- An assessment by a suitably qualified cultural heritage professional that addresses the recommendations outlined in *Tardis Enterprises Pty Ltd (November 2010) The Glismann Road, Beaconsfield Structure Plan Cultural Heritage Management Plan (CHMP) 11452*.
- An assessment that responds to the *Meinhardt (March 2015) (updated May 2020 and May 2022), Glismann Road Development Plan Contaminated Land Study*:
 - A Preliminary Risk Screening Assessment (PRSA) in accordance with *DELWP (July 2021) Potentially Contaminated Land General Practice Note 30 (PPN30)* and relevant EPA guidance on PRSAs is required to determine whether to proceed with an Environmental Audit on the following properties:
 - 1 Glismann Road Lot 10 LP3783 Beaconsfield;

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- 2 Glismann Road Lot 2 LP64568 Beaconsfield;
 8 Glismann Road Lot 25 LP3783 Beaconsfield; and
 10 Glismann Road Lot 24 LP3783 Beaconsfield.

Should a Preliminary Risk Screening Assessment deem an Environmental Audit to be necessary for any given property, the Audit must be completed prior to the commencement of construction or carrying out intrusive works (other than site investigation works to determine the level of contamination if any on the land) at that property.

- A flora and fauna assessment that responds to *Ecology Partners Pty Ltd (October 2010) Biodiversity Assessment for Area 1, 'Beaconsfield', Beaconsfield, Victoria*.
- A Native Vegetation Information Management (NVIM) report and establish the protection requirements for any vegetation to be retained.
- A Slope Management Plan be prepared by a suitably qualified person generally in accordance with the Slope Management Guidelines approved as part of the Development Plan. The Slope Management Plan must include an assessment of how the plan responds to the Slope Management Guidelines and include:
 - Identification of:
 - natural topography and any earthworks which may have occurred over time;
 - any fill which may have occurred over time; and
 - any works proposed to alter ground levels, where this can reduce areas of substantial slope.
 - Proposed road cross sections and long sections to demonstrate how slopes over 10 per cent are being responded to through the road design.
 - Details of all proposed batters, cut and fill earthworks, retaining walls, driveway crossover locations and drainage solutions required for the subdivision of land that includes an existing pre-development slope of greater than 10 per cent.
 - Detail of how the use of building envelopes (or an alternative design response) responds to the slope management methods utilised.
 - Detail of what works outlined in the Slope Management Plan will be undertaken by the developer prior to the issues of the Statement of Compliance.
- Building design guidelines and fencing controls which addresses the housing planning and design guidelines.
- A Landscape Masterplan which illustrates how the proposed development is responsive to the development including key themes, landscape principles and character that will define the subdivision and/or development.

If in the opinion of the Responsible Authority an application requirement listed is not relevant to the assessment of an application, the Responsible Authority may waive or reduce the requirement.

Conditions

A condition that requires either an envelope/notice of restriction or an agreement with the Responsible Authority under section 173 of the *Planning and Environment Act 1987* on the certified plan of subdivision, and recorded on the Certificate of Title of the land be implemented for the following:

- A restriction/envelope to prevent development on areas within the 'substantial area of slope 20 per cent and over' as shown in Figure 1 to this Clause.
- A restriction/envelope to maintain landscape character, native vegetation and significantly steep topographical features of the site were applicable.

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- Allow only one (1) single dwelling on each lot and specify that lots may not be further subdivided for areas within the 'substantial area of slope 20 per cent and over'.
- Building design guidelines and fencing controls.

The owner must pay for all reasonable costs (including legal costs) associated with preparing, reviewing, executing and registering the agreement on the certificate of title to the land (including those incurred by the Responsible Authority).

If a Preliminary Risk Screening Assessment (PRSA) deems an Environmental Audit to be necessary for any given property, then a permit must include the following conditions:

- Before the commencement of any use for a sensitive purpose; or before any buildings or works; or the commencement of construction or carrying out intrusive works (other than site investigation works to determine the level of contamination if any on the land); or before the certification of a plan of subdivision; whichever is the earlier in respect of all or that part of the land as the case may be an Environmental Audit must be provided to the Responsible Authority. The Environmental Audit must be completed in accordance with *DELWP (July 2021) Potentially Contaminated Land General Practice Note 30 (PPN30)*, the *Environment Protection Act 2017* and relevant EPA guidance on Environmental Audits.
- All the recommendations of the Environmental Audit must be complied with to the satisfaction of the Responsible Authority, prior to commencement of use of the site. Written confirmation of compliance must be provided by a suitably qualified environmental consultant or other suitable person acceptable to the Responsible Authority.
- Compliance sign off must be in accordance with any requirements in the environmental audit statement recommendations regarding verification of works.
- In the absence of a site management order and where there are recommendations on an environmental audit statement that require significant ongoing maintenance and/or monitoring the owner of the land must enter into a Section 173 Agreement under the *Planning and Environment Act 1987*.
 - The s 173 Agreement must be executed on the title of the relevant land prior to the commencement of the use and prior to the issue of a statement of compliance under the *Subdivision Act 1988*.
 - The owner of the land must meet all costs associated with drafting and execution of the Agreement, including those incurred by the responsible authority.

4.0
18/11/2022
C238card

Requirements for development plan

A development plan must be generally in accordance with Figure 1 of this Schedule and must be prepared to the satisfaction of the Responsible Authority for the whole site.

A development plan must include a vision statement, objectives, requirements and guidelines that will guide development in the development plan area.

Site analysis plan

- A site analysis plan that:
 - responds to the recommendations and mitigation measures outlined in:
 - *Ecology Partners Pty Ltd (October 2010) Biodiversity Assessment for Area 1, 'Beaconsfield', Beaconsfield, Victoria*
 - *Hansen Partnership (June 2014) Glismann Road, Beaconsfield Landscape Assessment*
 - *Hansen Partnership (August 2014) Glismann Road, Beaconsfield Landscape Management Framework*
 - *Trafficworks (May 2022) Glismann Road Residential Development, Beaconsfield, Traffic Impact Assessment Report*

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Meinhardt, (March 2015) (updated May 2020 and May 2022) Glismann Road Development Plan Contaminated Land Study

- *Tardis Enterprises Pty Ltd (November 2010) Glismann Road, Beaconsfield Structure Plan Cultural Heritage Management Plan (CHMP) 11452*

Water Technology (July 2014) Glismann Road Drainage Scheme

Water Technology (May 2016) Additional Flooding and Water Quality Assessments (Memo) (INC1633283)

- identifies key interface areas within the site as well as between the site and adjoining development, including Beaconsfield Primary School, open space areas, public transport, walking and cycling connections; and
- identifies visually prominent hilltops and hillsides, including significant views of the site and views from the site, including:
 - the location of steep slopes of 20 per cent or more; and,
 - the location of vegetation.

Slope management guidelines

- Slope Management Guidelines for the subdivision and/or development of land with a predevelopment slope over 10 per cent that provides clarity and consistency for subdivision and development applications.
- The Slope Management Guidelines must include a statement of how the guidelines respond to the visual sensitivity of the area, topographical features and retention of areas with significant vegetation and other identified characteristics identified in the development plan, and include:
- Slope Management Design Principles for:
 - The road network, including typical road cross sections and long sections to demonstrate how slopes over 10 per cent are to respond through the road design.
 - Batters, cut and fill earthworks, retaining walls, driveway crossover locations and drainage solutions.
 - Lot layout and design guidelines.
 - Buildable areas / building envelopes including detail of how the use of building envelopes (or an alternative design response) can be used to respond to slope management.
 - Areas of slope over 20 per cent and options of how they could be managed through the implementation of a Slope Management Plan. No development is permitted on areas with existing pre-development slope of over 20 per cent.
 - Engaging in discussion with adjoining landowners regarding the treatment of the change in grade between the property boundaries.
- A statement of what works outlined in the Slope Management Plan will need to be undertaken by the developer prior to the issues of the Statement of Compliance.

Staging

- Details on staging of the subdivision and/or development including the provision of the internal road network.

Housing requirements and subdivision

- An indicative lot layout that:
 - includes a diverse range of lot sizes generally in accordance with Figure 1;
 - responds to the landscape character, topographical features and visual sensitivity of the area;

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retains native vegetation; and,

provides building envelopes to maintain landscape character, native vegetation and significantly steep topographical features.

- Acknowledgment that, based on the assessment of the road network capacity, the development plan lot yield is a total of 330 lots.
- Design guidelines for buildings and fencing to provide clarity and consistency for subdivision and development applications to ensure:
 - the siting, height, scale, materials, colours and form of proposed buildings and works will be designed to have the least visual impact on the environment and landscape;
 - dwellings and garages do not dominate the streetscape;
 - dwelling design provides for passive surveillance and attractive streetscapes;
 - topography is suitably addressed through dwelling, fencing and retaining wall design;
 - fencing visible from the public realm is minimised and, provides for passive surveillance and attractive streetscapes;
 - and landscaping provides for passive surveillance and attractive streetscapes.
- A housing capacity analysis that assesses how affordable housing will be distributed throughout the site and how the proposed mix and type of housing responds to local housing needs.

Vegetation, Landscape and views

- A landscape master plan that provides clarity and consistency for subdivision and development applications and:
 - responds to the recommendations and mitigation measures outlined in:
 - *Ecology Partners Pty Ltd (October 2010) Biodiversity Assessment for Area 1, 'Beaconsfield', Beaconsfield, Victoria*
 - *Hansen Partnership (June 2014) Glismann Road, Beaconsfield Landscape Assessment*
 - *Hansen Partnership (August 2014) Glismann Road, Beaconsfield Landscape Management Framework*
 - *Tardis Enterprises Pty Ltd (November 2010) Glismann Road, Beaconsfield Structure Plan Cultural Heritage Management Plan (CHMP) 11452*
 - enhances areas of native vegetation;
 - protects and maintains the visual prominence of vegetated hilltops and hillsides when viewed from outside the development plan area;
 - includes an indicative plant and materials schedule; and,
 - continues adjoining approved landscape themes.

Public open space

- Provide for an area of 0.3 ha of public open space area generally in accordance with Figure 1.

Road network and movement

- Roads must be designed and constructed generally in accordance with Figure 1 and a road network and movement plan must:
 - respond to the recommendations and mitigation measures outlined in *Trafficworks (May 2022) Glismann Road Residential Development, Beaconsfield, Traffic Impact Assessment Report* unless otherwise agreed by the Responsible Authority;

CARDINIA PLANNING SCHEME

respond to the existing topography and encourages an integrated solution that will provide connected street access through the Glismann Road area;

- provide an efficient, legible and safe internal movement and ensure all properties are development to their maximum potential;

locate roads to minimise the extent of cut and/or fill that is visible from areas outside the site; discourage culs-de-sacs gaining access from Glismann Road;

- provide a shared path along the top of the levee bank proposed along the south border of the development site (Old Princes Highway);

ensure there is no vehicular connection through to Patrick Place or Timberside Drive;

ensure that roads abutting the proposed local park and the O’Neil Recreation Reserve are designed to achieve slow vehicle speeds, provide on street parking and designated pedestrian crossing points;

demonstrate how pedestrian links to the reserves can be provided through the future local street network;

- show location of the 30 m no access location for Glismann Road; include indicative possible access points for driveways and/or side streets from Glismann Road;

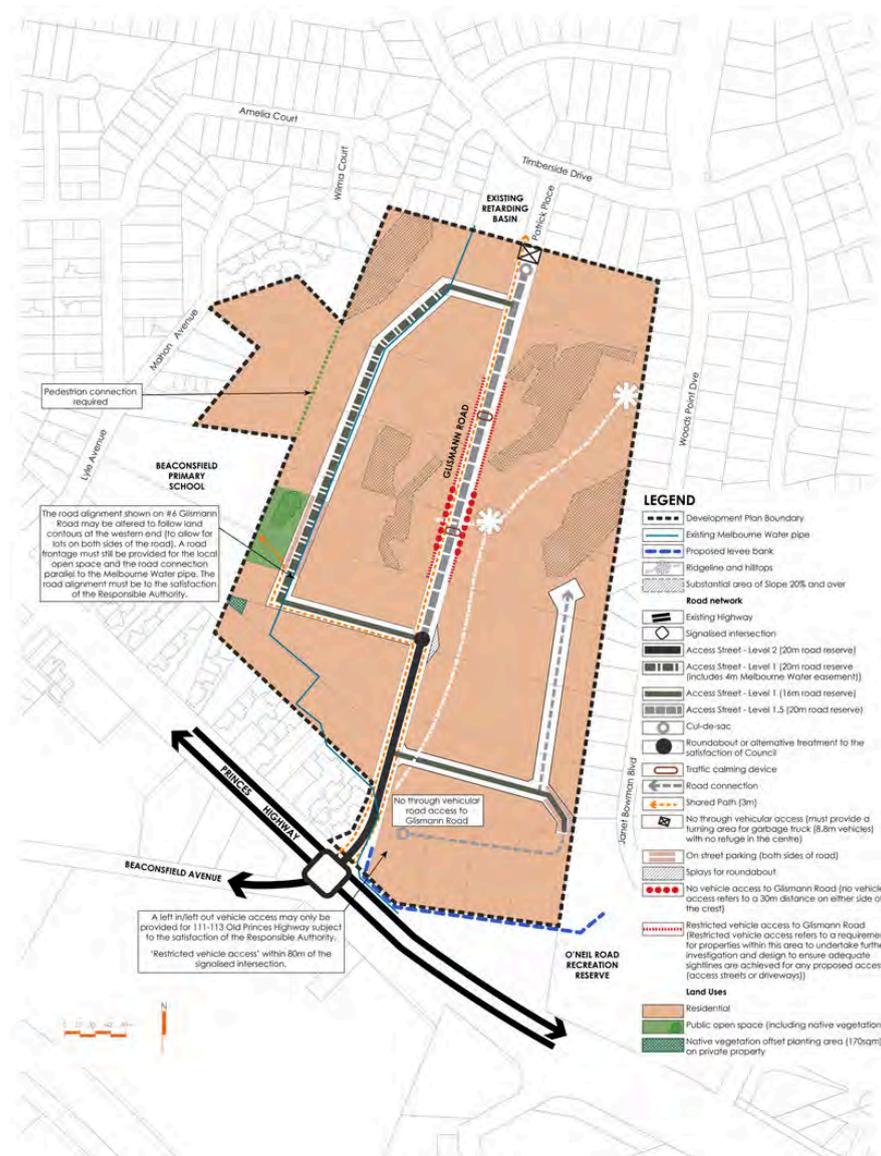
and address how the road connection will be facilitated between 111-113 (Lot 1, TP 627007), 115-117 (Lot 1, TP 579082), 119-121 (Lot 8, LP 3783), 123-125 (Lot 9, LP 3783) Old Princes Highway, Beaconsfield and 1 (Lot 10, LP 3783) Glismann Road, Beaconsfield.

Integrated water management and utilities

- An integrated water management plan that ensures residential developments provide an integrated water management system and:
 - responds to the recommendations and mitigation measures outlined in:
 - *Water Technology (July 2014) Glismann Road Drainage Scheme*
 - *Water Technology (May 2016) Additional Flooding and Water Quality Assessments (Memo) (INC1633283)*
 - includes a levee bank of 450 mm along the frontage of the four existing properties fronting Old Princes Highway and designed to:
 - follow the existing shared path located on Crown land;
 - abut 111-113 (Lot 1, TP 627007), 115-117 (Lot 1, TP 579082), 119-121 (Lot 8, LP 3783), 123-125 (Lot 9, LP 3783) Old Princes Highway, Beaconsfield;
 - allow ingress and egress for the existing residences located along Old Princes Highway;
 - cross the table drain to the east, and in order to provide the greatest protection to the property at the eastern end (123-125 (Lot 9, LP 3783) Old Princes Highway, Beaconsfield) the alignment will need to include a structure to drain the local catchment upstream of the levee.is in accordance with current best practice water quality initiatives.
 - An infrastructure plan that ensures all lots have access to potable water, electricity, reticulated sewerage, drainage, gas and telecommunications infrastructure.

Figure 1: Glismann Road Development Plan

CARDINIA PLANNING SCHEME



Glismann Road Area Beaconsfield Mail List

	A	B	C	D	E
1	Name	Address	Locality	State	Code
2	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
3	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
4	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
5	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
6	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
7	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
8	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
9	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
10	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
12	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
13	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
14	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
15	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
16	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
17	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
18	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
19	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
20	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
21	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
22	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
23	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
24	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
25	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
26	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
27	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
28	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
29	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
30	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
31	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
32	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
33	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Attachment B. DPO19**CARDINIA PLANNING SCHEME**18/11/2022
C238card**SCHEDULE 19 TO CLAUSE 43.04 DEVELOPMENT PLAN OVERLAY**

Shown on the planning scheme map as **DPO19** .

GLISMANN ROAD AREA DEVELOPMENT PLAN (GRADP)1.0
18/11/2022
C238card**Objectives**

- To create a residential precinct that delivers high quality urban design outcomes through a variety of lot sizes which respond to the existing natural topography and landscape features of the development plan area.
- To protect and maintain the visual prominence of vegetated hilltops and hillsides when viewed from within and outside of the development plan area.
- To encourage a subdivision layout which maximises the retention of existing vegetation, minimises the overall disturbance to the terrain and ensures that buildings and structures are sited so that they do not visually dominate the landscape.
- To guide an integrated and coordinated design approach to an area with fragmented land ownerships.

2.0
18/11/2022
C238card**Requirement before a permit is granted**

A permit may be granted before a development plan has been prepared to the satisfaction of the responsible authority for the following:

- A minor extension, minor addition or minor modification to an existing building.
- Minor drainage works.
- Minor earthworks.
- The use and development of land provided the use or buildings or works will not prejudice the future use or development of the land in an integrated manner.
- The use, development or subdivision of land by a public authority or utility provider.
- The re-subdivision of existing lots (boundary realignment), provided the number of lots is not increased.
- Development of 11 Mahon Avenue provided a pedestrian link is provided to its eastern boundary that is capable of extension in the balance of the DPO area.

A permit must not be granted to subdivide land until a development plan has been prepared to the satisfaction of the responsible authority.

3.0
18/11/2022
C238card**Conditions and requirements for permits****Requirements**

All proposals to use or construct a building or construct or carry out works before a development plan has been prepared must be accompanied by the following:

- A site analysis plan that identifies:
 - the key attributes of the land as well as its relationship with the surrounding area and the future use of adjoining land;
 - the topography of the site, including the location of slope exceeding 20 per cent and visually prominent hilltops/hillsides to be protected and enhanced (as identified in *Hansen Partnership (June 2014) Glismann Road, Beaconsfield Landscape Assessment* and *Hansen Partnership (August 2014) Glismann Road, Beaconsfield Landscape Management Framework*), and
 - the location of vegetation.

CARDINIA PLANNING SCHEME

- A report demonstrating that:
 - The proposal will not have a detrimental impact on the amenity of the area or prejudice the future development of the land for residential purposes as identified in Figure 1 to this schedule.
 - The proposal responds to existing physical, environmental and visual characteristics of the site and surrounding area by:
 - protecting and enhancing areas of native vegetation;
 - protecting and maintaining the visual prominence of vegetated hilltops and hillsides when viewed from outside the Glismann Road area;
 - demonstrates use of colours and materials that are sympathetic of the natural surrounds;
 - details of proposed batters, cut and fill earthworks, retaining walls, and/or drainage solutions required for the use or development of land; and,
 - prevents development on areas with existing pre-development slope of over 20 per cent.

All proposals to subdivide land must be accompanied by the following:

- An assessment of how the proposal implements the vision, objectives, requirements and guidelines of the approved Development Plan, specifically:
 - existing physical, environmental and visual characteristics of the site and surrounding area, including the use of colours and materials that are sympathetic to the natural surrounds;
 - functional and safe subdivision which incorporates environmentally sensitive design;
 - subdivision layout and the distribution of lot sizes which respond to the visual sensitivity of the area, landscape character, topographical features and retention of significant vegetation and other identified characteristics;
 - site earthworks such as batters, cut and fill and retaining walls designed to have the least visual impact on the environment and landscape;
 - protection and, where necessary, rehabilitation of vegetation, particularly on prominent hill faces/ridgelines and roadsides;
 - strategically positioned building envelopes to respond to the landscape character, native vegetation and the significantly steep topographical features of the area;
 - active interfaces with adjacent streets, open space and key pedestrian locations to increase the sense of safety / surveillance within and surrounding the area; and
 - cohesive development that facilitates connectivity between adjoining lots and minimises court bowls.
- An overall masterplan for all land in contiguous ownership of the landowner demonstrating the:
 - lot yield; density distribution;
 - identify lots affected by a restriction/envelope;
 - and, an indication of staging of subdivision and timing.
Documentation should clarify the purpose of the restriction/envelope and what buildings and/or works the restriction/envelope restrictions apply to.
- If the subdivision application includes land affected by the access streets located either side of Glismann Road as identified in Figure 1 of this schedule, a staging plan must be prepared that demonstrates the delivery of the access street connections in the first stage of development and that the access street is constructed to the title boundary of the adjoining property.

CARDINIA PLANNING SCHEME

- A Transport Impact Assessment Report that responds to *Traffic works (May 2022) Glismann Road Residential Development, Beaconsfield, Traffic Impact Assessment Report* to the satisfaction of the relevant roads authority (be it Department of Transport or Council). If the road network and movement is altered through the preparation of the Development Plan, a new Traffic Impact Assessment Report must be provided to the satisfaction of the relevant roads authority (be it Department of Transport or Council).
- An Infrastructure Plan which addresses the following:
 - what land may be affected or required for the provision of infrastructure works;
 - what, if any, infrastructure set out in the contributions plan applying to the land is sought to be provided as "works in lieu" subject to the consent of the collecting agency;
 - any relevant traffic report or assessment;
 - the provision, staging and timing of road works internal and external to the land:
 - the first application to subdivide land with access to Glismann Road (Access StreetLevel 1.5) must be accompanied by a functional design for the entire length of the road, or a length of road to the satisfaction of Responsible Authority and include plans demonstrating the following:
 - a complete sight lines assessment along the roadway;
 - no vehicle access from individual properties along Glismann Road at the crest of the hill, and 30 m either side of the crest;
 - compliance with sight distance requirements as set out in Australian Standard AS2890.1 and Austroads Guide to Road Design;
 - a road pavement of 6.5 m;
 - no on-street parking at the crest and within the 30 m of the crest of the hill;
 - traffic calming devices as identified in Figure 1 of this Schedule;
 - a 3 m shared path on the western side only;
 - the landscaping of any land;
 - the provision of public open space with
 - the first application to subdivide land containing public open space must be accompanied by an indicative concept master plan for the entire local park; and
 - any other matter relevant to the provision of infrastructure required by the Responsible Authority.
- A Stormwater Management Strategy which provides for the staging and timing of stormwater drainage works, including temporary outfall provisions, to the satisfaction of Melbourne Water and the Responsible Authority.
 - An application to subdivide land must, in consultation with Melbourne Water and Cardinia Shire Council address the timing of the delivery of the levee bank shown in Figure 1, unless otherwise agreed by the Responsible Authority.
- An assessment by a suitably qualified cultural heritage professional that addresses the recommendations outlined in *Tardis Enterprises Pty Ltd (November 2010) The Glismann Road, Beaconsfield Structure Plan Cultural Heritage Management Plan (CHMP) 11452*.
- An assessment that responds to the *Meinhardt (March 2015) (updated May 2020 and May 2022), Glismann Road Development Plan Contaminated Land Study*:
 - A Preliminary Risk Screening Assessment (PRSA) in accordance with *DELWP (July 2021) Potentially Contaminated Land General Practice Note 30 (PPN30)* and relevant EPA guidance on PRSAs is required to determine whether to proceed with an Environmental Audit on the following properties:
 - 1 Glismann Road Lot 10 LP3783 Beaconsfield;

CARDINIA PLANNING SCHEME

- 2 Glismann Road Lot 2 LP64568 Beaconsfield;
- 8 Glismann Road Lot 25 LP3783 Beaconsfield; and
- 10 Glismann Road Lot 24 LP3783 Beaconsfield.
- Should a Preliminary Risk Screening Assessment deem an Environmental Audit to be necessary for any given property, the Audit must be completed prior to the commencement of construction or carrying out intrusive works (other than site investigation works to determine the level of contamination if any on the land) at that property.
- A flora and fauna assessment that responds to *Ecology Partners Pty Ltd (October 2010) Biodiversity Assessment for Area 1, 'Beaconsfield', Beaconsfield, Victoria*.
- A Native Vegetation Information Management (NVIM) report and establish the protection requirements for any vegetation to be retained.
- A Slope Management Plan be prepared by a suitably qualified person generally in accordance with the Slope Management Guidelines approved as part of the Development Plan. The Slope Management Plan must include an assessment of how the plan responds to the Slope Management Guidelines and include:
 - Identification of:
 - natural topography and any earthworks which may have occurred over time;
 - any fill which may have occurred over time; and
 - any works proposed to alter ground levels, where this can reduce areas of substantial slope.
 - Proposed road cross sections and long sections to demonstrate how slopes over 10 per cent are being responded to through the road design.
 - Details of all proposed batters, cut and fill earthworks, retaining walls, driveway crossover locations and drainage solutions required for the subdivision of land that includes an existing pre-development slope of greater than 10 per cent.
 - Detail of how the use of building envelopes (or an alternative design response) responds to the slope management methods utilised.
 - Detail of what works outlined in the Slope Management Plan will be undertaken by the developer prior to the issues of the Statement of Compliance.
- Building design guidelines and fencing controls which addresses the housing planning and design guidelines.
- A Landscape Masterplan which illustrates how the proposed development is responsive to the development including key themes, landscape principles and character that will define the subdivision and/or development.

If in the opinion of the Responsible Authority an application requirement listed is not relevant to the assessment of an application, the Responsible Authority may waive or reduce the requirement.

Conditions

A condition that requires either an envelope/notice of restriction or an agreement with the Responsible Authority under section 173 of the *Planning and Environment Act 1987* on the certified plan of subdivision, and recorded on the Certificate of Title of the land be implemented for the following:

- A restriction/envelope to prevent development on areas within the 'substantial area of slope 20 per cent and over' as shown in Figure 1 to this Clause.
- A restriction/envelope to maintain landscape character, native vegetation and significantly steep topographical features of the site were applicable.

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- Allow only one (1) single dwelling on each lot and specify that lots may not be further subdivided for areas within the 'substantial area of slope 20 per cent and over'.
- Building design guidelines and fencing controls.

The owner must pay for all reasonable costs (including legal costs) associated with preparing, reviewing, executing and registering the agreement on the certificate of title to the land (including those incurred by the Responsible Authority).

If a Preliminary Risk Screening Assessment (PRSA) deems an Environmental Audit to be necessary for any given property, then a permit must include the following conditions:

- Before the commencement of any use for a sensitive purpose; or before any buildings or works; or the commencement of construction or carrying out intrusive works (other than site investigation works to determine the level of contamination if any on the land); or before the certification of a plan of subdivision; whichever is the earlier in respect of all or that part of the land as the case may be an Environmental Audit must be provided to the Responsible Authority. The Environmental Audit must be completed in accordance with *DELWP (July 2021) Potentially Contaminated Land General Practice Note 30 (PPN30)*, the *Environment Protection Act 2017* and relevant EPA guidance on Environmental Audits.
- All the recommendations of the Environmental Audit must be complied with to the satisfaction of the Responsible Authority, prior to commencement of use of the site. Written confirmation of compliance must be provided by a suitably qualified environmental consultant or other suitable person acceptable to the Responsible Authority.
- Compliance sign off must be in accordance with any requirements in the environmental audit statement recommendations regarding verification of works.
- In the absence of a site management order and where there are recommendations on an environmental audit statement that require significant ongoing maintenance and/or monitoring the owner of the land must enter into a Section 173 Agreement under the *Planning and Environment Act 1987*.
 - The s 173 Agreement must be executed on the title of the relevant land prior to the commencement of the use and prior to the issue of a statement of compliance under the *Subdivision Act 1988*.
 - The owner of the land must meet all costs associated with drafting and execution of the Agreement, including those incurred by the responsible authority.

4.0
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Requirements for development plan

A development plan must be generally in accordance with Figure 1 of this Schedule and must be prepared to the satisfaction of the Responsible Authority for the whole site.

A development plan must include a vision statement, objectives, requirements and guidelines that will guide development in the development plan area.

Site analysis plan

- A site analysis plan that:
 - responds to the recommendations and mitigation measures outlined in:
 - *Ecology Partners Pty Ltd (October 2010) Biodiversity Assessment for Area 1, 'Beaconsfield', Beaconsfield, Victoria*
 - *Hansen Partnership (June 2014) Glismann Road, Beaconsfield Landscape Assessment*
 - *Hansen Partnership (August 2014) Glismann Road, Beaconsfield Landscape Management Framework*
 - *Trafficworks (May 2022) Glismann Road Residential Development, Beaconsfield, Traffic Impact Assessment Report*

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- *Meinhardt, (March 2015) (updated May 2020 and May 2022) Glismann Road Development Plan Contaminated Land Study*
- *Tardis Enterprises Pty Ltd (November 2010) Glismann Road, Beaconsfield Structure Plan Cultural Heritage Management Plan (CHMP) 11452*
- *Water Technology (July 2014) Glismann Road Drainage Scheme*
- *Water Technology (May 2016) Additional Flooding and Water Quality Assessments (Memo) (INC1633283)*
- identifies key interface areas within the site as well as between the site and adjoining development, including Beaconsfield Primary School, open space areas, public transport, walking and cycling connections; and
- identifies visually prominent hilltops and hillsides, including significant views of the site and views from the site, including:
 - the location of steep slopes of 20 per cent or more; and,
 - the location of vegetation.

Slope management guidelines

- Slope Management Guidelines for the subdivision and/or development of land with a predevelopment slope over 10 per cent that provides clarity and consistency for subdivision and development applications.
- The Slope Management Guidelines must include a statement of how the guidelines respond to the visual sensitivity of the area, topographical features and retention of areas with significant vegetation and other identified characteristics identified in the development plan, and include:
- Slope Management Design Principles for:
 - The road network, including typical road cross sections and long sections to demonstrate how slopes over 10 per cent are to respond through the road design.
 - Batters, cut and fill earthworks, retaining walls, driveway crossover locations and drainage solutions.
 - Lot layout and design guidelines.
 - Buildable areas / building envelopes including detail of how the use of building envelopes (or an alternative design response) can be used to respond to slope management.
 - Areas of slope over 20 per cent and options of how they could be managed through the implementation of a Slope Management Plan. No development is permitted on areas with existing pre-development slope of over 20 per cent.
 - Engaging in discussion with adjoining landowners regarding the treatment of the change in grade between the property boundaries.
- A statement of what works outlined in the Slope Management Plan will need to be undertaken by the developer prior to the issues of the Statement of Compliance.

Staging

- Details on staging of the subdivision and/or development including the provision of the internal road network.

Housing requirements and subdivision

- An indicative lot layout that:
 - includes a diverse range of lot sizes generally in accordance with Figure 1;
 - responds to the landscape character, topographical features and visual sensitivity of the area;

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- retains native vegetation; and,
- provides building envelopes to maintain landscape character, native vegetation and significantly steep topographical features.
- Acknowledgment that, based on the assessment of the road network capacity, the development plan lot yield is a total of 330 lots.
- Design guidelines for buildings and fencing to provide clarity and consistency for subdivision and development applications to ensure:
 - the siting, height, scale, materials, colours and form of proposed buildings and works will be designed to have the least visual impact on the environment and landscape;
 - dwellings and garages do not dominate the streetscape;
 - dwelling design provides for passive surveillance and attractive streetscapes;
 - topography is suitably addressed through dwelling, fencing and retaining wall design;
 - fencing visible from the public realm is minimised and, provides for passive surveillance and attractive streetscapes;
 - and landscaping provides for passive surveillance and attractive streetscapes.
- A housing capacity analysis that assesses how affordable housing will be distributed throughout the site and how the proposed mix and type of housing responds to local housing needs.

Vegetation, Landscape and views

- A landscape master plan that provides clarity and consistency for subdivision and development applications and:
 - responds to the recommendations and mitigation measures outlined in:
 - *Ecology Partners Pty Ltd (October 2010) Biodiversity Assessment for Area 1, 'Beaconsfield', Beaconsfield, Victoria*
 - *Hansen Partnership (June 2014) Glismann Road, Beaconsfield Landscape Assessment*
 - *Hansen Partnership (August 2014) Glismann Road, Beaconsfield Landscape Management Framework*
 - *Tardis Enterprises Pty Ltd (November 2010) Glismann Road, Beaconsfield Structure Plan Cultural Heritage Management Plan (CHMP) 11452*
 - enhances areas of native vegetation;
 - protects and maintains the visual prominence of vegetated hilltops and hillsides when viewed from outside the development plan area;
 - includes an indicative plant and materials schedule; and,
 - continues adjoining approved landscape themes.

Public open space

- Provide for an area of 0.3 ha of public open space area generally in accordance with Figure 1.

Road network and movement

- Roads must be designed and constructed generally in accordance with Figure 1 and a road network and movement plan must:
 - respond to the recommendations and mitigation measures outlined in *Trafficworks (May 2022) Glismann Road Residential Development, Beaconsfield, Traffic Impact Assessment Report* unless otherwise agreed by the Responsible Authority;

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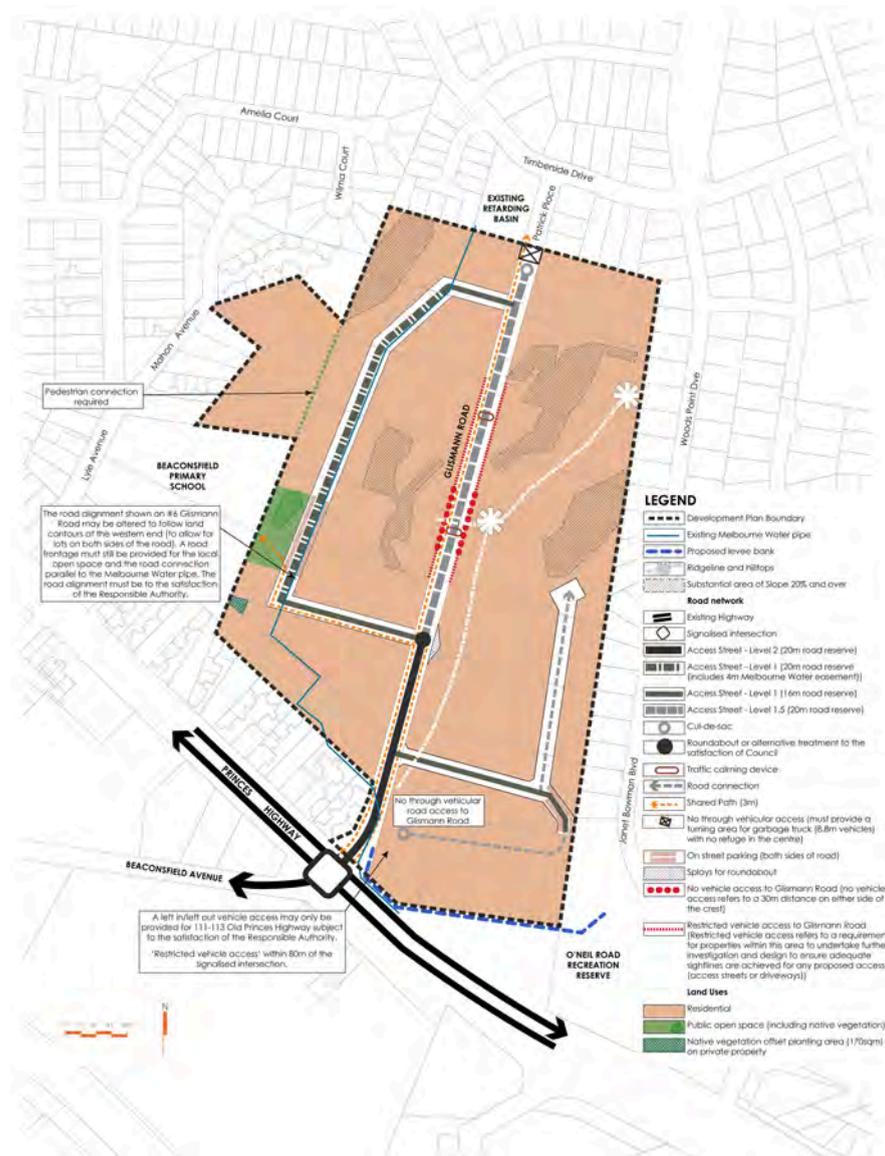
- respond to the existing topography and encourages an integrated solution that will provide connected street access through the Glismann Road area;
- provide an efficient, legible and safe internal movement and ensure all properties are development to their maximum potential;
- locate roads to minimise the extent of cut and/or fill that is visible from areas outside the site; discourage culs-de-sacs gaining access from Glismann Road;
- provide a shared path along the top of the levee bank proposed along the south border of the development site (Old Princes Highway);
- ensure there is no vehicular connection through to Patrick Place or Timberside Drive;
- ensure that roads abutting the proposed local park and the O’Neil Recreation Reserve are designed to achieve slow vehicle speeds, provide on street parking and designated pedestrian crossing points;
- demonstrate how pedestrian links to the reserves can be provided through the future local street network;
- show location of the 30 m no access location for Glismann Road; include indicative possible access points for driveways and/or side streets from Glismann Road;
- and address how the road connection will be facilitated between 111-113 (Lot 1, TP 627007), 115-117 (Lot 1, TP 579082), 119-121 (Lot 8, LP 3783), 123-125 (Lot 9, LP 3783) Old Princes Highway, Beaconsfield and 1 (Lot 10, LP 3783) Glismann Road, Beaconsfield.

Integrated water management and utilities

- An integrated water management plan that ensures residential developments provide an integrated water management system and:
 - responds to the recommendations and mitigation measures outlined in:
 - *Water Technology (July 2014) Glismann Road Drainage Scheme*
 - *Water Technology (May 2016) Additional Flooding and Water Quality Assessments (Memo) (INC1633283)*
 - includes a levee bank of 450 mm along the frontage of the four existing properties fronting Old Princes Highway and designed to:
 - follow the existing shared path located on Crown land;
 - abut 111-113 (Lot 1, TP 627007), 115-117 (Lot 1, TP 579082), 119-121 (Lot 8, LP 3783), 123-125 (Lot 9, LP 3783) Old Princes Highway, Beaconsfield;
 - allow ingress and egress for the existing residences located along Old Princes Highway;
 - cross the table drain to the east, and in order to provide the greatest protection to the property at the eastern end (123-125 (Lot 9, LP 3783) Old Princes Highway, Beaconsfield) the alignment will need to include a structure to drain the local catchment upstream of the levee.is in accordance with current best practice water quality initiatives.
 - An infrastructure plan that ensures all lots have access to potable water, electricity, reticulated sewerage, drainage, gas and telecommunications infrastructure.

Figure 1: Glismann Road Development Plan

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National Relay Service (NRS)
TTY: 133 677 (ask for 1300 787 624)

Speak and Listen (speech-to-speech relay)
1300 555 727 (ask for 1300 787 624)



Translator Interpretation Service
131 450 (ask for 1300 787 624)

7.2 General Reports

7.2.1 PAKENHAM GOLF COURSE (DEEP CREEK RESERVE) RECOMMENDATIONS

Responsible GM:	Debbie Tyson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>2. Vibrant Places</p> <p>2.5 Community and open space infrastructure - We plan, deliver and maintain recreation facilities, open spaces and places that support community connection and promote the health and wellbeing of the community.</p> <p>5. Responsible Leaders</p> <p>5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.</p> <p>5.3 Long term financial sustainability - We manage Council's resources prudently and efficiently to ensure long-term financial sustainability.</p>

Recommendation

That Council:

- Notes the findings of the Pakenham Golf Course community engagement outcomes report.
- Endorses officers to undertake an Expression of Interest (EOI) process for the future management of the Pakenham Golf Course, with the option for a long-term lease arrangement. The EOI will invite proposals aligned with the three golf options outlined in the Feasibility Study.
- Acknowledges that it has not made a decision to continue golf at the site, and that any future decision regarding the continuation of golf will be informed by the proposals received through the EOI process.

Executive Summary

Council officers engaged Insync, an independent consultancy, to design and support the community engagement process which presented the future options for the Pakenham Golf Course. Insync, who recently oversaw the Council Plan community engagement process, brought expertise and an independent perspective to the process, supporting officers to deliver a thorough engagement program.

The Feasibility Study presented three potential options for the Pakenham Golf Course with varied financial constraints and delivery timelines for consideration:

- Continue with golf (with 3 different sub-options).
- Replace golf with active open space.
- Replace golf with passive open space.

The Feasibility Study and Outcomes Report from the community engagement are attached as part of this report.

The engagement program included surveys, pop-up events, targeted outreach, and broad promotion to ensure diverse community representation. A total of 532 surveys were

completed, and 4 submissions were received. While some demographics were over or underrepresented, the overall sample was considered a fair reflection of the local community.

There was strong support for continuing golf, with 82% of participants indicating that continuing golf would meet community needs well or very well. Reasons included local demand, health and wellbeing benefits, and perceived viability of the course. Golf option 1 (business as usual) was favoured for preserving access and offering a low-cost approach, though concerns were raised about funding and inclusivity. Golf options 1a and 1b, which proposed investment in off-course facilities, received mixed feedback however, participants appreciated the broader appeal and family-friendly features whilst having concerns about cost, site impacts, and management.

Open space options were less supported, with only 23% indicating they met community needs well or very well, while 64% felt they met needs only slightly or not at all. Supporters valued nature protection and broader community use, while others preferred retaining golf and questioned cost and impact of active open space.

The key message to the community through the engagement process was that Council will use the feedback received alongside other sources of information outlined in the feasibility report including costs, risks, benefits, community need and impact, to decide the future of this site. Community feedback is one source that will help guide next steps.

The Feasibility Study identified that a golf course in Pakenham is not surplus to the needs of golfing in Cardinia and is considered economically viable, consistent with community feedback.

If endorsed by Council, officers will undertake an Expression of Interest (EOI) process for the future use of the Pakenham Golf Course, with the option for a long-term lease arrangement. The EOI will invite proposals aligned with the golf options outlined in the Feasibility Study and seek details on proposed management models, lease terms, and investment levels, allowing flexibility in responses.

Council has not committed to continuing golf at the site. The EOI process will inform future decision making.

Background

In May 2023, the Pakenham Golf Club went into voluntary administration with significant debt. Council worked with administrators to manage the facility until October 2023 when Golf Services Management (GSM) then commenced a 15-month agreement with an option for a further 12 months.

The Pakenham Golf Course closed at the end of March 2025, after GSM advised they would not exercise the extension options of their management agreement. Council and GSM worked closely to consider options for GSM to continue managing the course. Unfortunately, there was no financially viable options for both parties, and GSM made the decision not to enter the second term of their agreement.

Independent audits found irrigation failures and a persistent weed infestation. Industry experts advised that major investment was needed due to infrastructure failures not identified before GSM's contract arrangement. The weed cannot be easily treated and is likely to require complete replacement of affected greens.

In January 2025, Council officers engaged consultant Stephen Thorpe from Nova Ratio to complete a Feasibility Study on the Pakenham Golf Course. The purpose of the Feasibility

study was to provide independent advice to Council on the future land use options, with a particular focus on understanding the ongoing viability of golf at Deep Creek Reserve.

The study was required under State Government Ministerial Guideline Directive 21 (Golf Course Redevelopment) to ensure any change in golf course land use benefits the community and considers public land needs, long-term planning, and environmental impacts. The study considered information, expertise, and reports from Council staff and internal Council departments, as well as external independent information and advice from Golf Australia and consultant WellPlayed.

While the study found that the course is not surplus to the needs of golf and is economically viable, it also identified open space options for the site, including passive and active. These options could be explored if golf is not the most suitable option for the future of the site. The potential options with varied financial constraints and delivery timelines prepared for consideration were:

1. Continue with golf (with 3 different sub-options).
2. Replace golf with active open space.
3. Replace golf with passive open space.

Each option has been compared based on the extent to which it achieves the goals in Council's adopted plans, the cost to implement the option, and the impacts of the option. The options are further described and compared in the feasibility study.

The next step in the process was to undertake community engagement and understand the views of the community. Community feedback will be considered by Council in deciding the future of the Pakenham Golf Course, alongside the financial feasibility, risks, benefits, community needs, and impacts.

In August 2025, officers engaged consultant Insync, who undertook a peer review of the engagement plan and provided guidance on the engagement approach, drafted engagement questions, key messages, and FAQs to guide consistent communication. The support also included the development of a monitoring and evaluation framework, regular pulse checks of engagement data, regular check ins on the engagement approach and the analysis and preparation of an independent engagement report.

The engagement purpose was to invite community feedback for Council to review and consider as it investigates the options for the future use of Pakenham Golf Course. The objectives of the engagement were to:

- promote the engagement opportunity widely so people hear about the project and know how to provide feedback
- ensure an accessible and inclusive engagement that hears from the range of community groups and cohorts with an interest in the site's future
- raise awareness of the site's limitations and opportunities, and ensure the community understands the rationale and process for engagement and planning
- understand community sentiment about how the site is used now, and to seek feedback on the options, and
- collect feedback from the community that is useful for Council to inform decisions.

The questions provided to the community were designed to test community sentiment about the site's future use while aligning with the project's objectives, scope, and Ministerial Planning Guidelines. In the peer review process, Insync considered potential risks and ensured that negotiables and non-negotiables were clearly articulated throughout

communications to help manage community expectations. They also focused on identifying accessible engagement methods and ensuring clarity of communication.

Community engagement for the Pakenham Golf Course opened on 19 August 2025 and closed on 17 September 2025. Before providing feedback, the community were encouraged to read the Feasibility Study and/or FAQs as they included important details on the options.

Identifying negotiables and non-negotiables helped to clarify the scope of engagement both internally and for people who took part.

Negotiables:

- Community feedback will guide Council's investigation into the potential restoration of golf at the site including which option to pursue.
- Community feedback will help Council to understand community sentiment for alternative option of open space if it is determined that golf is not pursued.

Non-negotiables:

- Options presented in Feasibility Study are the only options Council is exploring at this time.
- None of the options requires re-zoning of the land to other purposes. There will be no site usage outside of permitted Zoning (EPRS Public Park and Recreation Zone).
- All options have been considered with attention to potential future changes of land use in surrounding areas.
- The community will not be asked to vote on which option is preferred as the purpose of the engagement is to understand community sentiment.
- Council is required to follow the Ministerial Planning Guidelines for the Conversion of Golf Course Land.
- Which option is progressed and how, is a Council decision.
- Management model options for the site are not part of this stage of engagement and may be subject to future discussions.
- None of the options affect continued implementation of the masterplan for the southern section of Deep Creek Reserve.
- All options include continuing the operation of the function centre and cafe.
- Existing lease arrangement with Cardinia Environment Coalition (CEC) will remain in place.
- Current facilities on site including the Eco Play space and water play area, plant nursery, BBQs and Bunurong Cultural education facilities were not part of this engagement.
- While the community can provide feedback on the estimated cost for each option, funding is subject to budget allocation and/or market interest in the site and will be informed by internal discussions
- Flood overlay and drainage issues of the site are known and not in scope for the engagement.

A range of engagement methods and promotional tools were used to ensure diverse voices and perspectives were represented through the engagement. A stakeholder analysis was undertaken, and engagement recommendations were followed. The methodology included both quantitative and qualitative techniques, combining a structured survey with more interactive conversations and targeted outreach.

The promotion included digital and print media, and targeted communication with community groups including: the golf community, Pakenham community groups and sports clubs, Women & Girls Sports Participation Network, Pakenham primary schools, secondary schools and

student leaders, Pakenham Probus, Men's Shed, Rotary, Cardinia businesses, and Council's Advisory Groups.

Below is a summary of all promotional activity during community engagement:

- A Creating Cardinia webpage hosted project information – the site had 3,947 views and 3,623 visits, 484 downloads of the Feasibility Study
- A digital banner promoting the project featured on the main Council webpage for 4 weeks
- Media release on 18 August 2025 was shared in local print media and provided to community groups to share in e-newsletters.
- Posters delivered and displayed at Pakenham library, Cardinia Life, Pakenham community sports clubs, businesses on Racecourse Road
- 6 corflutes signs and 6 posters displayed at Pakenham Golf Course Function centre, Cardinia Environment Coalition, playground, toilet block, walking trail and car park
- Facebook post with a reach of 7,163 clicks
- Connect + e-news electronic newsletters included promotion of the project
- 4,448 letter drops to residential areas and estates surrounding the golf course
- Emails sent to community groups, local schools and Council's advisory groups

All participants attending a pop-up event were invited to complete the online survey, if they had not already done so. Council officers circulated the site during pop-ups to discuss the project with passers-by, and these are recorded as intercepts.

Although there was a reasonable demographic mix, some demographics were over or underrepresented in the engagement. In summary:

- In total 532 people completed the survey. Not all participants answered every question.
- The median age of respondents was between 45-49, while the median age of Cardinia residents is 34. Despite the difference, this is a fair representation of Cardinia residents who could reasonably be expected to respond. If excluding young children, the median age of Cardinia residents over the age of 15 is between 40-44.
- Men were over-represented (65%), and women were under-represented (35%)
- Most participants lived in Pakenham (76%). The next most common location within Cardinia was Officer and Officer South (6%), and 8% of respondents were from outside of Cardinia.
- Approximately three quarters of participants (77%) described themselves as nearby residents.
- Slightly more than half of participants played golf either occasionally or regularly at the site. Golf Australia estimates that about 19% of adult Australians played golf in 2023/24 (see Feasibility Study).
- Half of the participants also responded that they visit the site either occasionally or regularly.

The engagement report prepared by InSync is attached as part of this report.

Golf options

When exploring options for continuing golf, most participants (82%) thought that golf met community needs *well* or *very well* – *further breakdown provided below:*

Figure 9: How well does golf meet the needs of community



Themes from respondents noted:

- Most respondents spoke about meeting the local demand for golf.
- Participants shared the recreational, health and wellbeing benefits of golf.
- Many respondents suggested the golf course was viable.

Option 1 – Golf

Option	Likes	Concerns
Golf option 1: Business as usual with aim to re-establish the existing course with initial investment only in maintaining the current offering.	<ul style="list-style-type: none"> • Most participants liked that this option would preserve local access to golf. • Participants valued maintaining community access and connectivity. • Participants supported a simple, lower-cost approach to reopening the site. 	<ul style="list-style-type: none"> • Many participants were concerned about funding and maintenance. • Other participants were concerned about ensuring the site remained inclusive.
Golf option 1a: Limited investment in off-course facilities (e.g. mini golf, driving range, simulators) to boost participation and generate some income for Council.	<ul style="list-style-type: none"> • Participants liked that option 1a would retain the golf course as its primary function. • Many liked the proposed alternative activities. • Participants noted access for young families. 	<ul style="list-style-type: none"> • Respondents were concerned about impacts to the course. • Participants were concerned about site management and funding. • Participants worried about impacts to surrounding residents.
Golf option 1b: Greater investment in off-course facilities to maximise participation and greater financial revenue for Council.	<ul style="list-style-type: none"> • Participants thought that investing in off-course facilities would expand its appeal. • Participants supported prioritising golf for long-term success. 	<ul style="list-style-type: none"> • Participants questioned whether the project would deliver value for money. • Participants were concerned about neighbourhood impacts. • Participants were concerned about protecting community access to nature.

After reading a brief description about options for open space, including active open space and passive open space, a total of 23% of participants thought that open space met community needs *well* or *very well*, while 64% of participants responded *not at all*, or *slightly*.

Open Space options

Participants who thought open space would meet community needs *well* or *very well* commonly spoke about open space serving the whole community whereas golf would cater only to a small portion of the community. These participants shared a desire to protect nature.

Of the 64% of participants who thought open space would meet community needs *slightly* or *not at all*, many participants reiterated their interest in retaining golf and many thought active space was high in cost and impact.

Figure 10: How well does open space meet the needs of community



Option 2 and 3 – Open Space

Option	Likes	Concerns
<p>Open space including passive and/or active open space at Deep Creek Reserve.</p>	<ul style="list-style-type: none"> Many participants were supportive of passive, low impact uses including walking and cycling trails or multi-use paths and protecting wildlife. Other participants supported active open space. 	<ul style="list-style-type: none"> Most participants were concerned about retaining the golf course. Many participants were concerned about value for money. Participants were also concerned about neighbourhood and environmental impacts. Many participants were concerned about safety.

Submissions were not invited during the engagement period however four submissions were received with some including suggestions that were outside the scope of this engagement.

Two submissions were received in support of the reestablishment of golf on site, and highlighted benefits to community health and wellbeing. They noted interest in having the café reopened, options for improving safety and access to the site, and for the natural environment at Deep Creek to be well considered and restored. One submission also noted protecting the site from housing development and noted the environmental value of the golf course.

One submission was provided to Council suggesting rezoning the land for housing. Rezoning of the site for housing is not being explored. This submission is outside of the scope of engagement and is not being considered by Council.

One submission provided a separate survey conducted by a local community group with a focus on golf. The line of questioning was beyond the scope of this engagement, and results of this survey cannot be validated. Therefore, this submission will not be being considered by Council.

EOI Process for future management of Pakenham Golf Course

Pending Council endorsement, Council officers will commence an Expression of Interest (EOI) process. This process will test the market and invite proposals for the site's future use, focusing on the three golf options outlined in the Feasibility Study.

The EOI will seek submissions from interested parties detailing proposed management models, lease terms, and investment levels, with flexibility in responses. Proposals will be required to outline a financially sustainable approach and present clear benefits for Council and the community. The process will include:

- Engaging a specialist consultant to assist with technical documentation and provide market insights
- Preparing and releasing the EOI to the open market
- Evaluating submissions based on experience, financial capacity, and community benefit

This approach is intended to help Council assess the most suitable operating model and investment pathway for the site's future. It is estimated the EOI process will take 6–12 months, noting there are unknowns including level of investment (by Council and/or operator), infrastructure improvements, and timing.

Policy Implications

Respondents to the community survey indicated participation in a wide range of sport and active recreation activities, this diversity is reflected in Council's Active Cardinia Strategy, which ranked Golf as the 10th activity by frequency of participation.

The Cardinia Open Space Strategy has identified Deep Creek Reserve as the largest open space in the Pakenham profile area. The total provision of open space in the Pakenham profile area exceeds the benchmark of 5ha/1,000 residents for current and forecast population. The current provision is 7.4ha/1,000 residents. This provision would increase by approximately 15% if the Pakenham Golf Course became passive open space. The current provision of active open space is below the benchmark of 2ha/1,000 residents. To meet this benchmark, an additional 71ha of active open space is needed, which increases to 85ha by 2031 with population growth. Access to open space in this area is enhanced by the connection from Pakenham East Railway into Deep Creek Reserve.

Financial and Resource Implications

The Feasibility Study identified high level costs for each of the golf options. The cost estimates provided have not been validated. Submissions will invite interested parties to outline investment levels as part of the proposal.

Council will continue to maintain the golf course to the current standard during the EOI period.

Climate Emergency Consideration

Deep Creek Reserve holds significant biodiversity value, particularly in its wetlands and remnant vegetation. The site functions as a low-quality but important urban biolink node, connecting multiple creeks and wetlands. The southern half, with its permanent and ephemeral wetlands, is particularly valuable due to its ecological importance, but also functions as a drainage reserve, supporting the surrounding residential areas and improving resilience in a changing climate. Further ecological studies are essential to inform any future land use or development planning.

Consultation/Communication

Consultants Insync were engaged to support Council with guidance for engagement for the future of Pakenham Golf Course at Deep Creek Reserve. They provided an independent peer review of Council's engagement plan ensuring we were meeting our legislative and policy

requirements for deliberative community engagement, as well as following the Ministerial Guidelines for the redevelopment of golf courses.

The purpose of the engagement was for Council to understand how the community prefers to use the site and what the community thinks about the options when considering all factors, including financial implications for rate payers, community benefits, and potential impacts. Council will use this feedback along with the findings of the Feasibility Study to determine the most sustainable future for Deep Creek Reserve.

The attached Outcomes Report provides a summary of the engagement process and key findings.

The tools and techniques used to promote community engagement and gather feedback included media briefings, stakeholder networks, mail-outs and newsletters, community panels, letterbox drops, signage, summary documents, phone calls, and emails and the online Creating Cardinia page, and drop-in sessions.

Three on-site community drop-in sessions were run onsite at the Deep Creek Reserve Centre:

- Wednesday, 27 August 4:00 pm–6:00pm
- Friday, 5 September 10:00 am–12:00pm
- Saturday, 6 September 1:00 pm–4:00pm

FAQs about the project were made available on the Creating Cardinia page and updated throughout the life of the project.

There was media interest with several articles in local newspapers.

The Cardinia Environment Coalition (CEC) who have continued to operate as a lessee from the site have been kept informed regularly.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. A Gender Impact Assessment (GIA) was completed as part of the Pakenham Golf Course Feasibility Study and Community Engagement, and identified a number of recommendations:

- If Pakenham Golf course is to remain as a golf course, ensure it remains a public access golf course, and any future operator considers how to support and increase female participation and inclusiveness for all abilities, ages, cultures, and religions.
- Any redesign of the golf course should consider all abilities access and apply CPTED principles to support perceptions of safety for female participation.
- As part of community engagement, questions were asked to support further understanding of gender and barriers to participation.

Attachments

1. Attachment 1 - Pakenham Golf Course - Outcomes Report October 2025 [7.2.1.1 - 25 pages]
2. Attachment 2 - Pakenham Golf Course - Feasibility Study August 2025 [7.2.1.2 - 77 pages]

Pakenham Golf Course and Deep Creek Reserve

Community engagement outcomes report



Success. Mapped.



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Success. Mapped.

Introduction

Site history

In the 1970's, the Shire of Pakenham proposed a scheme to set aside land along Ryan Road and the Princes Highway for recreation, drainage, and roads. Surrounding landowners transferred parcels of land to Council, with the understanding that the land would remain as public space and a recreation area. The Pakenham Golf Club and clubhouse was established in the early 1980s, under a long-term lease with Council due to expire in 2034.

In 1999, the Cardinia Planning Scheme reserved the land as Public Park and Recreation Zone (PPRZ). Attempts to rezone parcels for redevelopment were refused in both 2004 and 2016, with application assessments citing inadequate justification for change and the need to protect public open space.

In 2010, Council adopted a masterplan that provided for environmental improvements, a new golf clubhouse and community facility, all-abilities play space, wetlands, trails, and a plant nursery at Deep Creek Reserve. This masterplan was fully realised, demonstrating Council's commitment to balancing golf operations with wider community use.

Golf course closures and financial challenges

The golf course has faced two major disruptions in recent years. In May 2023, the Pakenham Golf Club went into voluntary administration with \$1.2 million debt. Council worked with administrators to manage the facility until, in October 2023, private enterprise GSM was appointed as operator under a 15-month agreement with an option for a further 12 months. In June 2024, GSM understood that it would be faced with operational losses due to the poor condition of the greens, and in September 2024, a contractor estimated that \$1.7 million would be needed for upgrades to replace the irrigation system and upgrade tees and fairways.

In December 2024, Council officers met with Council to negotiate a further lease, however investment for and upgrades would be required by Council. Council would not commit to further investment without a clear strategic understanding of the future of golf course at Deep Creek. As such, GSM confirmed it would end the agreement on 31 March 2025. The course has since remained closed.

Feasibility Study

In January 2025, Council commissioned Nova Ratio to undertake a [Feasibility Study](#) into future land use, focusing on the viability of golf. Golf Australia and WellPlayed Golf Business Consultancy provided specialist insights to the study. Their findings concluded that golf remains viable at Deep Creek Reserve, provided there is investment and a sustainable management model.

The Feasibility Study presented three potential options for Council, and considers balancing financial implications, infrastructure renewal, and community needs. These options included reestablishment of golf, creating active open space or passive open space.

Requirements for community engagement

The Victorian State Government has established clear [requirements for golf course redevelopment](#). This framework requires that in investigating a conversion of golf course land:

- the viability of golf must first be tested,
- if not viable, other open space uses must be considered, and
- only if no open space use is appropriate, can land be considered for sale, with proceeds reinvested in public benefit.

The Guidelines requires robust community engagement, as does Council’s [Community Engagement Policy 2025 – 2029](#), which outlines that community engagement should occur when a proposed change:

- will significantly affect the community,
- is likely to generate community concern,
- requires additional information for Council to make a decision, or
- is subject to legislative requirements that set out specific community engagement processes.

The Feasibility Study outlines its alignment with this framework and a pathway for community engagement. Engaging the community on the options for the land as outlined in the Feasibility Study ensures that local voices are considered in shaping decisions about the reserve’s future.

Engagement purpose

The purpose of this engagement was for Council to understand how the community prefers to use the site and what the community thinks about the options when considering all factors, including financial implications for rate payers, community benefits, and potential impacts. Council must now carefully consider community views and the findings of the Feasibility Study to determine the most sustainable future for Deep Creek Reserve.

Figure 1 outlines the timeline for the project.

Report purpose

This report provides a summary of the engagement process and key findings for Pakenham Golf Course and Deep Creek Reserve.

It has been prepared independently by Insync, an engagement consultancy. Insync provided strategic advice to Council on the development of the engagement and compiled this report as an impartial assessment. All data and feedback collected through the engagement are available to Council for review and consideration.

Council will use the feedback in this report, alongside many other sources of information, including costs and financial feasibility, risks, benefits, community needs and impacts , to decide the future of this site. Community feedback is one source that will help guide the decision.

Figure 1: Timeline



Engagement approach



Success. Mapped.

Methodology

This section outlines the engagement purpose and objectives, and the approach taken to gather insights and feedback from the community.

Engagement purpose and objectives

The engagement purpose was to invite community feedback for Council to review and consider as it investigates the options for the future use of Pakenham Golf Course. The objectives of the engagement were to:

- promote the engagement opportunity widely so people hear about the project and know how to provide feedback
- ensure an accessible and inclusive engagement that hears from the range of community groups and cohorts with an interest in the site’s future
- raise awareness of the site’s limitations and opportunities, and ensure the community understands the rationale and process for engagement and planning
- understand community sentiment about how the site is used now, and to seek feedback on the options, and
- collect feedback from the community that is useful for Council to inform decisions.

Engagement approach

A range of engagement methods and promotional tools were used to ensure diverse voices and perspectives were represented. A stakeholder analysis was undertaken and followed. The methodology included both quantitative and qualitative techniques, combining a structured survey ([Appendix A](#)) with more interactive conversations and targeted outreach.

All participants attending a pop-up event were asked to complete a survey, if they had not already done so. The pop-up event at Pakenham Marketplace was not only focussed on Pakenham Golf Course but was part of a wider engagement for *Cardinia on the move* and promoted many Council engagement projects. Council officers circulated the site during pop-ups to discuss the project with passers-by, and these are recorded as intercepts.

Engagement activities and participation are outlined in Table 1.

Table 1: Summary of engagement activities

Activity	Date	Participation
Online survey – hosted on Creating Cardinia webpage (see Appendix A)	19 August – 17 September 2025	532 completed surveys
Deep Creek Reserve pop-ups	Wednesday, 27 August 2025 4.00pm – 6.00pm	25
	Friday, 5 September 2025 10.00am – 12.00pm	30
	Saturday 6 September 2025 1.00pm – 4.00pm	10 attendees; 10 intercept
Pakenham Marketplace pop-up	Tuesday, 9 September 2025 (1.00pm- 4.00pm)	20 intercept
Hard copies of survey provided to local council facilities and made available by request.	19 August and restocked as needed	7 (included in online surveys)

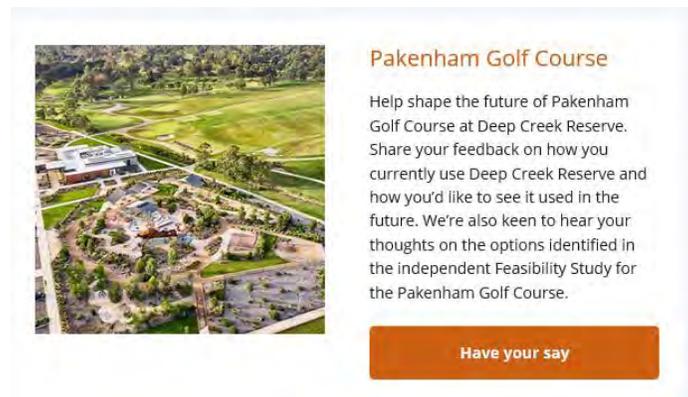
Promotion

The following page details how the opportunity to engage was shared with the community. The promotion included digital and print media, and targeted communication with community groups including: the golf community, Pakenham community groups and sports clubs, Women and Girls Sports Participation Network, Pakenham primary schools and secondary schools and student leaders, Pakenham Probus, Men’s Shed, Rotary, Cardinia businesses, and Council’s Advisory Groups.

A total of 4,448 letters were sent to properties near the site, including residents, businesses, shopping centres, primary schools and secondary school and faith groups. The letter included:

- a link to the online survey and details on how to access paper surveys
- a link to the Feasibility Study
- an invitation to talk with staff at pop-ups, and
- details of translation services and National Relay service for people who are deaf or require speech assistance.

Figure 2: Targeted promotional Connect + e-news



A summary of all promotional activity is provided in Table 2.

Table 2: Promotion methods

Promotion methods
A Creating Cardinia webpage hosted project information – the site had 3,947 views and 3,623 unique visits, 484 downloads of the Feasibility Study
A digital banner promoting the project featured on the main Council webpage for 4 weeks
Media release on 18 August 2025 was shared in local print media and provided to community groups to share in electronic newsletters.
Posters delivered and displayed at Pakenham library, Cardinia Life, Pakenham community sports clubs, businesses on Racecourse road.
6 corflutes signage and 6 posters displayed at Pakenham Golf Course Function centre , Cardinia Environment Coalition, playground, toilet block, walking trail and car park
Facebook post with a reach of 7,163 with direct and other clicks 1,151
Connect + e-news electronic newsletters included promotion of the project
4,448 letter drops to all addresses with 1 kilometre of the golf course
Emails sent to community groups, local schools and Council’s advisory groups
Eight internal emails were sent to inform staff to share the opportunity and encourage feedback

Limitations

The engagement methodology was designed to be robust and inclusive. There were, however, limitations that should be acknowledged in reading this report. These are outlined below.

- Until 26 August, the question “How do you currently use Deep Creek Reserve?” was mistakenly available as a *select one* response rather than the intended *select all that apply*. A total of 228 participants responded as a *select one*. After this date, the question was changed to a *select all that apply* response. Data prior to 26 August was not available in this analysis.
- Until 28 August, respondents could not enter their age, affecting the first 264 survey responses.
- Survey age brackets do not fully align with ABS 2023 categories. Where exact matches were unavailable, Cardinia’s population was estimated by distributing people evenly within each ABS bracket (for example, if ABS data showed there were 1,000 people in the 15-19 bracket, it was assumed that there were exactly 200 15-year-olds, 200 16-year-olds, etc.).
- Due to rounding, some charts may not sum to 100 and some items with only one respondent may be rounded to zero.
- Participants self-selected to participate. Overall, there was participation from a broad range of community members; however, participants are not considered to be statistically representative of the Cardinia community.
- Participants could self-describe as nearby residents; the survey set no boundaries on what qualifies as nearby.
- A higher proportion of survey responses came from Pakenham. Additional local interest in this project was expected but should be kept in mind when interpreting results.
- For some questions, respondents could select one or many options, which may inflate counts. In these questions, the total number of responses can exceed total number of participants.
- Feedback received through engagement and has been summarised and presented as key themes in this report. It does not provide a quantitative analysis of all feedback provided.
- The analysis of engagement data was undertaken by Insync’s team of consultants. As research practitioners, Insync apply sophisticated AI tools to assist in data analysis. All AI analysis is undertaken in line with Insync’s AI policy, which can be found [here](#).
- Even with a thorough quality assurance process there may be a small margin of error due to individual interpretation. Every effort is made to summarise feedback accurately and comprehensively. Where responses are open-ended, interpretation is required, and assumptions are made in the analysis.
- This report focuses on the results of the survey. All pop-up participants were asked to complete a survey. Additional insights from conversations at pop-ups are available to Council for consideration.
- Four submissions were received with some including suggestions that were outside the scope of this engagement. This feedback has been included in summary form, and all submissions have been provided to Council for consideration.
- Participants may have completed more than one survey. All responses have been reviewed for duplication. The risk of the duplicates impacting the findings is low.
- Participants assumed that options 1a, and 1b for golf would require a reduction of the current 18-hole golf course. This was not stated in the Feasibility Study or survey.
- Some quotes have been condensed or had minor spelling errors corrected. The meaning of the statement has not been altered.
- Demographic localities have been grouped for the purpose of reporting.

Participants

The following pages outline who participated in the engagement. It includes an overview of the demographic mix of participants as compared to local demographic statistics. Though there was a reasonable demographic mix, some demographics were over or underrepresented in the engagement.

- In total 532 people completed the survey. Not all participants answered every question.
- The median age of respondents is between 45-49, while the median age of Cardinia residents is 34. Despite the difference, this is a fair representation of Cardinia residents who could reasonably be expected to respond. If excluding young children, the median age of Cardinia residents over the age of 15 is between 40-44.
- Men were over-represented (62%), and women were under-represented (33%).
- Most participants lived in Pakenham (76%). The next most common location within Cardinia was Officer and Officer South (6%), and 8% of respondents were from outside of Cardinia.
- Approximately three quarters of participants (77%) described themselves as nearby residents.
- Slightly more than half of participants play golf either occasionally or regularly at the site. Golf Australia estimates that about 19% of adult Australians played golf in 2023/24 (see [Feasibility Study](#)).
- Half of participants also responded that they visit the site either occasionally or regularly.

Figure 3: Gender

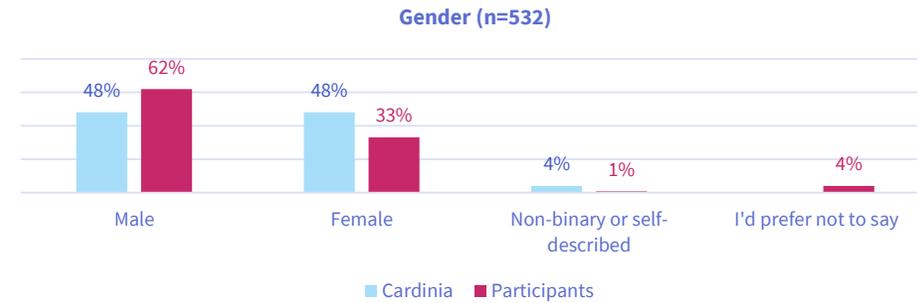


Figure 4: Diversity

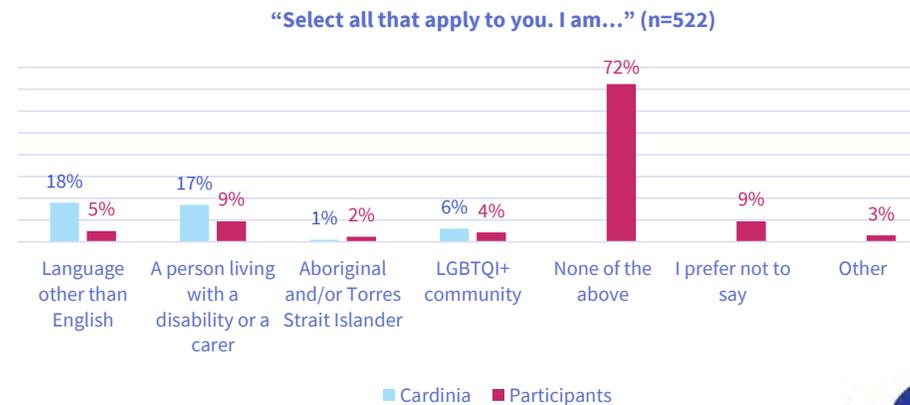


Figure 5: Connection to the site



Figure 6: Age

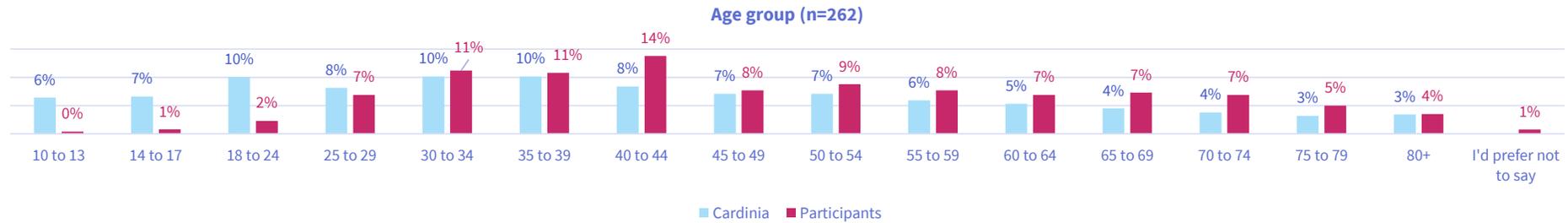
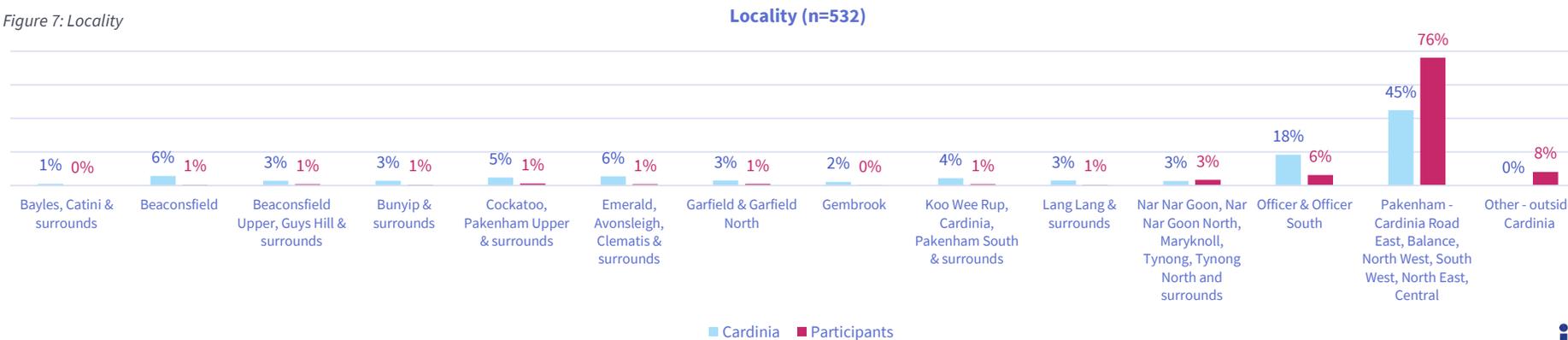


Figure 7: Locality





Success. Mapped.

Key findings

How people use the site and what they value

Participants were asked, “How do you currently use Deep Creek Reserve?” and were provided with a list of options to answer the question. They could select as many options as applicable*. Most respondents selected the *Golf course (when operational)*, the *Café (when operational)*, and for *Walking/trails* (see Figure 8).

Figure 8: How participants use Deep Creek Reserve



*Please note limitation on page 8 of this report.

Respondents were asked, “What do you value about the site?”

The majority of participants valued the site for the golf course. These respondents often simply said “Golf”, “The Golf Course”, or similar. They noted the importance of maintaining local access to golf, the sport’s appeal for all ages, and the social and health values of playing golf.

Many see the site as important to wellbeing and social benefits. Many participants see the site as important to their overall wellbeing, valuing the site as a place for physical exercise, relaxation, seeing friends and family, experiencing nature, and visiting the café and bistro. They noted the site is accessible for families and residents of all ages.

Participants valued the site for its natural environment. Participants valued the site because it provides habitat for wildlife, scenic value to the community, and opportunities for environmental education. Some of these participants also noted the importance of protecting the site as undeveloped green space.

Other recreational values were frequently highlighted. Participants noted using the play spaces and open greenspace for play, walking trails and dog walking. A smaller number valued the site as an opportunity to include other sports facilities.

- “...playing games and after game comradeship with fellow golfers. Establishment of long-term friendships ... park amenities, exercises, enjoying nature.”
- “A golf course is an asset not a liability... once lost it will never be recovered. These courses provide for birds and animals as well, like an oasis in a human jungle. And promotes health as well.”
- “I walk my dogs daily on the golf course, it’s the most beautiful serene place to walk. Our favourite place is to sit at the top of the dam and watch the pelicans before roaming freely over the course.”

Options for the site

Participants were presented with details on each of the three options for continuing golf on site, and an option to convert the site to open space. For each option, participants then responded to the question: “What do you like about this option?” and “Do you have any concerns about this option?” The options and a description is in the table below.

Table 3: Options for the site

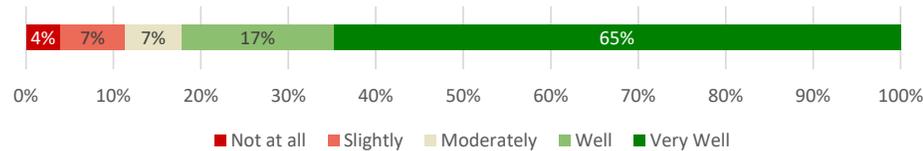
Option	Description
Golf option 1: Business as usual with aim to re-establish the existing course with initial investment only in maintaining the current offering.	This option has the lowest financial investment (estimated \$1.9M) of the golf options. It will require Council to invest, however, it may be inviting for a partnership (i.e. private investment). This approach may attract lower participation, and lower impact to neighbouring communities.
Golf option 1a: Limited investment in off-course facilities (e.g. mini golf, driving range, simulators) to boost participation and generate some income for Council.	This option balances sensible financial investment (estimated \$2.8M) with increased participation, and potential revenue for Council. It may be more inviting for partnership, reducing how much funding Council would need to contribute. Increased participation may impact neighbouring communities.
Golf option 1b: Greater investment (estimated \$5.9M) in off-course facilities to maximise participation and greater financial revenue for Council.	This option will require a greater partnership investment and will take a longer time to deliver. This option potentially has a major impact on neighbours through increased traffic and noise.
Open space including passive and/or active open space at Deep Creek Reserve.	<p>If golf is not found to be the best option to meet community need or not a good financial investment, then we will explore other options as outlined in the Feasibility Study, including passive or active open space.</p> <p>Active open space could include redeveloping approximately 20 hectares into an active sports park to meet a range of community needs and address the under provision of active sports facilities in Pakenham. Active open space would require an estimated \$20M investment and may have impacts on neighbours and result in loss of significant vegetation.</p> <p>Passive open space with an emphasis on nature conservation and could include improvements like additional trails and seating. This option has a lower financial investment (estimated \$1M) and impacts to neighbours are expected to be less than the current use for golf.</p>



Exploring options for continuing golf

Participants were asked to consider the needs of the local community and respond to the question “How well do you think continuing with golf would meet the needs of the community?”. Most participants (82%) thought that golf met community needs *Well* or *Very Well*.

Figure 9: How well does golf meet the needs of community



Participants were then asked, “Why did you choose that option?”. Respondents who thought golf would meet community needs *Well* or *Very Well* mostly noted:

Most respondents spoke about meeting the local demand for golf. They said that golf already has a strong user base in the Shire, and that population growth would increase demand. Some noted limited alternative courses in the area, while others spoke about the importance of local access for young players to take up the sport.

- “Not enough golf courses in the area. Golf is a growing sport. Especially for young people and women.”
- “Pakenham population is growing rapidly, and the course is centrally located with easy access.”

Participants shared the recreational, health and wellbeing benefits of golf. These participants spoke about the long-established community involved with the golf club, the social and mental health benefits to playing golf, and physical wellbeing benefits. For them, the site provided valuable recreation programs and amenities, as well as opportunities for families and the wider community to participate.

- “Golf is a lifelong, positive lifestyle activity which also preserves a near natural environment.”
- “It is a big part of the community a lot of people have been going there for years, and a lot of new people have joined it, give people who enjoy golf a place to make new friends and connect with old ones.”

Many respondents suggested the golf course was viable. Participants suggested the area should remain dedicated to golf. They thought golf was financially viable, and well used. It was described as an accessible, and inclusive activity. They also saw the course as the only available facility in the area, noting that other courses were too far away.

- “Because our rates have helped this golf course be established. For little cost the course could be used more. Marketing and a couple of bloody signs.”
- “Golf provides a way for the community to come together young and old to enjoy nature. Great for mental and physical health.”
- “There is nothing else close to Pakenham for present and future golfers.”

Views that golf would not meet community needs

The 11% of respondents who thought golf would meet community needs *Slightly* or *Not at all* held opposing views, saying that golf is in decline and has few players locally. They pointed to nearby courses, which they thought adequately serviced golfers in the area, and noted limited access for other sports facilities. They also doubted the course’s financial viability.

- “I think that the golf course is good for the community, however, with not many people in the community that play golf, I believe that it could be used for something better!”
- “There are golf courses everywhere and limited options for other sports.”
- “It’s not very popular and because its closed twice in the past it doesn’t seem viable.”

Options for continuing golf – option 1

What participants liked about option 1

Most participants liked that this option would preserve local access to golf. These participants thought that option 1 would provide a relatively quick and low-cost way to reopen the course. Some participants noted that, while they supported this option, they would prefer other golf options with greater investment.

- *“Probably being the cheapest good for ratepayers.”*
- *“I like this option as it gets the course repaired and open to the public again but would prefer higher investment to ensure the longevity and quality of the course.”*

Participants valued maintaining community access and connectivity – for many participants having golf nearby was important, with some noting that people chose to live in the area because of the course. They suggested that reopening the course would encourage social connection while others liked this option but stressed the importance of maintaining community access to facilities such as walking trails.

- *“Okay provided public access is still maintained and that the community has access to the course for walking. If golf is the continued direction needs to be expanded to new audiences.”*
- *“To see it once again being used for golf and to socially have the bar services available with meals for local families to enjoy.”*

Participants supported a simple, lower-cost approach to reopening the site. They liked that this option would limit the financial burden on ratepayers. Some also suggested Council should consider partnerships with private investors to improve the quality and appeal of the site.

- *“I like the keep it simple approach.”*
- *“This needs more oomph this space has a lot of potential with very little effort. It needs to be more inviting and vibey. Private interest is definitely a must to give this space a better twist.”*

Concerns participants had with option 1

More than a quarter of participants expressed no concerns with option 1. Those that expressed concerns noted the following:

Many participants were concerned about funding and maintenance. They thought this option wouldn’t allow for adequate course upkeep or potential improvements. They thought that while it would minimise costs in the short-term, it would not lead to the best long-term outcomes for the course. This sentiment was expressed most often by people who play golf.

Participants who do not play golf were also concerned with funding. This group’s concerns related to the financial viability of the course and the potential return on investment. They expressed skepticism that golf would be sustainable given past failures.

- *“Not enough funds for maintenance or improvements for the course.”*
- *“I don't value this option as it's too short sighted. Golf is an Australian institution with massive earning potential; if you're going to have a golf course, make it a great one.”*
- *“My suspicion is that of the three options, it has the least likely long-term viability and, as such, we would likely be revisiting the issue of golf being retained in a few more years, with the kicker of having spent \$2 million in the process.”*

Other participants were concerned about ensuring the site remained inclusive. These participants thought the option would cater to the interests of a few people who play golf at the expense of most other residents. This sentiment was most prevalent among participants who thought continuing with golf would meet community needs *Slightly or Not at all.*

- *“Yes. It's not a fair use of this space. The community deserves an area that all generations can enjoy, not those with expendable income.”*
- *“Yes, I believe there is a better community use for this great parcel of land.”*

Options for continuing golf – option 1a

What participants liked about option 1a

Participants liked that option 1a would retain the golf course as its primary function.

“Respondents commented that this course upgrade would ensure the course could be maintained and financially sustainable by increasing revenue options. They noted the benefit of this option as improving the course, without overextending resources.

- *“Cost is recovered, higher rates not charged, green space maintained.”*
- *“Good idea. Additional facilities create additional revenue streams.”*

Many liked the proposed alternative activities. Participants described how off-course facilities could make the site attractive to a broader range of people year-round, which they thought would generate revenue and attract investment. They proposed indoor activities, such as simulators, facilities that are protected from the weather.

- *“Off-course facilities contribute to broadening the participant user base, create more social settings to connect, and can generate income to be a financial sustainability community asset.”*
- *“Being able to access and use when it’s dark or the weather isn’t the best will open up more opportunities. Also, the club house is nice and could easily hold events.”*

Participants noted access for young families. Many respondents commented that this option offered more family friendly activities such as mini-golf and liked the idea of attracting younger people to the sport.

- *“It’s an excellent diversification option, particularly if there are all-weather facilities like an indoor simulator or even a mini golf course for kids to play. Let’s make this more than just another vanilla golf course.”*
- *“More costly but may be a better option for families.”*

Concerns participants had with option 1a

Approximately half of participants said they had no concerns with this option.

Respondents were concerned about impacts to the course. Participants worried that the existing 18-hole course would be reduced to accommodate new activities. They also thought that investment in additional off-course facilities would be better spent on improving the course itself.

- *“You’re fixing something that’s not broken, we don’t need the extras – as it is absolutely fine. Obviously, you need to invest in maintaining but nothing more.”*
- *“The main concern would be if upgrades to off-course facilities took priority over the much-needed rejuvenation of the course.”*

Participants were concerned about site management and funding. They thought the site had been mismanaged in the past, and worried about achieving a sufficient return on investment in the future, and the reliability of private partnerships. They were also concerned that this option relied on the greater investment, with some noting increases to ~~would~~ rates or course fees.

- *“The cost of providing specific extra facilities and the return they would generate would need to be carefully considered. Private investment would need to be part of the funding rather than increasing Council rates.”*
- *“If a private investor/operator is brought onboard, the costs to the public may outpace locals and beginners from participating.”*

Participants worried about impacts. Respondents noted concerns about increased noise and traffic congestion, and the importance of having strong evidence about demand for facilities if there would be impact to neighbours. Participants also noted that this option increased development and may impact on the environment, green space, and available space for other uses. Nearby residents were slightly more likely to make comments on this topic.

Options for continuing golf – option 1b

What participants liked about option 1b

Participants thought that investing in off-course facilities would expand its appeal. It was highlighted that investing in off-course facilities would attract more diverse users. There were comments on inclusivity and that new facilities could make the site more attractive to people who might otherwise not use the site, such as families. Comments included increasing the site's use could help generate additional revenue.

- *“That it won't just be a 'men's club' this will be inviting to all people including families.”*
- *“Anything that encourages community participation is great. More and improved facilities would be wonderful as long as 18-hole golf course, driving range and bistro are part of it.”*
- *“Diversified uses would encourage more use of the area and, depending on how these are managed, could increase revenue.”*

Participants supported prioritising golf for long-term success. They thought that this option would see a greater investment in the golf course and would attract greater patronage to the course. They said that this increased investment could strengthen the course's competitiveness and financial sustainability.

- *“Maximum investment into the course will provide a better ROI in my opinion...”*
- *“Long term investment with long term commitment.”*
- *“I think this is the best of the 3, golf is so much more enjoyable on a beautiful course, and the deep creek has the potential it just needs a bit of funding to get it there.”*

Some participants requested clarification. A smaller number of respondents thought that this option could be feasible but needed more information on the level of investment and what would be included for that investment. This was most prevalent in option 1b.

Concerns participants had with option 1b

Participants questioned whether the project would deliver value for money. They expressed doubt about whether Council had the resources to manage the investment properly, and worried that the costs could outweigh the benefits.

- *“Yes, maybe risky investment that may not generate the returns required.”*
- *“Yes lots, if council has not the funds to develop the project by themselves it shouldn't be touched.”*

Participants were concerned about neighbourhood impacts. They often spoke about increased traffic and noise, saying it would affect their lifestyle and change the character of the area. Participants who self-described as nearby residents were slightly more likely to raise these concerns. Others noted the importance of addressing these impacts directly with the affected community.

- *“Yes, the impact on the local environment for people, traffic, vegetation and wildlife far outweighs the benefits.”*
- *“Concern for the residents in the immediate area is a priority. Consultation about the possible negative impact on their area should be considered.”*

Participants were concerned about protecting community access to nature. Many respondents questioned whether the option would remain affordable and inclusive and often stressed the need to protect local amenity and opportunities for passive recreation. These respondents were also concerned about impacts to wildlife and the natural environment due to increased development of facilities.

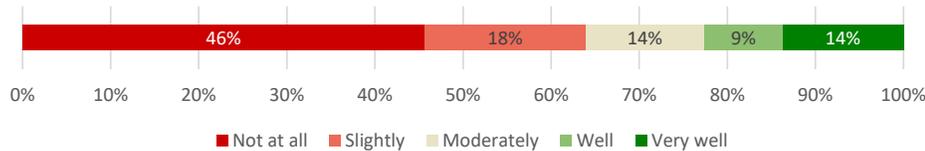
- *“Option 1b would be a major impact on the environment, wildlife and the existing community”*
- *“Yes. Peoples park being highjacked by profit making interests!”*

Exploring options for open space

After reading a brief description about options for open space, including active open space and passive open space, respondents considered the needs of the local community and answered, “How well do you think the option to replace golf with open space would meet the needs of the community?”

A total of 23% of participants thought that open space met community needs *Well* or *Very well*, while most participants (64%) responded *Not at all*, or *Slightly*.

Figure 10: How well does open space meet the needs of community



Participants were then asked, “Why did you choose that option?” Participants who thought open space would meet community needs *Well* or *Very Well* commonly spoke about:

It was often noted that open space would serve the whole community whereas golf would cater only to a small portion of the community. Those who preferred passive space noted that walking trails and green space could be enjoyed by all residents, while those who favoured active space suggested that increased sporting and recreation facilities would better suit the needs of young families.

- “I think there are more non players of golf than players so this option has the possibility of servicing a greater percentage of the community.”
- “Because we need more sports in the area, not just golf. Bike tracks, hockey fields, soccer fields, and things to keep our kids busy...”

Participants shared a desire to protect nature. Participants valued the site’s biodiversity, open landscape, and opportunities for passive recreation in nature. They also stressed the importance of protecting these qualities from development.

- “Passive open space to preserve wildlife habitats and all that amazing nature would be my ideal.”
- “I don't agree with active space, but passive space would be an asset to the area. There are very few places to walk and enjoy nature currently within Cardinia that do not involve parkrun groups, or masses of bikes/scooters.”

Views that open space would not meet community needs

Of the 64% of participants who thought open space would meet community needs *Slightly* or *Not at all*, they most frequently noted:

Many participants reiterated their interest in retaining golf. They commented that the golf course was viable, and the site should remain as is. They noted that golf was a growing sport, that there were limited other nearby options for golf, and that open space and sports facilities were already plentiful in the area.

- “Why change something that is already viable?”
- “I don't believe that the area in question is under-served by areas for passive or active outdoor recreation. Without this golf course though, there will be nowhere else to play golf.”

Many thought active space was high in cost and impact. Participants thought that the open space option (in reference to active space) was too costly and would have higher impact on the community and the environment.

- “We do not want a loss of vegetation in this area. We do not want increase of traffic down Cameron Way. We do not want spending of \$20 million for increased facilities.”

What participants liked about the option of open space

Most participants said they liked nothing about the open space option. Of those who did like the open space option, they noted:

Many participants were supportive of passive, low-impact uses including walking and cycling trails or multi-use paths and protecting wildlife. Some said they thought this option would protect the site from potential future development, which was important to them. They also noted the option for passive open space could serve a wider community and range of low-impact activities. These participants often noted that low impact open space uses such as walking trails were compatible with golf, and that the site was already used this way.

- *“Preservation of fauna and flora and support the well-being of people using the space for walking, biking etc.”*
- *“Assuming it is redeveloped for conservation and the environment I feel this would benefit the community further through interactions with other community groups. This could include scouts, school, kindergartens and much more.”*
- *“I am not saying golf should be replaced. Golf can co-exist with walking/bike riding...”*

Other participants supported active open space. A smaller number of participants spoke about the benefit and need for sports facilities. They noted specific organised sports such as hockey, football, basketball, cricket, soccer, and other play opportunities for kids such as bike tracks.

- *“I think it’s a great idea and will only provide more sporting opportunities for people in our community.”*
- *“As a non-user, the opportunity for future potential to turn the site into active recreation for many different active sports.”*

Concerns participants had with option open space

Most participants were concerned about retaining the golf course. They firmly opposed any conversion of the site.

- *“Pakenham Golf Course should remain a golf course.”*
- *“... what an insult to the community this proposal is.”*

Many participants were concerned about value for money. Participants questioned whether the community needed additional open space. They worried that this option would add unnecessary operating and maintenance costs for Council and not increase revenue.

- *“I don’t think it is a good option given the open spaces and number of sports facilities in the area.”*
- *“So, the council want to make revenue from the golf course but are willing to spend more and make nothing from an open space...”*

Participants were also concerned about neighbourhood and environmental impacts. They commonly spoke about traffic, parking, and noise, as well as impacts to wildlife and vegetation from new development and more intensive use.

- *“Impact on the residents nearby. Increased traffic. Noise. Impact on nature and sustainability.”*

Many participants were concerned about safety. They thought that providing open space would encourage anti-social behaviours, which many considered an ongoing issue.

- *“Yes, we already have problems with public drinking, rubbish dumping and antisocial behaviour and I feel an empty space is just inviting further abuse of green space”*

Additional feedback

At the close of the survey, participants responded to the question, “Is there anything else you would like to share?”. It is beneficial to include an open question; in case the scope of previous survey questions missed a relevant subject for consideration. In this instance participants did not raise new ideas in this section, instead, they mostly reiterated their earlier positions.

A summary of key additional feedback is below.

- Most participants spoke about preserving and enhancing the golf course. These participants outlined the benefits of golf to the wider community, the financial viability of golf, the history of golf at the site, and their personal connections to playing golf at Deep Creek Reserve.
- Some participants spoke about hybrid or open-space alternatives. They saw value in exploring mixed-use options that could combine golf with other facilities to make the site more inclusive and/or more profitable.
- Others spoke about preserving the natural environment. These comments focused on protecting local ecosystems and ensuring that development does not undermine biodiversity or green corridors.
- A small group highlighted non-golf community sports needs. They stressed that new sporting infrastructure would provide benefits to a wider range of people including families and young people.

Submissions

Submissions were not invited during the engagement period however four submissions were received.

Two submissions were received in support of the reestablishment of golf on site, and highlighted benefits to community health and wellbeing. They noted interest in having the café reopened, options for improving safety and access to the site, and for the natural environment at Deep Creek to be well considered and restored. One submission also noted protecting the site from housing development and noted the environmental value of the golf course.

One submission was provided to Council suggesting rezoning the land for housing. Rezoning of the site for housing is not being explored. This submission is outside of the scope of engagement and is not being considered by Council.

One submission provided a separate survey conducted by a local community group with a focus on golf. The line of questioning is beyond the scope of this engagement, and results of this survey cannot be validated. Council has not considered the views shared in this survey at this time.

Council is appreciative of all contributions and submissions provided and will continue to engage with stakeholders as the project moves forward.

Next steps

Council will now review the engagement results and consider other data and research in deciding the outcome and next steps for the Pakenham Golf Course and Deep Creek Reserve. Council will provide an update on the [Creating Cardinia webpage](#). Council is expected to communicate next steps at a Council meeting in late 2025.

Council is grateful to everyone who expressed their views through this engagement.



Appendix A: Survey

The paper survey replicated the online survey, apart from the age question which was eliminated from the online survey until 26 August 2025.

Share your feedback.

Your relationship to Deep Creek Reserve

I understand that written de-identified feedback is not confidential and may be published in a council report and/or in relevant meeting agendas on Council's website. **Required**

Yes

1. How do you currently use Deep Creek Reserve? **Required**

Select all that apply

Walking / trails

Wetlands

BBQ / picnic

Golf course (when operational)

Play space / water play area

Kickabout space

Cardinia Environment Coalition (CEC) native plant nursery

Café (when operational)

Function Centre (when operational)

I don't currently use the site

Other

2. What do you value most about Deep Creek Reserve? **Required**

Page 1 of 8

Continue with golf at Deep Creek Reserve

The feasibility study found that golf at Pakenham Golf Course is still in demand and can be economically viable. It identified three possible options for the continuation of golf – all three options have financial, and community benefits and impacts to consider. We want your feedback on these options.

3. When assessing each option, we need to consider the needs of the local community. How well do you think continuing with golf would meet the needs of the community? **Required**

Select one answer only

Not at all

Slightly

Moderately

Well

Very Well

4. Why did you choose that response? **Required**

Option 1: Business as usual with aim to re-establish the existing course with initial investment only in maintaining the current offering.

This option has the lowest financial investment (estimated \$1.9M) of the golf options. It will require Council to invest, however, it may be inviting for a partnership (i.e. private investment). This approach may attract lower participation, and lower impact to neighbouring communities.

5. What do you like about this option? **Required**

Page 2 of 8



[Empty text box]

6. Do you have concerns with this option? **Required**

[Empty text box]

Option 1a: Limited investment in off-course facilities (e.g. mini golf, driving range, simulators) to boost participation and generate some income for Council.

This option balances sensible financial investment (estimated \$2.8M) with increased participation, and potential revenue for Council. It may be more inviting for partnership, reducing how much funding Council would need to contribute. Increased participation may impact neighbouring communities.

7. What do you like about this option? **Required**

[Empty text box]

8. Do you have concerns about this option? **Required**

[Empty text box]

Option 1b: Greater investment (estimated \$5.9M) in off-course facilities to maximise participation and greater financial revenue for Council.

This option will require a greater partnership investment and will take a longer time to deliver. This option potentially has a major impact on neighbours through increased traffic and noise.

9. What do you like about this option? **Required**

[Empty text box]

10. Do you have concerns about this option? **Required**

[Empty text box]

Open space including passive and/or active open space at Deep Creek Reserve

If golf is not found to be the best option to meet community need or not a good financial investment, then we will explore other options as outlined in the Feasibility Study, including passive or active open space.

Active open space could include redeveloping approximately 20 hectares into an active sports park to meet a range of community needs and address the under provision of active sports facilities in Pakenham. Active open space would require an estimated \$20M investment and may have impacts on neighbours and result in loss of significant vegetation.

Passive open space with an emphasis on nature conservation and could include improvements like additional trails and seating. This option has a lower financial investment (estimated \$1M) and impacts to neighbours are expected to be less than the current use for golf.

11. When considering options, we need to consider the needs of the local community. How well do you think the option to replace golf with open space would meet the needs of the community? **Required**



Select one answer only

Not at all

Slightly

Moderately

Well

Very well

12. Why did you choose that response? **Required**

13. What do you like about the option to replace golf with open space at Deep Creek Reserve? **Required**

14. Do you have concerns with the option to replace golf with open space at Deep Creek Reserve? **Required**

15. Is there anything else you would like to share? **Required**

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Demographics.

This helps us to know whether we are reaching a broad range of community affected by this project.

1. What is your connection to the site? Check all that apply **Required**

Select all that apply

I am part of a community organisation/group or school who uses the site

I am a nearby resident

I am a nearby business owner

I visit the site occasionally (once every few months)

I visit the site regularly (once per month or more)

I occasionally play golf at the site (once every few months)

I regularly play golf at the site (once per month or more)

I would like to use the site in the future

Other

2. Postcode **Required**

If you are responding on behalf of a business, please use your business address.

Maximum of 4 characters

3. Suburb **Required**

4. Age Group

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Pakenham Golf Course Feasibility Study
Stage 2 Report

June 2025



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Stage 2 Report

Executive Summary

This report describes the process to assess the feasibility of golf at Deep Creek Reserve, following the steps contained in guidelines provided by the Minister for Planning in Directive 21 – Golf Course Redevelopment, and then to determine whether there are other open space uses suitable for the land.

A series of findings are described that address the viability of the Pakenham Golf Course and its role in the Cardinia open space network, detail relevant heritage, environmental and community issues, and discuss land use planning considerations and the relationship of the Pakenham Golf Course with nearby residential areas and public transport.

Three potential options have been identified for further consideration:

1. Continue with golf.
2. Replace golf with active open space.
3. Replace golf with passive open space.

These options are described and compared to understand how each contributes to achievement of the Council's goals, the cost to Council, and the impact on neighbours and adjacent land uses. This is followed by a high-level benefits and costs assessment of each option.

The next step in the feasibility process to engage with the community.

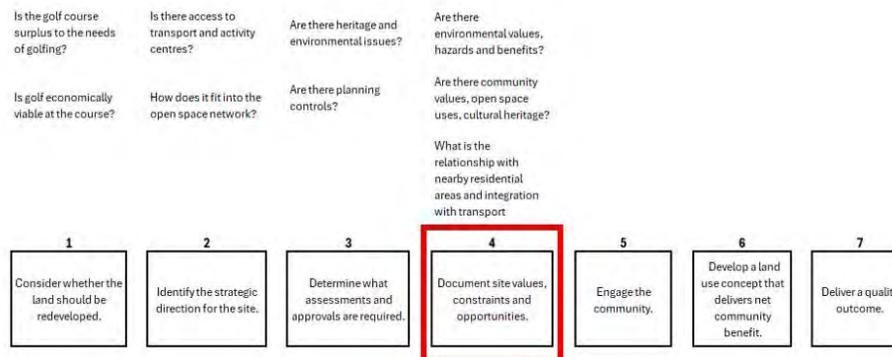


Introduction

The Pakenham Golf Course (PGC) Feasibility Study has 3 key stages:

1. Determine whether golf is viable and the best use of the land at Deep Creek Reserve.
2. If golf is not the best use for some or all the land at Deep Creek Reserve, determine if there is any other public open space purpose for the land.
3. If there is no other public open space purpose the land needs to be used for and it was to be re-zoned and sold, where the sale proceeds would be used.

It has been established in Stage 1 (see attached report) that golf is viable. The purpose of this report is to describe constraints and opportunities for future uses of the Pakenham Golf Course land. The Ministerial Guideline 21 – Golf Course Redevelopment has set a 7-step pathway for determination of options when golf courses are assessed for redevelopment.





This process is now at Step 4. The next stage in decision making involves community engagement to help decide on the option that delivers the best outcome.

Key findings in steps 1 to 4

- Golf at Pakenham Golf Course has been determined not to be surplus to the needs of golfing and to be economically viable.
- Pakenham Golf Course is close to the East Pakenham station and the Pakenham activity centre and both are expected to have impacts of land use surrounding the Pakenham Golf Course in the medium-to-long-term.
- The open space network has a higher level of provision of passive open space and less provision of active open space in Pakenham. Demand for active open space is capable of being met at nearby locations but may be met more economically at Deep Creek Reserve.
- The Pakenham Golf Course functions as a low-quality but important urban biolink node, connecting multiple creeks and wetlands. Further ecological studies are required to inform any future land use or development planning. A cultural heritage assessment of the southern section of Deep Creek Reserve didn't identify any Aboriginal cultural heritage material and the area was considered to be of low archeological assessment.
- Pakenham Golf Course is in a Public Park and Recreation Zone. Existing permits are limited in scope as the uses and works have been undertaken by or on behalf of Council (as the relevant land manager) and therefore exempt from permit requirements. Overlays and specific controls exist and are relevant to the use and development of some or all of the land. Any significant uplift in activity and development will be subject to public engagement and require specific considerations of amenity impacts, design and built form, landscape, carparking impacts, and traffic management.
- Environmental values include scattered remnant trees with some high-quality patches, some significant native plant species, and diverse fauna habitats. A potential environmental benefit of Deep Creek Reserve is the proposed three creeks wetland development.
- Community values include the provision of a large green open space, the opportunity for participation in golf at a fully public course, and access to passive open space.
- Pakenham Golf Course is near public transport and surrounded by low density residential areas.

5

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Three options have been identified:

1. Continue with golf.
2. Replace golf with active open space.
3. Replace golf with passive open space.

Each option has been compared on the basis of the extent to which it achieves the goals in Council adopted plans, the cost to Council to implement the option, and the impacts of the option on the local area. This comparison has been informed by a high-level assessment of the benefits, costs and risks of each option.

It is possible that there are combinations of options that are possible. For example, golf with active open space or active open space with passive open space. The key determinant of whether any of these combinations are possible is the preference between the three primary options.

It is important to note that none of the options requires re-zoning of the land, all options continue uses consistent with the purposes of acquisition of the land, all options continue the operation of the function centre/café, none of the options affect continued implementation of the masterplan for the southern section of Deep Creek Reserve, and all options provide flexibility to accommodate future changes in surrounding land uses.

The option to sell the land is not considered viable because there is demand for golf, the course is economically viable, and there are local active open space needs. There is no compelling reason to ask the Minister for Planning for an exemption to comply with the direction and request for an amendment to the planning scheme is unlikely to succeed for the same reasons it has failed twice in the past.



Options identified

The following options have been identified in conjunction with Well Played Golf.

KEY

Goal achievement	Cost to the Council	Impacts on locality
☑ achieves least goals	\$ least cost	↓ less impact than golf in the past
☑☑ intermediate	\$\$ intermediate	→ same impact as golf in the past
☑☑☑ achieves most goals	\$\$\$ most cost	↑ to ↑↑↑ more impact than golf in the past

Option	Description	Overview	Goals	Cost	Impacts
1. Golf – the Pakenham Golf Course is not surplus to the needs of golfing and is economically viable.	<p>Current on and off-course golf activities continue with repairs and maintenance to existing course infrastructure. Patronage can expect to increase, and the course should operate at no cost to council.</p> <p>There are two variations on Option 1: Option 1a) is to enable limited further investment in off-course golf facilities (i.e. mini golf, driving range, simulators and golf entertainment), which would increase patronage (community participation in golf) and could provide income for the council.</p> <p>Option 1b) is to enable optimal further investment in off- course golf facilities to maximise patronage (community participation in golf) and revenue to council.</p>	<p>This option has the least impact as the least change option and provides maximum flexibility to accommodate uncertainty about future land use.</p> <p>Options 1a) balances sensible financial investment with increased participation in on-course and off-course golf and a financial return to the council.</p> <p>Option 1b) potentially has a major impact on neighbours through increased traffic and noise with greater financial returns to council.</p>	☑☑	\$	→
					↑
					↑↑



Option	Description	Overview	Achieves goals	Cost to council	Impacts
2. Active Open Space – there is a shortfall in active open space provision in Pakenham	<p>The part of the course not subject to flooding (approximately 20 hectares) is redeveloped into an active sports park to meet a range of community needs and address the under-provision of active sports facilities in Pakenham.</p> <p>The remainder of the course would form part of the conservation parklands at Deep Creek Reserve.</p>	<p>This option provides active sport facilities (based on a typical active sports park in a new subdivision) on the 9-holes that do not flood and converts the remaining 9-holes to passive open space with the Café/Function centre continuing to operate in a parkland setting.</p> <p>It could replace other planned investment in active sports facilities in Pakenham.</p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	\$\$\$	↑
3. Passive Open Space – there is an overprovision of passive open space in Pakenham, however, urban development is increasing population density	<p>The golf infrastructure (i.e. greens, driving range, irrigation) is removed and the course is converted into passive open space with an emphasis on nature conservation.</p>	<p>This option converts the golf course into a passive open space with the Café/Function centre continuing to operate in a parkland setting.</p>	<input checked="" type="checkbox"/>	\$\$	↓



Option assessment

A high-level benefits and costs assessment has been completed for each option by council officers from strategic planning, statutory planning, open space planning, recreation, and major projects in conjunction with Nova Ratio. Reference reports and advice used in the analysis are at the end of the report.

Benefits have been identified, described, and, where possible, quantified and monetised. The beneficiaries have also been identified. Costs have been identified and, where possible, quantified and monetised. Those bearing the costs have also been identified. Risks associated with benefits and costs have also been identified and rated for inherent risk and residual risk with controls.

There are qualitative and quantifiable benefits and costs associated with decisions about public land. An attempt has been made to identify both of them to ensure all relevant matters are considered in making a decision in the best interests of the community in the short and long term.

Option 1 – Golf

Current on and off-course golf activities continue with repairs and maintenance to existing course infrastructure.

Patronage can expect to increase, and the course should operate at no cost to council.





Council's goals relevant to Option 1

The Cardinia Planning Scheme states the following strategic directions regarding golf:

- Under Clause 21.01-1 under Cardinia Shire Key Issues and Strategic Vision it states *Ensuring any redevelopment of golf courses has net community benefit and does not adversely impact upon the environment.*
- Under Clause 21.04-5 under "Tourism" it states *Facilitate the development of complimentary facilities at golf courses including accommodation, conferencing and dining facilities where appropriate.*

Sport Australia surveys participation in sport and recreation and golf ranks as the 6th most popular club activity and 4th most popular club activity for males. Golf Australia estimates that about 3.8 million (19%) of adult Australians played golf in 2023/24.

The Active Cardinia Strategy aims to increase participation in sport and active recreation, with a focus on reducing barriers for people that are less active. This includes encouraging physical activity at all life stages and removing barriers to participation identified by the community, such as distance to travel, the activity not being accessible, affordability, perceived safety, and lack of time. The Pakenham Golf Course is well located to help overcome these barriers.

Summary of benefits, costs and risks

1. This option continues the provision of a fully public 18-hole golf course with a café/function centre, pro shop and driving range to support participation in golf. The funds required to repair and upgrade the course are forecast to be recovered through increased patronage at levels that will have a minimal impact on the surrounding neighbourhood.
2. Funds to carry out required works can be provided by a private operator and Council could end paying only the costs of major infrastructure and facility renewal. If Council provides funding for the repairs and upgrade the course, the option of Council or community management of the course becomes available.
3. Options 1a and 1b can be considered if Option 1 is the preferred option. This would need to be done through some form of market testing to determine the amount of investment and type of development the private sector is prepared to make. If the



- number of holes required for on-course golf ends up being 6 or 9-holes, it may enable some or all of Option 2 or 3 to be pursued.
4. Existing environmental values are unaffected under Option 1 and current levels of community access to the course as passive open space can be expected to continue.
 5. The key risk is return of the investment to repair and upgrade the course because it relies on building much higher levels of patronage than existed when the course was closed.

High level benefits, costs and risks assessment

Benefit	QTY	\$	Who	Comment
Requires the least upfront capital investment of the 3 options	As per GSM reports	\$1,900,00	Council or private investor	Capital potentially available from a private investor
It is affordable for people of all ages to start playing golf	4,000	Unknown	Beginner golf player	Increased social connection. Assumes 10% of players are beginners
Provides non-golf activities for all of the community to enjoy (playground, function centre, café)	Unknown	Unknown	Non-golf player	Increased social connection. Includes bookings of the function centre and attending the Café
Public access for casual golf	25,000	\$2,671,568	Golf players	This is an increase of about 10,000 players and an increase in revenue of \$3,170,000 from 2023/24.



Benefit	QTY	\$	Who	Comment
Public access to driving range	15,570	Included above	Driving range users	This is an increase of 7,000 driving range users
No restrictions how you play (dress code, player numbers)	Unknown	Unknown	Golf player	Broadens patronage to include people unable or unwilling to meet restrictive rules
Nature conservation	Unknown	Unknown	Community	Assumes current environmental values continue or improve
Council income from golf	Nil	Nil	Council	No revenue except under Option 1a) or 1b)

Cost	QTY	\$	Who	Comment
Green fee	25,000	\$750,000	Players	Assumes green fee remains the same (\$29)
Driving range	15,570	\$240,000	Players	Assumes fee remains the same (\$15)
Golf course maintenance, repair, renewal and replacement	Not applicable	Unknown	Private investor	Assumes commercial operator meets this cost



Cost	QTY	\$	Who	Comment
Function centre/café maintenance, repair, renewal and replacement	Unknown	Unknown	Council	Assumes council continues to bear majority of cost as landlord
Loss of access to passive or active open space	Unknown	Unknown	Community	Assumes access to the golf course would be more restricted than it is now because of increased numbers of players
Golf course infrastructure renewal (water supply, irrigation, greens, fairways) shift	As per GSM reports	\$1,900,000	Private investor	Cost is based on estimates in reports provided by GMS
Investment in on-course and off-course facilities in Options 1a) or 1b)	Unknown	\$2,795,000 to \$5,885,000	Private investor	Assumes development of more off-course golf facilities

Risk	Implication	Likelihood	Consequence	Inherent Risk Rating
Declining numbers of players and current low demand (currently 14,237 rounds of golf a year and 8,503 buckets of balls bought at driving range)	No return on use of the land for golf or investment in golf infrastructure	Possible	Moderate	Moderate Controls available – transfer risk to private investor and operator Residual risk – Low risk



Risk	Implication	Likelihood	Consequence	Inherent Risk Rating
Investment required to improve golf facilities is not available	The course does not get the required return financially or in non-financial benefits	Possible	Major	High risk Controls available – transfer risk to private investor and operator Residual risk – Low risk
Increased numbers of people using golf and golf entertainment facilities will negatively impact neighbourhood	More cars on Cameron Ave and noise from nighttime activities	Possible	Major	High risk Controls available – limit hours of operation nighttime outdoor activities Residual risk – Moderate risk
Loss of control over the Pakenham Golf Course land	A private investor with a long-term lease could change the service offering to optimize profits rather than community participation. Changes in land uses could occur in the local area and the council cannot respond.	Possible	Moderate	Moderate risk Controls available – Council limits lease tenure and applies conditions, or Council operate golf course Residual risk – Moderate risk



Option 2 – Active Open Space

The part of the course not subject to flooding (approximately 20 hectares) is redeveloped into an active sports park to meet a range of community needs and address the under-provision of active sports facilities in Pakenham.



Council’s goals relevant to Option 2

The Active Cardinia Strategy has determined that across the shire there is a forecast deficit of 9 AFL ovals, 26 soccer fields, 11 stadium courts and 1 baseball field by 2041. Specifically, in the growth corridor that deficit is 12 ovals, 20 soccer fields, 15 tennis courts, 8 netball courts, 2 bowling greens, 1 hockey field, and 7 stadium courts by 2041.

The strategy supports initiatives that expand opportunities for participation in sport by women and girls, young people, older adults, culturally diverse communities, LGBTQIA+ communities, First Nations Peoples, people with disabilities, and individuals with lower physical activity levels. Deep Creek Reserve is well located to help expand opportunities for these groups.



Summary of benefits, costs and risks

1. This option has the potential to meet the demand for 3 AFL ovals and 8 netball courts for active sport provision. The cost of developing facilities can be met from open space contributions and intergovernmental grants.
2. If the part of the Pakenham Golf Course that is not subject to flooding is developed it will avoid areas of greatest nature conservation value and reduce the impact on Deep Creek. Facilities can be located to minimise loss of significant trees and vegetation.
3. The impact on neighbours can be reduced through the design of facilities and is likely to be similar to the current use for golf in terms of the number of people using the facilities and hours of operation.
4. The key risk is loss of significant vegetation.

High level benefits, costs and risks assessment

Benefit	QTY	\$	Who	Comment
Increased opportunities for community (junior and senior) participation in netball and football to meet shortfall identified in Active Cardinia Strategy.	600 people	Difficult to monetise	Community	Assumes a strong club is formed in each code
Active sporting hub that is well serviced by public transport	600 people plus supporters	Difficult to monetise	Community	Pedestrian connections exist to both Pakenham and East Pakenham stations



Benefit	QTY	\$	Who	Comment
Nature conservation areas retained in remaining areas of the golf course	25 hectares	Difficult to monetise	Community	Habitat is provided for threatened species (Growling Grass frog, Southern Brown Bandicoot, and Latham’s Snipe)
Active open space development and use still enables passive open space use	52 hectares	Difficult to monetise	Community	Passive open space use can increase from current levels where golf restricts access
Existing function centre and café continue to operate serving the playground and passive open space	Function centre and cafe	Not applicable	Community	Assumes masterplan for Deep Creek Reserve is implemented and revenue from lease covers building operating costs

Cost	QTY	\$	Who	Comment
Development of active open space facilities	1 pavilion, 3 ovals and 8 netball courts	\$20,000,000	Council	Funding sources include open space contributions fund and intergovernmental grants, Estimated costs for ovals is \$7m, pavilion is \$5-7m, and netball courts is \$7m.



Cost	QTY	\$	Who	Comment
Ongoing facility maintenance, repair, renewal and replacement of active open space	1 pavilion, 3 ovals and 8 netball courts	\$750,000/annum	Council	Funding from rates
Cost of maintenance of remaining areas of golf course as passive open space	25 hectares	\$250,000/annum	Council	Funding from rates
Trees or areas of conservation value will be lost to enable active open space development	Unknown	Unknown	Community	Survey required to determine number and extent of significant trees and vegetation
A Cultural Heritage Management Plan will be required for the Pakenham Golf Course land	CHMP	\$50,000	Council	Preliminary estimate
A masterplan will be required to guide the development of active open space facilities	Masterplan	\$100,000	Council	Preliminary estimate



Risk	Implication	Likelihood	Consequence	Inherent Risk Rating
Cost to develop active open space is additional to current budget	Unbudgeted cost	Possible	Moderate	Moderate risk Controls available – ensure development replaces funded active open space Residual risk – Low risk
Trees or areas of natural conservation value are present where active open space development is planned	Loss of vegetation and habitat	Possible	Moderate	Moderate risk Controls available – map significant trees and vegetation and design sportsfields around them Residual risk – Moderate risk
Stakeholders have contributed financially to development of the golf course	A legal or moral barrier to use for active open space	Unlikely	Minor	Low risk



Risk	Implication	Likelihood	Consequence	Inherent Risk Rating
Land was acquired with constraints limiting use to recreation, drainage and roads	A legal barrier to other conversion to other uses	Unlikely	Minor	Low risk
People using active open space facilities will negatively impact neighbourhood	More intensive development and use of the northern section of the golf course	Possible	Moderate	Moderate risk Controls available – design facilities to minimize impacts on neighbours Residual risk – Low risk
Cultural heritage management plan will find Aboriginal cultural heritage material that	Facility development will be constrained	Unlikely	Moderate	Moderate risk Controls available – modify design of development to avoid sensitive areas Residual risk – Low risk



Option 3 – Passive Open Space

The golf infrastructure is removed, and the course is converted into passive open space with an emphasis on nature conservation.



**Council's goals relevant to Option 3**

The Cardinia Open Space Strategy has identified Deep Creek Reserve as the largest open space in the Pakenham profile area. The total provision of open space in the Pakenham profile area exceeds the benchmark of 5ha/1,000 residents for current and forecast population. The current provision is 7.4ha/1,000 residents. This provision would increase by approximately 15% if the Pakenham Golf Course became passive open space.

The current provision of active open space is below the benchmark of 2ha/1,000 residents. To meet this benchmark, an additional 71ha of active open space is needed, which increases to 85ha by 2031 with population growth.

Access to open space in this area will be enhanced by the connection from Pakenham East Railway into Deep Creek Reserve.

Summary of benefits, costs and risks

1. This option increases the amount of passive open space and utilisation of existing open space.
2. The cost of trails, seating and other passive open space improvements may be able to be met from open space contributions and rates revenue.
3. Nature conservation and regional water management (three creeks wetland development) are unconstrained by golf or active open space use.
4. The impact on neighbours is less than the current use for golf in terms of the numbers of people using the facilities and hours of operation.



High level benefits, costs and risks assessment

Benefit	QTY	\$	Who	Comment
Increased opportunities for participation in use of passive open space.	1000 people	Difficult to monetise	Community	As urban density increases around Pakenham and East Pakenham stations, more people will be living close by and using open space at Deep Creek Reserve
Continuation of low intensity use of Deep Creek Reserve	Unknown	Unknown	Community	Assumes the impact on neighbours from passive open space use is comparable with the current low levels of golf being played
Increased nature conservation	Unknown	Unknown	Community	Habitat is provided for threatened species (Growling Grass frog, Southern Brown Bandicoot, and Latham’s Snipe)
Water treatment (the Three Creeks)	Unknown	Unknown	Community	Melbourne Water to plan and fund as part of regional water management.
Expanded educational activities associated with the Cardinia Environment Centre	Unknown	Unknown	Community	Cardinia Environment Coalition advice.



Cost	QTY	\$	Who	Comment
Decommissioning of golf course infrastructure (water supply, driving range, irrigation)	Removal of greens, irrigation and water supply	\$1,000,000	Council	
Ongoing maintenance, repair, renewal and replacement of passive open space	52 hectares	\$590,400/ annum	Council	A variation to the open space contract will be required. Doesn't include renewal and replacement funding.
Provision of passive open space in excess of the target levels of provision set for Cardinia	52 hectares	Difficult to monetise	Council	Target levels of passive open space are currently being exceeded in Pakenham. Development, maintenance and renewal of additional open space needs to be funded.
Passive open space infrastructure improvements – paths, seats, etc.	52 hectares	\$350,000	Council	
A masterplan will be required to guide the demolition of the golf course and development of passive open space infrastructure	52 hectares	\$100,000	Council	



Risk	Implication	Likelihood	Consequence	Inherent Risk Rating
Costs to maintain passive open space	Provision of passive open space above the target level for Cardinia will require a cross subsidy for maintenance	Likely	Minor	Moderate risk

Next steps

The next step in the 7-step pathway in the Ministerial Guideline 21 – Golf Course Redevelopment is to formally engage with the community to discuss the options that Council considers to be viable for the Pakenham Golf Course.

The Cardinia Community Engagement Policy 2025 - 2029 provides guidance on selecting an appropriate engagement method, which includes consideration of:

- Effective targeted promotion to those affected by the project.
- In person community engagement opportunities (pop ups, workshops, information sessions, events).
- Online engagement methods.
- Accessible locations for engagement activities.
- Times and dates of engagement activities.
- Alternative formats ie bilingual or Auslan interpreters, audio, easy read, hard copies, large print etc.

Engagement about the future of the Pakenham Golf Course should target those who have used the course or who live nearby, as well as those who have not used the course but who may either play golf (on or off-course) in the future or participate in other open space activities possible under the various options.



The Cardinia Community Panel may be a good starting point to draw a group of local people to discuss the options to inform broader consultation with the Cardinia community.

This is an important decision involving an important community asset where significant financial investment is required in the short and long-term. It is important to consider all options now to provide a foundation for decision making about the use of the land and be prepared for any future eventuality.



References

1. Cardinia Planning Scheme, Amendment C66, Pakenham Golf Course Redevelopment, Panel Report, 2005
2. Deep Creek Reserve: Development of Deep Creek Parkland - Cultural Heritage Management Plan, 10 December 2015.
3. Cardinia Planning Scheme Amendment C209, Planning Permit Application No P1502, Panel Report, 2017.
4. Planning and Environment Act 1987, Section 12(2)(a). DIRECTION NO. 21 - GOLF COURSE REDEVELOPMENT, 25 June 2020.
5. Planning Guidelines for the Conversion of Golf Course Land to Other Purposes, June 2020.
6. Future of Golf at Deep Creek Reserve - Golf Business Analysis, Well Played Golf Business Consultancy Report, March 2025.



Interim reports and advice

1. Nova Ratio - Review of the 'Future of Golf at Deep Creek Reserve - Golf Business Analysis', report prepared by Well Played Golf Business Consultancy Report in March 2025.
2. Nova Ratio - Pakenham Golf Course Feasibility Study - Stage 1 Interim Report, 4 April 2025
3. Nova Ratio - Meeting notes – Cardinia Coordinator of Strategic Planning, 25 May 2025
4. Cardinia Shire Council - Deep Creek Reserve Biodiversity Assessment, 29 May 2025
5. Cardinia Shire Council - Planning Scheme considerations - Deep Creek Golf Club, 16 June 2025.



Review of ‘Future of Golf at Deep Creek Reserve - Golf Business Analysis’, prepared by Well Played Golf Business Consultancy Report in March 2025

Introduction

The Pakenham Golf Course (PGC) Feasibility Study has 3 key stages:

1. Determine whether golf is viable and the best use of the land at Deep Creek Reserve.
2. If golf is not the best use for some or all the land at Deep Creek Reserve, determine if there is any other public open space purpose the land could be used for.
3. If there is no other public open space purpose the land needs to be used for and it was to be re-zoned and sold, where the sale proceeds would be used to do.

To determine the viability of golf at the PGC a specialist consultant was asked to provide advice. This report assesses that advice in the context of the feasibility study.

Viability of golf at Deep Creek Reserve

Well Played Golf Business Consultancy (WPG) was engaged to provide a high level and authoritative report on the PGC that considered three scenarios:

Scenario	Patronage and revenue	Improvement and investment
1. Optimal	What is the optimal patronage that the PGC is capable of supporting given the course design, location and competition, and what revenue could be expected if this level of patronage was to be achieved?	What improvements and investment in the course is required to achieve optimal utilisation of the PGC?



2. Limited	What patronage and revenue can realistically be expected with prudent investment in course improvement?	What improvements and investment are required to improve utilisation of the PGC with a reasonable chance of getting a return on that investment?
3. Business as usual	What patronage and revenue can be expected if repairs and maintenance are carried out on the course?	What is the minimum investment needed for the PGC to continue operating?

WPG were engaged for their expertise in golf business planning and performance, and their current and relevant experience in reviewing publicly owned and public-access golf courses.

The objective was to understand the best, worst, and most likely options available.

Findings

WPG assessed the market for golf in Australia, the Cardinia local area in general, and the Pakenham Golf Course in particular. Their report is comprehensive. My focus is on the advice regarding demand for golf at PGC.

Participation in golf

A key finding is that golf participation has grown in Australia since the Covid Pandemic, and it continues to grow. Golf Australia estimates that about 3.8 million (19%) of adult Australians played golf in 2023/24. Participation in golf is split between on-course golf (i.e. playing golf on a course) and off-course golf (i.e. driving ranges, mini-golf and indoor simulators supported by sports bars, lounges and function spaces).

The split in participation between the two types of golf being played, and the overlap, is shown below, along with key demographic data.

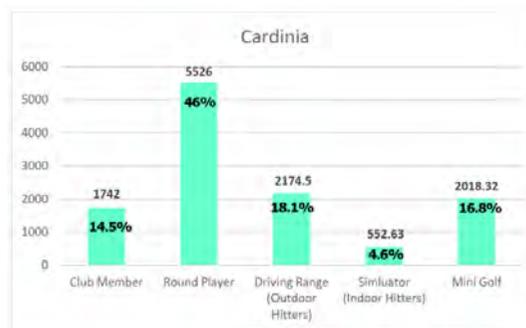


Snapshot of Australian golf participation, source: Golf Australia, 2023/24 Golf Participation Report

Off-course golf attracts more women, younger players and a greater diversity of people. This is an important point in relation to the options WPG advise to increase participation in golf at PGC.

Golf in Cardinia

Golf Australia estimates that within Cardinia 7,268 people participate in golf, and this number has the potential to increase to more than 12,000 participants. Their breakdown of participation is shown in the diagram below.



Growth opportunities for Cardinia's golf ecosystem, source: Golf Australia

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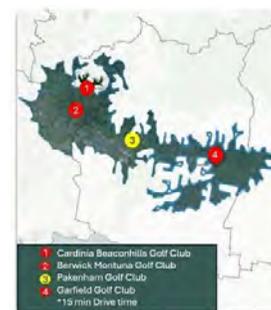


The growth in participation in golf in Cardinia is directly related to project population growth in the municipal area.

WPG assessed golf courses in the Cardinia area. A 10km radius was used to determine the catchment for the PGC and a 20km radius for a member-based course. The location of the 4 golf courses available in or near Cardinia are shown below, along with a description of the off-course facilities available.

- 4 Golf Courses
 - 3 member-based clubs with public access
 - Cardina Beaconhills Golf Club
 - Berwick Montuna Golf Club
 - Garfield Golf Club
 - 1 full public access
 - Pakenham Golf Course
- 2 Driving Ranges
 - Berwick Montuna – (now has technology)
 - Pakenham – no technology
- 0 Mini golf
- 0 Simulator venues

Overview of Cardinia’s golf ecosystem, source: Golf Australia



The distance from PGC to each of the other golf courses is between 10 and 15 kilometers, and an estimated 15-minute driving time. This gives the PGC definite catchment as a full public access golf course providing on-course and off-course golf facilities. This is important point relevant to the advice to market test future development options for the PGC because it identifies the area in which competing developments (especially off-course golf facilities) could be a threat.

Scenario analysis

The findings in relation to each scenario are shown in the right-hand column. A key assumption in each of the scenarios is that golf will continue on-course with 18 holes, and off-course with the driving range and current hospitality offering. Each of these scenarios requires investment and has revenue capable of paying back the investment within 7 to 14 years, assuming a profit margin of 10% on sales.



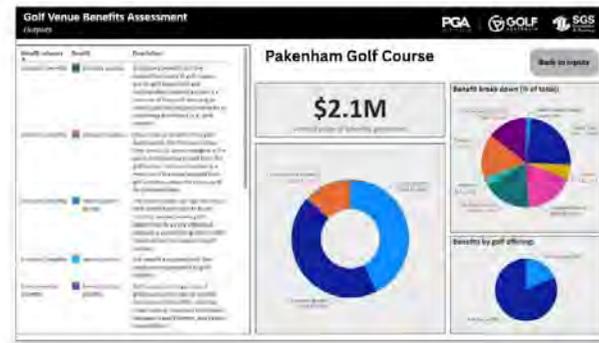
Scenario	Patronage and revenue	Improvement and investment	Findings
Optimal	What is the optimal patronage that the PGC is capable of supporting given the course design, location and competition, and what revenue could be expected if this level of patronage was to be achieved?	What improvements and investment in the course is required to achieve optimal utilisation of the PGC?	45,000 rounds of golf and 19,250 driving range users. Revenue: \$4,235,908 Investment: \$5,885,000 Est. profit \$423,000 Simple payback 13.9 yrs
Limited	What patronage and revenue can realistically be expected with prudent investment in course improvement?	What improvements and investment are required to improve utilisation of the PGC with a reasonable chance of getting a return on that investment?	35,000 rounds of golf and 18,000 driving range users. Revenue: \$3,414,420 Investment: \$2,795,000 Est. profit \$314,000 Simple payback 9 yrs
Business as usual (BAU)	What patronage and revenue can be expected if repairs and maintenance are carried out on the course?	What is the minimum investment needed for the PGC to continue operating?	25,000 rounds of golf (14,237 current) and 15,570 (8,503 current) driving range users. Revenue: \$2,671,568 Investment: \$1,900,000 Est. profit \$261,000 Simple payback 7.3 yrs

In addition to the direct financial benefits and costs of each scenario provided by WPG, Golf Australia provided a Golf Venue Benefits Assessment, shown below.



Based on Golf Australia's recent performance assumptions, it has calculated that Pakenham Golf Course currently provides an annual benefits value of \$924.2k, comprising Economic: \$293.9k, Social: \$350.2k, and Environmental: \$280.1k.

Based on Golf Australia's forecast performance assumptions, it has calculated that Pakenham Golf Course could provide an annual benefits value of \$2.1M, comprising Economic: \$934.2k, Social: \$900.2k, and Environmental: \$280.1k.



Source: Golf Australia

They believe the PGC has the potential to provide \$2.1m of economic, social and environmental benefits. WPG included the Golf Australia assessment in their report but said they disagree with some of the assumptions. Nonetheless, it indicates the quantum of benefits available to the community from continuing golf at Deep Creek Reserve. The Golf Australia data used in the model indicates a significant increase in patronage. Their forecast of increased patronage is shown in the table below.



Input	Current - 2024	Forecast - Conservative	Forecast – Best Practice
Local Users	90%	86	Anticipate the percentage would diversify further with increased patronage due to popularity of venue (i.e. Morack)
Intrastate Users	10%	12	
Interstate Users	0	2	
Revenue each offering			
Golf Course			18 hole golf courses operating at maximum capacity can achieve 100,000+ rounds. This can be dependent on location etc (more densely populated areas). We would conservatively estimate 60,000 – 80,000 as a target over time.
Revenue	347,000	913,000	
Rounds	13,341	35,000	
Shortened Course	0	0	

Mini Golf	0	0	Opportunity to develop a mini-golf facility and increase visitations. A target of 30,000 rounds over time.
Driving Range			
Revenue	121,000	363,000	Gradual increase as popularity increases.
Buckets	9,800	29,400	
Simulator	0	0	N/a not in the scenario
F & B / retail			
Revenue	340,000	963,600	Increase in line with increased visitation in the above number increases
Revenue whole venue			
Est total profit	0	150,000	To be determined when inputs entered
Community spend	40,000	100,000	To be determined when inputs entered
Playing members	0	0	N/a public course
FTE workforce	7	10	To be determined when inputs entered
Land area	45	45	To be determined when inputs entered
Common land use surrounding	Residential	Residential	Residential

The increase in golf rounds from 13,341 to 35,000 will potentially bring an additional 44,000 people to the PGC (assuming 2 players for each round) and between 22,000 and 44,000 additional cars (depending on whether they travel together or separately). The increase in driving range buckets from 9,800 to 29,400 brings an extra 19,600 people, potentially in the same number of cars.



In the assessment of scenarios, WPG have also assumed a significant increase in patronage, with golf rounds increasing to 25,000 to 45,000, and driving range users increasing to 15,570 to 19,250 people.

Conclusion

The WPG report findings make a consistent and strong case that golf is viable at Deep Creek Reserve under each of the scenarios.

There are numerous examples evidencing the potential to increase community participation in golf in Cardinia by improving on-course and off-course golf facilities. Those facility improvements can also be funded by the private sector under a long-term lease, and external operators can deliver golf services. The council could receive an income from the operator of the golf course and the associated council-owned facilities. The council could continue to maintain the buildings or make all asset maintenance the responsibility of the course operator.

WPG recommend market testing through an expression of interest to determine what off-course golf facilities are viable, and whether an 18, 9 or smaller golf course is desirable. A benefit in doing this would be if less than 18 holes are required, when some land would become available for other open space uses or divestment to enable other investments in open space.

There are other considerations relevant to golf continuing at Deep Creek Reserve. The increased number of rounds of golf played on-course will increase the number of people travelling to and from Deep Creek Reserve. Some of the increases will come from night-time golf activities. There will also be work required to provide off-course facilities. All these potential changes have implications.

Implications of increasing golf participation

The current golf facilities have a planning permit that is likely to have conditions relevant to operating hours. It may also limit types of uses. The current amount of car parking is based on a specified number of users and may be inadequate if the number of users increased.

Cameron Avenue is the only access road to the PGC. The potential increases in patronage in the WPG report suggest an increase in people attending the PGC of around 80,000 people per annum. Assuming people travel together, this will be an increase of around



40,000 cars per annum. The impact on neighborhood amenity will need to be considered. The capacity of the intersection with Racecourse Road will also need to be assessed.

If more night-time golf activities occur (i.e. driving range and mini golf), the impact of lighting and noise will need to be considered. Neighbours may be affected and wildlife in the nearby wetlands disturbed. Permits will be required for works.

Finally, a long-term lease for the PGC has potential implications for the broader area of Pakenham. The PGC sits within two low-density residential areas and it is proximate to the East Pakenham station and the East Pakenham PSP. There has been a request for a road easement to cross Deep Creek at the northern end of the golf course to access land for development off Johanna Court. There are urban development and land use issues that should be considered before entering into a long-term lease for the PGC.

Recommended next steps

1. Organise a workshop with relevant council officers to get a high-level view and understanding of the land use implications in changes in the PGC.
2. Develop parameters on future use of the PGC and criteria for assessment of an EoI if market testing proceeds to enable a decision on the future of golf at Deep Creek Reserve.



Pakenham Golf Course Feasibility Study - Stage 1 Interim Report, 4 April 2025

Introduction

The Pakenham Golf Course (PGC) Feasibility Study has 3 key stages:

1. Determine whether golf is viable and the best use of the land at Deep Creek Reserve.
2. If golf is not the best use for some or all the land at Deep Creek Reserve, determine if there is any other public open space purpose the land could be used for.
3. If there is no other public open space purpose the land needs to be used for and it was to be re-zoned and sold, where the sale proceeds would be used to do.

Is the Pakenham Golf Course viable?

The Well Played Golf (WPG) report is positive about the future of golf at Deep Creek Reserve, either as a continuation of 'business as usual' (BAU) with investment to restore the course (25,000 rounds of golf (14,237 current) and 15,570 (8,503 current) driving range users; Revenue: \$2,671,568; Investment: \$1,900,000; Est. profit \$261,000; Simple payback 7.3 yrs) or with investment in off-course facilities (45,000 rounds of golf and 19,250 driving range users; Revenue: \$4,235,908; Investment: \$5,885,000; Est. profit \$423,000; Simple payback 13.9 yrs).

In both scenarios the council can expect private funds to be invested in return for long-term leases. In the BAU scenario the council may end up in a cost-neutral situation, and with investment in off-course facilities, the council could expect to earn revenue from the course. In both situations WPG say private operation of the course is preferred, and private maintenance is possible. A consideration for the council will be the return on capital invested in the course and facilities (estimated at \$15m), and the potential to recover depreciation to fund asset renewal.

In terms of the feasibility study into Deep Creek Reserve and options analysis to inform decision making about the future of the Pakenham Golf Course (PGC), it is feasible to continue with golf.



Is the Pakenham Golf Course the best use of the land at Deep Creek Reserve?

The location of the PGC in Deep Creek Reserve and midway between Pakenham and Pakenham East raises some issues about whether golf remains the highest and best use for the land. Twice previously the council has attempted to change the use of the land (in 2005 rezoning of the golf course was requested to enable it to be sold and for the golf course to relocate; and in 2017 part of the golf course was requested to be rezoned to pay for improvements to course facilities). Both times the planning panel rejected the request.

The reasons for rejection remain worthy of consideration today when determining the feasibility of the PGC and the potential for the land to be used for any purpose other than public open space.

Cardinia Planning Scheme, Amendment C66, Pakenham Golf Course Redevelopment, Panel Report, 2005

Proposal

The purpose of the amendment requested was to facilitate the redevelopment of the site to provide 600 lots for residential development over approximately 60% of its area, leaving approximately 40% to provide public open space, drainage, flood storage, wetland and conservation functions.

The proceeds of sale were to be applied to assist the relocation of the golf club to a new course outside the Urban Growth Boundary. This relocation was argued to be required because the golf course did not have fairways of the currently accepted width for optimum safe play. It became severely waterlogged at times and was said to require considerable expenditure and/or expansion to remedy these concerns.

Decision

The Panel concluded as follows:

- Amendment C66 does not appear to be the product of a rigorous, directed and orderly strategic planning process for the future community and recreational needs of a swiftly growing growth corridor:
 - it does not reflect best practice in growth corridor open space planning;
 - it fails to respond adequately to Melbourne 2030 Direction 5, policy 5.6 and the Parklands Code and policy 5.7;
 - it fails to respond adequately to the Cardinia Recreational Open Space Strategy;
 - it breaches Ministerial Direction No 3 as it is not consistent with the South Eastern Growth Corridor Map;



- it is unlikely to offer net community benefit.
- The intended development has an unacceptably high risk of being unsustainable having not adequately addressed either the constraints imposed by the site conditions, or the protection of the existing natural assets.
- The nature of the balance between the needs of recreation and conservation has not been properly addressed. Whilst 40% of the site would be retained as open space, much of this would be required to address drainage, flood storage and conservation management requirements. The balance land is not likely to be able to provide an effective regional recreational resource and would be unlikely to be able to host active recreational opportunities.
- The long-term feasibility of the proposed protection of the Growling Grass Frog has not been established at the strategic level.

The Panel recommended that the amendment be abandoned

Cardinia Planning Scheme Amendment C209, Planning Permit Application No P1502, Panel Report, 2017

Proposal

The Amendment proposed to:

- 25 Oaktree Drive, Pakenham
 - Rezone part proposed Lot 1 PS743978C from a Public Park and Recreation Zone (PPRZ) and the land in the Oaktree Drive road reserve from Road Zone Category 2 (RDZ2) to Low Density Residential Zone Schedule 3 (LDRZ3), allowing a minimum subdivision size of 0.2 hectares.
 - Apply the Design and Development Overlay – Schedule 1 (DDO1) and Vegetation Protection Overlay – Schedule 1 (VPO1) to the land proposed to be rezoned.
- 1, 3, 5, 7, 9, 11 and 13 Ryan Road, Pakenham and 1, 2, 3, 4 and 5 Johanna Court, Pakenham
 - Remove the land from Schedule 1 and include it in Schedule 3 to the LDRZ to provide for a minimum subdivision of 0.2 hectares.
- 62 Cameron Way, Pakenham
 - Rezone land in the existing Oaktree Drive road reserve (to be known as Proposed Lot 2 PS743978C) from Road Zone Category 2 (RDZ2) to PPRZ.



The Deep Creek Master Plan showed how the site would be used and developed for a range of golf, open space, floodway and environmental purposes. As part of this Master Plan, the site occupied by the Golf Club rooms was identified as surplus. The Council sought to rezone this land to LDRZ3 and apply the DDO1 and VPO1 to reflect the zoning/overlays of surrounding land, and to realign the title boundaries to facilitate the sale of the land.

The council also sought to reduce the minimum lot size for LDRZ land in Johanna Court/Ryans Road to the east from 0.4 hectares to 0.2 hectares. In 2013, the Council prepared Amendment C188 which sought to retain the proposed 0.4 hectare minimum lot size for this land, which was supported at Panel and ultimately approved. The Council was seeking to reverse this decision.

Decision

The Panel considered that a critical issue in relation to this Amendment is the fact that the land is located within the South-Eastern Growth Corridor and that land to the west, north and east has already or will be developed for conventional residential development. The location of rural-residential development in this location is a legacy of the past and whilst once located on the edge of the Urban Growth Boundary, it is now located within it.

For these reasons, the Panel considers that any proposal to rezone land from PPRZ, particularly land within a 400 metre walking catchment of residential area needs to be clearly strategically justified, having regard to the broader open space provision. Similarly, any proposal to provide additional low density residential land within the Urban Growth Boundary, to apply the DDO1 and the VPO1 also needs to be strategically justified. The Panel did not, however, consider that this justification existed.

The Panel considered that given the concern raised above, it would not be appropriate to realign the title boundaries at this stage to facilitate this rezoning. In addition, the Panel was not presented with sufficient information about the environmental values and constraints associated with the land to enable it to make an informed decision about the potential environmental impacts associated with any future subdivision and development of this land.

For these reasons, the Panel did not support this application to realign the title boundaries. Similarly, the Panel considers there has been no strategic justification to reduce the minimum lot size of the LDRZ land to the east from 0.4 to 0.2 hectares. Amendment C188, which sought to retain the 0.4 hectare minimum lot size, has only recently



been approved and there has been no additional strategic work undertaken that demonstrates the need to vary the approach adopted in this Amendment.

In terms of the proposed rezoning of Oaktree Drive, the Panel was satisfied that as there is no strategic imperative to widen this road, the proposal to downgrade its status is appropriate. The Panel did, however, consider there is a need to improve the mapping to make it clear that the front of the properties along Oaktree Drive are not included in the proposed rezoning.

For these reasons, the Panel did not support the Amendment.

In 2020, the Minister for Planning released a Direction in relation to golf course redevelopment. The purpose of the Direction is to ensure that the redevelopment of a golf course delivers a net community benefit. It is directly relevant to any changes to the PGC.

MINISTERIAL DIRECTION NO. 21, GOLF COURSE REDEVELOPMENT

The Direction says that when preparing an amendment to a planning scheme or application for the redevelopment of a golf course, the following steps should be followed:

1. Consider whether the land should be redeveloped.
2. Identify the strategic direction for the site.
3. Determine what assessments and approvals are required.
4. Document site values, constraints and opportunities.
5. Engage the community.
6. Develop a land use concept that delivers net community benefit.
7. Deliver a quality outcome.

The first two steps are relevant to this stage of the feasibility study.

Step 1: Consider whether the land should be redeveloped

The Direction says that the following questions should be addressed in establishing whether golf course land should be converted to another use:



- Does the land tenure allow for conversion?
- Is the golf course surplus to golfing?
- Are there economic alternatives to conversion?
- Should the land remain as open space?

The feasibility study into Deep Creek Reserve and options analysis to inform decision making about the future of the PGC has addressed land tenure and whether the PGC is surplus to golfing. There is a strong argument that it is not surplus to golfing and it is potentially a well-located facility to increase participation in golf. The land is owned by the council. There is speculation that the land was originally transferred to Council ownership for roads or open space in a future subdivision (see 2017 Panel Report).

The question to be addressed now is whether or not the PGC is the best use of the land. This is closely coupled to the second step in the Ministerial Direction.

Step 2: Identify the strategic direction for the site

Establishing the strategic direction for the site is a key step to developing a concept for the site. Any concept for the site should begin by asking what does policy say is the best use for this site?

The strategic direction for a proposal should consider the following:

- The level of access to transport and activity centres.
- The local open space network or wildlife network.
- Whether the proposed conversion is consistent with relevant policies and strategies including:
 - the Planning Policy Framework in the Victoria Planning Provisions or relevant planning scheme
 - Metropolitan Planning Strategy any metropolitan open space strategy or regional open space strategy
 - any approved council open space strategy
 - any approved council housing strategy.
- Whether proposal has the potential to contribute to broader strategic priorities, such as:
 - Active Victoria Framework.
 - Water for Victoria Water Plan.



- Any regional Integrated Water Management Plan or the achievement of water sensitive urban design principles.
- Victorian 30-Year Infrastructure Strategy.
- Protecting Victoria’s Environment - Biodiversity 2037.

Conclusion

The implications for broader strategic land use issues from changes to the PGC were identified in both panel reports. Consideration needs to be given to what current strategic plans say about Deep Creek Reserve. This should start by considering the location of the PGC midway between Pakenham and East Pakenham and the relationship with nearby land uses. Some specific issues that should be considered are:

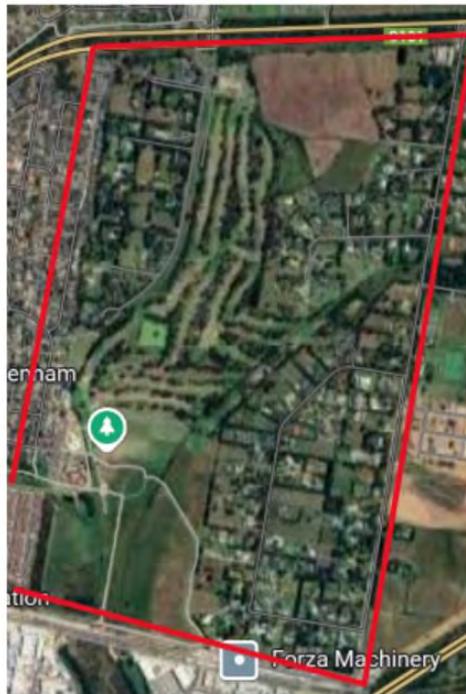
1. The potential for a road crossing of Deep Creek to connect East Pakenham to Pakenham. This has been suggested on land adjacent to the rail line in the south and connecting to Johanna Court in the north.
2. The future of low-density residential areas on the east and west side of the PGC. An attempt was made to increase the density of the area to the west of the PGC in 2017. The low-density residential area to the east of the PGC is now within 500m of a suburban rail station and may be subject to the new planning controls.
3. The planning for flood mitigation on Deep Creek. A plan for detention/wetlands has been proposed (according to the Cardinia Environment Centre) and funding for works has been committed but not provided by Melbourne Water. The PGC is currently subject to periodic inundation (see 2005 Panel Report) and it could be a factor in accommodating other active open space uses.



Meeting notes – Cardinia Coordinator of Strategic Planning

Context

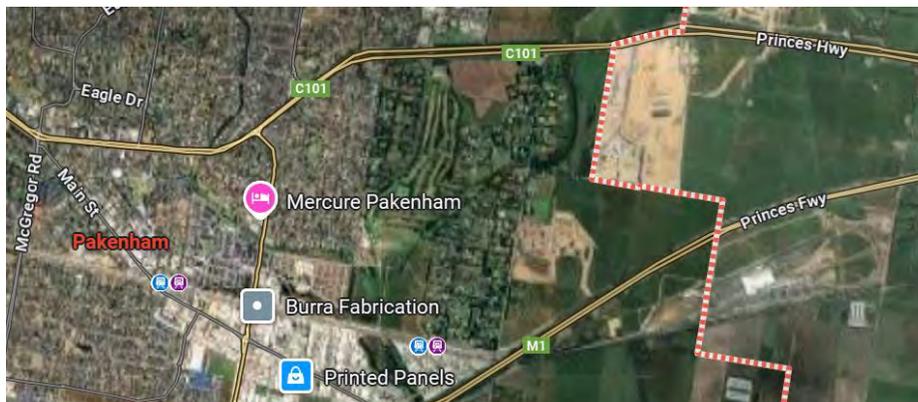
The area of land in which Deep Creek Reserve sites between Pommel Street/Barington Drive (west) and Ryan Road (east), the Princes Highway (north) and rail line (south), could be subject to significant change in the future.





This change will be driven by calls to increase the density of the low-density residential areas surrounding Deep Creek Reserve between Pommel Street/Barrington Drive, and Ryan Road (shown in diagram above) as land value increases with urban expansion.

There has already been a change in residential density in the Low Density Residential area, firstly to retain the 0.4 ha density and then a proposal for a discrete section of the Low Density Residential to increase density to 0.2 ha in 2017 which was abandoned by Council. The current low residential density is anomalous with the higher density of residential development in Pakenham to the west of Pommel Street/Barrington Drive, and the density proposed east of Ryan Road in the East Pakenham PSP.





As part of the release of Plan for Victoria the State Government's key focus is increasing housing choice and affordability with more homes near transport, jobs and essential services. At this present stage, the Pakenham East train station has not been identified in Plan for Victoria to accommodate additional housing growth as part of Cardinia's Housing Targets. This could change in the future given the train station location. The Victorian Planning Authority (VPA) has not scheduled a review of the land use controls in this area but it is on their list of potential projects.

Studies required

Any changes in land use in the area will require various background technical studies to be completed to substantiate any proposed change and to understand the impacts and demonstrate the benefits of change. There are currently 2 relevant studies underway. The first is flood modelling being done by Melbourne Water with a planned completion date of 2027. The second is the Cardinia Housing Strategy that is planned to be completed by 2029. Both studies will have implications for Deep Creek Reserve and its environs.

Further studies required were identified by the Planning Panel in 2005 and 2017 to provide the strategic justification for changes to the Pakenham Golf Course. This work has yet to be done. Plan Victoria, the Cardinia Planning Scheme, and the Pakenham Structure Plan (which replaces the Pakenham Township Plan) make no specific reference to the Pakenham Golf Course.

The present Cardinia Planning Scheme states the following strategic directions.

- Under Clause 21.01-1 under Cardinia Shire Key Issues and Strategic Vision it states *Ensuring any redevelopment of golf courses has net community benefit and does not adversely impact upon the environment*
- Under Clause 21.04-5 under "Tourism" it states *Facilitate the development of complimentary facilities at golf courses including accommodation, conferencing and dining facilities where appropriate.*

Planning controls on Pakenham Golf Course (PGC)

The Well Played Golf report suggests that significant increases in patronage of the PGC are possible and desirable. The table below shows the potential increases in patronage and the numbers of people and cars this is likely to attract to the PGC.



Scenario	Description	Patronage	Increase in patronage
Current	Data from 2024/25	14,237 rounds of golf 8,503 driving range users 36,977 people (assumes 2 people per round and 1 per driving range) 22,740 cars (assumes 2 people per car)	
Business as usual	The patronage that can be expected if only repairs and maintenance are carried out on the course	25,000 rounds of golf 15,570 driving range users 65,570 people (assumes 2 people per round and 1 per driving range) 40,570 cars (assumes 2 people per car)	28,593 people 17,830 cars
Limited	The patronage that can realistically be expected with prudent investment	35,000 rounds of golf and 18,000 driving range users 88,000 people (assumes 2 people per round and 1 per driving range) 53,000 cars (assumes 2 people per car)	51,023 people 30,260 cars
Optimal	The optimal patronage that the PGC is capable of supporting	45,000 rounds of golf and 19,250 driving range users 109,250 people (assumes 2 people per round and 1 per driving range) 64,250 cars (assumes 2 people per car)	72,273 people 41,510 cars



The current planning controls on the PGC need to be reviewed and the implications of increased patronage considered. The potential traffic impact on Cameron Drive and noise and light impact on neighbours immediately west and east of the function centre/bistro and driving range need to be considered. Any intensification of off-course golf activities is likely to include more outdoor nighttime activities (e.g. mini-golf, larger driving range). Increased hospitality and golf entertainment could also increase noise from patrons.

Stephen Thorpe, 26 May 2025



Deep Creek Reserve Biodiversity Assessment 29 May 2025

1. Executive summary

The Deep Creek Reserve Biodiversity Assessment was conducted by Cardinia Shire Council Officers to evaluate the current biodiversity values of the former Pakenham Golf Course site, comparing them to findings from a 2004 assessment. The 83-hectare site, located in Pakenham, spans both the Highland Southern Falls and Gippsland Plain Bioregions and includes a mix of historically developed golf course land and undeveloped wetland and drainage areas.

Key Findings:

- **Vegetation Quality:** The site predominantly features planted tree species with scattered remnant individuals. Vegetation quality ranged from Low to Moderate, with some High-Quality patches, particularly in the northern section. Swamp Scrub and native wetland vegetation were observed, especially along Deep Creek and in southern wetlands.
- **Flora:** Indigenous and exotic species were identified, including significant native species such as Veined Spear Grass (a species of conservation concern). Weed species are widespread but manageable with targeted control.
- **Fauna Habitat:** While no formal fauna survey was conducted, the site provides diverse habitat features including wetlands, tree hollows, and dense understorey vegetation. It supports common bird species and has potential habitat for rare and threatened species such as:
 - Growling Grass Frog
 - Southern Brown Bandicoot
 - Latham's Snipe



- **Ecological Significance:** The site functions as a low-quality but important urban biolink node, connecting multiple creeks and wetlands. The southern half, with its permanent and ephemeral wetlands, is particularly valuable for amphibians, birds, and reptiles and is unsuitable for development due to its ecological importance.

Recommendations for Future Work:

- **Arborist Report:** To map and assess the significance of trees on site.
- **Detailed Flora and Fauna Assessment:** Including species inventories, vegetation mapping, and analysis of ecological vegetation classes (EVCs).
- **Targeted Surveys:** For threatened species such as Growling Grass Frog, Southern Brown Bandicoot and Veined Spear Grass.

Conclusion:

The Deep Creek Reserve holds significant biodiversity value, particularly in its wetlands and remnant vegetation. While parts of the site are degraded, others offer critical habitat for native species. Further ecological studies are essential to inform any future land use or development planning.

2. Introduction

Cardinia Shire Council is in the process of evaluating the biodiversity values present at Deep Creek Reserve (the former Pakenham Golf Course) located in Pakenham. The assessment aims to compare the current biodiversity values to the historic assessment completed in 2004 (Brett Lane & Associates 2004). The findings will help guide future decision making for the site, including additional studies needed to inform those decisions.

Study Area Description

The Study Area is approximately 83 hectares in size and is bound by Princes Highway to the north, low density residential and undeveloped land to the east, the railway line to the south and Oaktree Drive to the west. The northern half of the site has been



historically used as a golf course from approximately 1980s until March 2025. Prior to the golf course, it's understood that the Study Area comprised of modified grazing land held in private ownership, until it was acquired by Council through various subdivision applications and land purchases to create a reserve for municipal purposes. The southern half of the Study Area has not been developed and was likely historically cleared and used for agriculture purposes. Currently, this southern area serves as open space and drainage for the various creeks and wetlands in the area.

The north of the site is dominated by golf course fairways and greens and contains mostly planted trees in the roughs. Some trees on site were determined to be remnant species that were not historically cleared. Majority of the trees on site were determined to be historically planted on site with some becoming quite large and significant in the landscape. Throughout the entire site there are also various wetlands and drainage lines where indigenous aquatic and semi aquatic vegetation has naturally recruited.

The site is unique as it is modelled to be located within both the Highland Southern Falls Bioregion in the north and Gippsland Plain Bioregion to the south. The landscape surrounding the Study Area generally consists of flat terrain that has largely been urbanised to the west and is undeveloped farmland to the east. Various drainage lines and creeks such as Deep Creek, Whiskey Creek and Pakenham Creek traverse the landscape and have an impact on the site, particularly in the southern section.

The Study Area is zoned Public Park and Recreation Zone, with a portion situated within the Floodway Overlay and Development Contribution Plan Overlay- Schedule 1.



Figure 1. Study Area for the purpose of this assessment



3. Methods

Desktop Review

In addition to a site assessment, a desktop review of relevant information was undertaken as part of this Biodiversity Assessment.

This desktop review covered:

- The Existing Pakenham Golf Course Flora and Fauna Assessment prepared by Brett Lane & Associates in 2004
- The Targeted Survey for Growling Grass Frog at the Existing and Proposed Pakenham Golf Course Sites report prepared by Brett Land & Associates in 2005
- Information from ecological databases, including that from 2 km buffer searches of the Victorian Biodiversity Atlas (VBA) and the Federal Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) Protected Matters Search Tool (PMST), as required
- Information from DEECA's NatureKit to determine likely Ecological Vegetation Classes (EVCs)
- Information from iNaturalist for local species observations.

Site Assessment

A site assessment was undertaken by Cardinia Shire Council's Biodiversity team on the 22nd and 28th of May 2025. These assessments focussed predominantly on the out of play sections of the golf course and areas of important habitat in the south. This assessment focussed on rating the patches on a scale from Low to High. This scale considered the overall biodiversity value of the patch including, tree cover, planted and remnant species, understorey cover, weed cover and presence of habitat for fauna. The scale has been included below:



Quality of Vegetation	Rating
0-25%	Low
25-50%	Moderate
50-75%	High
75-100%	Very High

The assessment also aimed to map significant and/or large trees, significant flora species observed and unique vegetation types on site such as Swamp Scrub and wetlands that provide important fauna habitat compared to canopy trees.

The aim of the site assessment was to gain a broad understanding of the current conditions of the site and compare them to previous work that has been conducted. It is expected that any future considerations for the site would require an in-depth assessment and analysis additional to this report.

4. Results and Discussion

As outlined above, the Study Area is dominated by mown grassy areas and planted tree roughs. Some wetlands and dams are scattered throughout the site and Deep Creek runs along its eastern boundary.

Flora

The treed areas of the site are dominated by planted species with a mix of species indigenous to the area, Australian natives and exotic species. These trees vary in age from young to older remnant individuals. Various species of Eucalypt were identified on site such as River Red Gum *Eucalyptus camaldulensis*, Swamp Gum *Eucalyptus ovata*, Southern Mahogany *Eucalyptus botryoides* and Blue Gum *Eucalyptus globulus*. A few Pine Trees *Pinus radiata* were observed on site amongst plantings. While canopy species are the dominant type, understorey species have also been planted on site such as Wattles *Acacia* spp., Bottlebrushes *Callistemon* spp.



and Paperbarks *Melaleuca* spp. Some areas on site are dominated by naturally occurring understorey species which provide dense coverage and are representative of the Swamp Scrub ecological vegetation class (EVC 53).

Old dams and waterbodies on site generally contained native wetland species such as Spike rushes *Eleocharis* spp. and Rushes *Juncus* spp. These wetlands were generally high quality and provide habitat for water birds, amphibians and mammals. Higher quality waterbodies contained fringing vegetation around the edges that provide additional habitat for fauna species.

The vegetation along Deep Creek in the east of the site contained good cover of Swamp Paperbark *Melaleuca ericifolia* and some scattered trees. While some high threat weeds were present along the waterway, this channel provides good habitat for fauna species.

Small patches of native grasses were observed on site including Veined Spear Grass *Austrostipa rudis*, other Spear Grasses *Austrostipa* spp., Kangaroo Grass *Themeda triandra* and Weeping Grass *Microlaena stipoides*. These patches generally occur in higher quality patches where there is less intrusion from exotic grasses or less frequent mowing. The dominant grass throughout the site is Couch Grass **Cynodon dactylon* which was planted for golfing use.

Small patches of Spear Grass were identified on site, whilst it could not be determined which species it was at the time, it is assumed that some of these individuals could be Veined Spear Grass due to previous records of this species on site. As this species is listed as endangered under the *Flora and Fauna Guarantee Act 1988*, its presence on site is significant and needs to be considered in future directions.

Weed species were dominant throughout the understorey of the site. Whilst most weeds are generally insignificant to the wider area, some significant species were observed on site such as Blackberry **Rubus fruticosus* L. agg, Gorse **Ulex europaeus*, Ragwort **Senecio jacobaea*, Westringia **Westringia* spp., and Sweet Pittosporum #*Pittosporum undulatum*. With weed control works these species could be significantly reduced or eliminated from the site.

* - Denotes exotic species # - Denotes Australian species outside natural range



While a detailed inventory of species on site was not the purpose of the site assessment, collation of a list of key species helps provide a snapshot into the quality and values of the site.

Figures 1 through Figure 11 show site conditions to the east of the Study Area as it relates to current vegetation condition in areas subject to proposed development impacts.



Figure 2. Patch of planted trees with minimal understorey



Figure 3. Low quality patch



Figure 4. Low quality wetland with no emerging or fringing vegetation



Figure 5. High quality wetland with dense vegetation cover



Figure 6. Large River Red Gum 170cm



Figure 7. Dense vegetation along Deep Creek



Figure 8. Large dam in centre of Study Area with refuge island



Figure 9. Dense Swamp Scrub along Deep Creek



Figure 10. Low quality grasses in ephemeral area providing habitat



Figure 11. High quality wetland vegetation

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Fauna Habitat

The site was not subject to fauna survey however it is expected that a range of fauna would utilise the habitat within the Study Area, including the wetlands, drainage corridors and trees. This includes bird species that are commonly recorded in the local area based on searches of the Victorian Biodiversity Atlas (VBA) such as Sulphur-crested Cockatoo *Cacatua galerita*, Laughing Kookaburra *Dacelo novaeguineae*, Australian Magpie *Gymnorhina tibicen*, New Holland Honeyeater *Phylidonyris novaehollandiae*, Crimson Rosella *Platycercus elegans*, and Grey Fantail *Rhipidura albiscarpa*. Hollow bearing trees observed on site provide nesting and shelter for fauna that utilise hollows.

Wetlands and creeks provide habitat for aquatic and semi aquatic species such as Spotted Marsh Frog *Limnodynastes tasmaniensis*, Common Froglet *Crinia signifera*, Striped Marsh Frog *Limnodynastes peronii* and Growling Grass Frog *Litoria raniformis* as well as other species that are typical around water sources.

It is considered likely that larger predatory birds such as raptors and owls utilise the site. This was partially confirmed on site with the presence of significant whitewash underneath a stand of trees in the north of the site and a large nest being observed in another large tree near the centre of the site. Predatory birds may utilise the site for nesting, shelter and hunting.

The large dam near the centre of the Study Area (Figure 8) provides excellent habitat for waterfowl and other birds with large numbers being observed around and in the water. Additionally, the island in the centre of the dam provides a safe refuge for birds from predators such as foxes and cats. This dam is mapped as a significant wetland due to its size and habitat potential on site.

The southern half of the Study Area contains many wetlands and drainage lines that contain native vegetation. These areas provide significant habitat for a multitude of species most notably frogs and birds however, it would also be expected that reptiles would utilise these areas also. Some areas were mapped as low quality as they were dominated by exotic grasses. Whilst generally low quality, this habitat still provides significant space for Growling Grass Frogs to overwinter and also provide wetter areas for other amphibians. These areas also provide ephemeral habitat for birds and amphibians which is generally lacking on site.



The main focus with regards to fauna during the assessment was the consideration of the site's potential to provide fauna habitat. The habitat observed within the site included:

- leaf litter
- tree canopies
- tree hollows
- understorey vegetation
- grassy understorey vegetation
- wetlands
- creeks.

The site has potential to provide habitat for several rare and threatened species such as Growling Grass Frog *Litoria raniformis*, Southern Brown Bandicoot *Isodon obesulus* and Latham's Snipe *Gallinago hardwickii*.

Growling Grass Frog

Growling Grass Frogs typically occupy areas with a permanent water source that contains fringing and submerged vegetation for shelter. They require dense understorey vegetation for protection during colder months while they overwinter. Growling Grass Frogs also have preference for rocks or bare ground that they can use for basking.

Growling Grass Frog has potential to occupy the site in the wetlands, creek, drainage lines and thick vegetation for overwintering. There are 17 historical records of Growling Grass Frog on site and in the immediate surrounding area on the VBA which indicates that they are likely present on site or in the adjacent wetlands and have a high likelihood of occurring on site.

Southern Brown Bandicoot

Southern Brown typically inhabits areas of dense vegetation that includes tussock grasses, shrubs and densely growing understorey trees such as Swamp Scrub which provides them with shelter from predators.



Southern Brown Bandicoot has been recorded in the immediate vicinity of the Study Area, most recently being observed in habitat supporting small number of Bandicoots both east and west of the Princess Freeway, including around Deep Creek Reserve and the new Pakenham East Station. Anecdotally Bandicoots have also been observed by residents within the vicinity of the Deep Creek outdoor play space.

Given the species known local presence and mobility, there is a moderate likelihood of the species utilising Deep Creek Reserve as core habitat and for landscape connectivity into surrounding Biolinks that connect to the site to and from the wider landscape. While the site currently lacks any significant permanent core habitat for Southern Brown Bandicoot due to the lack of protective understorey vegetation, there are a few small pockets of suitable habitat such as intact Swamp Scrub patches and the dense vegetation along Deep Creek.

Latham's Snipe

Latham's Snipe is generally widely dispersed in low numbers across wetland and grassland areas. Their preferred habitat consists of open freshwater or brackish wetlands with cover nearby, particularly areas of wet tussock grassland and other dense ground vegetation.

During the day snipe prefer to roost in grass and weeds near water and at night they disperse to feed in nearby wet paddocks, ditches and other open flooded areas. The distance they move nightly to feed is unknown; however, shorebirds tend to roost near their feeding habitats to reduce the amount of energy used in nightly transit (SWIFFT 2024).

The site contains some habitat suitable for Latham's Snipe to utilise such as the waterbodies and dense vegetation within and around some wetlands. There are several incidental sightings of Latham's Snipe in the immediate vicinity of the Study Area meaning that they may occasionally use the site for foraging or shelter.

Future Work

Prior to any development or further consideration, future work on site should occur to provide a more in depth understanding of the site's values. This future work should involve the following and any other assessments deemed appropriate:



Arborist Report

An arborist report should be prepared for the site that maps the trees on site and provides context on whether they are planted or remnant individuals, comments on their significance and ability to provide habitat for fauna on site. An arborist report would also provide an accurate map of tree locations on site.

Detailed Flora and Fauna Assessment

A detailed flora and fauna assessment prepared by a suitably qualified ecologist would provide a more detailed review of the sites flora and fauna values. It would be expected that this would include:

- a full list of species observed on site;
- accurate mapping of native vegetation patches;
- analysis of EVCs present on site;
- likelihood of rare and threatened species present on site; and
- other detailed information relevant to the site.

Data collected by the ecologists could then be used in future for any planning and design matters for the site.

Flora and Fauna Targeted Surveys

It is expected that a range of rare and threatened species protected under the Federal legislation Environment Protection and Biodiversity Conservation Act 1999 and State Legislation Flora and Fauna Guarantee Act 1988 are present on site or have a high likelihood of utilising the site in some capacity. It would be expected that these species are highlighted within detailed reports prepared by ecologists. Targeted surveys for the species identified should then be undertaken to determine their presence on site.

Additional to the fauna species highlighted within this report that may occupy the site it is recommended that a targeted survey is conducted for Veined Spear-grass *Austrostipa rudis* and any other significant species picked up as part of detailed reporting.

Previous Reports

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The report produced by Brett Lane & Associates in 2005 identified several waterbodies that would be suitable for Growling Grass Frog to inhabit and one individual being observed within a wetland within the Golf Course. Since then, potential habitat for Growling Grass Frog has increased with there generally being more fringing vegetation and within most waterbodies compared to 2005.

The Biodiversity Assessment produced in 2004 by Brett Land & Associates identified multiple areas where remnant trees and significant habitat was located within the golf course. This Study aimed to verify and update these results. Generally, the results collected in 2025 were still consistent with the report from 2005 with remnant trees being observed in the same locations and Swamp Scrub being present in wetter areas of the site. Currently, there is generally more Swamp Scrub present along Deep Creek and some of the waterbodies compared to 2005 however, some Swamp Scrub mapped in 2005 has since been removed from some of the roughs in the north of the site.

The wetlands in the south of the Study Area have generally increased in size compared to 2005 with significant growth observed in the west of the site. While the east was lower quality, it still contained scattered native plants that represent wetland communities and still provides habitat for multitudes of species.



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5. Summary

The Study Area mostly contains planted tree species with scattered remnant individuals. Patches of vegetation were generally considered Low to Moderate quality with a few being High Quality. These patches serve as habitat for a range of fauna species and have potential to shelter some rare and threatened species.

The site serves as a low quality but important urban biolink node that services multiple creeks and wetlands which also contains significant tree canopy cover. Some vegetation across the Study Area is deemed to be native vegetation patches and would require permits and offsets to remove.

Additional investigations regarding flora and fauna values on site are likely required before any work is conducted on site.

Within the former golf course, the biodiversity and habitat values were generally higher in the northern half of the site compared to the south. The northern portion of the golf course contained the most significant trees and habitat compared to the south which contained minimal planted trees and sparse understorey.

The southern half of the Study Area contains significant habitat for birds, amphibians and reptiles due to it containing permanent and ephemeral wetlands throughout the grassy areas. These areas would generally not be suitable for any development due to the significance and size of the habitats it provides for many fauna species.

6. References

Brett Lane & Associates (2004) Existing Pakenham Golf Course Flora and Fauna Assessment. Carlton North. Victoria

Brett Lane & Associates (2005) Targeted Survey for Growling Grass Frog at the Existing and Proposed Pakenham Golf Course Sites. Carlton North, Victoria.

DELWP (2017) Guidelines for the removal, destruction and lopping of native vegetation. Department of Environment, Land, Water and Planning, Government of Victoria, Melbourne.



DEPI (2014) Advisory list of rare or threatened plants in Victoria - 2014. Department of Environment and Primary Industries, Government of Victoria.

SWIFFT (2024) Latham’s Snipe. State Wide Integrated Flora and Fauna Teams.

Version Control

Version	Date	Author	Reviewer	Notes
0.1	27/05/2025	Nathaniel Knight – Environment Assessment Officer	Ryan Harris – Principal Environment Planner	Internal Review
0.2	27/05/2025		Simon King – Coordinator Biodiversity	
1.0	27/05/2025		Ryan Harris – Principal Environment Planner	Internal Review



Deep Creek Golf Club - Planning Scheme considerations

Advice in response to email from Stephen Thorpe dated 8/5/2025 which includes:

I have attached the report prepared by a golf consultant. They were asked to explore 3 scenarios and provide advice on their feasibility. In particular, it would be good to know what approvals might be required if the following was to happen:

May create off-course golf entertainment offerings, such as a larger driving range (with technology, hospital bays and outfield lighting), new mini-golf course, plus other destination attractions that will compliment the existing hospitality and community facilities.

It would be great to have your view on current controls and what will be needed for the 'optimal' scenario.

Discussion

There are multiple zones and overlays that apply to the site. These generate different triggers, planning permit requirements, specific application considerations, referral to State agencies and the preparation of numerous supporting technical reports.

A threshold issue is whether the use & development is to be conducted *for or on behalf* of the public land manager. The primary zone purpose is to recognise areas for public recreation and open space. Future use or development should demonstrate how they respond to this public purpose. Under the zone a permit is required for uses and buildings & works other than uses conducted *for or on behalf* of the public land manager.

It is understood that the optimal scenario involves Council retaining ownership but with private intervention to develop and manage the site. The specifics of the contractual arrangements, Councils ongoing role & control and the public access would need to be further understood and may benefit from legal review to confirm the status of exemptions from planning.



The zone enables permits to be granted for use and development by others (other than the public land manager). The preparation, exhibition and approval by Council of a *master plan* as an incorporated document into the planning scheme is an option and would increase the level of certainty for the community.

If the long-term ongoing land use will no longer serve the public use intention, a review of the underlying zoning may be appropriate.

Existing Planning permits

The history of planning approvals for the site are outlined below:

62 Cameron Way

APP ID	ADDRESS	YEAR	LOCAL	LOCALITY	STATUS	PLANNER	TYPE	REASON FOR PERMIT	DECISION	ISSUE DATE
<input type="checkbox"/> T190445	500024458	30-Jul-2019	62 Cameron Way	Pakenham	Application Complete	Matthew Schreuder	Permit	Liquor Licence	Issued	12-Sep-2019
<input type="checkbox"/> GE190764	500024458	20-Sep-2019	62 Cameron Way	Pakenham	Closed	Divyaa Sundaravadh	Planning Enquiry	Notification of application to relocate an existing liquor licence		02-Oct-2019
<input type="checkbox"/> T170353	500017441	07-Jun-2017	62 Cameron Way	PAKENHAM	Application Complete	Dean Haessler	Permit	Removal of vegetation (one indigenous tree)	Issued	10-Jul-2017
<input type="checkbox"/> T170318	500017441	29-May-2017	62 Cameron Way	PAKENHAM	Withdrawn	Dean Haessler	Permit	Removal of one indigenous tree (acacia species)	Withdrawn	11-Jun-2017
<input type="checkbox"/> T170035	500017441	31-Jan-2017	62 Cameron Way	PAKENHAM	Withdrawn	Mary Ruth	Permit	Vegetation Removal	Withdrawn	02-Mar-2017
<input type="checkbox"/> T180794 - PC2	500017441	28-May-2019	62 Cameron Way	PAKENHAM	Planner Assessment	Dean Haessler	Plans To Comply	Development of a Place of Assembly (Golf Club and Community Facility) and Wetlands		
<input type="checkbox"/> T180794 - PC1	500017441	02-Mar-2018	62 Cameron Way	PAKENHAM	Plans to Comply Issued	Jason Gilbert	Plans To Comply	Amended plans to comply with conditions 1 and 9 of Planning Permit T180794	Issued	02-Mar-2018
<input type="checkbox"/> T160794	500017441	19-Jan-2017	62 Cameron Way	PAKENHAM	Application Complete	Hugh Pierce	Permit	Development of a Place of Assembly (Golf Club and Community Facility) and Wetlands	Issued	23-Mar-2017

25 Oaktree Drive

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APP NO	ADDRESS	FILE NO	LOGGERS	PROP ADDRESS	LOCALITY	STATUS	PLANNERS	TYPE	REMARKS (FOR PERMIT)	ISSUANCE DATE	
<input type="checkbox"/> T190445	5000024458	30-Jul-2019	62 Cameron Way	62 Cameron Way	PAKENHAM	Application Complete	Matthew Schreuder	Permit	Liquor Licence	Issued	12-Sep-2019
<input type="checkbox"/> OE190794	5000024458	29-Sep-2019	62 Cameron Way	62 Cameron Way	PAKENHAM	Closed	Divya Sundaravathi	Planning Enquiry	Notification of application to relocate an existing liquor licence		02-Oct-2019
<input type="checkbox"/> T170353	5000917441	07-Jun-2017	62 Cameron Way	PAKENHAM	PAKENHAM	Application Complete	Dean Haesler	Permit	Removal of vegetation (one indigenous tree)	Issued	10-Jul-2017
<input type="checkbox"/> T170318	5000917441	29-May-2017	62 Cameron Way	PAKENHAM	PAKENHAM	Withdrawn	Dean Haesler	Permit	Removal of one indigenous tree (acacia species)	Withdrawn	11-Jun-2017
<input type="checkbox"/> T178035	5000917441	31-Jan-2017	62 Cameron Way	PAKENHAM	PAKENHAM	Withdrawn	Mary Ruth	Permit	Vegetation Removal	Withdrawn	02-Mar-2017
<input type="checkbox"/> T150794 - PC2	5000917441	26-May-2019	62 Cameron Way	PAKENHAM	PAKENHAM	Planner Assessment	Dean Haesler	Plans To Comply	Development of a Place of Assembly (Golf Club and Community Facility) and Wetlands		
<input type="checkbox"/> T160794 - PC1	5000917441	02-Mar-2018	62 Cameron Way	PAKENHAM	PAKENHAM	Plans To Comply Issued	Jason Gilbert	Plans To Comply	Amended plans to comply with conditions 1 and 9 of Planning Permit T160794	Issued	02-Mar-2018
<input type="checkbox"/> T160794	5000917441	19-Jan-2017	62 Cameron Way	PAKENHAM	PAKENHAM	Application Complete	Hugh Pierce	Permit	Development of a Place of Assembly (Golf Club and Community Facility) and Wetlands	Issued	23-Mar-2017

The existing permits are limited in scope as the uses; buildings & works have been undertaken by or on behalf of Council (as the relevant land manager) and therefore exempt from permit requirements. For this reason, the permits do not appear to include restrictions on the use or their intensity i.e. golfing/use or other community activities.

Public Park and Recreation Zone



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The zone purpose is to recognise areas for public recreation and open space. Future use or development need to demonstrate how they respond to this purpose.

A permit is required for uses and buildings & works other than uses conducted for or on behalf of the public land manager.

Key decision guidelines include:

- The comments of any public land manager or other relevant land manager having responsibility for the care or management of the land or adjacent land.
- Whether the development is appropriately located and designed, including in accordance with any relevant use, design or siting guidelines.

The optimal scenario appears to represent a significant uplift in activity and development, will be subject to public engagement (whether through planning or not) and warrant specific considerations of the following:

- Amenity impacts – acoustics, light, & visual
- Design & built form
- Landscape response
- Carparking impacts
- Traffic management

The zone provides the opportunity for the preparation and approval of an incorporated plan (i.e. master plan). The incorporated plan would be subject to exhibition and approval by Council and provides benefits for transparency and certainty.

Will the development and use be conducted *For & On behalf of*

This is a threshold question. The words *by or on behalf of* need to be interpreted regarding the particular statutory charter of the public land manager under its governing legislation and indicate that the use or development must be undertaken by the public land manager itself or by some other person or entity having a direct representative interest or relationship with the public land manager.



Where a use is conducted by on or behalf of a public land manager a permit is not required.

The issue of private use of public land has been considered by VCAT and predecessors from time to time. Three reported cases that demonstrate the considerations include:

- In *City of Preston v Minister for Planning and Environment* (1988) 1 AATR 172 (editorial comment 1 AATR 171), the Supreme Court ruled that the use of land reserved for public open space by a professional soccer club, which formed part of the national soccer league, was not a use of the land for public purposes. Accordingly, the use was not ‘as of right’ and required a land use permit.

The Court placed emphasis on the gradual metamorphosis of the club from a local amateur soccer club to a professional body engaged in nationally televised sport, with its concomitant exclusion of the land in question from public access and public use. The Court considered that the land was used more for the entertainment of the paying club than the promotion of public recreation, fitness or health.

- In *Leahy v City of Camberwell* [1973] VR 589, it was proposed to construct private tennis courts on part of a reserve. The ‘test’ formulated in that case was described as follows:

I am clearly of the opinion that a use of land by the members of a private club to the exclusion of the public at large would not, so long as it was being so used, answer the test of a “public” use within the foregoing description. In this context the public use of land requires that it be available for use by the public generally as of right, although consistently with this, such use by the public may be subject to certain restrictions and regulations:

However, the Court affirmed that the Responsible Authority had the power to grant a permit and ought consider whether there would be a benefit or detriment at large.

- In *Vincent v City of Heidelberg & Yarra Valley Hockey Club* (1983) 1 PABR 23, the Tribunal included a requirement that a sign must clearly indicate that a club room associated with a hockey club was available for hire by the general public.



It is understood that the optimal scenario involves Council retaining ownership but facilitates private intervention to develop and manage the site. The specifics of the contractual arrangements, Councils ongoing role, control and the public access would need to be further understood and may benefit from legal review to confirm the status of permit exemptions.

The following overlay/s and specific controls are also relevant to the use & development of the land (or parts thereof)

TRZ2 - Principal Road Network

The site abuts the Principal Road network to the north (Princes Highway) and any access or traffic volume considerations will require permits and referral to DTP.

Development Contributions Overlay

To identify areas which require the preparation of a development contributions plan for the purpose of levying contributions for the provision of works, services and facilities before development can commence.

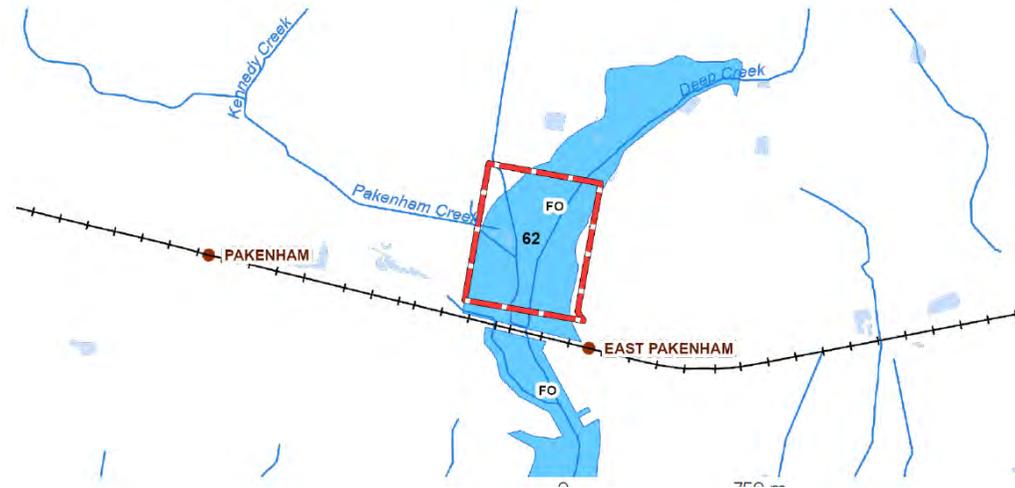
This development contributions plan applies to the south portion of the land as referenced in the Pakenham Township Development Contributions Plan, December 2023.

Floodway Overlay

The purpose is to identify waterways, major floodpaths, drainage depressions and high hazard areas which have the greatest risk and frequency of being affected by flooding.

A permit is required to construct a building or to construct or carry out works.

You should consider engaging at a preliminary stage of your consideration with Melbourne Water on your proposals. An application must be accompanied by a flood risk report.



Land Subject to Inundation Overlay

To identify flood prone land in a riverine or coastal area affected by the 1 in 100 (1 per cent Annual Exceedance Probability) year flood or any other area determined by the floodplain management authority.

A permit is required to construct a building or to construct or carry out works.

You should consider engaging at a preliminary stage of your consideration with Melbourne Water on your proposals.



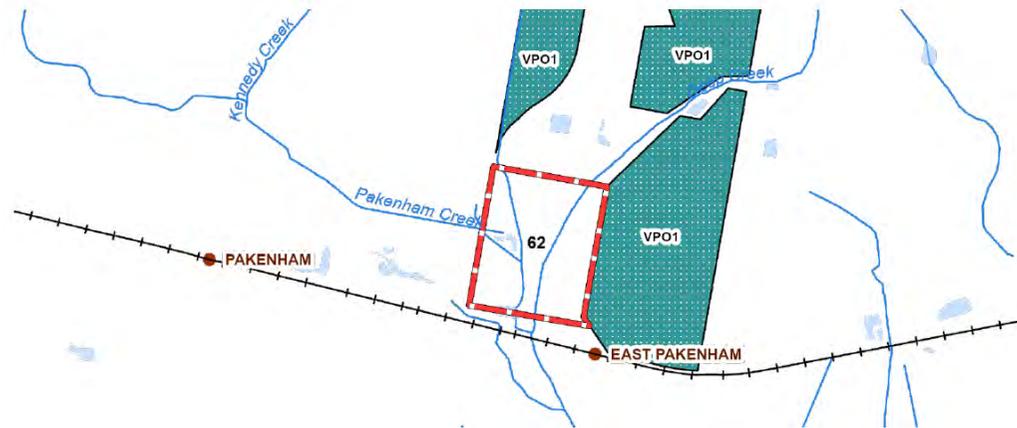
Vegetation Protection Overlay

The purpose of the overlay includes:

- To protect areas of significant vegetation.
- To ensure that development minimises loss of vegetation.
- To preserve existing trees and other vegetation.

A permit is required to remove, destroy or lop any vegetation.

To respond to the decision guidelines, you will need to engage technical experts to map, demonstrate avoidance or minimisation and assess the impacts on vegetation.



Area of Aboriginal Cultural Heritage Sensitivity

The site is located within an area of cultural heritage sensitivity as defined under the Aboriginal Heritage Regulations 2018

Under the Aboriginal Heritage Regulations 2018, 'areas of cultural heritage sensitivity' are one part of a two part trigger which require a 'cultural heritage management plan' be prepared where a listed 'high impact activity' is proposed.

The proposed scenario are likely to be determined as high impact activities.

Under the Aboriginal Heritage Act 2006, where a cultural heritage management plan is required, planning permits, licences and work authorities cannot be issued unless the cultural heritage management plan has been approved for the activity.



Designated Bushfire Prone Area

This property is in a designated bushfire prone area. Special bushfire construction requirements apply to the part of the property mapped as a designated bushfire prone area (BPA).

The relevant building surveyor determines the need for compliance with the bushfire construction requirements.



7.2.2 PROPOSED SALE OF 1 HALFORD STREET, UPPER BEACONSFIELD

Responsible GM:	Wayne Mack
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	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.

Recommendation

That Council:

1. Notes and thanks the public for the feedback received during the community consultation for the proposed future use of 1 Halford St Upper Beaconsfield;
2. Notes that it has met the requirements of section 114 of the *Local Government Act 2020* by advertising Council's intention to sell the land at or above market value;
3. Authorises the Chief Executive Officer to proceed with the sale of the property at 1 Halford St Upper Beaconsfield at or above market value;
 - a. Initially by public auction with a reserve price as set out in **Confidential Attachment 5**; and
 - b. If the land remains unsold after auction, by negotiation at a price as near to the reserve as the market permits;
4. Authorises the Chief Executive Officer to sign the Contract of Sale and all other necessary documents associated with the sale of 1 Halford Street Upper Beaconsfield; and
5. Resolves to direct all proceeds of sale to a Reserve Account for purposes aligning to delivery of Council Plan 2025-29 initiatives 5.13 and 5.14, for Council's future determination.

Executive Summary

Council purchased 1 Halford Street Beaconsfield Upper from the Country Fire Authority in 1991 and the intention of consolidating this parcel with other Council owned land has not come to fruition because no further land has been acquired to allow consolidation.

The land had been leased to a community nursery since 1997 with the lead tenant retiring and vacating in January 2025. The land is now cleared and vacant, with a report presented to Council in May 2025 for consideration. Council resolved to commence community consultation with a report to return to Council.

The community consultation has been completed with 52 responses received. This report provides the outcomes of community engagement to assist Council in making an informed decision for what Council does with this land.

Following community consultation, the officer recommendation is that:

- a) Council sells the vacant land by public auction seeking full market value; and
- b) Direct all proceeds of sale to a reserve fund in accordance with Council Plan Initiatives 5.13 and 5.14 regarding alternative revenue streams and investment opportunities.

Background

Council purchased 1 Halford Street Beaconsfield Upper known as certificate of title volume 3287 folio 381 (Land) in 1991 from the Country Fire Authority (CFA) for \$50,000 (as valued by the Valuer General). The Council report at the time indicated that the Land was purchased to ultimately consolidate with the other Council land in close proximity. The CFA purchased the site in 1946, using it until the late 80's when the CFA outgrew the site. The CFA purchased a new site in Upper Beaconsfield, constructed a building, and relocated. The buildings that existed on the site when Council purchased it, were gifted to the local Scouts and were relocated leaving the land vacant.

The Land has been leased to the Upper Beaconsfield Conservation Group operating as Green Circle Plant Nursery (Tenant) since 1997. The Tenant constructed all improvements on the Land, which included various nursery buildings. The Tenant gave notice as they no longer proposed to operate from the Land and their service will be offered from an alternative address as the main committee member plans to retire. The Tenant removed all improvements from the property and vacated the Land in February 2025.

At the May 2025 Council Meeting, Council were presented with a report on the council owned land located at, 1 Halford Street Beaconsfield Upper, to consider its future. The report ultimately identified that the Land was surplus to Council's needs, providing information on the history of the site, an initial review of its current and future potential uses with options, financial implications, and policy considerations. At its May 2025 meeting, Council resolved that the initial assessment was that the Land was surplus to Council needs and to commence the statutory process to sell the property and undertake community engagement in relation to its intent to sell the property. The consultation has been completed and is the subject of this report.

Policy Implications

This Report considers the following Council Policy, Strategy and Plans:

- Community Engagement Policy – which is triggered for a lease or sale of land;
- Upper Beaconsfield Township Strategy 2009 - provides a strategic policy framework for the future development of each township;
- Lease and Licence Policy 2022 - establishes guiding principles for leasing and licensing councils land, promoting equitable, efficient and responsible management;
- Cardinia's Community Infrastructure Plan - guides the planning and delivery of community infrastructure required to accommodate services required for the growing and changing population of Cardinia Shire 2024.

Other Policies, Strategy and Plans:

- Local Government Act 2020 – provides a legislative framework for the operation of councils, and specifically for the legislative process for managing the lease or sale of public land;
- Local Government Best Practice Guideline for the Sale, Exchange and Transfer of Land 2009 – sets out general principles and best practice guidance for local government in the management of the sale, exchange and transfer of public land.

Planning

The uses identified through recurring themes in community consultation may be capable of consideration through a planning application process. However, there are several complex planning elements that must be considered and further detailed information regarding any proposed use and development would be required before specific planning advice can be

provided. This is due to the complex planning controls that affect the site - the NRZ1, BM02, DDO2, VPO2 and Clause 21.07-4, with further detail provided below:

- NRZ1 - development must respect the low-density, predominantly single-storey residential character, with limitations on building height and density to preserve the area's established form.
- BM02 - introduces stringent bushfire protection measures, requiring defendable space, BAL-29 construction standards, and a Bushfire Management Plan to ensure life and property risks are mitigated.
- DDO2 - imposes design controls to maintain the visual and landscape integrity of township gateways and approaches, including setbacks, building height, materials, and landscaping that reinforce the rural-residential character.
- VPO2 - seeks to protect significant vegetation, requiring permits for removal and consideration of ecological, aesthetic, and habitat values.
- Clause 21.07-4 reinforces these controls within the Upper Beaconsfield Township Strategy, July 2009 which emphasises the preservation of its unique landscape setting, rural character, and environmental assets.

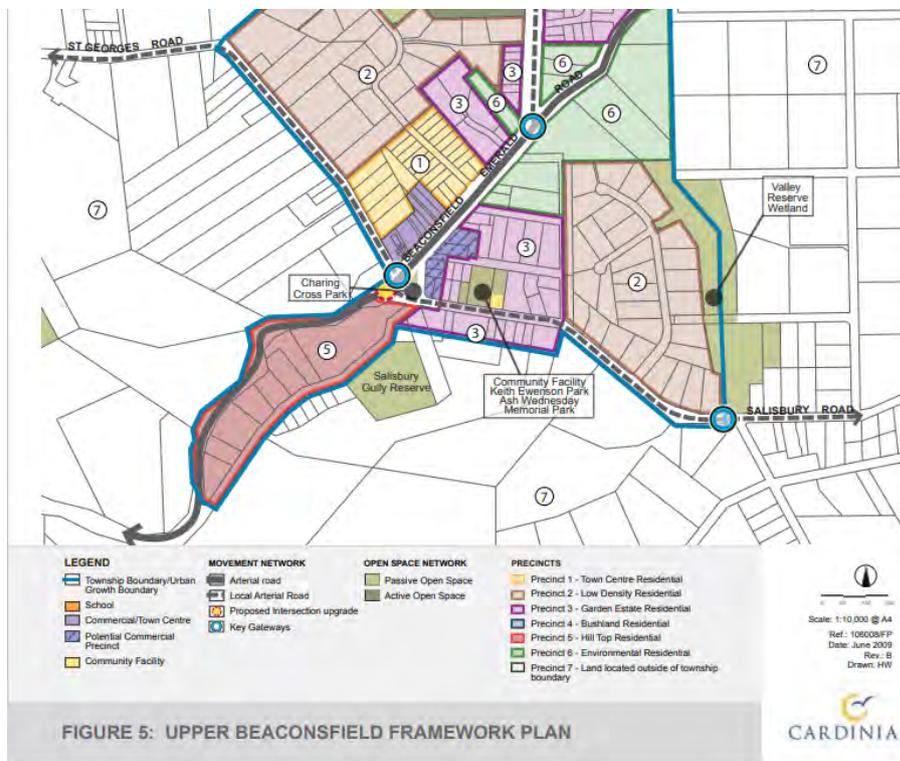


Image 2: Extract of Upper Beaconsfield Framework Plan pg. 12 (Upper Beaconsfield Township Strategy July 2009)

The Land is located in Precinct 3 – Garden Estate Residential and abuts the Potential Commercial Precinct. Precinct 3 - Garden Estate Residential area is defined by its diverse lot sizes (ranging from 700 m² to over 4,000 m²), semi-treed landscape, and unobtrusive built form. The precinct aims to maintain its semi-treed, compact character and diversity of lot sizes, with built form that blends into the landscape. Preferred character and key guidelines address lot size and site coverage, siting and design, vegetation and landscaping, built form and materials, access and streetscape as well as wildfire management.

In conclusion, while the uses identified through community consultation may be capable of consideration under the planning application process, there is no simple or definitive answer at this stage. The Land is subject to a comprehensive and layered set of planning controls, each of which introduces specific requirements relating to built form, vegetation protection,

bushfire risk mitigation, and township character. Its location within Precinct 3 – Garden Estate Residential further adds to the complexity, with detailed expectations around siting, design, and landscape response.

Financial and Resource Implications

There are implications to the 2025/26 budget, for all options, community lease, commercial lease and sale. The following table provides an assessment of costs;

	Hold Asset	Community Lease	Commercial Lease	Sale of Land
Revenue	Nil	\$460 p.a	\$14,000 p/a	TBD
Maintenance Costs	TBD	Nil	Nil	Nil
Land Tax	\$2,250 p.a	Nil (apply for an exemption to SRO)	\$2,250 p.a	\$2,250 (dependant on holding period)
Utilities / Connection Costs	Connection costs - TBD	Nil - passed onto tenant	Nil - passed onto tenant	Termination costs - TBD
Rates and Charges	\$244.13 p.a FSVF	\$244.13 p.a. FSVF (passed onto tenant)	\$244.13 FSVF (passed onto tenant). Council rates passed onto tenant	\$244.13 p.a FSVF
Agent Fees	Nil	Nil - managed internally	7% of rental = \$980 p.a	Commission of 2% of market value. Advertising fees estimated at \$5,000
Legal Fees	Nil	Nil	Nil	\$10,000 est
Total (estimates only)	Cost \$2,494.13 p.a	Income \$460 p.a	Income \$10,525.87 p.a est.	Income from sale less costs

Officers recommend that all proceeds of sale be held in a reserve in accordance with the adopted Council Plan Initiatives 5.13 and 5.14, for the specific purpose of identifying, assessing and implementing alternative revenue streams and investment opportunities, providing a positive outcome for all Cardinia residents.

There are limited resourcing implications for a sale of the Land, as the Land is prepared as highest and best use through existing appropriate zoning, the process of sale would be straight forward, and in accordance with the Act and Guidelines a public sale process (Auction) would be undertaken. The sale process would be managed through a real estate agent with a reserve price set in accordance with the certified valuation received. To comply with Section 114(2)(c) of the Local Government Act 2020 Council must have a certified valuation dated within six months of dealing with the land.

Climate Emergency Consideration

The site has no vegetation.

If the Land was leased (community or commercial) it is likely the Land would remain as it is, dependant on permitted use.

If the Land was sold for residential, and being in the Garden Estate, the site would need to respond to percentages of permeable area, and vegetation requirements.

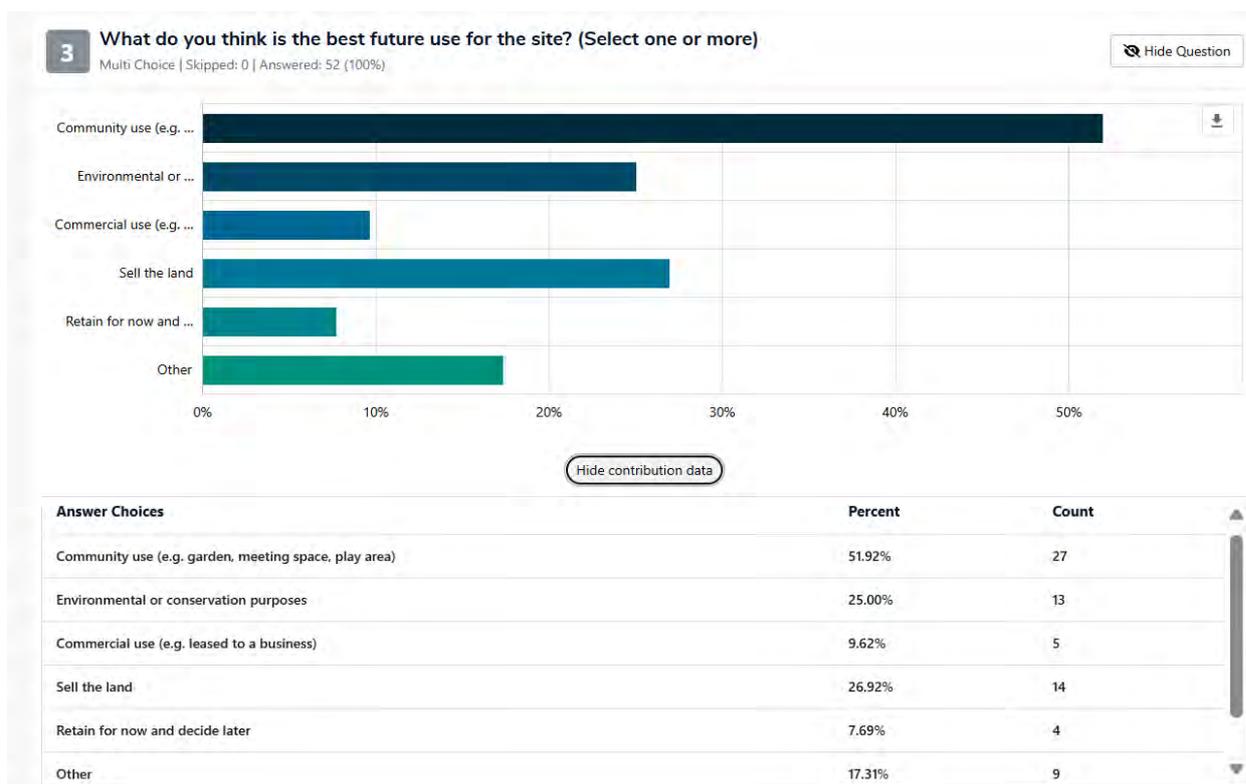
Consultation/Communication

Council has completed the required community engagement in accordance with section 114 of the *Local Government Act 2020*, including publishing a notice of the intention to sell land as well as carrying out community engagement in accordance with Councils Community Engagement Policy.

External Consultation

Community Engagement ran from 10 June 2025 through to 7 July 2025, with feedback considered in this report. To capture the community’s feedback during this consultation period, officers organised a Creating Cardinia page and a face to face engagement held at the Upper Beaconsfield Community Centre. Officers also offered the opportunity to contact council through phone, email and letter. There was also an article printed in the Village Bell to let locals know about the consultation period (**Attachment 1**).

The engagement asked the community, what do you think would be the best future use for the site? Six options were offered, with some respondents choosing more than one option. There was a total of 52 individual responses, with 11 residents attending the face to face engagement at the Upper Beaconsfield Community Centre. Full details of the community feedback is included in **Attachment 2 and 3**.



The following themes and details of feedback were recieved:

Theme	Officer Response/Feedback
Theme 1: Selling the Land Key motivations:	Selling the Land unlocks finances that are currently tied up in vacant land.

<ul style="list-style-type: none"> • Desire to unlock financial value from the Land; • Opportunity to invest in other ventures or improve personal circumstances; • Belief that selling could benefit the broader community. <p>Community Feedback on the Intended Use of Land, or Proceeds of sale:</p> <p>Community Improvements:</p> <ul style="list-style-type: none"> • Pedestrian crossings and traffic upgrades on Emerald Beaconsfield Road, Salisbury Road, and St George’s Road; • Road signs and general infrastructure updates. <p>Residential Development:</p> <ul style="list-style-type: none"> • Building homes or small units, especially for seniors or young families. <p>Other Comments:</p> <ul style="list-style-type: none"> • Preference for residential use over parking lots; • Concern about council selling for profit without reinvesting in the community; • Suggestion to use Land for children’s facilities; • Some participants expressed urgency or readiness to sell. <p>A few noted concerns about ongoing costs or maintenance if Council keep the Land.</p>	<p>As suggested by some respondents, a portion of the proceeds from a sale could be directed towards funding local projects which provides immediate benefit to the local community, that would otherwise be dependant on future years funding from Council. Residents have provided some ideas for local projects which would serve to improve the immediate local area.</p> <p>It is not recommended to support the approach of re-directing proceeds in to the local area, rather it is recommended to place the proceeds in to a reserve that can be used to benefit the wider municipality. It is anticipated that further opportunities to sell Land across the shire will be identified and considered, and setting the precedent of re-investing in the same local area may result in Council being tied to invest in areas or projects with a lower community need or benefit when compared to a whole of shire approach.</p> <p>Respondents supportive of selling the Land for residential use, note a lack of diversity in housing stock in Upper Beaconsfield (smaller land parcels for seniors and young families). The site is zoned residential and as a smaller block (810sqm) contributes to a diversity of land for residential use.</p> <p>Respondents objecting to any high traffic use note, issues of the unsealed road, challenging intersection and a residential area. Officers support these concerns.</p>
<p>Theme 2: Preference to Retain Land</p> <p>Key Motivations:</p> <ul style="list-style-type: none"> • Emotional or historical attachment to the Land; • Desire to preserve land for future or community use; • Belief in future value appreciation. <p>Intended Use of Land:</p> <p>Plans for Retained Lot:</p> <ul style="list-style-type: none"> • Using land for gardening, recreation, or small-scale farming. • Keeping land as a long-term investment. • Using land for community space like Netball or social space 	<p>Concerns over selling for housing:</p> <p>Under the current planning controls, the Land cannot be further subdivided, and there are several complex planning elements that limit development of the site such as NRZ1, BMO2, DD02, VP02 and Clause 21.07-4 which reinforces these controls within the Upper Beaconsfield Township Strategy which emphasises the unique landscape setting, rural character and environmental assets. Planning implications have been covered in detail under the Policy Implications section of this paper.</p> <p>The current planning controls and its location within the Garden Estate Precinct within the Township Strategy currently limit future uses, so respondents suggestions of sporting facilities and social ventures are unlikely to be supported.</p> <p>Some respondents expressed facility/activity needs in Upper Beaconsfield that could be considered in future Council plans for Upper Beaconsfield, such as, basketball / netball courts, outdoor gym, recycling centre, childcare centre / MCHN, pop-up market space, mens shed, swimming pool, pickleball, and</p>

<p>Additional Comments:</p> <ul style="list-style-type: none"> • Interest in more information about development options or shared ownership models. 	<p>skatepark. This Land is inappropriate for these uses based on its residential location and current planning controls.</p> <p>Shared ownership commentary related to commercial or community ventures for a nursery, plant sales, or community battery. Current planning controls and the Township Strategy reduce potential uses of the site so while some small scale community uses are possible, officers suggest that the immediate residential area and road network impact the viability of these options.</p>
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While just over half of the feedback (27 of 52) indicated a preference to retain the Land for community use, the next most common suggestion was to sell the Land. 14 responses supported the sale of the site and an additional 7 respondents provided feedback on what the development or where the funds should be directed if the property is sold. Many of the suggestions received in the feedback are not possible due to the zoning constraints on the property or not permitted in relation to use or some leasing options.

There was one formal proposal received to lease the site, this is provided in **Attachment 4**. The request was for a local eco-hub that is predicted to be a busy, local nursery servicing the catchment of Upper Beaconsfield and beyond. The request has been assessed with the following feedback received:

1. Council already invests into the Deep Creek Complex which is Council's primary Environmental Hub. Many Councils have only one 'eco-hub', some have none. At this time officers view is to focus on the hub at Deep Creek;
2. Some of the respondents to community engagement suggested low traffic, low impact use or housing indicating an observation of the character of the local area;
3. The area is residential, the road unsurfaced and the current intersection onto Beaconsfield-Emerald Road is unsuitable for increased traffic. Any increase in traffic in this area would have an effect on the immediate local area that is not supported;
4. Use of this nature provides minimal direct economic return for Council.

After careful consideration, officers view selling the Land as the most appropriate course of action. This position is based on a range of factors including strategic planning priorities, community infrastructure needs, and the potential to use the funds to establish an alternative revenue stream.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. It was determined that a Gender Impact Assessment (GIA) was not required as the subject matter of this report does not relate to a policy, program or service that has a direct or significant impact on the community.

Confidential Attachments

Confidential Attachment 5 – Land Value Certificate– is designated confidential information pursuant to the *Local Government Act 2020*, s.3(1)(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

Attachments

1. Attachment 1 - Village Bell Article 1 Halford St Upper Beaconsfield [7.2.2.1 - 1 page]
2. Attachment 2 - Community Consultation Feedback [7.2.2.2 - 9 pages]

3. Attachment 3 - Community Consultation Feedback Face to Face [7.2.2.3 - 1 page]
4. Attachment 4 - Lease Proposal Received for 1 Halford Rd [7.2.2.4 - 5 pages]
5. Confidential Attachment 5 - 1 Halford Street - Land Value Certificate - August 2025 [7.2.2.5 - 1 page]

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Attachment 1 – Village Bell 240 – Upper Beaconsfield**Future of 1 Halford Street**

Cardinia Shire Council will seek community input before deciding the future of the Council-owned land at 1 Halford Street, Upper Beaconsfield.



At the Council meeting on 19 May, Council resolved to undertake community engagement to seek feedback in relation to the sale of the property. As part of this engagement, Council will seek input from the community about potential alternate uses for the site, which could include community or commercial leasing of the site. Following the community consultation process, which is expected to commence in the coming weeks, a further report will be considered by Council to determine the future of the site.

I encourage community members to provide their input to Council. Please keep an eye on our Creating Cardinia website for details.

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Attachment 2 – 1 Halford St, Upper Beaconsfield – Community Consultation Feedback

Date Submitted	If the land were leased again, what type of organisation or activity would you like to see there?	Do you or your group/organisation have any interest in leasing or using this site?			Describe the purpose and provide contact details if you would like to be contacted by Council.	Do you have any other ideas, comments or concerns about the future use of 1 Halford Street?	Respondent's Suburb
		Yes	No	Not sure			
Jul 07, 2025, 04:25 PM	Volunteer Indigenous Plant Nursery	Yes			To re establish the old plant nursery with some new and innovative additions. See submission.		Guys Hill
Jul 03, 2025, 06:03 PM	House		No			Spend the money in upper beaconsfield eg cfa tennis club school	Upper Beaconsfield
Jul 02, 2025, 09:41 AM	Low impact activity as there's no parking and is on a small street.		No			No	Beaconsfield Upper
Jul 01, 2025, 11:22 PM	Apiary		No			Must use it for benefit our community, not just turn it into money for council pocket	OFFICER (VIC)
Jul 01, 2025, 05:02 PM	A garden or park with trees, (something green). Swimming pool???		No				Beaconsfield Upper
Jun 30, 2025, 09:19 PM	Something local, the benefit the community			Not sure			Beaconsfield Upper

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		Yes	No	Not sure			
Jun 30, 2025, 05:14 PM	skatepark for intermediate/ advanced users rather than a beginner friendly park		No				Officer
Jun 30, 2025, 02:53 PM	Community space? Pickle ball? Exercise equipment?		No			No flats or units :(Dewhurst
Jun 30, 2025, 02:33 PM			No				
Jun 30, 2025, 02:24 PM	community park land		No			no industry	Pakenham
Jun 28, 2025, 07:13 AM	Environment and/or Community			Not sure			Cockatoo
Jun 27, 2025, 06:16 PM	Food van & beverage outlet during the Summer months. Lease it to AusNet to put generator bank for town as there are constant black and brown outs.		No				Beaconsfield Upper

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		Yes	No	Not sure			
Jun 25, 2025, 12:44 PM	landcare or some environment group		No			If it is sold the money to be spent in Upper Beaconsfield, ie - refurbish the public toilet.	Upper Beaconsfield
Jun 18, 2025, 08:19 PM	social		No				Officer
Jun 17, 2025, 06:03 PM	Any use so long as it wasn't noisy. The land abuts a residential area with new homes to be built opposite		No			Our house is in the immediate vicinity. For security reasons I'd like to see the land sold for residential use.	Beaconsfield Upper
Jun 17, 2025, 01:48 PM	Don't let the owner of "Over the road and General Store" take it! I think the post Office should move there. They need more space. Would allow a few businesses to move into their location! Or a gym/ relaxation/ yoga house or allow the men's shed and CWA			Not sure		If selling only for a house	Beaconsfield Upper
Jun 16, 2025, 10:59 AM	Anything that isn't loud after 8pm.		No			There are lots of people in the area who have home grown veggies, eggs, flowers, art ect, would be a nice space for a pop-	3808

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		Yes	No	Not sure			
						up market or join it up with the neighboring block and dilapidated tennis court as a larger park with some more indigenous planting.	
Jun 15, 2025, 08:10 AM	A multifunctional space for children of all ages (including teenagers) would be amazing. We need a space thats open during school holidays as well and allows all kids to drop in whenever they want. A space that's accessible to everyone and purposely created for our children. A community group representing the shared values of our community (similar to the nursery) and NOT a business		No			I'm concerned about council selling the land for their profit. We are aware of how little support council provides our community with and would like to see council being proactive and using the land on Halford for the children of our community	Upper Beac
Jun 14, 2025, 10:21 AM	playground		No				Beaconsfield

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		Yes	No	Not sure			
Jun 13, 2025, 09:05 PM	Any NFP community group run by volunteers		No			This block must not be sold for housing or business to be built	Beaconsfield Upper
Jun 11, 2025, 08:41 PM	Housing for seniors. A business which would support the community		No				Beaconsfield upper
Jun 10, 2025, 09:16 PM	Plant sales	Yes			Carparking for commercial tenants		Upper Beaconsfield
Jun 10, 2025, 09:12 PM	A multipurpose basketball court would be great as there is not a lot of activities for preteens and teens in the area		No			There isn't a lot of parking at the site and Halford St has some pretty big potholes	Berwick
Jun 10, 2025, 09:06 PM	Maternal and child health, kindergarten		No			Township needs a master plan, neighbouring blocks also could be used better	Guys Hill

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		Yes	No	Not sure			
Jun 10, 2025, 08:46 PM	Only to be leased to local community group			Not sure		Being so close to the community centre/ rsl and men’s club to keep for community use keeps with the other local land uses.	Beaconsfield Upper
Jun 10, 2025, 07:38 PM	Office space for local businesses			Not sure			Upper Beaconsfield
Jun 10, 2025, 07:18 PM			No			It’s would be great to have a multi sports court Basketball,netball and pickleball	Beaconsfield Upper
Jun 10, 2025, 05:16 PM	Car parking for the town			Not sure		It would be sad to see this facility sold. Our teenagers are desperate for something to do in town. Perhaps a basketball court, outdoor gym equipment, somewhere they can be active in an age appropriate way. Everywhere else is for younger children.	Upper Beaconsfield
Jun 10, 2025, 05:04 PM	Build a multi level car park!		No			Multi level car park would make Salisbury road a lot safer. Cars don’t fit on the side of the road, causing traffic to cross over into oncoming lanes!	Beaconsfield Upper

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		Yes	No	Not sure			
Jun 10, 2025, 05:03 PM	Community garden			Not sure		Community garden	Officer
Jun 10, 2025, 04:42 PM	Community based group		No				Upper Beaconsfield
Jun 10, 2025, 04:17 PM	Recycle facility for cans and bottle vending machine wtc	Yes			I would love to get a can and bottle recycling centre in the area	No	Beaconsfield Upper
Jun 10, 2025, 03:20 PM	Would love to see a childcare center go in there. UB does not have a local childcare center, only the kinder and community center.		No				Beaconsfield Upper
Jun 10, 2025, 02:32 PM	Something community orientated		No			I don't want it to be sold and subdivided into town houses	Beaconsfield Upper

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Date Submitted	If the land were leased again, what type of organisation or activity would you like to see there?	Do you or your group/organisation have any interest in leasing or using this site?			Describe the purpose and provide contact details if you would like to be contacted by Council.	Do you have any other ideas, comments or concerns about the future use of 1 Halford Street?	Respondent's Suburb
		Yes	No	Not sure			
Jun 10, 2025, 01:46 PM	Create an indoor sport/community area - basketball and netball, compliments community centre and could be a subsequent revenue stream for the facilities. Cardinia Life are in shortage of courts n space as are school stadiums in the area.			Not sure		This would be a fabulous multi-purpose facility for community groups/courses/sports/pmp/OT among the many potential uses	Beaconsfield Upper
Jun 10, 2025, 01:44 PM	Sporting _ netball. Netball court		No				Beaconsfield Upper
Jun 10, 2025, 01:42 PM	Community Battery or Renewable Energy Pilot		No			any idea should be low-traffic, low-impact given the road. A solar & battery installation feeding into the grid or supporting emergency power for locals. Educational signage could explain the system, and it would fit the area's environmental ethos.	Beaconsfield Upper

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		Yes	No	Not sure			
Jun 10, 2025, 01:34 PM		Yes			We ask if council could consider using this space for a local netball court. UB Splash Netball Club currently rent space in emerald but having a local netball court will help encourage local children to join community sport.		Upper beaconsfield
Jun 10, 2025, 01:18 PM	Small business		No			Concerns would be to develop it into a small house or unit, i think it should be retained as a community site or something for a small business in town	Upper beaconsfield
Jun 10, 2025, 01:09 PM			No				Upper Beaconsfield
Jun 10, 2025, 12:22 PM	Nursery		No			Space for Coffee truck	Officer

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Attachment 3 – 1 Halford St, Upper Beaconsfield – Community Consultation Feedback – Face-to-Face Engagement

Date Submitted	Do you have any other ideas, comments or concerns about the future use of 1 Halford Street?
19/07/2025	Sell land and develop residential more young families to live in upper Beaconsfield
19/07/2025	Sell land and use money to make updates across upper Beaconsfield
19/07/2025	Use funds from selling land to improve traffic and road signs across Upper Beaconsfield
19/07/2025	Sell land build small units for seniors so they can stay in upper Beaconsfield when they want to downsize
19/07/2025	Sell so a home can be built. Do not turn this into a parking lot
19/07/2025	Use money to buy generator for the shopping strip
19/07/2025	Use funds to repair and restore Salisbury End of Fern Gully Creek
19/07/2025	invest money back into the upper Beaconsfield community
19/07/2025	Use money from selling for pedestrian crossings and improve traffic on Emerald Beaconsfield Road, Salisbury Road, and St George’s Road.
19/07/2025	Sell land

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Proposal for 1 Halford Rd, Upper Beaconsfield

Hills2Bays

Date:6 July 2025

Background

The Cardinia Catchment Landcare Inc. have been operating since 2002. During those 23 yrs the group has enjoyed raising awareness and revegetating the local catchment with plants from their indigenous plant nursery located at 1 Halford Rd, Upper Beaconsfield.

The group have also participated in several annual events such as weed identification, Upper Beaconsfield Festival, Berwick Market and show, training events at the community centre, and associated night walks at local reserves. Social events and AGM's have attracted guest speakers and members from around the community at our local venues such as Pine Grove Hotel, Cardinia Park Hotel, and the Upper Beaconsfield Community Centre.

The group have also established a children's group call Cardi Creek Kids and Kids And Nature Grow Australia (KANGA).

The landcare group has been part of the Southern Ranges Environment Alliance, Cardinia Environment Coalition, Western Port Catchment Landcare Network and Western Port Biosphere Foundation. It has had long lasting partnerships with the City of Casey and Cardinia Shires, Melbourne Water, and the Port Phillip & Western Port Catchment Management Authority.

They have worked with local indigenous groups such as the Wurundjeri and Bunurong Land Councils.

The original nursery at the site was called the Upper Beaconsfield Indigenous Plant Nursery and opted for a new trading name of the Green Plant Nursery in recent years. The logo for the group shows the platypus and is consistent across the nursery and landcare branding as the Platypus is a special iconic species within the Cardinia Creek Catchment where their re introduction after Ash Wednesday was undertaken by the Platypus Conservancy and can still be found in parts of the creek.

Regular surveys have been conducted over the years and the site at 1 Halford Rd, Upper Beaconsfield, was instrumental in providing the resources to carryout the activities.

Over the years the nursery has supplied plants in partnership with the Cardinia Environment Coalition, Southern Dandenongs Community Nursery, and indigenous seeds collected by local volunteers. Property owners and public land managers would order plants, carryout their plantings with volunteers from the nursery and other members of the landcare community. Proceeds from the

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sale of the plants goes towards the materials, upkeep of the nursery, events and the salary of a part time nursery manager.

Grants are sought by the landcare group on a regular basis to help fund larger more strategic programs such as:

- Cardinia Catchment Biolink
- Community Conservation of Platypus
- Green Army & Work for the Dole
- Growing Connections
- Koala Program
- Schools Program
- Melbourne Water stream frontage and river health incentives
- Habitat Restoration Fund

The group has attracted hundred's of thousands of dollars in funding and sales of plants going back into the community through programs and employment.

The group has been instrumental in developing several part time employment opportunities for young enthusiastic environmentalists from the community, including nursery manager, project officers, and school educators. All of these employees have now gone onto fulfilling fulltime arrangements with councils, Melbourne Water, Schools, and businesses.

The site at Halford Rd was strategic as it was next to the community centre where education programs were conducted, meeting rooms for committee meetings, excursions for schools and other community groups, and access to the men's shed for assistance with nest boxes construction. Gardens for Wildlife, Clean Up Australia Days and Planet Ark National Tree Planting Day are common annual activities. Solar panels and community gardens have also been established at the community centre thanks to the generosity of landcare.

The site has also been popular with our local councillors, state and federal MP's, and prominent environment associations such as the Victorian National Parks Association, Trust for Nature, Western Port Biosphere Foundation, and Greening Australia.

Early 2025 the current volunteers decided to retire from running the nursery and an agreement was made for Cardinia Catchment Landcare Inc. to take on the ongoing operation of the nursery which was published in the Village Bell.

Due to the age and condition of some of the equipment in the nursery, Landcare began planning to upgrade with new hot houses, benches, and storage facilities. Local volunteers began to dismantle the nursery in readiness for Landcare to begin the new journey.

During the caretakers' period for council elections, council staff decided to advertise the property for other uses and purposes to be considered for the site.

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This proposal is an invitation from council to provide a summary of the expression of interest for the continual utilisation of the site at 1 Halford Rd, Upper Beaconsfield.

Proposal

Upper Beaconsfield is situated at the catchment of two significant bays, Western Port and Port Phillip. The site at 1 Halford Rd, Upper Beaconsfield is the hub for climate action moving forward. Through the partnership and collaboration with our local indigenous people, Bunurong, community groups, associations and businesses. The site will be designed for the local community to engage and participate in a number of innovative and exciting programs.

With a number of local initiatives beginning to grow, such as the Cardinia Catchment Conservation Plan, Cardinia Council Biolinks Plan, Helmeted Honeyeater Release, Western Port Koala Link, Cardinia Catchment Deer Coalition, Healesville to Phillip Island Nature Link, Cardinia Parklands, Port Phillip River to Reef, Two Bays Schools Program, and most recently the aquation of the Upper Beaconsfield Nature Conservation Reserve and Luke's Place at Guys Hill, by the Bunurong Land Council Aboriginal Corporation. The time is right to provide a local place for local people to think globally act locally.

The 'Hills2Bays Landcare Hub' will consist of a local indigenous community nursery run by volunteers and supported by employed nursery hands, indigenous people, and project officers, helping support and engaging with all of the local environmental initiatives and projects in the catchments.

Strategic, informative, and technologically advanced education, awareness tools and resources, will be installed and established providing firsthand practical ways in which our community can address climate change and the associated environmental impacts we are expecting.

Providing education opportunities at the Upper Beaconsfield Community Centre, First Nation Experiences and history, along with important programs already established in one of the highest valued levels of biodiversity in Australia, Upper Beaconsfield.

Schools will visit the site for education programs, work experience and vocational opportunities, while local land owners can visit to see what plant goes where in their garden, while signing up to funded programs by the state and federal governments sourced by the landcare group. Council incentives, Melbourne Water, and South East Water funds will be promoted and guided through this hub.

Regular community events to help people connect with nature will be conducted from the hub and venture out into neighbouring reserves to see who hides there without us knowing...

Furthermore, universities will be able to conduct their research and development and showcase it to the local community and the world through the many digital communications channels available to us with a click of a button.

The Platypus, Powerful Owl, Regent Honey Eater, Koala, Southern Brown Bandicoot, migratory shore birds, marine creatures, and their ecosystems will be displayed, promoted and awareness raised

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throughout the centre via visual displays, posters, and interpretation signs, as well as our locals such as possums, wombats, yellow tailed black cockatoos, boo book owls and tawny frog mouths just to name a few.

Local landowners with conservation covenants will have a space to promote the wonders of their properties, encouraging others to adopt the same program and demonstrate the support Council provides in rate rebates.

Gardens for Wildlife, Land for Wildlife, and Trust for Nature, will be able to run programs and training and awareness with locals and visitors through events and instructional videos and the like.

However, it's just not about Upper Beaconsfield, the hub will also be sponsored by agencies and organisations fighting the good fight also such as: Melbourne Water, South East Water, Moonlit Sanctuary, Healesville Sanctuary, Cardinia Shire, City of Casey, Yarra Ranges Council, Mornington Peninsula Shire, Bass Coast Shire, Dandenong and Kingston, Frankston, all recipients of the catchment of Upper Beaconsfield and Cardinia Creek.

In addition, more collaborative partnerships with the Cardinia Environment Coalition, Western Port Landcare Network, Mornington Peninsula Landcare Network, Bass Coast Landcare Network, Western Port Biosphere Foundation, South East Councils Climate Action Alliance, Healesville to Phillip Island Nature Link and Cranbourne Botanical Gardens.

Another important feature of Upper Beaconsfield is its high fire risk, and the history of the site tells us we have to be prepared. Displays and practical examples will be provided to help residents better understand their options and ways in which they can reduce the risk of a bushfire. Complimentary property assessments and advice in conjunction with the CFA will be promoted through this hub.

To build on the current programs through the Upper Beaconsfield Community Centre, guided tours will be promoted through the Hills2Bays Hub, educating through practical experiences of how the Migratory Shorebirds rely on the health of the Cardinia Catchment and Upper Beaconsfield. The tours include bus trip, walks, bay ferries and boats connecting participants with the wonders of Western Port and Port Phillip Bays.

Other activities in the area can also be showcased including the Cardinia Catchment Deer Coalition, where information can be provided on how landowners can be more involved.

The Offer

The Cardinia Catchment Landcare Inc. group is a non-for-profit charity governed by a volunteer committee. Covering the catchment of Cardinia Creek and surrounds, has meant home is not always in one place. The landcare group enjoy storage facilities at the Beaconsfield Recreation Reserve, and plant and maintain regularly at the Cardinia Conservation Reserve, Cardinia Parklands, and Acoonah Park. Many private landowners undertake plantings throughout the year, as well as schools and scout groups.

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The proposal is for council to re-establish the original agreement with Cardinia Catchment Landcare Inc. and provide any conditions or requirements in a contract for the committee to consider. The proposed name Hills2Bays will be developed as a trading name of Cardinia Catchment Landcare Inc.

Once the agreement is established, the landcare group will call upon its extensive funding savings and new programs recently acquired to begin the journey of developing the Hills2Bays hub.

Signage, logos, and messaging, will begin, and sponsors, collaborators and partners, will start to develop their brands and programs.

The timeline will be ongoing, however, it is envisaged that plants will begin to be available for this year's planting season. Due to the dryer season we aim to be planting in November in some of the gullies and creek banks. Plants have been propagated at private properties during the period the nursery site has been vacant.

Give us twelve months and the hub will be vibrant and busy with activities and opportunities for not only the upper Beaconsfield community, but also the wider catchments of the Hills2Bays.

President

Cardinia Catchment Landcare Inc.

7.2.3 PROPOSED SALE OF ARMY ROAD HALL, PAKENHAM UPPER

Responsible GM:	Wayne Mack
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>5.1 We practise responsible leadership</p> <p>5.1.1 Build trust through meaningful community engagement and transparent decision-making.</p> <p>5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.</p>

Recommendation

That Council:

- Notes and thanks the public for the feedback received during the community consultation for the proposed sale of Army Road Hall by private treaty to the Cardinia Civic Concert Band;
- Notes it has met the requirements of section 114 of the *Local Government Act 2020*;
- Resolves to sell Lot 1 on TP238546B and Lot 1 on TP29705C, known as the Army Road Hall at Pakenham Upper by private treaty to the Cardinia Civic Concert Band for the certified valuation sum of \$20,000 ex GST, (plus costs); and
- Authorises the Chief Executive Officer to finalise negotiations and to sign the Contract of Sale and all other necessary documents associated with the sale of Lot 1 on TP238546B and Lot 1 on TP29705C, known as the Army Road Hall at Pakenham Upper to the Cardinia Civic Concert Band.

Executive Summary

The Army Road Hall at Army Road, Pakenham Upper (**the Hall**) is owned by Cardinia Shire Council (**Council**). The building is in an overall poor state with major defects and substantial wear and tear as a result of the age of the building, minimal capital investment and issues related to water ingress impacting the foundations of the building. The Cardinia Civic Concert Band (**the Band**), previous tenant, were relocated to an alternative Council owned facility, due to the risks related to the condition of the building.

Decisions in relation to this property are complex and from the perspective of the Band or other potential future uses, maintaining existing use rights under the planning scheme is a critical factor in this recommendation. For reasons outlined in this report, officers recommend selling the site by private treaty to the Band.

Due to a revised valuation based on the zoning constraints of the land and the poor state of the building, Council Resolved at its 15 September 2025 Council Meeting to give public notice of the intent to sell the Army Road Hall by Private Treaty to the Cardinia Civic Concert Band. Community Engagement has been completed and is detailed in this report.

Background

The Subject Property contains two land parcels being Lot 1 on TP238546N (the **Southern Parcel**) and Lot 1 on TP29705C (the Northern Parcel). Refer to **Attachment 1** for plans and imagery.

- The southern parcel was transferred to Council, previously the Shire of Berwick, on the 30th of June 1960 under instrument B074881, as a gift from 3 private proprietors.

- The northern parcel was transferred to Council, previously the Shire of Pakenham, on the 24th of December 1992 under instrument S284877M. The land being sold from the Minister of Education for a price of \$2,000 to Council.

The Southern Lot comprises a community hall, used previously for public use. This hall is not wholly contained within the title boundaries, as displayed in the re-establishment plan prepared by the land surveyor. The building is shown to extend between 1.21 and 1.24 meters east into the Government Road. This could be rectified in the future through building works or more likely a realignment of the boundary through a purchase of the land from the Department of Energy, Environment and Climate Action (**DEECA**). If required, now or in the future, Council will undertake this process and bear the associated costs.

Originally the Pakenham North School operated on this site from 1923 and closed on 22 April 1947 with the school building moved to the Pakenham Consolidated School. Construction of a new hall began in 1959 by the Army Road Progress Association, and this is the building that remains on-site today. It was initially used for community meetings, indoor sports including Badminton and dances. There is uncertainty around when the Band began using the hall, but they appear to have been established as a Committee of Management over the Hall in April 2001 which suggests exclusive use for at least 24 years.

The below table outlines relevant property information:

Land Description	Lot 1 on Title Plan TP238546N on tile Vol 08219 Fol 563, being the Southern Parcel (formally known as Crown Allotment 5D of the Parish of Nar Nar Goon). Lot 1 on Title Plan TP297905C, on title Vol 05146 Fol 191 being the Northern Parcel.
Land Area	1,310 square metres
Land Use	Place of Assembly (Hall)
Building Area	235 square metres
Zoning	Rural Conservation Zone, Schedule 2 (RCZ2), see attachment to report.
Overlays/Other	Bushfire Management Overlay (BMO); and Environmental Significance Overlay (Schedule 1), see planning report attached to report.
Valuation Reports	A certified valuation dated the 27 th of August 2025, for the land and building, in its current state is \$20,000 ex GST. Refer: Confidential Attachment 10 .

Discussion

Cardinia Civic Concert Band

The Cardinia Civic Concert Band is the recognised as Australia's oldest heritage band having its beginnings in the 1800's. In April 2001 the Band was established as a Council Committee of Management, under Section 86 of the *Local Government Act 1989*. This provided the Band with delegated authority, access to and responsibility for the Army Road Hall.

It is recognised that the relationship between the Council and the Band pre-dates 2001. This long-standing relationship provides appropriate justification for Council to offer this site direct to the Band. This is similar to the State Governments First Right of Refusal process whereby properties identified for sale are first offered to other state entities and local authorities prior to being offered to the open market.

Following a ceiling collapse, in January 2024, the Band were moved into the church building at 1a Main Street Pakenham. This building, although allowing exclusive use for the short-term period, did not meet the Band's requirements in terms of acoustics. In July 2024 the Band were relocated to Nar Nar Goon Soldiers Memorial Hall under a 3-year lease. This facility is shared with other community groups, including the Nar Nar Goon RSL, Bingo, local netball and football clubs and other hirers of the facility.

Bands generally seek, and benefit from, exclusive occupation of a facility. This provides secure storage for valuable instruments and a rehearsal space that does not have to be packed up and reset for rehearsal's which are at least weekly. Bands also typically offer music lessons which promotes music education and talent development as well as assisting to fund band activities. Refer to **Attachment 2** for more information on the Bands history and rationale for exclusive use.

Community Engagement Results

56 Responses were received from the 4-week community engagement that was undertaken. 33 Responses were supportive and a total of 23 were opposed.

With the media and social media attention immediately after the Council Meeting, 35 responses were received in the first two days of consultation (28 on day 1 and 7 on day 2). 15 of the 23 responses against the proposal were received in these two days.

There were some relevant and pertinent comments received in both the supportive and unsupportive responses. Some supportive responses commented on:

- Why was the building let to get in such a state?
- Council should gift the building to the band
- How/Can the band afford the repairs?
- What conditions will be put on the sale to ensure public use or return to Council if the band folds?

Generally, the respondents who supported the sale were understanding of what Council is trying to achieve on behalf of the band and the community.

Not all of those opposed were against sale with 13 wanting the sale to be on the open market and not private treaty. Of these 13, five wanted the valuation reviewed and there were another 5 responses also indicating a review of the valuation. Some of these responses indicated that the band would be the most likely purchaser.

There were also a small number of responses which suggested the building should be leased back to the Band and Council should retain ownership.

Full details of the engagement responses and a summary assessment by officers can be found in **Attachment 3**. There is a summary at the end of this attachment of the above data.

Valuation

The valuation has been completed in accordance with the conditions of the Australian Property Institute. The company Gippsland Property Valuations are appointed by the Valuer General to undertake Council Valuations.

In accordance with s.114 (2)(c) of the Local Government Act 2020, Council is only obligated to obtain from a person who holds the qualifications or experience specified under section 13DA(2) of the *Valuation of Land Act 1960* a valuation of the land which is made not more than 6 months prior to dealing with (ie. sale of) the land. Council has complied fully with this requirement in the Act. Officers note in response to suggestions of obtaining additional or multiple valuations that only one certified valuation is required.

The valuer has provided comparable sales evidence in the valuation. These sales range in land size but are all vacant land, within the local proximity and importantly all are Rural Conservation Zone. When considering this evidence, the valuer has placed a value of \$60 p/m² on the Army Road property. Of note there is only 1 comparable sale in the evidence provided by the valuer which is higher than the \$60 p/m² and this is described as a superior location and larger allotment.

In terms of the value placed on this property officers agree that it appears low and seems below market value. When taking in consideration the restrictions on this parcel of land the valuer, noting that these include that a residence cannot be built on this property and without the existing use rights a public building is not permitted, has determined a land value of \$80,000. When the valuer has further considered the state of the building and cost to demolish the building the value ascribed is \$20,000 if sold with the building remaining. The difference in the two figures is essentially the demolition cost.

The Valuation Certificate attached to this report and is **Attachment 4**. The full valuation remains commercial in confidence and is **Confidential Attachment 13**.

Sale by Private Treaty to the Band

Sale by Private Treaty, referred to as Direct Sale in the previous report, is permitted in 'The Local Government Best Practice Guideline for the Sale, Exchange and Transfer of Land 2009' (the guidelines). An extract of this particular section has been included as **Attachment 5** to this report.

Of note the guidelines list five groups of prospective purchasers that Local Government can enter into a sale by private treaty and community groups are listed as one of these five groups.

The value of the land proposed for sale is referenced in the guidelines, however they are not specific in relation to this point. The guidelines do say that any change in public access needs to be balanced with the public/community benefit which may arise from the sale/exchange and managed properly. In this proposed sale officers believe that the low value of the land and it being retained in ownership by a community group meets the intent of the guidelines.

The guidelines advise, but do not mandate, the appointment of a probity advisor to oversee the probity of the sale. Although this is a minor sale in value, due to the nature and some public speculation, Council has appointed RSD Audit to provide probity assurance on this sale.

Advantages to the purchase by the Band include:

- If the band were to purchase this property it will provide the organisation ownership and put them in control of their future.
- The valuation is considered affordable and is a price for which the band would be able to raise the necessary funds.
- From all the options considered, sale to the Band is deemed the quickest and surest way to secure existing use rights. It is officers' opinion that the Band would be able to undertake necessary maintenance works at an affordable cost to reoccupy the building and thus protect the existing use rights.

- The Band will be able to apply for grants from various organisations to undertake maintenance and improvements to the building and property. In the future it is recognised that the Band will likely be able to undertake works at a more cost-effective rate than Council.
- Without purchase by the Band Council will demolish the building. Retention of the building honours the use of this Hall by the Army Road Progress Association in the late 1950's and the use of the site as a primary school before that.

If the proposed sale is undertaken and acquired by the Band, Band representatives have indicated that it would be appropriate for a condition to be included in the Contract of Sale for the property to be returned to Council if use of the building or land was no longer viable and that it would not be sold to another party.

Internal Consultation

Officers from the Building and Facilities, Property and Planning teams have worked together in evaluating and assessing options for this property. Internal consultation has also included the Heritage and Environment Team and the Social Infrastructure Planning Team. Full details of the internal team referrals and feedback can be found in **Attachment 6**. The following are key points which support the recommendation of direct sale to the Band;

- **Existing Use Rights:** The hall, and importantly use by the band, is not an allowable use under the current planning scheme, however the band currently has the benefit of existing use rights. Under clause 63.06 (Expiration of existing use rights) of the Cardinia Shire Planning Scheme, existing use rights can be lost if the use ceases for a continuous period of two years. The existing use rights will be, extinguished without recourse, if the band cannot re-occupy the hall by February 2026. This is a critical point. Officers have investigated several options to maintain the existing use rights, and they all fail without the Band being able to return to occupation and use of the hall.
- **Zoning and Overlays:** closely related to the existing use rights are the zoning and overlays on this property. The current use of the land is defined as a Place of Assembly (Hall) as per Land Use terms under Clause 73.03 – Land Use Terms of the Cardinia Planning Scheme. Pursuant to Clause 35.06-1 (Rural Conservation Zone – Table of Uses), the use of the land for a Place of Assembly (including a Hall) is now a prohibited land use. Planning considerations will include the Bushfire Management Overlay and require that the building and site be managed in accordance with an approved bushfire management plan. CFA's approval will be required, and this approval may result in other flow on effects such as vegetation removal and management within the site. If the impacts or effects are considered too great, a planning permit may not be issued.
- **Cost of works to Council to refurbish the hall** will likely trigger a planning permit for the renovations / rectification works and these would need to be carried out quickly (within 2 years of the building ceasing to be used as a Hall) in order to keep the existing use rights valid, noting storage is not deemed use as a hall. This will not be able to be achieved by Council by February 2026.
- **Environment and Heritage:** The environmental and bushfire constraints make it unlikely that a permit would be granted for most developments, including dwellings and or vegetation removal.
- **Saleability:** Any future planning application would need to comply with the requirements of the planning scheme. Based on the constraints of the subject site, it is unlikely that a new development or use consistent with the purpose of the Rural Conservation Zone could feasibly be undertaken. Current zoning lends itself to limited future use and limited purchasers of this site which is reflected in current market value of the land. Essentially if

Council offered this property to the market it is unlikely to sell, the Band is the most likely purchaser.

Policy Implications

In preparing the report, the following Council policies, plans and relevant legislation have been taken into account:

- The Community Engagement Policy 2025-2029 – triggered when selling/transferring Council land;
- Local Government Best Practice Guideline for the Sale, Exchange and Transfer of Land 2009 set out general principles and best practice guidance for local government in the management of the sale, exchange and transfer of public land;
- *Local Government Act 2020* – provides a legislative framework for the operation of councils, and specifically for the legislative process for managing the lease or sale of public land;
- The Lease and Licence Policy 2022 - which establishes guiding principles to support shared use of Council Facilities, preferably with uses that complement each other and achieve the greatest community benefit. It promotes responsible management through an efficient and equitable approach to the occupation of Council owned and controlled land and buildings, allowing Council and tenants to work together collaboratively;
- The Community Infrastructure Plan 2024 - which outlines key considerations when contemplating redevelopment of infrastructure, encouraging shared or multi-use Council facilities; and
- The Cardinia Biolink Plan 2023-2033 (Biolink Plan) adopted in December 2021, as per the Environment Team's advice later in the report.

Financial and Resource Implications

Council has undertaken a structural assessment of the building and obtained pricing through a Quantity Surveyor Report to fully repair and restore the building. A valuation was also obtained in relation to the value of the property if repaired. These reports combined reveal that the repairs would cost many times the value that Council could achieve through sale of the property, refer to **Confidential Attachments 9-11**.

Given the restrictive uses of the site and current state of the building the valuation for the purchase of the land and building is \$20,000 ex-GST. If Council were to demolish the building, when taking in consideration of the restrictions on the site, the value of the land is considered to be \$80,000 ex-GST. As discussed in the September 2025 Council Report, Council is unlikely to recoup the demolition costs by sale of the property as vacant land.

Costs to sell the property are estimated to be a further \$5,000 - \$10,000 which includes preparation of Contract of Sale and other transfer documentation for lodgement. Consistent with a sale of this nature Council will recover these costs from the purchaser.

The Band have enquired if Council would be amenable to a term's sale. Officers have advised that, should Council resolve to sell the land to the band, terms of payment would be possible. It is recommended that authorisation is provided to the CEO to negotiate and finalise these terms as part of the Contract of Sale.

Climate Emergency Consideration

There have been no climate emergency matters identified in the work undertaken to compile this report.

Consultation/Communication

Under section 114 of the *Local Government Act 2020* (the Act) Council is required to apply its community engagement policy to the proposed sale of Council-owned land. The formal notice and 4-week engagement campaign has been completed and results outlined earlier in this report.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. It was determined that a Gender Impact Assessment (GIA) was not required as the subject matter of this report does not relate to a policy, program or service that has a direct or significant impact on the community.

Confidential Attachments

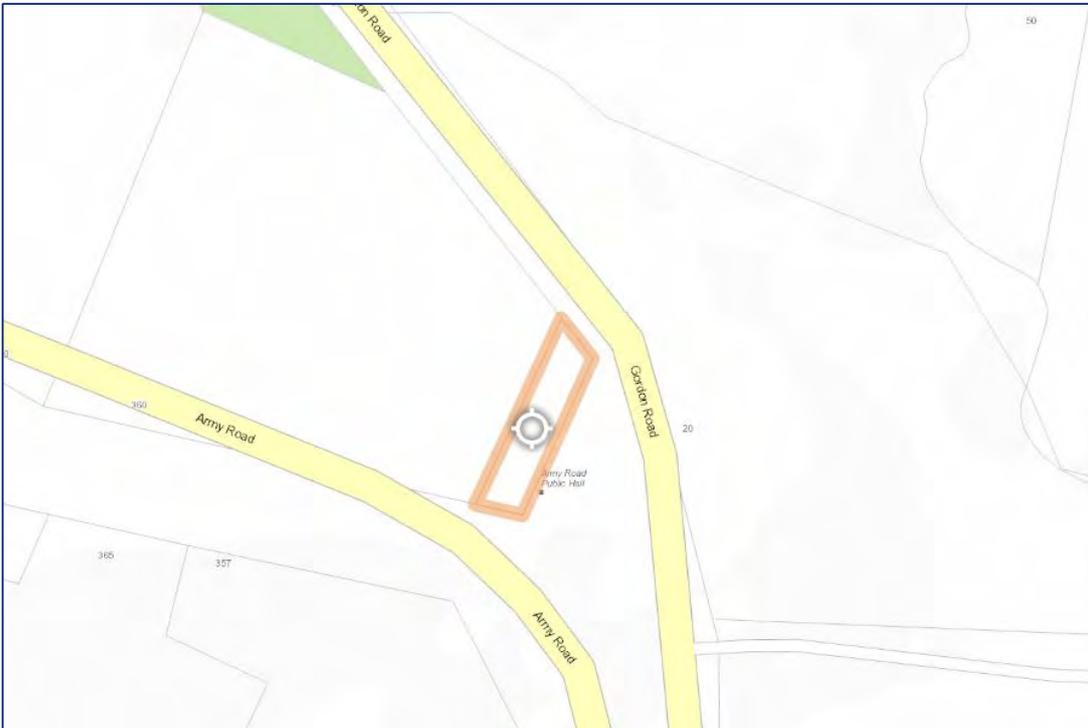
Confidential Attachments 9, 10, 11, 12 and 13 are designated confidential information pursuant to the *Local Government Act 2020*, s.3(1)(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released and (g) Private commercial information, being information provided by a business, commercial or financial undertaking that—(i) relates to trade secrets; or (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

Attachments

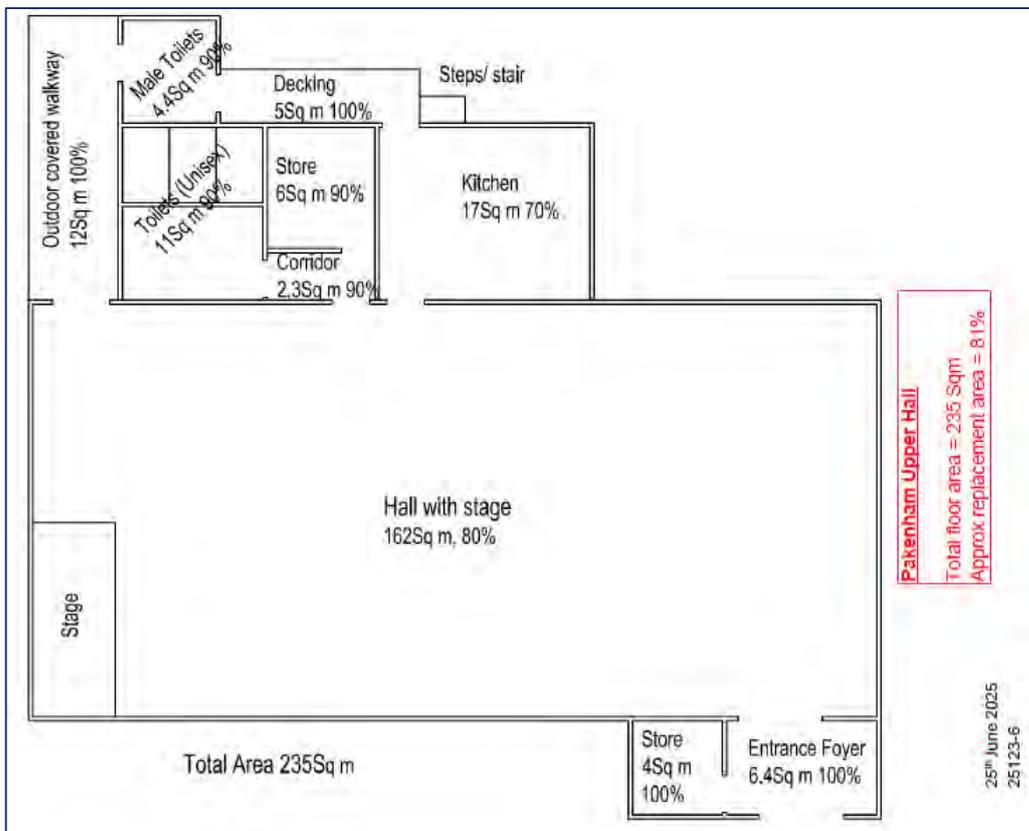
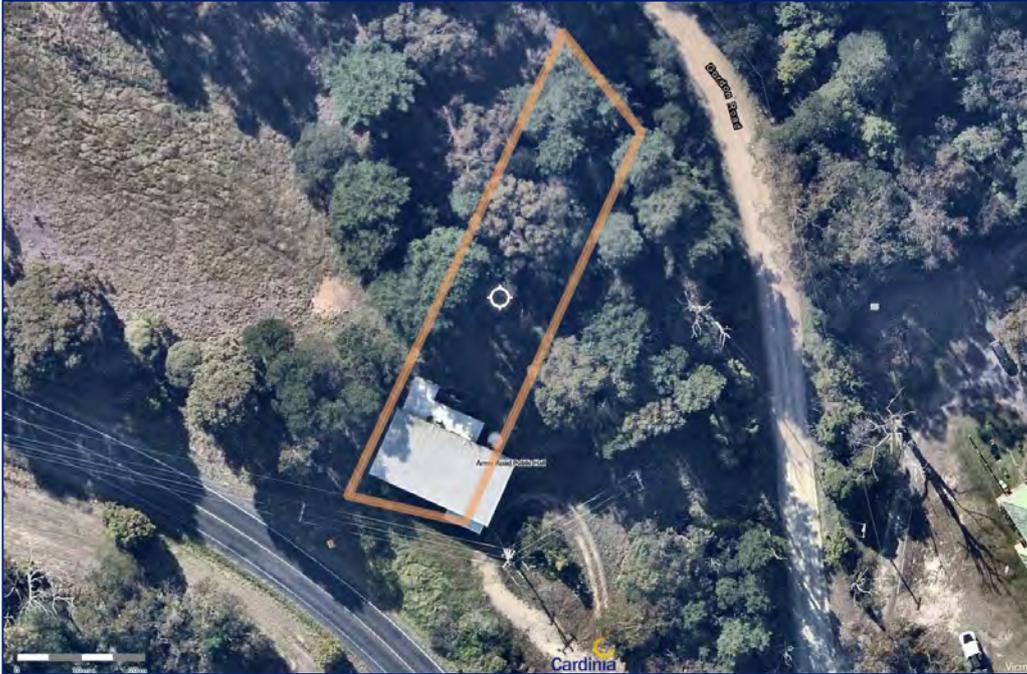
1. Attachment 1 - Plans and Imagery [7.2.3.1 - 5 pages]
2. Attachment 2 - The History of the Cardinia Civic Concert Band [7.2.3.2 - 9 pages]
3. Attachment 3 - Community Engagement Results [7.2.3.3 - 8 pages]
4. Attachment 4 - Certificate of Valuation - Army Road, Pakenham Upper [7.2.3.4 - 1 page]
5. Attachment 5 - Extract Sale By Private Treaty 2009 Best Practice Guidelines [7.2.3.5 - 3 pages]
6. Attachment 6 - Internal Consultation [7.2.3.6 - 3 pages]
7. Attachment 7 - Transfer of Land Instrument B 074881 [7.2.3.7 - 3 pages]
8. Attachment 8 - Transfer of Land Instrument S 284877 M [7.2.3.8 - 3 pages]
9. Confidential Attachment 9 - QS Cost Segregation (RefB) [7.2.3.9 - 2 pages]
10. Confidential Attachment 10 - QS Stage B Cost Plan (R3) [7.2.3.10 - 14 pages]
11. Confidential Attachment 11 - Structural Report [7.2.3.11 - 81 pages]
12. Confidential Attachment 12 - Demolition Quote [7.2.3.12 - 3 pages]
13. Confidential Attachment 13 - Confidential Valuation Report [7.2.3.13 - 31 pages]

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Images, Plans and Titles



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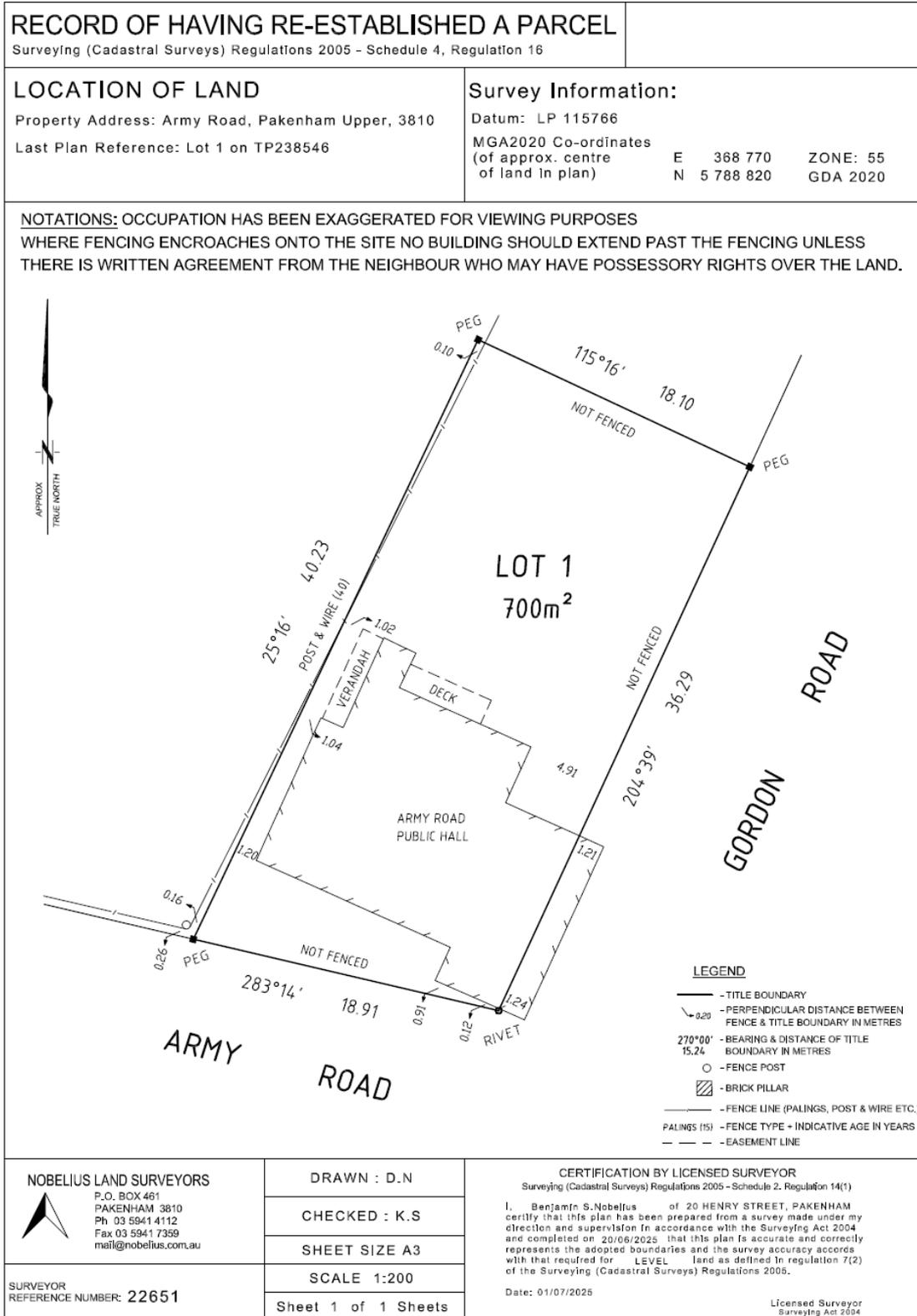
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TITLE PLAN		EDITION 1	TP 238546N						
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The Heritage Cardinia Civic Concert Band: A Pillar of Community and Culture

The Cardinia Civic Concert Band (CCCB) holds a vital place within the Cardinia Shire community, serving not only as a beacon of cultural heritage but also as a promoter of well-being and social cohesion. The extensive history, cultural significance, and the crucial need for the survival and continued support of the CCCB, recognised as Australia's oldest heritage band since the 1800s, the Cardinia Civic Concert Band has been a cornerstone of the Cardinia community, promoting music, culture, inclusion and unity. Over the years, CCCB has grown in size and capability, performing a diverse range of music from classical pieces to contemporary compositions and popular music representing the shire locally and across the globe. The band has represented the Shire of Cardinia on the World stage twice and has supported and participated in numerous local and international events, festivals, agricultural shows and concerts, establishing itself as a staple in the Cardinia Shire's cultural scene.

The Cardinia Civic Concert Band (CCCB) holds a significant place within the Cardinia Shire community, both historically and in terms of promoting well-being. Here is an overview of its history and importance as a community band:

1. **Origins as Pakenham Brass Band:**
 - The Pakenham Brass Band was originally established by the shire under a section 86 and dates back to the bore war.
 - The band quickly became a beloved fixture in the community, performing at parades, ceremonies, official functions and social gatherings.
 - In the 1970's the brass band became a concert band to reflect the growth of woodwind instrumentalists and symphonic music to allow more member of the community to be involved.
2. **Rebranding to Cardinia Civic Concert Band:**
 - As the community of Pakenham grew and evolved, so did the band. To better reflect its expanding role within the wider Cardinia Shire, the Pakenham Concert Band was rebranded as the Cardinia Civic Concert Band. In the early 1990's the bands uniform, logo, and name were changed by the former CEO Bob Stevens to reflect its broader role within the growing Cardinia Shire.
 - This change signified a broader commitment to serving the entire shire, not just the town of Pakenham.

Historical Significance and Global Context

Celebrating Local Heritage and Global Traditions

1. The Cardinia Civic Concert Band is celebrated as the oldest band in Australia, a distinction that underscores its historical importance. Community bands worldwide, including those in Australia, rehearse universally on Tuesday evenings at 7:30 pm. This tradition ensures that anyone, anywhere in the world, can participate in a community band, contributing to a rich cultural tapestry that spans centuries. The CCCB has performed at numerous prestigious events, including regional festivals and national celebrations. The band has received accolades for its contributions to the arts

and community, supported by local government and many community organisations. The band also boasts other ensembles within its brand.

2. Formal concerts and performances offer accessible cultural events, fostering a sense of community pride and cohesion. This includes educating those on and off the stage, bringing world renowned artists to the shire, raising the profile of the shire both in Australia and overseas, official functions locally and in many countries representing the shire of Cardinia, and in return hosting international bands. The CCCB has also been recognised for its contributions to the arts within the community, receiving accolades and support from local and federal government and organisations. This includes many awards from overseas recognising the heritage, contribution and wealth of such a community group.

Importance of an ongoing Exclusive Use Venue

1. Rehearsal Facilities:

- An exclusive use venue provides the band with dedicated rehearsal spaces, allowing for more frequent and flexible practice sessions without impacting the local community with noise.
- These facilities support the band's growth and development, service to community, enabling it to achieve higher levels of musical excellence.
- Enhance operational efficiency and reduce logistical challenges.
- Supports the band's commitment to cultural and social contributions to the community.
- Rehearsals that don't impact the local community with noise and allows for easy flow and access for musicians to work together any time of the day.
- The Cardinia Civic Concert Band occupies a unique niche as the oldest band in Australia, a distinction that should be celebrated and preserved.
- The band's historical significance and contributions to the community justify the need for a dedicated facility to continue its legacy.
- A dedicated venue for the CCCB enables the band to rehearse, run sectionals, host events, workshops, and community programs, increasing public engagement.
- The band hall allows the band to create cohesion and community engagement be accessible to all residents, promoting inclusivity and participation.
- Running a heritage band involves significant expenses, including instrument maintenance, sheet music, uniforms, and administrative costs that need exclusive access and storage.
- To perform such music as the band requires extremely expensive equipment particularly orchestral percussion such as concert drums, tympani, xylophones vibraphones, music stands and a variety of other resources.

2. Resources:

- The significant library with over \$200,000 worth of music, offering an extensive collection of music scores, recordings, and educational materials.
- This library serves as a valuable asset for band members, students, and the wider community, enhancing their musical education and appreciation.
- Being such a diverse and sophisticated organisation the costs for playing a piece of music is in excess of \$100 for each 3 minute piece of work, making the library built in excess of 150 years an irreplaceable resource needing nurturing and not for general access.

- The bands contributions to the community justify the need for a dedicated facility to continue its legacy. Investing in a dedicated facility for the band is an investment in the cultural and social fabric of the Cardinia community, allowing access for musicians to work together any time of the day without noise restrictions, librarians to perform their duties, sectional rehearsals and regular band rehearsals to take place and protection of its \$300,000+ assets.
- The home of the CCCB in a dedicated facility is not just an investment in the band but an investment in the cultural and social fabric of the Cardinia community.

1. **Warragul Municipal Band**

- **Facility Support:** The Warragul Municipal Band benefits from a dedicated permanent financially supported facility provided and supported by the local shire.
- **Community Representation:** This support underscores the band's role in representing the shire at various events, enhancing the shire's cultural profile.

2. **Wonthaggi Citizens Band**

- **Facility Connection:** Similarly, the Wonthaggi Citizens Band is attached to a standalone facility supported financially by their shire.
- **Operational Efficiency:** The dedicated space allows for efficient operations, regular practice sessions, and secure storage of equipment.

The ongoing involvement in the band requires dedication and commitment, fostering a strong work ethic. **Without a dedicated facility, the band faces logistical challenges such as securing regular practice spaces, transporting equipment, and storing resources. This includes 8 and or 86-year-olds having to set up before rehearsals moving large heavy equipment and packing down each rehearsal also adding significant time to the rehearsals which eliminates productivity efficiency and safety. This is due to who is needed at the rehearsals, for which band or sectional at any given time.**

Preserving Cultural Identity

Community bands like the CCCB play music that reflects local heritage and cultural history, preserving and celebrating unique identities. These bands contribute to the cultural narrative of their communities, creating shared memories and traditions that enhance local pride and unity. Research proves that the art of playing a traditional/classical instrument improves cognitive levels, increases brain capacity and instils self-worth, self-discipline, resilience, perseverance, dedication, accountability and determination qualities.

Supporting Community Well-being

As the oldest band in Australia, the CCCB occupies a unique niche that should be celebrated and preserved. The CCCB plays a vital role in enriching the cultural life of the Cardinia Shire by providing a place for all members of the community to come together regardless of age, gender, ability, providing regular performances and musical experiences for residents. The band's concerts offer accessible cultural events, fostering a sense of community pride and cohesion.

Historical Background Facility

Cardinia Cultural Centre

The band has had numerous homes throughout its existence and prior to the current facility in Pakenham Upper it had its own space at the Pakenham racecourse. The band was a driving force behind the initiation of the Cardinia Cultural Centre and was a part of the planning, and consultation committee. The Cardinia Civic Concert Band was to be housed in the newly built Cardinia Cultural Centre with a dedicated space for the band to rehearse and leave permanently set up its extensive equipment. However, due to budget overruns, the plans changed, and the band was left without a permanent rehearsal space at the CCC. The need for a sole-use facility became apparent, due to the extensive setting up and packing down equipment, potential safety risks and the extensive value of resources and the need for the continuation for such an art form.

As a section 86, and council owned resource, the council recognised the importance of the heritage of the band and its continued success. After a meeting with CEO Don Welsh, Music Director Kim Thomsen and former band President John Wilson, the band was offered two alternative venues: the old St James Church and the Pakenham Upper Hall on Army Road. The former was too small and loud, making it unsuitable for the ensemble. Therefore, the Army Road Hall (which was soon to be auctioned and currently occupied by the seven-day Adventist church), was designated as the band's new home. Ironically this hall was originally built by the Walsh family who were former band members and Band Master of the band, alongside other prominent members of the community such as the Webster, Treloar, Chatfield, Giles, Stephenson, Thomas, Bourke, and Ahern families, as well as many other local residents that the band has nurtured over the years. Therefore, the current band hall holds deep historical significance for the band, community and local residents.

Community Programs and Inclusivity

A Broad Range of Ensembles

The CCCB is more than a band and hosts various ensembles:

- **Senior Ensemble:** The flagship group, performing at major local and international events.
- **Intermediate Band:** Supports aging musicians, new musicians, and those at various skill levels.
- **Cardi Brass:** A jazz ensemble creating opportunities for jazz music enthusiasts.
- **Cardi Chamber Ensemble:** Performs classical and chamber music for intimate events.
- **Symphony Orchestra:** The band was also planning to implement a symphony orchestra as part of its strategic plan in 2024.
- **Council support:** All of these groups, initiatives, hall improvements, concerns and maintenance were flagged in 2016 in a meeting with former CEO Gary McQuillan, Band President, Vice President and Music Director.

Benefits of Symphonic Music

Cultural Enrichment: The CCCB enhances the cultural life of the shire by providing high-quality musical performances that are accessible to all residents. They support local arts and showcase local talent, fostering a vibrant cultural community. We have a former member of the band that was blind providing her with an outlet to belong and be included in the community.

Social Cohesion and Mental Well-being: Participation in the CCCB fosters social interaction and unity. Music-making has been shown to reduce stress, alleviate anxiety, and improve emotional well-being. These benefits extend to both musicians and audience members, contributing to a healthier and happier community.

Educational Opportunities: The CCCB offers invaluable educational opportunities for young and aspiring musicians, to lifelong learning for seniors, providing training, mentorship, and performance experience. They help develop musical skills and foster a lifelong appreciation for music, ensuring the continuity of musical traditions, and positive contribution to community.

The band runs several programs from the hall, including music education, youth mentoring, senior inclusion and provides a variety of regular educational concerts for children. These initiatives promote inclusivity, wellbeing, higher art forms and community building through music.

Importance of the Cardinia Civic Concert Band for Community Well-being

- **Inclusion:** Being a member of the band in a dedicated facility fosters an inclusive environment where individuals of all ages can participate, learn, and grow.
- **Contribution:** Members, young and old, contribute to the community's cultural fabric, enriching the local heritage.
- **Self-Discipline and Resilience:** Regular practice and performances instil self-discipline and resilience, crucial life skills.
- **Creativity:** Music encourages creativity, providing a productive outlet for self-expression.
- **Unity:** Music brings people together, promoting social cohesion and community spirit, building bonds and long-term relations.
- **Cultural and Social Contribution:** The band's presence enhances the cultural landscape, adding class, culture, and respect to the community including service the notion of giving back to community. Participation in the band boosts self-worth among members and serves the broader community through performances at local events and festivals.
- **Dedication and Commitment:** The ongoing involvement in the band requires regular dedication and commitment, fostering a strong work ethic.
- The band's presence enhances the cultural landscape, adding class, culture, and respect to the community.

Social Connection:

- Participation in the band offers musicians a chance to connect with others who share their passion for music, fostering friendships and a sense of belonging.

- For audience members, attending concerts and events provides opportunities to engage with neighbours and community members, strengthening social bonds.

Mental and Emotional Well-being:

- Playing music in a group setting has been shown to have numerous mental health benefits, including reducing stress, improving cognitive function, and enhancing emotional well-being.
- The band provides a creative outlet for musicians, allowing them to express themselves and find joy in their craft.

Educational Opportunities:

- CCCB offers educational programs and opportunities for young musicians to learn and develop their skills, often mentoring emerging talent within the community.
- The band's involvement in schools and community programs helps foster a love for music among the younger generation, ensuring the continuity of musical traditions and connections in community.

Community Identity and Pride:

- The band contributes to a shared community identity, representing Cardinia Shire in various events and competitions.
- Their performances at local celebrations and civic functions instil a sense of pride and unity among residents.

Cultural Enrichment**Enhancing Cultural Life:**

- The CCCB provides regular, high-quality musical performances that enrich the cultural landscape of a shire.
- They perform a wide repertoire of music, from classical to contemporary, making arts and culture accessible to all residents.

Promoting Local Arts:

- By showcasing local talent, the CCCB supports the growth and sustainability of the arts within the shire.
- Collaborations with local and world renowned artists and groups further diversify and enhance cultural offerings.

Social Cohesion**Building Community Connections:**

- The CCCB brings together individuals from diverse backgrounds, fostering a sense of unity and shared purpose.

- Events and performances create opportunities for social interaction, strengthening community bonds.

Creating Inclusive Spaces:

- The band is inclusive, welcoming members of all ages and skill levels, thus promoting intergenerational interaction and understanding.
- It provides a platform for individuals to contribute to the community, enhancing social integration and cohesion.

Mental and Emotional Health

Stress Reduction and Emotional Well-being:

- Participating in music-making has been proven to reduce stress, alleviate anxiety, and improve overall emotional well-being.
- Both musicians and audiences experience the therapeutic effects of music, leading to a happier and healthier community.

Cognitive and Physical Benefits:

- Playing an instrument improves cognitive functions, such as memory, attention, and problem-solving skills.
- It also involves physical activity, contributing to the physical well-being of participants.

Educational Development

Youth Engagement and Skill Development:

- The CCCB provides invaluable educational opportunities for young musicians, offering training, mentorship, and performance experience.
- It fosters discipline, teamwork, and a love for the arts in the younger generation, ensuring the continuity of musical traditions.

Lifelong Learning:

- Bands encourage lifelong learning and personal development, allowing individuals to continue their musical education and growth throughout their lives.
 - This commitment to learning enhances the intellectual and cultural vitality of the community.
- Participation in the band boosts self-worth among members and serves the broader community through performances at local events and festivals.
 - The CCCB plays a vital role in enriching the cultural life of the Cardinia Shire by providing regular performances and musical experiences for residents.

The importance of the CCCB to the well-being of the shire cannot be underestimated or neglected. The band enriches the cultural fabric, enhance social cohesion, promote mental and emotional health, support educational development, and foster community identity and pride. Investing in and supporting a community concert band is an investment in the holistic health and vibrancy of the shire, ensuring a thriving, connected, and culturally rich community for all residents.

Significant Performances:

- Over the years, the Cardinia Civic Concert Band has performed at numerous prestigious events, including regional festivals, state competitions, and national celebrations.
- The band has also been involved in collaborations with other musical groups and organizations, enhancing its reputation and reach.

Community Recognition:

- The band has received various accolades for its contributions to the arts and the community, recognizing its role in promoting cultural and social well-being within Cardinia Shire.
- Support from local government, businesses, and community organizations has been instrumental in its sustained growth and success.

Vision and Legacy

Enduring Legacy

The Cardinia Civic Concert Band has built a lasting legacy as a cornerstone of the community, preserving and promoting musical traditions. It continues to evolve, adapting to the changing needs and interests of the community while maintaining its commitment to musical excellence.

Vision for the Future

The band aims to expand its outreach and impact, engaging more residents and fostering a deeper appreciation for music and the arts. Future plans include enhancing educational programs, increasing community engagement, and exploring new performance opportunities, such as the introduction of a symphony orchestra.

Conclusion

The Cardinia Civic Concert Band is not just a musical ensemble; it is a vital part of the cultural and social fabric of the Cardinia Shire community. Its historical significance, contributions to community well-being, and role in promoting inclusivity and accessibility underscore the importance of its survival and continued support. Ensuring the ongoing commitment to a sole use dedicated facility for the CCCB is an investment in the cultural and social future of Cardinia Shire, ensuring that the band can continue to enrich the lives of residents for generations to come.

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Date Submitte Your feedback	Theme	Notes	Consolidated Officer Response	Location
<p>I support the idea to sell the Hall to the Band. But it appear to me as cop-out by the council to divest themselves of an asset that has an associated high risk from a financial, OHS and liability perspective. The Hall is in a poor condition such that the council would rather sell it off than attempt to repair it. The Council are opting to put this risk on the Band (or new owners) instead which could bankrupt NGO with limited funds. If this were a sports facility in the same situation, I imagine the council would act to improve those facilities. Would the council sell its sports facilities assets to the local footy team or Netball club? Noting the level of work that would need to take place to allow the Band to return to the Hall, will the Council support the Band in its temporary location until the necessary and vital works to repair the Hall take place, for whatever period of time that may take (months, years)? Arts need as much</p> <p>Oct 14, 2025, C support from local government as much as sports.</p>	Supportive		<p>Thank you for your support of the band and the offer being made.</p> <p>While Council has undertaken ongoing maintenance of the hall, the age and condition of the building now require substantial capital works. The proposed sale enables these works to be carried out by the Band at a significantly lower cost than if Council were to deliver them directly, ensuring the hall continues to serve the Band and, in turn, the broader community into the future.</p>	
<p>Oct 13, 2025, C I think C.C. Band should have the option to purchase it, they have been there for 25 years.</p>	Supportive		<p>Thank you for your support of the band and the offer being made.</p> <p>Thank you for your support of the band and the offer being made.</p>	I reside outside of Australia
<p>I think that offering the hall to the Cardinia Civic Concert Band would be a good move. The band have a long-established tenancy of the hall and really need a facility which they do not share with other users. The band is, in effect, a small business. Like such, it possesses equipment and documentation which really require adequate storage space. In a shared hall this must all be set up and then put away at least once a week. This takes roughly an hour, which is time lost for rehearsal every week. The actual situation and value of the hall are such that it is not an easily realizable asset. Disposal might be complicated.</p> <p>Oct 12, 2025, C Passing it into the custodianship of the band would avoid this.</p>	Supportive		<p>Thank you for your support of the band and the offer being made.</p> <p>The Band will be able to apply for grants from Council and other organisations</p>	
<p>It's disappointing that the council have not maintained the building and it has come to this. I support the offer to the band and hope that the council will assist with grants to enable the band to repair the hall.</p> <p>Oct 09, 2025, C</p>	Supportive		<p>Thank you for your support of the band and the offer being made.</p>	
<p>I agree entirely with offering the site of the Army Hall to the Cardinia Civic Concert Band. It is of benefit to both the Council and the band to place the building in the hands of the band where it can be brought up to the standard of occupation needed for the oldest band in Australia to once more have a sole use</p> <p>Oct 08, 2025, C home</p>	Supportive		<p>Thank you for your support of the band and the offer being made.</p>	
<p>I agree with offering the site only to CCCB. It is good for the shire and allows for community volunteers to</p> <p>Oct 08, 2025, C strengthen a valuable community resource.</p>	Supportive		<p>Thank you for your support of the band and the offer being made.</p>	Lang Lang
<p>Oct 08, 2025, 04:24 PM</p>	Nil		<p>Thank you for your support of the band and the offer being made.</p>	Lang Lang
<p>I think this is a great idea. The band is important to the community with an over 100 year history, and performs at important community events such as ANZAC day events and citizenship ceremonies. Given that the band is the only group who can use the hall, and that if they do not use it, no one will, it makes perfect sense to offer the hall to the band at this valued price. Knowing that the band does not have the space to store all their equipment in one place currently, having this space will greatly fix that and allow them to grow in bands offered given that they won't have to share the space with anyone.</p> <p>Oct 08, 2025, 1</p>	Supportive		<p>Thank you for your support of the band and the offer being made.</p>	
<p>I am supportive of this approach - why let the building deteriorate further with time when a community organisation is offering to purchase AND maintain! A great solution. Perhaps the sale revenue can be put back into community programs too?</p>	Supportive		<p>Thank you for your support of the band and the offer being made.</p>	
<p>Oct 01, 2025, C</p>				Pakenham

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	Put it on the open market & get the best price.	Open market	Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation	Tynong
Sep 29, 2025, C	Would be wise to try and keep the area by supporting the concert band, what a site it could be if dedicated to the enjoyment of a bygone era place to practice, share and facilitate this unique music with potential for learning the art of dancing and special events. A place of positive delight for all who were involved. I think it's a wonderful idea to revive the lost arts within such a growing landscape.	Supportive	Thank you for your support of the band and the offer being made.	
Sep 26, 2025, C	As a long standing member of the CCCB I remember being at the Pakenham Race course in the Hanger and having to help set-up and pack away the Band's gear. We as community members lost about 30 minutes of practice time each Tuesday night. When we moved to the Army road hall we could leave the gear set-up and practice for the whole time on Tuesday nights. We could also have instrumental sectionals as there was enough space, on the weekends when required we could come in and practice. We had working bees to keep the grounds respectable and clean the fallen trees. Moving to our current venue we are back to losing practice time again and now have the un-certainty of how long we will be there. I thank the Council for the Army road hall for our practice venue and hope that the Band will be able to use it once again.	Supportive	Not residing in Cardinia Shire. Thank you for your support of the band and the offer being made.	Avonsleigh
Sep 25, 2025, C	I 100% agree the the hall should be sold to the Cardinia Civic band, I know so many people in this band and I am looking into joining this band in the near future and I know that all the band members have a very close connections to the hall, and with many memories and hopefully now more to come.	Supportive	Thank you for your support of the band and the offer being made.	
Sep 24, 2025, C	The beloved band of Cardinia performs at many events each and every year for free. They deserve somewhere for themselves to practice instead of renting from other people. Some band members even	Supportive	Thank you for your support of the band and the offer being made.	Pakenham
Sep 24, 2025, C	helped build the hall so I believe they deserve to own it. I believe the hall should be sold to the band. The civic band deserve a dedicated rehearsal space. They perform at the pakenham show, anzac day services and the Christmas carols for free every year.	Supportive	Thank you for your support of the band and the offer being made.	Pakenham
Sep 24, 2025, C				Pakenham

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	<p>While I'm not against the heart of the idea of the proposed sale I do have some concerns/questions. First the sale price seemingly being excessively low. Why is there only one evaluation? Why is it not allowed to be released to public or one obtained that can? (it would be in the public's best interest to give accurate feedback and believe would resolve a lot of concern) I note it was said it contains private information of surrounding property's sale prices, however all the sale prices of surrounding properties is publicly available. It was also mentioned the allowable uses being Rural Conservation Zone was a factor. A large portion of Pakenham upper is Rural Conservation Zone, historically Rural Conservation Zones are allowed dwellings (It may or may not be on the allowed uses but that just means you do require a planning permit). In my opinion a change of use application to use as a dwelling would be more than likely successful if not with council 100% through Vcat. The only true way to determine the value of a property is to put it on the open market. If this is truly a sale and not a gift for lack of better words why not open it up to the open market if the estimated value is correct the Cardinia Civic Concert Band would still likely be the successful purchaser.</p> <p>Second the issue with the title boundary, who is going to cover the cost to resolve this? what effect did this issue have on the evaluation price?</p> <p>Third the Cardinia Civic Concert Band ability to come up with the funds to cover the cost of purchase, major repairs required, on going maintenance of the building and property and utilities/rates etc.. I believe instead of being a gift to the group it would be an unnecessary burden on them, one that tax payers will potentially have to cover the costs of in the end if property is returned. They have had over 2 years since the issue was first flagged, in this time they could have been raising money to repair the property so they could return under the lease agreement.</p> <p>Fourth the condition that the property must be returned if the Cardinia Civic Concert Band no longer exists. I would question whether this then is even a sale and not just a long term lease. I would also question the legality of being able to enforce this and the many potential loopholes. What if Cardinia Civic Concert Band is still operating but can't afford to maintain it? Could they or would they have to return it? In the event of the winding up of Cardinia Civic Concert Band, What would be terms the property would be returned under? Eg. Council would have to pay market value? It would be donated back to council? Etc..</p> <p>Fifth why can't the Cardinia Civic Concert Band return under a lease agreement? The council could lease the property for a small nominal fee, the band could have a practice outside this extending the allowable use grandfathered in and give the band time to raise funds for the repair. It is not uncommon for groups to raise funds for upgrades to council assets.</p>	<p>Valuation Review & Open Market</p>	<p>Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation Council has already committed in the September Report to covering any costs in relation to the Title Boundary Issue. This submission was received as a letter to Council and an individual response will be provided. Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.</p> <p>A lease is not recommended as Council will not be able to permit the Band to return to the hall and existing use rights would be lost.</p> <p>While Council has undertaken ongoing maintenance of the hall, the age and condition of the building now require substantial capital works. The proposed sale enables these works to be carried out by the Band at a significantly lower cost than if Council were to deliver them directly, ensuring the hall continues to serve the Band and, in turn, the broader community into the future.</p>
<p>23-Sep-25</p>	<p>In summary if this is truly a sale as it is being portrayed. I would be opposed to the council selling of assets The council suggests that 20k is a fair value considering limitations and that the band would be the most likely buyer if that happened. Prove it by opening it to the market. If the assumption is right nothing will change. If someone has a better use for the land for rural conservation then we are better off. I see no explanation on how the community is better served by not allowing other entities to compete.</p>	<p>Open market</p>	<p>Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation</p>
<p>Sep 21, 2025, 1</p>	<p>The sale of this land needs to be backed by three independent valuations and these valuations need to be shown to Cardinia Ratepayers with transparency. Residents and ratepayers deserve to be FULLY informed about the sale, the price etc. We, as ratepayers, Victorians and Australians are sick and tired of decisions being made on our behalf with NO transparency by bureaucrats thinking they are making the right decisions without public consultancy. There must be more communication and consultation on this issue.</p>	<p>Valuation Review Seeking 3x valuations</p>	<p>Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.</p>
<p>Sep 21, 2025, C</p>	<p>I am happy to support this. The band I remember had this as a rehearsal space many years ago. I am not sure when the last used it as it looks unkempt but if a group that has used it a lot in the past is keen to</p>	<p>Supportive</p>	<p>Thank you for your support of the band and the offer being made.</p>
<p>Sep 20, 2025, C</p>	<p>keep it up and use it again then I'm for it</p>		<p>Officer</p>

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	<p>No to the sale at all. This is community land and could be utilised for future use by the community for either a new building or other future purpose. If sold it needs to be true market value not \$20k and with a section 173 agreement stating it can only ever be used for public use and never developed for profit or gain. If sold it needs to be on the open market and not direct sale as proposed.</p>	<p>Valuation Review & Open Market</p>	<p>Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.</p>	<p>Officer</p>
<p>Sep 20, 2025, C</p>	<p>I believe that the property should be sold to the open market and the funds could support other local projects and cover the costs to relocate the band to many other underutilised council assets.</p>	<p>Open market</p>	<p>Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended.</p>	<p>Cockatoo</p>
<p>Sep 20, 2025, C</p>	<p>Let them have it, your only going to demolish it why not let its history continue and give these people a</p>	<p>Supportive</p>	<p>Thank you for your support of the band and the offer being made.</p>	<p>Pakenham</p>
<p>Sep 19, 2025, 1</p>	<p>home to continue for generations</p>	<p>Supportive</p>	<p>Thank you for your support of the band and the offer being made.</p>	<p>Pakenham</p>
<p>Sep 19, 2025, 1</p>	<p>I agree the civic band should buy it</p>	<p>Supportive</p>	<p>Thank you for your support of the band and the offer being made.</p>	<p>Pakenham</p>
<p>Sep 19, 2025, 1</p>	<p>In a perfect world, council would make repairs to the hall, and continue to own it as a community asset for community use. If they are determined to offload responsibility, then I think the council should lease the land to the Band for as long as they make use of it rather than sell it outright. Without seeing details of the valuation, \$20k seems exceptionally low, even if there are zoning issues. What's to stop the band selling the land off to a neighbour, or at a time when zoning has changed? It is a community asset, and should be managed transparently to counter the current accusations of impropriety by council members being touted.</p>	<p>Valuation Review & Lease Option</p>	<p>Proposing retain and lease. The price is the market value of the property determined by a Certified Valuation, the Certificate of Valuation is attached to this report. A lease is not recommended as Council will not be able to permit the Band to return to the hall and existing use rights would be lost.</p>	<p>Pakenham</p>
<p>Sep 19, 2025, 1</p>	<p>Sell hall to band</p>	<p>Supportive</p>	<p>Thank you for your support of the band and the offer being made.</p>	<p>Lang Lang</p>
<p>Sep 19, 2025, C</p>	<p>Taking the ridiculously cheap buying price out of consideration, what guidelines will be placed on the property to stop the CCCB from hiring the hall out for private functions and to be used for the "broader community benefit" to help cover the maintenance and restoration costs. Like myself, I'm sure other locals are happy for the hall to stay in the hands of the CCCB, in the 30+ years I have lived in close proximity to the hall, unfortunately, never can I say I've heard the sounds of their music, however, I would NEVER want to hear the sounds of a private function and the problems that they would bring.</p>	<p>Supportive</p>	<p>with conditions to sale. Thank you for your support of the band and the offer being made. Council will consider specific conditions in a contract of sale</p>	<p>Pakenham Upper</p>
<p>Sep 19, 2025, 1</p>	<p>I am very concerned that the proposed sale (\$20,000) for the Army Road Hall is far too low and misses a valuable opportunity to better support our community. An improved sale price would more fairly reflect the true value of this asset & provide essential funds to be reinvested back into the local area. These funds could be used to maintain community infrastructure or help alleviate some of the financial burdens on residents already struggling with rising costs of living, high rates & fees. Moreover rather than a sale at such a low price, alternatives options could deliver greater long-term benefits. Leasing or renting the hall to the band would allow it to remain under responsible management while generating income for upkeep and other initiatives. This approach provides a sustainable way to keep the hall accessible & affordable, also ensuring its preservation. I urge the reconsideration of the proposal & advocate a strategy that reflects the hall's value and benefit to the community.</p>	<p>Valuation Review & Lease Option</p>	<p>Proposing retain and lease. The price is the market value of the property determined by a Certified Valuation, the Certificate of Valuation is attached to this report. A lease is not recommended as Council will not be able to permit the Band to return to the hall and existing use rights would be lost.</p>	<p>Pakenham Upper</p>
<p>Sep 19, 2025, C</p>				<p>Pakenham Upper</p>

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	Supportive	Proposing gifting it	Thank you for your support of the band and the offer being made.	
<p>Sep 19, 2025, C I agree with the decision to sell the hall to the band. There should be a stipulation that if resold within 100 years that the council will receive 100 percent of the difference in sale price, declining by 1 percent per year. This ensures continued use by the band for an extended period. I think providing the band a home venue has advantages, for them and the community.</p>	Supportive	with conditions to sale.	Thank you for your support of the band and the offer being made.	Pakenham
<p>Sep 18, 2025, C The \$20,000 value seems unrealistically low and the details of valuation (including valuer) should also be made public for transparency and to ensure there is no unfair use of power since at least one of the councillors has interest in the property. The general public should also be given equal opportunity to purchase the property at the same price instead of preferencing the band. We acknowledge that they may have been here for over two decades but that does not entitle them to the ownership preference at a seemingly unfair and undervalued price.</p>	Open market		Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.	Pakenham
<p>Sep 18, 2025, C I think this is great. Nice to see council support arts/entertainment and create opportunities to engage the broader community in music.</p>	Supportive		Thank you for your support of the band and the offer being made.	Pakenham
<p>Sep 18, 2025, C The band serves as an important platform for young musicians to gain extra experience in their training. For some students it may be the only opportunity they have locally to further challenge them beyond what their school can provide. For adults the band provides opportunities for musicians to continue to play with like minded people and enjoy the companionship that comes along with being a member of a band. Its important for the local area in many ways for the band to continue to have somewhere to rehearse and given the history the band has with hall this is a perfect opportunity for them to continue their legacy.</p>	Supportive		Thank you for your support of the band and the offer being made.	Upper
<p>Sep 18, 2025, C I would pay \$50,000 for this, restore it for continued use and broader community benefit and prepared to rent it out to the Band for \$2,000 a year. Valuation is absurd and smells of Conflict of interest as there was no tender or EOI process.</p>	Valuation Review & Open Market		Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.	Pakenham
<p>Sep 18, 2025, C I believe \$20,000 is way below market price. I disagree with the decision.</p>	Valuation Review		Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.	Officer
<p>Sep 18, 2025, C Sell it to them. They clearly care for and will maintain the property. The council has no plans and it holds little value to the council in it's current state.</p>	Supportive		Thank you for your support of the band and the offer being made.	Pakenham

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<p>Sep 18, 2025, C</p>	<p>No way underhanded deal it should be sold at full market value to back into the shire funds for something constructive update parks , elderly community services , teenage mental health for our area or community centre up grades shame on you councillors if you sell that parcel of land under market value</p>	<p>Valuation Review</p>	<p>Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.</p>	<p>Longwarry</p>
<p>Sep 18, 2025, C</p>	<p>Price is not a market value and oppose the sale of this. Property to this vendor</p>	<p>Valuation Review</p>	<p>Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.</p>	<p>Officer</p>
<p>Sep 18, 2025, C</p>	<p>Sell to the civic concert band</p>	<p>Supportive</p>	<p>Thank you for your support of the band and the offer being made.</p>	<p>Koo Wee Rup</p>
<p>Sep 18, 2025, C</p>	<p>Sale to the band</p>	<p>Supportive</p>	<p>Thank you for your support of the band and the offer being made.</p>	<p>Lang Lang</p>
<p>Sep 18, 2025, C</p>	<p>Great idea. But why did council let a well utilised community facility get so run down. Shameful, really. Now I suspect the community band will need to develop using their own funds. Council should give it to them for \$1 .</p>	<p>Supportive</p>	<p>Proposing gifting it and noting disrepair Thank you for your support of the band and the offer being made.</p>	<p>Bayles</p>
<p>Sep 18, 2025, 1</p>	<p>The Council has made an unfair decision to advantage the band over a fair and transparent process. Note it's an offence for the Councillors and the Interim CEO per the Local Government Act, misuse of position, an indictable offence with up to two years in prison. Numerous other laws apply too. Useless 'property manager' and execs means big consequences for foolish Councillors.</p>	<p>Open market</p>	<p>Thank you for your support of the band and the offer being made.</p>	<p>Pakenham</p>
<p>Sep 18, 2025, 1</p>	<p>I think that this should be placed on market or advertised for any interested parties . There is a lot more community uses that this building could be used for other than band practice twice a week !</p>	<p>Open market</p>	<p>Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.</p>	<p>Beaconsfield Upper</p>
<p>Sep 18, 2025, 1</p>	<p>This is why our rates went up and continue to go up. Land value alone for individuals would be well over 100k. If we as rates payers are partially funding this by the sale being so cheap I would prefer it be converted into something everyone can use. Maybe an out door velodrome, that would at least create a safer Cardinia for cyclists and children learning to ride while also reducing the amount of cyclists on the road.</p> <p>Why can't these ideas be announced publicly before insulting the rate payers and home owners doing it</p>	<p>Valuation Review</p>	<p>Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.</p>	<p>Pakenham</p>

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Sep 18, 2025, C	I feel this should be clearly valued and a tender taken to get the best possible price for a council resource to then fund further development in the community . This proposal seems flawed	Valuation Review & Open Market		Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.	Officer
Sep 18, 2025, C	Based on connections to this site with current or previous bouncers and or there spouse being part of the band I feel there is a cereal co flocc of interest and this is a low price for such the value of the land, based on this information the site should be put up to expression of interest or better yet the council should spend the money to put this back in to active service for all community members	Open market		Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.	Officer
Sep 18, 2025, C	I agree with the proposal to offer sale of the hall to Cardinia Civic Concert Band. Given the long-standing history of their use, it makes sense for this group to be offered the sale. Considering the poor condition of the building, it is clear it will not be used for other purposes and is of no other benefit to the community. If the CCCC wish to take responsibility for it, this benefits the whole community, not just in supporting this group but also freeing up existing community spaces for other	Supportive		Thank you for your support of the band and the offer being made.	Officer
Sep 18, 2025, C	groups. As mentioned above if the sale was put out for open tender you suggest that the band would be the likely purchaser anyway. That's great then it should be put out for open tender to ensure that the highest figure is achieved. Hoping that the funds would be put back into the local area. This would ensure the purchaser pays current market value, and it's not given away for half the price of a used car.	Open market	Acknowledge Band likely purchaser	Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.	Pakenham
Sep 18, 2025, C	This is ridiculous. How dare you sell the community band an asset you can't even afford to fix? What's the set up here?	Opposed	Noting disrepair	While Council has undertaken ongoing maintenance of the hall, the age and condition of the building now require substantial capital works. The proposed sale enables these works to be carried out by the Band at a significantly lower cost than if Council were to deliver them directly, ensuring the hall continues to serve the Band and, in turn, the broader community into the future. The aim of the sale to the Band is to ensure that existing use rights are not lost.	Pakenham Upper
Sep 18, 2025, C	Yes as a past band member I think it should be offered to the band as ther permanent home	Supportive		Thank you for your support of the band and the offer being made.	Pakenham
Sep 18, 2025, C	I think this is a great idea. I support the band buying this site for their restoration and use.	Supportive		Thank you for your support of the band and the offer being made.	Caldermeade
Sep 18, 2025, C	This is a great idea. The hall is an eyesore and underutilised. Would be great if the band bought it.	Supportive		Thank you for your support of the band and the offer being made.	Pakenham
Sep 18, 2025, C	Council should sale property to band but Council should have first option to purchase property back at certified market value	Supportive	with conditions to sale.	Thank you for your support of the band and the offer being made.	Pakenham
Sep 18, 2025, C	This is a land grab.. tell me where in pakenham you can get the land size with that building for \$20,000. How about some honesty for once! Or have a live auction, I guarantee you will get a lot more than 20k.	Valuation Review & Open Market	Auction	Consistent with the Best Practice Guidelines Sale by Private Treaty is recommended. The price is the market value of the property determined by a Certified Valuation. The Local Government Act requires Council to obtain a certified valuation within 6 months of the date of sale. The Certificate of Valuation is attached to this report.	Pakenham
Sep 18, 2025, C					Pakenham

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	<p>The Cardinia Civic Concert Band serves as an important community group. It gives people of all ages in the community a place to practise and exhibit their skills but more importantly, it provides a place of belonging. The band also gives back to the community by playing at events and memorial services such as ANZAC day. Providing a place to practise and play by offering this parcel of land and building ensures that their history is preserved in our area. I am for the sale of the proposed site to the Cardinia Civic Concert Band and believe that community groups should be recognised and rewarded for their service.</p>	<p>Supportive</p>	<p>Thank you for your support of the band and the offer being made.</p>
<p>Sep 18, 2025, C</p>	<p>I think the hall should be sold to the band! My family and I moved to Tyrone Ave in '08, as they were regulars there. As the oldest band of their kind in Australia, having spent 24 years at this hall, I think they should be gifted the hall and use the \$20,000 to fix it up. But why wasn't the upkeep of the hall done in the first place? Any resident who doesn't keep their property clean and lets it become derelict gets noticed by the council, which demands the situation be dealt with ASAP. At one stage, Falling Waters Estate got into trouble for parking on the nature strip, making the estate look trashy and ruining the grass. But the council lets the hall and land look like this. What's good for the goose should be good for the gander!</p>	<p>Supportive</p>	<p>Thank you for your support of the band and the offer being made.</p>
<p>Sep 18, 2025, C</p>	<p>I don't agree with this proposal. I don't believe this is a good home for the band long term. I also have concerns about their ability to invest in the asset considering they are part of the reason it's in poor condition. What have they done to maintain it in the past?</p>	<p>Opposed</p>	<p>The band have been responsible and undertaken maintenance in the past.</p>
<p>Sep 18, 2025, 1</p>			<p>Pakenham</p>

- 56 **Count**
- 33 Supportive
- 2 Opposed without clear reasoning
- 8 Open Market
- 5 Valuation Review
- 5 Valuation Review & Open Market
- Valuation &
- 2 Lease Option
- 1 Nil response
- 56 Total**



Gippsland Property Valuations

CERTIFIED PRACTISING VALUERS & PROPERTY CONSULTANTS

CERTIFICATE OF VALUATION

Acting under instructions from Cardinia Shire Council dated the 25th August 2025, I have been requested to determine the Current Market Value of the property known as Army Road, Pakenham Upper as at the 27th August 2025 for private consultancy purposes based on a number of scenarios as outlined below. This report is for the use of Cardinia Shire Council and no responsibility is accepted to any other party for the whole or any parts of its contents.

Neither the whole nor any part of this report or any reference thereto may be included in any document, circular, or statement without our written approval of the form and text in which it will appear. This valuation is not to be used in any way for mortgage security purposes. The valuer's inspection and report does not constitute a structural survey and is not intended as such.

This valuation considers the unencumbered freehold only. It does not include any business goodwill component and it assumes that realisable value is not compromised by the interests of any third parties for say plant and equipment.

I believe that the facts within my personal knowledge that are stated in this report are correct and the opinions I have expressed are truly held. I have made all the inquiries that I believe are necessary and appropriate; and to my knowledge there have not been any significant relevant matters omitted from this report. I am independent of the engaged party and have no connection with the subject property. This valuation has been prepared in accordance with the API Code of Professional Practice.

In accordance with these instructions, the purpose of the valuation and noting all relevant information contained within the body of this report, I consider the Current Market Value of the subject property as at 27th August 2025 is:

Current Market Value if: **Existing building – As is:**
Twenty Thousand Dollars (\$20,000) excluding GST

Current Market Value if: **Existing building to be demolished and become vacant land:**
Eighty Thousand Dollars (\$80,000) excluding GST

Jonathan Barnett AAPI
 Certified Practising Valuer
 Australian Property Institute
 Member No. 63207

EXTRACT for Purposes of this Report

LOCAL GOVERNMENT

BEST PRACTICE GUIDELINE

FOR THE

SALE, EXCHANGE

& TRANSFER OF LAND

June 2009



Sale/Exchange by private treaty

There may be circumstances where it may be more appropriate to sell/exchange land by private treaty. Generally, it will be:

- the nature of land that is proposed for sale/exchange; and
 - how the proposed sale/exchange is initiated, e.g. often it is an external person who has initiated discussions with the council with regard to the sale/exchange of land,
- that will determine if a sale/exchange by private treaty is appropriate.

The nature/type of land may include¹⁴:

- rear laneways and rights-of-way;
- disused/closed roads; and
- allotments in inappropriate subdivisions.

Prospective purchasers of this type of land may include:

- owners of adjacent properties;
- developers;
- community groups;
- State/Commonwealth Government; and
- other parties with a particular interest in that land.

An important consideration is the value of land proposed for sale/exchange. The value of this land to the council may be different (and in some cases, significantly different) to the value of land to the prospective purchaser. For example:

- The addition of part of a laneway or disused/closed road to an adjoining owner's property may increase the value of the combined property.
- The sale of allotments in an inappropriate sub-division to an adjoining owner could mean the difference between not being able to and being able to develop the property.
- The sale/exchange of land to a developer could reap the developer a significant return on his/her/their investment.

Additionally, the sale/exchange of land to/with a community group may result in a loss of general public access to land which may become restricted as a consequence of the sale/exchange. Any change in public access needs to be balanced with the public/community benefit which may arise from the sale/exchange and managed properly.

Given the nature of land generally offered for sale/exchange, the differences in value of the land for the vendor and the prospective purchaser, and the likely public perceptions of the proposed transaction, the highest standards of probity and transparency must be applied and be seen to be applied.

When proposing to sell/exchange land by private treaty and having considered the nature and value of this land, and how the proposed sale/exchange was initiated, it is advisable that a probity auditor be appointed to oversee the probity of the transaction.

¹⁴ This list is not exhaustive.

Where a council and a government agency are proposing to transact a private treaty sale for land, the Government Land Monitor's policy needs to be followed in relation to the transaction and valuations. To avoid unnecessary costs and delays, joint instructions from the council and agency should be made to VGV who will then value the land and advise on the transaction.

Exchange of land of equivalent value

When proposing to exchange land by private treaty with a government agency or the private sector, the land should be exchanged at market value and where necessary, monetary adjustments should be made to establish equality of exchange. Where a council has decided to accept land on exchange with a lower value, it (the council) should disclose the reasons for its decision to do so.

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Internal Consultation FeedbackHeritage Team

This building is not identified as having heritage significance and as such has no existing heritage protection or overlay.

Social Infrastructure Planning

The Subject Property is referenced within the Community Infrastructure Plan Audit (CIP). The CIP identifies that the hills region/area has an oversupply of 100sqm+ standalone hall/community spaces of this size, with several other usable sites/spaces within a reasonable proximity and available for community use. Further to this and in line with CIP, the preference is for any redeveloped or new community facilities/infrastructure delivered within the Shire or Council to not be standalone or for a sole use, but rather enable and/or promote multiple users or groups for Council owned sites, not accounting for specific or extenuating circumstances (i.e. licensed kindergarten rooms/spaces).

Environment Team

The land is heavily constrained with the presence of vegetation (protected under the ESO1) and the bushfire risk. The environmental and bushfire constraints make it unlikely that a permit would be granted for most developments, including dwellings and or vegetation removal. Any application to use or develop the land must:

- Align with the RCZ's conservation objectives.
 - Demonstrate positive environmental and landscape outcomes.
 - Obtain a planning permit for any vegetation removal under ESO1.
-
- Site Assessment carried out 17th of July 2025 found native vegetation across the site including dense understorey cover containing a diverse range of species including Kangaroo Grass, Spear Grass and Ghania. Eucalypts on site were Eucalyptus goniogalyx with 2 large trees observed. A number of dead stag trees were also observed. The site was covered by a range of weed species, most notably Sweet Pittosporum, Pines and Bridal Creeper. Land is generally situated along a recognised future biolink outlined in the Cardinia Biolink Plan 2023-33 (Biolink Plan) Adopted in December 2021. Retention of the land provides opportunity to protect and enhance the ecological values consistent Zone, overlay and planning framework including Council strategic documents such as the Biolink Plan.
 - Consideration made for the option reinstate hall.
Any upgrade to a community facility must comply with Bushfire Management Overlay (BMO), and relevant building codes.
Should a permit be granted to upgrade the facility it's likely that the new building would need to provide bushfire defendable space resulting need to removal a significant extent of vegetation. To achieve this, it's likely that all vegetation understories would require removal and trees would need 5m canopy separation leading to the removal of most trees.
Use and development for community halls/ place of assembly are strongly discouraged in high bushfire risk areas such as this.

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Buildings and Facilities Team

- Maintenance reported in January 2024 the partial collapse of the ceiling among other deterioration and concerns. This resulted in the occupant being notified and assisted with relocation. The building is currently utilised for the storage by the Cardinia Civic Band pending the outcome for the Subject Property.
- In accordance with the Disability Discrimination Act, the Subject Property is non-compliant as it lacks accessible toilets and parking for patrons. Additionally, the existing emergency exit at the rear of the building does not provide a compliant path of travel.
- The Quantity Surveyor report has considered proposed reinstatement works to the existing public hall, including maintenance items, accessibility compliance works, structural rectification and decontamination works.
- Structural Assessment
 - Overall
 - In poor state with multiple signs of major defects and substantial wear and tear due to the age of the building, minimal capital investment and water ingress impacting the foundations of the structure.
 - Clear evidence of water damage due to roof leaks and inadequate drainage.
 - Sub floor
 - In poor condition with clear evidence of water ingress underneath the building and footing system including possible termite infestation with damage to the sub floor timber structure.
 - Surface floor
 - In fair condition however some sections of the floor had movement (bouncy when walking over) including the stage area.
 - External
 - Toilets, timber decking and external steps appeared to be in very poor condition which requires urgent attention and possible replacement.
 - Asbestos
 - Building has significant areas of Asbestos cladding which requires urgent attention & removal.
 - Plumbing
 - The building plumbing and roof drainage to be thoroughly checked by a registered plumbing specialist urgently.

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Statutory Planning Team

The hall is not an allowable use under the current planning scheme, however there are currently existing use rights. Under clause 63.06 (Expiration of existing use rights) of the Cardinia Shire Planning Scheme, existing use rights can be lost if the use ceases for a continuous period of two years.

If a planning permit is required, it does not negate the issue of existing use rights, noting storage is not deemed use as a hall. Should the buildings and works take longer than this, the use rights will be extinguished without recourse as the land use is currently prohibited. The land would then need to be used in conformity with the Planning Scheme.

- Planning Controls:

The current use of the land is defined as a Place of Assembly (Hall) as per Land Use terms under Clause 73.03 – Land Use Terms of the Cardinia Planning Scheme. Pursuant to Clause 35.06-1 (Rural Conservation Zone – Table of Uses), the use of the land for a Place of Assembly (including a Hall) is now a prohibited land use. However, it is confirmed the Subject Property has been used continually over a period of 15 years (or more) and therefore benefits from existing use rights pursuant to Clause 63.11 – Proof of Continuous Use. The existing use rights will expire if the use is stopped for a continuous period of 2 years or is stopped for two or more periods which together total 2 years in any period of 3 years as per Clause 63.06 – Expiration of Existing Use Rights. The existing use rights will therefore expire in February 2026, due to the Band vacating the premises and ceasing use from February 2024.

- Boundary re-establishment:

Planning have no comment in regard to the situation where part of the building has been constructed within Gordon Road. This should not impact on the fact that the remainder of the site (Lot 1 TP238546 & Lot 1 TP297905) appears to have existing use rights as a hall. Should the building be renovated / rectification works take place, this discrepancy should also be rectified by ensuring that the building is wholly located within the lot. Officer may wish to re-align the boundary to ensure that the building is wholly within the lot.

- Selling the land:

If the land were to be sold, any future application would need to comply with the requirements of the planning scheme at that time. The small lot size (comprising of both Lot 1 and Lot 2) limits the practicality of the utilisation of the subject site for alternative uses allowable under the Rural Conservation Zone (e.g. agricultural), and new development would likely be inconsistent with the purpose of the zone which seeks to 'protect and enhance the natural environment'.

Development associated with a dwelling, which would require a planning permit and would need to meet the requirements of Clause 35.06-2. It is considered that if a planning permit application were made to construct a dwelling on the lot, that Council would be unsupportive due to the small lot size, inconsistency with the purpose of the zone, bushfire hazard risk and impacts to vegetation.

Based on the constraints of the subject site, it is unlikely that a new development or use consistent with the purpose of the Rural Conservation Zone could feasibly be undertaken.



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W.J. Taylor

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REGD.

7321

MADDOCK LONIE AND CHISHOLM

VICTORIA

TRANSFER OF LAND



3 OCT 1960

We, LEONARD ARTHUR SMITH, LINDSAY JOHN STUCHBERRY and JAMES HOLDENSON PRIEST all of Army Road, Pakenham East, Orchardists being registered as the proprietors of an estate in fee simple in the land hereinafter described subject to the encumbrances notified hereunder in consideration of, *over desire to make a gift of the said land to 25-10-60* THE PRESIDENT COUNCILLORS AND RATEPAYERS OF THE SHIRE

OF BERWICK ~~agreeing to hold the said land for the purpose of public recreation DO HEREBY TRANSFER to the said The President Councillors and RatePAYERS of the Shire of Berwick All our estate and interest in ALL THAT~~ piece of land being the whole of the land more particularly described in Certificate of Title Volume 8219 Folio 563.

DATED this *30th* day of *June* One thousand nine hundred and sixty.

SIGNED in Victoria by the said LEONARD ARTHUR SMITH in the presence of:-

L.A. Smith
L.A. Smith

SIGNED in Victoria by the said LINDSAY JOHN STUCHBERRY in the presence of:-

L.J. Stuchberry
L.J. Stuchberry

SIGNED in Victoria by the said JAMES HOLDENSON PRIEST in the presence of:-

J.H. Priest
J.H. Priest

THE CORPORATE SEAL of THE PRESIDENT COUNCILLORS AND RATEPAYERS OF THE SHIRE OF BERWICK was hereunto affixed in the presence of:-

George F. Rae President
Alfred P. ... Councillor
... Shire Secretary



ENCUMBRANCES REFERRED TO:

N i l.

G.S.
12 OCT 1960

*****S-D-O-F-R-N-I 10-21 41242 01-1-03

DATED 1960.

MR. L.A. SMITH AND ORS.

-- to --

THE SHIRE OF BERWICK

TRANSFER OF LAND

MADDOCK IONIE & CHISHOLM
Solicitors,
339 Collins Street,
MELBOURNE, C.I.
R/MH

A memorandum of the within instrument
has been entered in the Register Book.





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VICTORIAN LAND TITLES

Transfer of Land



241292 1410 45 2 S284877M

Section 45 Transfer of Land Act 1958

"Your Guide to the T1 Form"

Lodged at the Land Titles Office by:

Name: MADDOCK LONIE & CHISHOLM

Phone: 288 0555

MADE AVAILABLE / CHANGE CONTROL

Ref: Customer Code 1167E

Land Titles Office Use Only

The Transferor at the direction of the directing party (if any) transfers to the transferee the estate and interest specified in the land described for the consideration expressed and subject to the encumbrances affecting the land including any created by dealings lodged for registration before the lodging of this transfer.

Land (Title)

The whole of the land remaining untransferred in Certificate of Title Volume 5146 Folio 191.

Estate and Interest (e.g. "all my estate in fee simple")

all my estate and interest in fee simple

Consideration

TWO THOUSAND DOLLARS (\$2,000.00)

Transferor (Full name)

~~DONALD KEITH HAYWOOD~~ ^{ARD} in his capacity as the Responsible Minister of the Crown Administering the Education Act.

Transferee (Full name and address for future notices including postcode)

THE PRESIDENT COUNCILLORS AND RATEPAYERS OF THE SHIRE OF PAKENHAM of Municipal Offices, Henty Way, Pakenham, 3810.

Directing Party (Full name)

Dated: 24/12/1992

Execution and Attestation

SIGNED by PETER JOHN GREENHAM on behalf of the Transferor in the presence of:)



Land Titles Office Use Only

T1



HP 28/1/93

ORDER TO REGISTER

To the Registrar of Titles

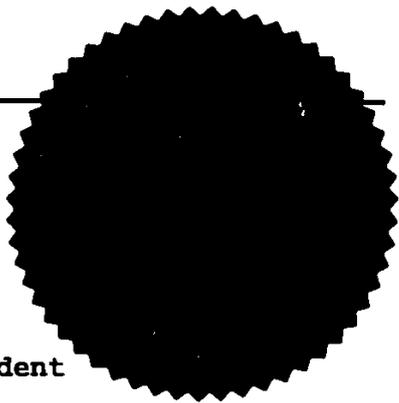
Please register this dealing and upon completion issue the documents as follows :-

Signed.....

Firm's Name.....

Customer code.....

THE CORPORATE SEAL of **THE**)
PRESIDENT COUNCILLORS AND)
RATEPAYERS OF THE SHIRE OF)
PAKENHAM was hereunto affixed in)
the presence of:)



..... *E. A. Newen* **President**

..... *[Signature]* **Councillor**

..... *[Signature]* **Shire Secretary**

7.2.4 ROAD DISCONTINUANCE AND SALE AT 11 ROSEBERY STREET LANG LANG

Responsible GM:	Wayne Mack
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>5. Responsible Leaders</p> <p>5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.</p> <p>5.3 Long term financial sustainability - We manage Council's resources prudently and efficiently to ensure long-term financial sustainability.</p>

Recommendation

That Council:

1. Gives notice of its intention to discontinue the 61m² of laneway south-east of 11 Rosebery Street Lang Lang and transfer this to the abutting landowner at 11 Rosebery for the market value of \$10,000 excluding GST plus reimbursement of associated costs including but not limited to valuations, surveying services, legals and lodgement;
1. Commences community engagement under s223 of the *Local Government Act 1989* and s.114 of the *Local Government Act 2020* in regard to the proposed discontinuance and transfer; and
2. Considers a report on the outcome of any submissions to be heard, prior to making a final decision on the discontinuance and transfer at a future Council Meeting.

Executive Summary

The proposal to discontinue and sell 61m² of laneway owned by Cardinia Shire Council (**Council**) abutting 11 Rosebery Street in Lang Lang is recommended to proceed to community consultation in line with the *Local Government Act 1989* and 2020 and Council policies and a future decision by Council in a further Council Meeting.

In accordance with the Road Discontinuance Policy the applicant, also the abutting landowner, has agreed to the market valuation of \$10,000 excluding GST and to reimburse other costs associated with the process.

There have been no objections to the proposal from other abutting landowners, internal teams at Council or relevant authorities. An easement will need to be created for the existing sewer main in favour of South East Water.

It is therefore proposed to proceed as per the recommendation to commence statutory processes for community engagement in line with Council's policy and relevant legislation.

Background

An application from the landowner of 11 Rosebery Street in Lang Lang was submitted to Council's Property Team in June 2025, seeking the section of laneway abutting their land, shown in **Attachment 1**, be discontinued and sold to them and consolidated within their land parcel. This land is a 61m² section of laneway shown as R2 on plan of subdivision LP002096 (**Road**) and on the plans and imagery attached to this report.

Abutting landowners were consulted, with officers issuing letters seeking feedback on the proposal. Council received a response from 25 Carnarvon Street and 2/11a Rosebery Street, being the only other potential adjoining landowner buyers for this Road. These landowner's confirmed they had no objection to the proposal and did not intend to purchase the land themselves. Other surrounding owners did not respond.

The proposal to discontinue and sell the Road has been through Council's internal referral process, seeking advice from Development Engineering, Traffic, Assets, Statutory Planning, Strategic Planning and Environment teams at Council. All teams reviewed the proposal and advised there were no objection to the discontinuance and sale.

The external referral process followed, reaching out to relevant authorities regarding existing assets in the Road. It was found that a sewer main was the only existing asset present within the Road. This will require an easement be created in favour of South East Water, should the road be discontinued and sold.

Section 206 and Clause 3 of schedule 10 of the *Local Government Act 1989* (LGA 1989) provides the authority for Council to discontinue a Road or part thereof and sell it to a third party or retain it for municipal purposes. Furthermore section 223 requires Council to give public notice and hear submissions received in relation to the proposal to discontinue and sell Land. Section 114 of the *Local Government Act 2020* (LGA 2020) provides the power for Council to sell land. This section includes requirements to carry out community engagement.

Prior to completing the road discontinuance and sale process, Council would need to undertake appropriate engagement with the community in line with S114 of the LGA 2020 and S223 of the LGA 1989. The consultation process for the proposed discontinuance of the road will be completed under section 223 of the *Local Government Act 1989*. Under this process, members of the public can make a submission either supporting or against the proposal.

Policy Implications

Council officers are guided by the Road Discontinuance Policy endorsed February 2024 **Attachment 2** of this report and the Community Engagement Policy 2025-2029 (**Community Engagement Policy**) endorsed April 2025.

Financial and Resource Implications

The road discontinuance and sale process involves a range of associated costs in addition to the value of the land itself that are required to be reimbursed to Council by the purchaser of the land in accordance with the Road Discontinuance Policy 2024.

These costs will cover the following:

- surveying services and plans;
- valuation reports by certified valuer;
- council's community engagement expenses (i.e. Government Gazette Notice and Public notice in local newspaper);
- council's legal costs and disbursements for the contract of sale and settlement process;
- lodgement fees associated with the title office; and
- any other costs associated with the discontinuance and sale process.

The valuation report, **Confidential Attachment 3** of the report, found a value of \$10,000 excluding GST for the Road as at 25 September 2025.

The landowner has agreed in principle to the above costs, should this proposal proceed.

Climate Emergency Consideration

There have been no climate emergency matters identified in the work undertaken to compile this report.

Consultation/Communication

The Property Team have consulted with the Communications and Engagement teams. Should the matter proceed, an appropriate communication plan and engagement plan will be developed for a 4-week community consultation period to support clarity and transparency including:

- Creating Cardinia webpage seeking feedback from the community
- Letters to surrounding landowners
- Public Notice in local newspaper
- Public Notice on Council's website (www.cardinia.vic.gov.au/publicnotices)
- Notification to internal teams including customer support
- Consideration of submissions made, if any.

If found that there is support and a future resolution by Council is made in favour of proceeding with the discontinuance and sale, it will also appear in the Government Gazette, to formalise the discontinuance process before progressing through the sale process with relevant terms and conditions, including condition for the landowner to consolidate the lot with their land parcel and create the sewerage easement previously mentioned post settlement.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. It was determined that a Gender Impact Assessment (GIA) was not required as the subject matter of this report does not relate to a policy, program or service that has a direct or significant impact on the community.

Confidential Attachments

The **Confidential Attachment 3** – Valuation Report 2025 – is designated confidential information pursuant to the *Local Government Act 2020*, s.3(1)(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

Attachments

1. Attachment 1 - Title, Plans and Imagery [7.2.4.1 - 7 pages]
2. Attachment 2 - Road Discontinuance Policy 2024 [7.2.4.2 - 6 pages]
3. Confidential Attachment 3 - Valuation Report 2025 [7.2.4.3 - 27 pages]

Title, Plans and Imagery

Proposed parcel for discontinuance and sale



 Area proposed to be discontinued and sold



Title



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The Victorian Government acknowledges the Traditional Owners of Victoria and pays respects to their ongoing connection to their Country, History and Culture. The Victorian Government extends this respect to their Elders, past, present and emerging.

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958
 VOLUME 11585 FOLIO 069 Security no : 124126342234N
 Produced 18/07/2025 01:03 PM

LAND DESCRIPTION

Road R2 on Plan of Subdivision 002096.
 PARENT TITLE Volume 02565 Folio 811
 Created by instrument AM044004U 21/07/2015

REGISTERED PROPRIETOR

Estate Fee Simple
 Sole Proprietor
 CARDINIA SHIRE COUNCIL of HENTY WAY PAKENHAM VIC 3810
[AR439049B](#) 11/09/2018

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan or imaged folio set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE [LP002096](#) FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NUMBER	STATUS	DATE
AY499719F	AMEND eCT CONTROL PARTY Registered	12/06/2025

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

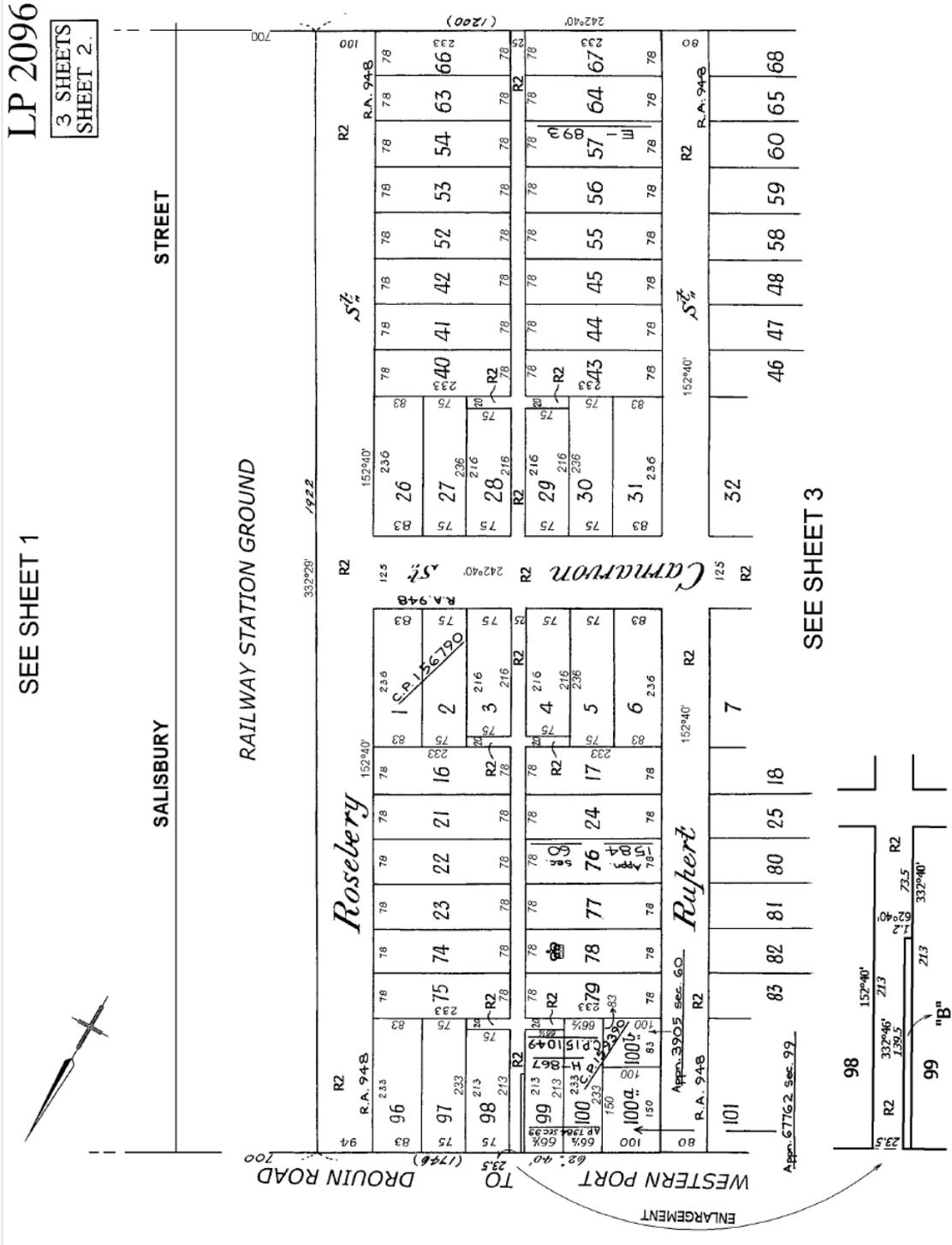
ADMINISTRATIVE NOTICES

NIL

eCT Control REGISTRAR OF TITLES
 Effective from 12/06/2025

DOCUMENT END

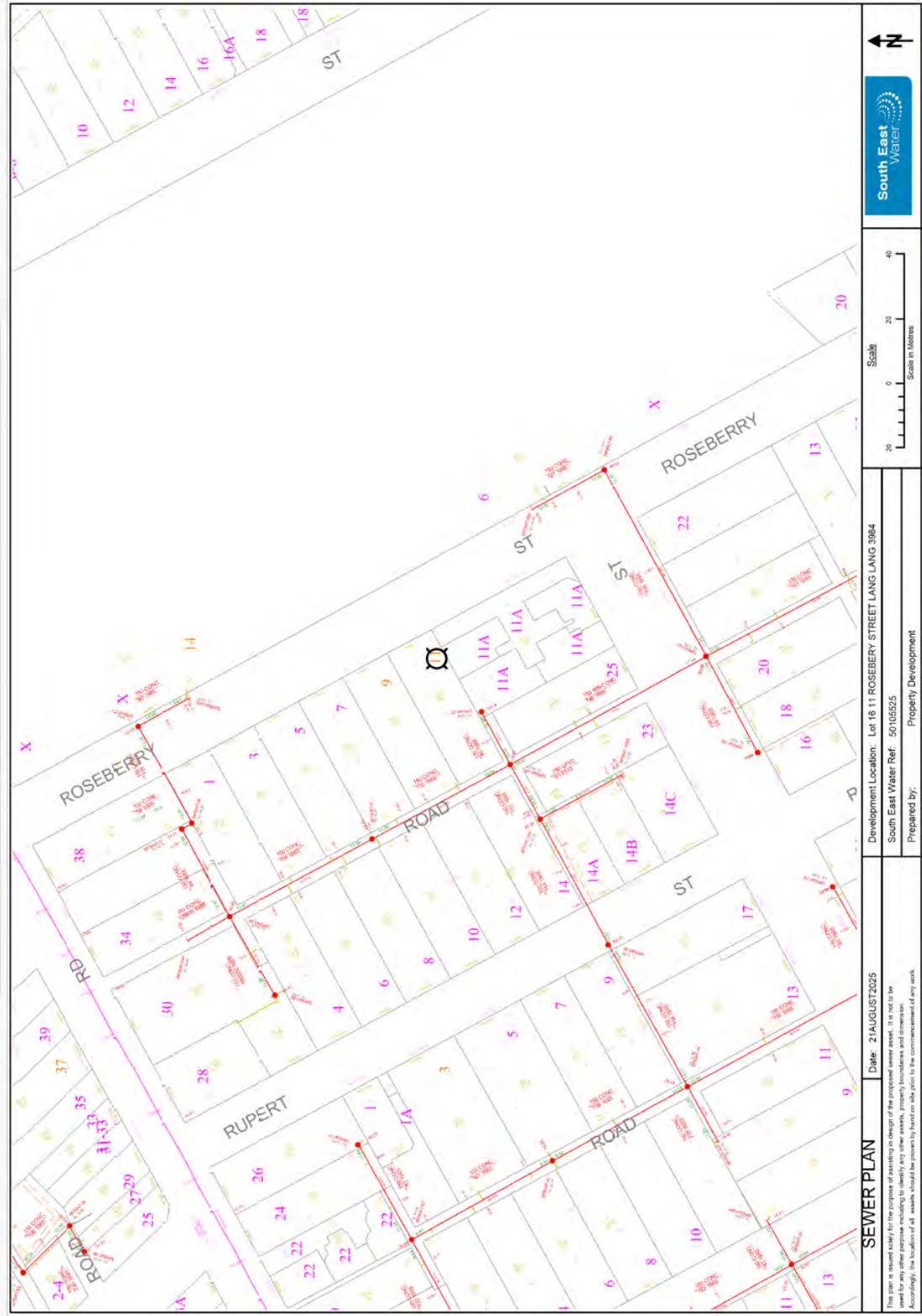
Plan of Subdivision



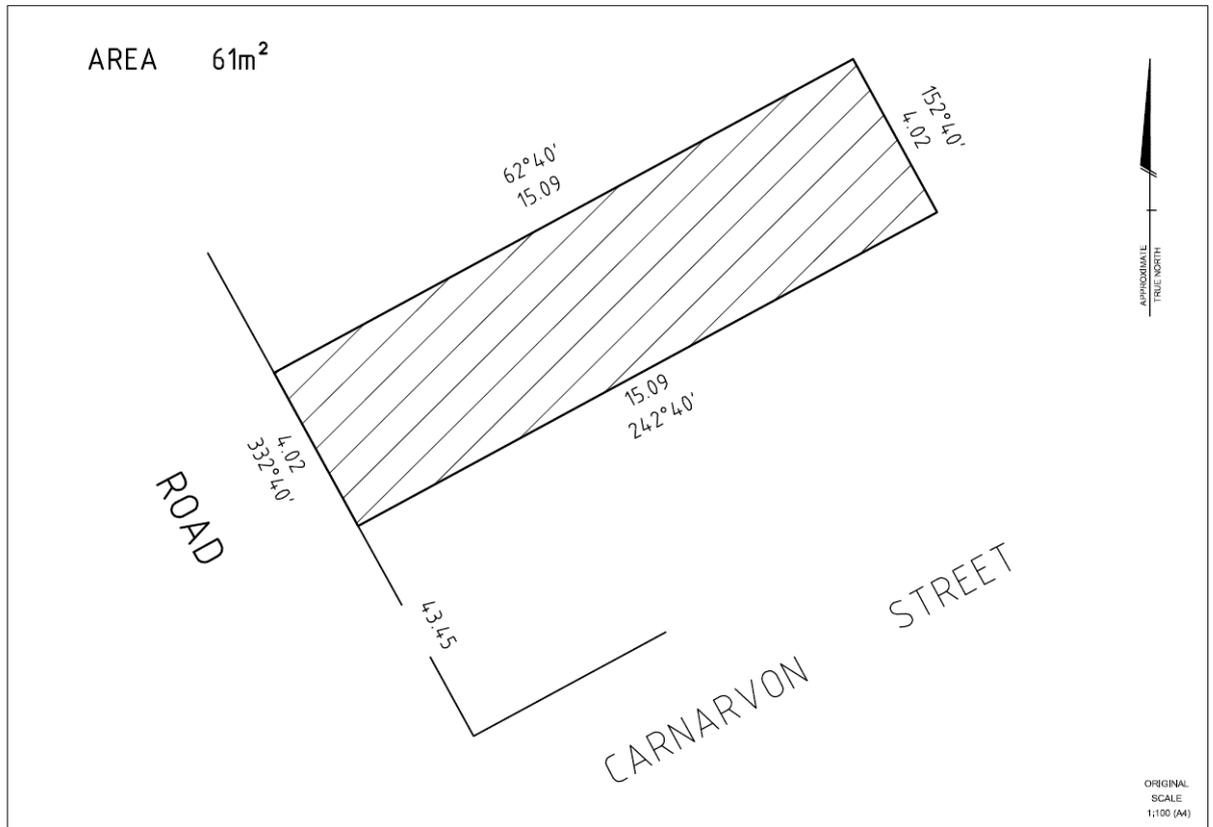
SEE SHEET 1

SEE SHEET 3

Existing Assets / Easement Required



Proposed Gazettal Plan



Proposed Easement Creation Plan

EDITION 1		PLAN OF CREATION OF EASEMENT			
Location of Land: Parish : Lang Lang Township : — Section : — Crown Allotment : 13A (Part) Crown Portion : — Title References : Vol. Fol. Last Plan Reference : R2 on LP 2096 Depth Limitation: Does Not Apply				Notations MGA2020 Co-ordinates: E 374 570 (Of Centroid/Paracentroid) N 5 763 720 Zone	
A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)					THIS PLAN HAS BEEN PREPARED FOR THE LAND TITLES OFFICE Checked by Assistant Registrar of Titles Date / /
Easement Ref:	Purpose	Width (metres)	Origin	Land Benefited / In Favour Of	
E-1	Sewerage	3	This Plan	South East Water Corporation	
NOBELIUS LAND SURVEYORS P.O. BOX 461 PAKENHAM 3810 Ph 03 5941 4112 Fax 03 5941 7359 rob@nobelius.com.au		ORIGINAL SCALE SHEET 1 : 100 SIZE A3	I certify that this plan agrees with Title.		REF. 22839
		Licensed Surveyor Dated: 29/09/2025			



Road Discontinuance Policy 2024

Record ID			
Policy owner	Governance		
Endorsed by	SLT (internal)		
Endorsed date	6/02/2024	Scheduled review date:	8/02/2028
Publication	Internal only - RMC		
Revision/version number	Version 3.0		

A policy is a broad statement of intent that enables decision making by providing clear direction of what will or will not be done. A policy defines Council's position and role, provides the framework for a consistent approach, and guides decision making. This template contains the minimum requirements; you may need to include additional sub-headings to cover specific policy requirements.

If you are looking to develop an 'approach' document, and/or an action plan, you need a strategy not a policy; please use the 'General strategy' template instead.

1 Policy alignment

The following key priority articulated by "Our Vision" in the Cardinia Shire Council Plan 2021-25 underpins this Policy.

'Cardinia Shire supports the creation of liveable spaces and places'

2 Purpose

The Road Discontinuance Policy (Policy) establishes guidelines for Council when assessing the suitability of an application to Council to Discontinue a Road or Reserve with a view to retain the land or sell the land to an adjoining owner.

3 Scope

The Policy will apply for Council land that is designated as a Road or Reserve, and which is no longer required for that purpose or any other Council purpose and may be considered unused. Council will only consider the Discontinuance of a government Road where there is some significant community benefit or strategic outcome to justify the decision of Council involvement, as the resulting land will revert to the crown.

4 Policy description

4.1 Objectives

All Discontinuance Proposals must be economically viable for Council, otherwise Council will not embark on the proposal.

To provide guiding principles for Council and interested parties to facilitate the Discontinuance and sale of Roads and Reserves.

In the interest of enhancing land usage and improving both public safety and personal security, Council supports the Discontinuance and sale of Roads and Reserves which are no longer reasonably required for public use.

To ensure they are dealt with in a manner that is impartial and consistent, the Policy establishes principles for consultation, achieving an equitable return and ensuring an opportunity for better utilisation of such land.

4.2 Background

Council is supportive of the Discontinuance of Roads and Reserves and the sale of the land if such land is not required for the following purposes:

- access;
- drainage;
- forming part of the assets of any Statutory authority including Melbourne Water, South East Water, Yarra Valley Water, Telstra, Citipower, Comdain Gas, APA and Ausnet, etc.;
- Road to be constructed and maintained by Council;
- strategic value to Council either now or potentially in the future; or
- generally required for municipal purposes.

If such land is not required for the above reasons, it will be considered in accordance with this Policy.

4.3 Definitions

In this Policy the following definitions apply:-

'DISCONTINUANCE' means the exercise of power under Clause 3 of Schedule 10 of the Act in relation to a Road which is effected by a notice published in the Government Gazette and / or the removal of reserve status in relation to a Reserve under section 24A of the Subdivision Act 1988.

"LAND" means the site which was formally a Road or Reserve, which has been Discontinued.

"LGA 1989" means the *Local Government Act 1989*.

"LGA 2020" means the *Local Government Act 2020*.

"ROAD" is as defined in Section 3 of the *Local Government Act 1989* (LGA 1989). The term "road" includes, but is not limited to, a right of way, laneway, street or footpath, either used for vehicular or pedestrian access, or both.

"RESERVE" means a reserve set aside for drainage and to mitigate flood levels, or some other minor reserve such as a tree reserve and does not include reserves set aside for recreational or open space purposes.

4.4 Legislative Requirements

Various relevant legislation defines the processes to be carried out for the sale of land, but the following specific sections are relevant to the sale of such local government property:-

- *Section 114 of the Local Government Act 2020 (LGA 2020)* provides the power for Council to sell land. This section includes requirements to carry out community engagement.
- *Section 206 and Clause 3 of schedule 10 of the LGA 1989* provides the authority for Council to discontinue a Road or part thereof and sell it to a third party or retain it for municipal purposes,

furthermore section 223 provides for Council to give public notice and hear submissions received in relation to the proposal to Discontinue and sell Land.

- Section 17(4) of the Road Management Act 2004 required the Road to be removed from Council's Register of Public Roads if applicable as it is no longer reasonably required for general public use.
- Under section 7B Limitations of Actions Act 1958 a person cannot claim land by adverse possession in respect of Council titled land, this includes roads. Not all Road or Reserve property is held in Council name.
- Council also has the power under *Section 24A* of the *Subdivision Act 1988* to initiate procedures to remove the reserve status and vest in itself all or part of a minor reserve, which will allow for it to sold to a third party.

4.5 Council's role

Council may initiate a Discontinuance or respond to an application from interested parties in relation to such land.

The achievement of the objectives of this Policy will:

- 4.5.1** reduce Council's long term financial and legal liability for this land (i.e. maintenance, cleaning, public liability);
- 4.5.2** improve local amenity for residents (e.g. increasing security of property by elimination of access points);
- 4.5.3** formalise existing occupation of Roads and Reserves, providing a clearer control of the land and allocation of obligations; and
- 4.5.4** provide additional revenue generated from the sale of land and the reduction in legal and financial liability.

4.6 General principles

The following general principles will apply for the Discontinuance and sale of Roads or Reserves:

- 4.6.1** Council will encourage the Discontinuance and sale of Roads or Reserves that are not being used for pedestrian or vehicular access or are no longer required by Authorities or for other strategic and public use.
- 4.6.2** Council discourages the unauthorised occupation of Roads or Reserves and may take steps to remove such illegal occupation.
- 4.6.3** Council will only sell Discontinued Roads or Reserves to abutting property owners.
- 4.6.4** Council or its Solicitors shall recover all costs incurred in the application of the Policy.
- 4.6.5** Council reserves the right to retain any Discontinued Road or Reserve. This land may be retained to meet a strategic need or sold at some point in the future in accordance with the Policy.

- 4.6.6** Council has the right to place an easement or covenant on or over Discontinued Roads or Reserves in order to protect existing rights or future requirements.
- 4.6.7** Council will require any Discontinued Road or Reserve that is purchased to be consolidated with the abutting land title within six months of the purchase of the land.
- 4.6.8** Council will not assist with adverse possession claims over Roads and Reserves and reserves the right to contest such claims.
- 4.6.9** The owner(s) of any property in occupation of the land may be directed to remove all buildings and obstructions from the land immediately, as is Council's right as owner of the land.

4.7 Division of land

- 4.7.1** Council will offer Discontinued Roads or Reserves equally to abutting owners, except where:
 - 4.7.2** the land has been proven to have been exclusively occupied and fenced for more than 15 years in which case it will be offered directly to the occupier; or
 - 4.7.3** the land cannot be allocated due to the location of assets, in which case the boundary will be established to take account of the assets.
- 4.7.4** If an abutting property owner does not wish to take up Council's offer to purchase the land, then that portion shall be offered to other abutting or adjoining property owners when appropriate.
- 4.7.5** Council will not proceed with a Road Discontinuance and sale that creates landlocked land.
- 4.7.6** Where no agreement can be reached between the parties for the purchase of any portion of land, the land shall remain vested in Council until such agreement can be reached.

4.8 Financials

4.8.1 Sale of Land

Council will sell all Discontinued Roads and Reserves at market value, as determined by a valuer appointed by Council.

If continuous exclusive occupation can be demonstrated of the Road or Reserve in excess of 15 years the purchase price may be set within a range to a maximum discount of 20% of the current market value.

4.8.2 Application Fee

Council will charge a non-refundable application fee to those who submit an application form. This fee is determined on an annual basis in accordance with the Local

Government Act and Council's Fees and Charges Schedule. However, if the matter proceeds to a sale it will contribute to the total sale price.

4.8.3 Costs

Costs associated with the Discontinuance and sale of the Roads or Reserves are to be shared by applicants. This will include costs such as:-

- Legal fees and duties;
- Public notice;
- Government Gazette notice;
- Survey costs;
- Title registration costs; and
- Valuation fees.

4.8.4 Asset relocation

The relocation or replacement of any assets within a section of land, will be the responsibility of the purchaser. These will include the following:

- Statutory authority assets including Melbourne Water, South East Water, Yarra Valley Water, Comdain Gas, Telstra, Ausnet, APA or Citipower etc.
- Replacement drainage or relocation of drainage, if required.

Bluestone Pitchers (if any) or other re-useable materials remain the property of the Council and Council may require the removal and return to Council.

4.8.5 Transfer of Title

The purchaser is responsible for their role in the PEXA (Property Exchange Australia) transfer process and payment of all stamp duty and lodgement fees. Professional services via legal practitioner or conveyancer will be required to facilitate the lodgement of the PEXA Transfer and associated documentation.

4.8.6 Terms payment

The full purchase price shall be paid to Council at the time of settlement, except in extraordinary circumstances. The transfer of land shall not be passed on to the purchaser until the purchase price plus all costs or additional amounts are paid in full.

4.9 Authority

The Governance Manager will be responsible for the implementation and management of the Policy and the relevant procedures.

The Senior Leadership Team may be called upon to resolve issues that may arise from the application of the Policy.

4.10 Sunset Clause

The Policy will be reviewed in four years.

4.11 Responsibilities

Councillors and Senior Management have responsibility to promote the principles of the Policy and Council are responsible to administer the Policy.

5 Compliance

Council will ensure Compliance with the Policy by means of internal referrals and external referrals to various Authorities, appropriate public consultation and implementing necessary measures available with Land Use Victoria and related Statutes.

5.1 Recourse for non-compliance

By applying a consistent approach to assessing the suitability of an application there is less risk of inequity to residents and failure to suitably complete the application.

6 Related documents

Type of document	Title and/or RMC link
Commonwealth/Victorian legislation	Local Government Act 1989 Local Government Act 2020 Subdivision Act 1988 Planning and Environment Act 1987 Road Management Act 2004 Limitations of Actions Act 1958 Transfer of Land Act 1958
Strategic directions paper	(If developed)
Policies	Community Engagement Policy
Strategies	Property Strategy
Guidelines	Local Government Best Practice Guidelines for the Sale and Exchange of Land
Procedures	

7.2.5 PAKENHAM COMMUNITY HOSPITAL CAR PARKING

Responsible GM:	Peter Benazic
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>1. Thriving Communities</p> <p>1.4 Community Services - We support, advocate for, and seek to attract accessible health and community services to meet the needs of a growing and diverse community.</p> <p>2. Vibrant Places</p> <p>2.6 Infrastructure funding - We advocate to and partner with all levels of government to deliver projects that improve our community infrastructure, open spaces and precincts to meet the needs of our growing Shire.</p>

Recommendation

That Council notes the ongoing advocacy efforts of Council officers to encourage Monash Health to provide free parking at the Pakenham Community Hospital.

Executive Summary

This report provides an update on ongoing advocacy efforts relating to the future car parking arrangements at the Pakenham Community Hospital.

Background

The Pakenham Community Hospital will be a small public hospital located at 5 Drake Place, Pakenham. The facility will provide a range of important everyday health services and help take pressure off nearby major hospitals, including Casey Hospital.

The project is being delivered by the Victorian Health Building Authority (VHBA) and is currently under construction. When completed in late 2026, the Pakenham Community Hospital will be managed by Monash Health.

The site will include a new at-grade carpark to the west side of the building as well as a smaller fleet vehicle carpark on the east side of the new building.

In mid-2026 Council expects to begin works on upgrades to John Street (between Main Street and Drake Place) and Drake Place (between John Street and Main Street) as part of the next stages of the Pakenham Revitalisation Project. Funding for these works has been provided by the Victorian Government's Growth Areas Infrastructure Contribution fund. These works will provide a mix of 90-degree angle and parallel parking bays adjacent to the Pakenham Community Hospital site as well as public realm improvements including new pathways, lighting, seating, and landscaping.

Discussion

Council officers have worked collaboratively with the VHBA over several years to influence the design of the Pakenham Community Hospital and try to achieve the best outcomes for the community. Throughout this process Council officers have advocated that parking at the hospital should be free of charge for both staff and visitors. Council officers have highlighted the cost-of-living pressures experienced by many residents as well as the challenges for traders within the Pakenham Major Activity Centre, particularly those that rely on the customer parking in John Street and Drake Place. Council officers have advised the VHBA that charging a fee for parking at Pakenham Community Hospital would add to the financial burden on

residents needing to access vital health care services and unfairly shift the parking demand generated by the hospital to other areas of the Pakenham Major Activity Centre including John Street and Drake Place.

In June 2025, Council wrote to the Minister for Health Infrastructure, The Hon Melissa Horne MP, to clarify whether Monash Health would charge for parking at the Pakenham Community Hospital. The Minister advised that the VHBA will not be installing paid parking infrastructure as part of the initial build. However, the Minister also advised that the ultimate parking arrangement at the hospital, including the future introduction of paid parking, will be at the discretion of the Department of Health and Monash Health as the operating health service.

Council officers have now written to the Chief Executive Officer of Monash Health to continue advocating for free parking at the Pakenham Community Hospital.

In October 2025, the Cranbourne Community Hospital in the City of Casey opened for use. At the time of this report, the on-site parking is currently free for staff and patients. The City of Casey has proactively implemented a mix of 1P, 2P, and 3P parking time limits around the Cranbourne Community Hospital site to ensure parking is available for the variety of uses at the Casey Complex.

Council officers will adopt a similar approach for the Pakenham Community Hospital. A Parking Management Plan will be developed with a mix of timed parking restrictions to be applied through the Pakenham Major Activity Centre to ensure parking remains available to support the needs of local businesses.

Policy Implications

The Pakenham Revitalisation Project is a multi-stage project informed by the Pakenham Major Activity Centre Structure Plan, Urban Design Framework, and Public Realm Strategy. Parking within the Pakenham Major Activity Centre will continue to be managed in accordance with the Pakenham Parking Precinct Plan.

Financial and Resource Implications

The development of a Parking Management Plan and the implementation of timed parking restrictions within the Pakenham Major Activity Centre will be completed within existing operational and project budgets.

Climate Emergency Consideration

While this report has addressed car parking at Pakenham Community Hospital, the project includes a range of Environmentally Sustainable Design (ESD) measures including infrastructure to support active transport by staff and visitors. The Pakenham Revitalisation Project will further encourage transport mode shift by improving pedestrian and cyclist connections between Pakenham Station and Pakenham Community Hospital.

Consultation/Communication

Council will continue to work with the VHBA and Monash Health to encourage communication of the on-site parking arrangements for the Pakenham Community Hospital ahead of the expected completion of construction in late 2026.

Further community consultation and communication will occur as part of the design and delivery of the next stages of the Pakenham Revitalisation Project.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the Gender Equality Act 2020. A Gender Impact Assessment has been prepared for the Pakenham Revitalisation Project and is being updated as the designs progress.

Attachments

Nil

7.2.6 FESTIVAL AND EVENTS GRANT PROGRAM REVIEW

Responsible GM:	Debbie Tyson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>1. Thriving Communities</p> <p>1.1. Community culture and identity - We enrich local identity and foster opportunities for the community to make meaningful connections through creative arts, events and cultural expression.</p> <p>5. Responsible Leaders</p> <p>5.7 Governance - We maintain a high level of transparent, accountable, unbiased and representative governance.</p>

Recommendation

That Council:

- Notes the review of the 2025-26 Festivals and Events Grant Program, including program compliance analysis, applicant feedback, and insights gathered through community consultation.
- Endorses a community engagement process to be undertaken in accordance with the *Local Government Act 2020* to inform the development of a Festivals and Events Grant Funding Policy.
- Receives a further report in April 2026 presenting the draft Festivals and Events Grant Funding Policy informed by community engagement findings for Council consideration.

Executive Summary

The purpose of this report is to provide a summary of applicant feedback from the 2025–2026 Festival and Events Grant Program and proposes the development of a Festivals and Events Grant Funding Policy.

Background

In early 2025, Council updated the Festivals and Events Grant Program guidelines to strengthen governance and ensure the program reflects the needs of Cardinia’s growing and diverse community. The changes aim to make funding more equitable, transparent, and aligned with Council’s strategic priorities under the Council Plan and Liveability Plan, including inclusion, local identity, and community wellbeing.

Key improvements include a tiered funding model, streamlined documentation, relaxed residency requirements, and stronger accountability measures. These updates support a more inclusive, sustainable, and economically impactful events calendar.

The 2025–26 grant round opened with a funding pool of \$255,000. Council received 39 applications, and 13 were approved for funding based on eligibility and assessment criteria. To ensure funds remain accessible, Council endorsed keeping the program open for rolling submissions until 30 June 2026 or until the funding pool is exhausted. Council also requested officers engage with applicants to gather feedback and present proposed improvements at the November Ordinary Council Meeting.

Officers have now completed an initial review of the program and worked to ensure community voices were central to this process. All applicants were invited to provide feedback, which was gathered through in-person interviews, phone conversations, and email responses.

Discussion

Council has completed an initial review of the 2025–26 Festivals and Events Grant Program to assess the effectiveness of updated guidelines, gather applicant feedback, and identify opportunities for improvement. The review examined application outcomes, community and applicant experiences, program compliance data, and feedback from Councillors and officers.

Program Compliance Analysis

Council analysed historical grant data spanning 2022–2025 to better understand compliance trends and identify opportunities to strengthen administrative processes. This analysis examined acquittal rates, application quality, and documentation practices across multiple grant rounds.

Over the three-year period, Council awarded 146 grants totalling \$875,323. The compliance review identified several areas requiring attention:

- A proportion of grant acquittals and supporting documentation remain outstanding, highlighting the need for clear requirements and timely follow-up procedures.
- In some instances, applications were approved without all required supporting documents, such as detailed budgets or current insurance certificates, demonstrating the need for more rigorous upfront verification processes.

These findings validate the recent changes introduced to the program guidelines, which establish clearer eligibility criteria, phased funding releases tied to milestone completion, and enhanced accountability measures. These updates ensure that public funds are managed responsibly while maintaining a fair and transparent process for all applicants.

Applicant Feedback and Insights

Council collected feedback from both successful and unsuccessful applicants through a combination of interviews, telephone consultations, and email correspondence to gain a comprehensive understanding of the applicant experience. Refer to **Attachment 1** for applicant feedback.

Successful applicants generally acknowledged the intent and potential benefits of the revised process, while noting several implementation challenges:

- Applicants found the budgeting tools and templates challenging to navigate, particularly for volunteer-led organisations with limited administrative capacity.
- Some uncertainty remained about which funding tier best suited their event, suggesting the need for clearer guidance and examples.
- While applicants understood the rationale for comprehensive documentation, they reported that the volume of required materials was resource-intensive, particularly for smaller community groups.
- Applicants valued the officer support provided throughout the process and found the information sessions helpful when they could access them.

It should be noted that while concerns were raised about budget and in-kind support sections of the application form, these sections remained unchanged from previous years. This suggests that the heightened scrutiny of the overall process brought existing challenges into sharper focus.

Unsuccessful applicants raised some additional concerns about aspects of the program structure:

- Questions were raised about the phased payment approach and whether alternative models might better support smaller organisations with limited cash flow.
- Some applicants found the revised guidelines and terminology difficult to interpret, suggesting a need for plainer language and practical examples.
- Feedback indicated that the application timeline posed challenges for volunteer-led groups, with short deadlines and volunteer fatigue cited as recurring barriers.
- Several applicants suggested that staggered application rounds or rolling grant models could improve accessibility and reduce pressure on applicant organisations.

Notably, while organisational capacity was not explicitly identified as a barrier, the feedback suggests that time constraints and volunteer availability remain significant practical challenges for community groups.

Managing the Transition

Initial concerns from some applicants were effectively addressed through direct engagement, demonstrating the value of personalised support during the transition to a more structured funding model. This experience reinforces that significant program changes require proactive communication, accessible resources, and consistent approaches to applicant support, particularly when working with long-standing community groups adjusting to enhanced accountability requirements.

Information Sessions and Communication

While no specific feedback was received regarding the content of information sessions, several applicants reported difficulty locating session links and accessing recorded materials. This indicates a need for:

- Improved communication pathways to ensure applicants receive timely information
- More accessible platforms for hosting and sharing information session resources
- Follow-up resources and reference materials that applicants can access throughout the application process
- Multiple communication touchpoints to accommodate different applicant preferences and circumstances

Alignment with VAGO Report Recommendations

In March 2024, the Victorian Auditor-General's Office (VAGO) released a report titled *Fraud Control over Local Government Grants*, which examined fraud control practices across Victorian councils' grant programs. The report identified systemic weaknesses in how councils assess fraud risk, verify applicant information, and monitor grant compliance. VAGO found that many councils lacked adequate controls to prevent and detect fraud, placing public funds at risk and potentially enabling misuse of grants.

The report made several key recommendations for councils to strengthen their grant administration practices, including implementing robust eligibility checks, establishing clear documentation requirements, adopting risk-based assessment approaches, and improving monitoring and acquittal processes.

As part of this review, Council examined the VAGO report recommendations to ensure the Festivals and Events Grant Program aligns with best practice in grant administration and incorporates appropriate fraud controls. The updated program guidelines directly respond to several key VAGO recommendations, including:

- More rigorous upfront checks to verify applicant eligibility and legitimacy before funds are committed
- Supporting documentation to substantiate funding requests and demonstrate appropriate use of public funds
- Milestone-based payment structures that ensure funds are released only as agreed deliverables are achieved

While these initial changes represent important progress toward stronger grant administration, further work is required to align with VAGO recommendations and best practice. To ensure the program comprehensively addresses fraud risk while remaining accessible and responsive to community needs, Officers recommend undertaking a broader program enhancement process.

Proposed Community Engagement and Policy Development

To build on the improvements already implemented and ensure the program meets both accountability requirements and community expectations, officers recommend undertaking comprehensive community engagement in accordance with the Local Government Act 2020.

This engagement will extend beyond current program participants to capture input from:

- Broader community members and residents
- Organisations and groups not currently accessing the program
- Potential future applicants
- Key stakeholders including cultural, sporting, and community organisations
- Other councils and grant-making bodies to benchmark best practice models

This engagement process will inform the development of a comprehensive Festivals and Events Grant Funding Policy that:

- Embed the VAGO recommendations throughout program design and administration
- Establishes clear governance frameworks and decision-making processes
- Balances robust fraud controls with practical accessibility for community organisations
- Sets out transparent eligibility criteria, assessment processes, and accountability measures
- Addresses the feedback and insights gathered through this initial review
- Provides a sustainable foundation for the program's future operation

By undertaking this broader consultation and policy development process, Council will ensure the program is informed by diverse community perspectives, aligns with legislative requirements, and incorporates contemporary best practice in grant administration while maintaining its core purpose of supporting vibrant community festivals and events.

Policy Implications

The Festivals and Events Grant Program currently operates under program guidelines rather than a formal Council policy. While recent updates have strengthened governance and accountability, the absence of a comprehensive policy framework limits Council's ability to embed strategic direction, establish clear governance structures, and demonstrate full compliance with legislative requirements and best practice standards identified in the VAGO report.

The review findings highlight the need for a Festivals and Events Grant Funding Policy that would strengthen governance by establishing clear roles, responsibilities, and decision-making frameworks while embedding fraud control measures throughout the program. A formal policy would articulate how festivals and events funding supports Council Plan objectives, ensure alignment with the *Local Government Act 2020* and VAGO recommendations, provide stable guidance for community organisations, and balance accountability requirements with accessibility for volunteer-led groups.

The proposed policy will complement Council's existing policy framework, including the Council Plan, Liveability Plan, Community Engagement Policy, and Risk Management Framework. Development of this policy requires comprehensive community engagement in accordance with the *Local Government Act 2020* to ensure it reflects diverse community needs and expectations.

Financial and Resource Implications

The development of a Festivals and Events Grant Funding Policy does not require additional budget allocation beyond existing operational resources. The community engagement process will be conducted within existing resources and the policy development will be undertaken by officers within current roles and responsibilities.

The ongoing operation of the Festivals and Events Grant Program continues to be funded through Council's annual budget process. Future funding allocations will be determined through annual budget deliberations and informed by the adopted policy framework.

The interim improvements to the program identified through this review can be implemented within existing resources and do not require additional budget allocation. These improvements focus on process refinement, communication enhancement, and better utilisation of existing support mechanisms rather than introducing new services or systems.

Consultation/Communication

Under the *Local Government Act 2020*, Council has a responsibility to engage the community in decision-making processes that significantly impact the community. The development of a Festivals and Events Grant Funding Policy represents a significant decision that will shape how Council supports community events and allocates public funds over the long term.

Officers recommend undertaking community engagement designed in accordance with Council's Community Engagement Policy. This engagement will extend beyond current program participants to capture broader community perspectives and identify opportunities to improve program accessibility and effectiveness.

The engagement process will seek input from community organisations and groups not currently accessing the program to identify barriers to participation and understand why these groups may not be applying for funding. The process will consult with residents and community members across the shire to gather perspectives on what types of events and festivals the community values and how Council funding can best support community outcomes.

Key stakeholders including cultural, sporting, and community organisations will be engaged to understand sector-specific needs and opportunities. Officers will also consult with other councils to benchmark approaches and learn from best practice in festivals and events grant administration.

The community engagement will inform policy development by identifying community priorities for festivals and events funding, understanding barriers to program accessibility and participation, gathering perspectives on accountability and governance requirements, testing proposed policy principles and approaches, and building community understanding of the program's purpose and constraints.

Officers recommend conducting the community engagement phase between November 2025 and February 2026. This timeframe allows for meaningful consultation across the shire during a period when many community organisations are planning their annual programs. Following the engagement phase, officers will analyse findings and develop a draft policy in March 2026, with presentation to Council in April 2026 and adoption in June 2026, enabling implementation for the 2026-27 grant round.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. A Gender Impact Assessment (GIA) has been identified as a requirement for

the Festivals and Events Program and will be completed prior to the next phase of policy development engagement.

Attachments

1. Attachment 1 - Festivals and Events Grant Program - Applicant Feedback [7.2.6.1 - 1 page]

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Applicant Feedback – Summary of Themes

Communication and Resources

- Newsletters and pre-round communications were appreciated and seen as more structured than previous years.
- Information sessions were helpful for those who attended, but some applicants were unaware of sessions or additional resources on the website.
- Several applicants did not know about the budget template available online.

Clarity and Alignment

- Terminology and definitions were unclear, leading to misinterpretation.
- Perceived misalignment between the online system and requirements caused duplication and confusion.
- Lack of prior consultation on guideline changes was noted.
- Tier structure was confusing for some applicants.
- Guidelines and forms could be simpler and more intuitive.

Application Form and Documentation

- Application form was described as complex, repetitive, and not intuitive.
- Budgeting page and in-kind support calculations were challenging; applicants suggested Council provide estimated pay formulas.
- Difficulty providing supporting documents within timelines; uncertainty about using previous year's invoices.
- Concern surrounding the requirement to provide certain documentation.
- Suggestions included adding event history and clearer links to Liveability Plan objectives.

Process and Timing

- Short application window coincided with busy event periods, creating pressure for volunteers.
- Staggered payment model was seen as difficult for cash flow for some organisations.
- Assessment timelines felt longer than expected.
- Suggestions for a rolling grant model and more time between event completion and next application.
- Concerns over how the grant round design impacted manageability.

Volunteer Capacity

- Volunteers reported fatigue and burnout, requesting simpler processes and clearer expectations.
- Completing applications required significant volunteer time, especially for traffic management requirements.

Client Experience

- Strong appreciation for officer support and personalised assistance.
- Information sessions and direct engagement were valued.
- Applicants welcomed opportunities for future collaboration and feedback.
- Officers were thanked for their responsiveness and clarity during discussions.

7.3.1 RATING STRATEGY REVIEW - COMMUNITY PANEL

Responsible GM:	Wayne Mack
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>5. Responsible Leaders</p> <p>5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.</p> <p>5.3 Long term financial sustainability - We manage Council's resources prudently and efficiently to ensure long-term financial sustainability.</p>

Recommendation

That Council endorses the deliberative community engagement remit and process (Attachment 1) to inform Council's review of its property rating classifications within the Revenue and Rating Plan 2025-2029.

Executive Summary

The purpose of this report is to provide an overview of the proposed community engagement process to inform Council's review of its differential rating strategy which will occur in early 2026.

This process will involve the independent appointment and facilitation of a community panel of up to 30 individuals (plus reserves) representing Council's different rating categories. The panel will meet to deliberate over two half day sessions in February 2026 and submit its recommendations to Council.

Background

During the preparation of the Revenue and Rating Plan 2025-2029 and a review of Council's differential rates, it was identified that current property rating classifications needed further analysis and consideration, noting any substantial changes would require extensive community engagement. When adopting its Revenue and Rating Plan in June 2025, Council resolved to undertake a further review of the differential rating structure.

The remit of the community engagement will be as follows:

"Council is reviewing how rates are charged to different property types in Cardinia Shire and wants to ensure the system is as fair as reasonably practicable. How can we best do this?"

The review process will consider factors including financial pressures, taxation benefits, financial investment impacts and other property-specific benefits derived from Council services. Any changes as part of this review will be presented to Council for adoption as part of an updated Revenue and Rating Plan and subsequently included in the 2026-27 Budget development process.

Discussion

The engagement approach is designed to be representative, fair and transparent with community input helping shape how rates are applied to different property classes, while Council retains authority over the overall rates structure. It aligns with the Engagement Institute's spectrum of public engagement at the Involve level, with a commitment to reflect

the concerns and aspirations of the community in the development of alternatives and to provide feedback on how public input has influenced decisions.

To ensure transparency and impartiality throughout the process an independent third party has been appointed to:

- Appoint a representative panel.
- Plan and facilitate two half day deliberative engagement sessions in February 2026.
- Analyse the feedback and produce a summary report for Council to consider in its review.
- Support the process of obtaining broader community input on the outcomes of the review.

From the expressions of interest received, the independent selection of panel members will aim to be as closely representative of the mix of property classifications as possible.

A summarised and indicative timeline is as follows:

Timeline	Activity
18 November - 8 December 2025 (3 weeks)	Promotion of the opportunity for community to apply to join the panel through an expression of interest process.
19 December 2025	Independent selection of panel completed, and all applicants informed.
Sunday 8 February and Sunday 22 February 2026	Two half day panel sessions designed and led by an independent facilitator. An information pack will be provided, and accessibility supports confirmed. Vouchers (\$120) issued to panellists who participate in both sessions.
March 2026	Use information and recommendations from deliberation to help inform Council's approach to the differential rating and budget discussions Engage with community members that participated in deliberation.

Policy Implications

This project is being delivered to support the Council Plan initiative *5.17 Undertake a review of Council's Revenue and Rating Strategy*. The delivery of this initiative is to inform Council on more equitable ways of distributing its rates burden across the community. The outputs from this project will also be used to inform the development of the 2026-2027 Annual Budget.

Financial and Resource Implications

The resources required for this process will be met from within existing budgets.

Climate Emergency Consideration

There are no climate emergency considerations relevant for this report.

Consultation/Communication

The opportunity to submit an expression of interest (EOI) will be promoted between 18 November - 9 December 2025 via Council's communication channels and networks including:

- Creating Cardinia webpage
- November editions of Connect+ e-news and Cardina business e-news
- Media release
- Social media
- Council's advisory groups and networks.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. A Gender Impact Assessment (GIA) has been identified as a requirement for the review of the Differential Rates and will be completed prior to the planning, engagement, and delivery of the project.

Attachments

1. Attachment 1 - Selection Process and Project Timeline [7.3.1.1 - 2 pages]

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Community Panel recruitment and selection process

Council will recruit members of the Community Panel through a public Expression of Interest (EOI) process to ensure that a broad and representative cross-section of the community is involved in the Differential Rating Review.

The EOI will be open for three weeks and will invite residents, property owners, and business ratepayers from across Cardinia Shire to apply. The invitation will be promoted on *Creating Cardinia*, Council's website, social media channels, and through local networks and groups.

The EOI will explain what participation involves, including attendance at two independently facilitated workshops in February 2026, and the support available and accessibility assistance.

After the EOI closes, a random selection process will then be undertaken to form a panel of around 30 members (plus reserves). This will be done using a simple randomisation method, using de-identified data and overseen by the independent facilitator to ensure fairness and transparency.

To achieve a balanced panel, applicants will be grouped according to key characteristics such as:

- Property type / relationship to rates (e.g. residential, rural/farm, commercial/industrial, vacant land)
- Geographic location within the Shire
- Age and gender

Random selection will occur within each of these groups to ensure that the final panel reflects the diversity of Cardinia's population and property mix. All eligible applicants will be contacted to advise of the outcome.

Those selected will receive further information about their role, the purpose of the review, and what to expect at the workshops. The selection process will be documented to demonstrate transparency, and a short public summary outlining how the panel was selected will be published on *Creating Cardinia* following recruitment.

All personal information collected through the process will be stored securely and used only for the purpose of managing the community panel, in accordance with Council's Privacy Policy.

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Project timeline

If endorsed by Council on 17 November 2025, proceeding phases will be as follows:

Phase 1: Recruitment and Panel Preparation	November–January 2026	<ul style="list-style-type: none"> • Open and manage Expression of Interest process. • Notify speakers and subject matter experts. • Selection of panel members (anonymous and randomised); ensure accessibility needs are met. • Provide information packs to confirmed participants.
Phase 2: Workshop Delivery	February 2026	<ul style="list-style-type: none"> • Deliver deliberative workshops with selected panel on 8 February and 22 February. • Review outcomes and debrief with key staff. • Liaise with panel for clarification of findings as required.
Phase 3: Review	March 2026	<ul style="list-style-type: none"> • Use information and recommendations from deliberation to help inform Councils approach to the differential rating and budget discussions • Engage with community members that participated in deliberation

7.3.2 DRAFT ONSITE WASTE MANAGEMENT PLAN 2026-2029

Responsible GM:	Debbie Tyson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>1. Thriving Communities</p> <p>1.3 Wellbeing and liveability - With diverse partner agencies we work to protect, improve and promote community health and wellbeing by implementing the Cardinia Shire Council Liveability Plan 2017-2029.</p> <p>5. Responsible Leaders</p> <p>5.1 Customer focus - We deliver customer-centered service that is clear, accessible, and responsive.</p> <p>5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.</p> <p>5.5 Continuous improvement - We take advantage of emerging technologies to continuously improve our customer experience, ensure our services are efficient, scalable and secure.</p>

Recommendation

That Council:

1. Endorses the Draft Onsite Wastewater Management Plan (OWMP) 2026-2029.
2. Supports commencement of community engagement.

Executive Summary

Cardinia Shire Council has developed a draft Onsite Wastewater Management Plan (OWMP) for the 2026–2029 period to guide the effective management of onsite wastewater systems across the municipality. OWMPs are commonly known as septic tanks and used in areas not connected to the reticulated sewerage network. The plan aims to ensure wastewater is treated and retained in a manner that minimises risks to public health and the environment, in alignment with the requirements of the general Environmental Duty and the Order for Obligations of Managers of Land or Infrastructure (OMLI) and *Environment Protection Act*.

The draft OWMP has been developed with input from internal stakeholders and an expert external consultant and incorporates community feedback gathered through targeted consultation. It outlines Council’s legislative obligations, key strategic actions, and builds on the outcomes of the 2020–2025 OWMP.

An experienced external consultant presented the draft plan to Councillors for review and feedback on 27 October 2025. Councillors provided feedback, which will be captured as part of the consultation. Endorsement of the draft plan is being sought at the Council Meeting on 17 November 2025. The draft plan will then be made available for public review and feedback throughout November 2025.

Background

Cardinia Shire Council is currently developing its Onsite Wastewater Management Plan (OWMP) for the 2026–2029 period. OWMPs are commonly known as septic tanks and used in areas not connected to the reticulated sewerage network. In accordance with the Environment Protection Act 2017, local councils are responsible for overseeing wastewater treatment systems that discharge less than 5,000 litres per day. The Order for Obligations of Managers

of Land or Infrastructure (urban stormwater management and onsite wastewater management) further requires that wastewater management authorities establish proactive plans to mitigate risks to public health, the environment, and local amenity.

Under legislative framework, Council is obligated to:

- Develop and publish risk management plans for onsite wastewater systems.
- Engage in consultation with water corporations and other key stakeholders.
- Consider the impact of wastewater systems on water catchments.
- Notify water authorities of any required sewage management solutions

Poorly managed or failing onsite wastewater management systems (OWMS) can pose serious health risks and significant environmental contamination. OWMS decisions can have substantial financial implications for property owners and businesses. The development of the 2026–2029 OWMP presents a strategic opportunity for Council to assess current and emerging wastewater challenges, identify priority areas, and strengthen its risk management approach.

Key Outcomes from the 2020–2025 Onsite Wastewater Management Plan

The 2020–2025 Onsite Wastewater Management Plan (OWMP) delivered several strategic improvements to Cardinia Shire Council’s wastewater management framework. Notably, the digitisation and consolidation of historical records—including the archiving of outdated files, removal of duplicate entries, and identification of properties already connected to reticulated sewer infrastructure—has significantly enhanced data accuracy and operational efficiency.

A major milestone was the implementation of a Geographic Information System (GIS) to map onsite wastewater systems across the municipality. This initiative integrated digitised septic tank data with Council’s GIS platform, providing a comprehensive and accurate profile of active systems. The GIS now enables Council to:

- Identify properties currently connected to sewer,
- Pinpoint properties with access to sewer infrastructure that remain unconnected,
- Identify and filter properties with onsite wastewater management systems based on a range of factors.

This spatial intelligence supports more informed decision-making, targeted risk mitigation, and strategic planning for future infrastructure investment.

Council also undertook water quality testing and DNA profiling in Nar Nar Goon and Tynong to better understand contamination sources in local waterways. These assessments provided valuable insights into the environmental impact of onsite wastewater systems and highlighted the need for targeted interventions in high-risk areas.

Consultation Process

To ensure the 2026–2029 OWMP is comprehensive and evidence-based, Council commenced a structured consultation with internal and external stakeholders, including the Integrated Municipal Wastewater Planning team, Planners, and Environmental Health Officers. As per legislative requirements consultation also included Yarra Valley Water and South East Water. The Water authorities highlighted a current sewer backlog program targeting Cardinia Shire properties.

Community Consultation

As part of the development of the draft Onsite Wastewater Management Plan (OWMP) 2026–2029, Cardinia Shire Council undertook targeted community engagement to better understand the barriers to sewer connection from the perspective of property owners and industry professionals. A survey was distributed with a focus on onsite wastewater property owners in Nar Nar Goon and local plumbers, while also welcoming input from residents across the Shire.

The survey was promoted via Council's website, social media channels, and the Creating Cardinia engagement platform. Despite these efforts, community response was limited, with only six submissions received—two of which were from plumbing professionals. The feedback highlighted cost as a primary concern, with comments such as “it is too expensive to change to sewer” and “why change a system that works perfectly,” indicating a need for further education and potential incentive-based approaches.

Cardinia Shire Council Key Challenges

Cardinia Shire is home to over 135,000 residents and one of Victoria's fastest-growing municipalities, with significant population growth forecast for Cardinia Shire. The municipality spans approximately 1,280 square kilometres and comprises of three distinct geographical regions—urban, hills, and southern rural areas—each presenting unique challenges for onsite wastewater management.

- **Aging and Non-Compliant Systems**
Over 6,000 onsite wastewater systems are in operation, with approximately 50% exceeding 20 years of age. Many are believed to be poorly maintained or operating outside acceptable parameters, increasing the risk of untreated effluent discharging offsite, particularly in historic developments on undersized lots.
- **Limited Sewer Infrastructure and Connection Gaps**
Access to reticulated sewer infrastructure remains limited, and even where available, a proportion of property owners have not connected. There is currently no reliable mechanism to track connection status or enforce compliance, hindering Council's ability to manage public health and environmental risks.
- **Environmental and Public Health Risks**
The Shire is highly vulnerable to natural disasters such as flooding, bushfires, and severe storms. Areas subject to the Land Subject to Inundation Overlay (LSIO) are especially at risk of system failures and untreated wastewater discharge, posing significant risks under the General Environmental Duty (GED).
- **Limited legislative authority**
Council does not have any legislative authority under the Water Act 1989 to require existing properties with onsite wastewater management systems (OWMS) located within newly extended sewer districts to connect to the reticulated sewer once it becomes available. The responsibility for managing and enforcing sewer connections in these areas' rests with the relevant water authority—Yarra Valley Water in the northern part of the Shire and South East Water for the remainder.
- **Need for Stronger Collaboration**
Council's role is therefore limited to advocacy and collaboration with these authorities and property owners to encourage connection where feasible, supporting broader public health and environmental objectives. Effective management and risk mitigation require stronger collaboration with Water Authorities to support sewer expansion and integrated solutions across the Shire.
- **Regulatory and Resource Constraints:**
The introduction of the General Environmental Duty (GED) has shifted the regulatory focus from reactive enforcement to proactive risk management, necessitating greater Council oversight and intervention in onsite wastewater management. Effective implementation of the Onsite Wastewater Management Plan (OWMP) is highly dependent on adequate resourcing and funding. Historically, and continuing to the present, Council's onsite wastewater management activities have been delivered by external consultants and funded through successful budget initiatives. Within the Regulatory Services department, Environmental Health contractors are primarily engaged for permit functions, complaint investigations, and supporting the drafting of the OWMP. The scope of the current contract does not extend to the direct implementation of onsite wastewater management actions, limiting Council's capacity to address compliance and operational challenges.

Proposed Onsite Wastewater Management Plan (OWMP) 2026–2029

The proposed 2026–2029 Onsite Wastewater Management Plan (OWMP) outlines a proactive and risk-based approach to improving wastewater management across Cardinia Shire.

Recognising that all onsite wastewater management systems (OWMS) have a finite lifespan, the plan prioritises –

- a strategic risk assessment framework to guide compliance and intervention
- the development of a locality-based audit schedule,
- targeted community education, and
- advocacy and collaboration with water authorities

A core component of the OWMP is the locality risk assessment. The locality risk assessment serves as a strategic guide for decision-makers, highlighting key considerations when planning, approving, or regulating OWMP. The draft OWMP incorporates a detailed risk profile that categorises high, medium and low areas based on factors such as permit status, property size, topography, and rainfall. Priority townships identified include Nar Nar Goon and Tynong, and high-density development in flood-prone zones which increases the urgency for intervention.

The plan includes the development of an audit schedule to assess compliance of active systems, will prioritise high risk localities, and at-risk properties such as high OWMP density or proximity to potable water source. It is intended that the audit program will provide meaningful data on the compliance of OWMP in use within the municipality and provide opportunities for targeted programs or compliance to be achieved should non-compliance be identified.

The proposed OWMP includes clearer expectations for Land Capability Assessments (LCAs), providing a consistent framework for evaluating site suitability and guiding regulatory decisions. It also supports data-driven advocacy for sewer expansion in high-risk areas, ensuring a strategic and coordinated approach to improving wastewater management across the Shire. In parallel, Council will continue to actively engage with the community by distributing educational materials to property owners and occupiers. These resources will focus on the proper maintenance of septic systems, water conservation and reuse practices, and the importance of complying with permit conditions—reinforcing Council’s commitment to proactive risk management and environmental protection. practices through a sustained community engagement approach.

In July 2025, Council presented to the South East Water Board to explore collaborative opportunities and gauge stakeholder interest in joint initiatives. With approximately 1,400 properties remaining on the water authorities’ sewer backlog program, Council will continue to advocate and work collaboratively with South East Water, Yarra Valley Water, and property owners to facilitate the transition to sewer connections where feasible and actively pursue incentive-based partnerships to accelerate connection.

The draft plan also integrates recent legislative and policy developments, including:

- Environment Protection Act 2017
- Environment Protection Regulations 2021
- Local Government Act 2020

The draft plan includes supporting resources:

- EPA toolkits and SharePoint resources
- DEECA Collaborative Improvement Report
- EPA Guidelines for Onsite Wastewater Management and Effluent Dispersal Systems
- Risk Assessment Guidance and Compliance Frameworks for Local Government Authorities

In addition to guiding Council operations, the draft OWMP serves as a reference document for external stakeholders and the broader community, supporting transparency, accountability, and informed decision-making.

Policy Implications

The position outlined is a continuation of Council's existing policy position.

Financial and Resource Implications

Continuation of Regulatory Services budget and current resources.

Climate Emergency Consideration

It is noted that that climate change will increase the frequency and severity of natural disasters, however this is already considered as part of Council's current policy position.

Consultation/Communication

Community survey and initiating a community consultation phase for the proposed draft plan.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. A Gender Impact Assessment (GIA) has been identified as a requirement for *Onsite Wastewater Management Plan* and will be completed prior to the planning, engagement, and delivery of the project.

Attachments

1. Attachment 1 - Draft Onsite Wastewater Management Plan 2026-2029 [7.3.2.1 - 50 pages]

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Definitions

Name	Definition
Authorised officer	Environmental Health Officer, Environmental Health Technical Officer or plumber engaged and authorised by Council.
Blackwater	Wastewater from toilets.
Environmental Significance Overlay	To identify areas where the development of land may be affected by environmental constraints and to ensure that development is compatible with identified environmental values.
Onsite Wastewater Management System	An onsite wastewater treatment plant is defined in the Environment Protection Regulations 2021 as a system with a design or actual flow rate of sewage not exceeding 5,000 litres on any day and includes all beds, sewers, drains, pipes, fittings, appliances, and land used in connection with the treatment plant.
Onsite Wastewater Management Plant	A treatment plant for the bacterial, biological, chemical or physical treatment of sewage generated onsite. Examples include septic tank system, wet or dry composting toilet, aerobic treatment and sand filter.
Enforcement	In this OWMP, enforcement is broadly defined to include informal education and advice to duty holders, through to formal legal directions or orders to compel compliance.
Failed OWMS with offsite discharge	Components of the OWMS are no longer functioning so that untreated effluent is discharging beyond the property boundaries.
Greywater or sullage	Domestic wastewater from bathrooms, kitchens, and laundries.
Land capability Assessment (LCA)	The assessment of the capability of the land to support a particular use and in this case, effluent disposal.
Primary treatment	The separation of suspended material from wastewater by settlement and/or flotation in septic tanks, primary settling chambers or other structures. In addition to physical separation of solids from liquid, liquid and solids may be decomposed by aerobic or anaerobic microbiological processes and digestion
Treated effluent with onsite discharge	The OWMS is satisfactorily treating the waste, but the distribution of the treated effluent is not functioning satisfactorily and is discharging within the property boundary.
Treated effluent with offsite discharge	The OWMS is satisfactorily treating the waste, but the distribution of the treated effluent is not functioning satisfactorily and is discharging beyond the property boundaries.
Secondary treatment	Microbiological digestion and physical settling and filtering processes and decomposition of wastewater constituents following primary treatment
Sewage	Wastewater containing any of human excreta, urine and toilet flush water and includes greywater (which is also called sullage and may include water from the shower, bath, basins, washing machine, laundry trough and kitchen)
Special Water Supply Catchment	An area where water is collected by the natural landscape and all rain and surface water eventually flow to a creek, river, lake, ocean or ground water system.
Stormwater	Rain that flows over ground surfaces as runoff and appears in surface streams and creeks.
Wastewater	Waste principally consisting of water and includes any of the following: sewage or other human-derived wastewater, wash down water or cooling water, irrigation runoff or contaminated stormwater, contaminated groundwater, water containing any commercial, industrial and trade waste (Environment Protection Regulation 2021).

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1. Introduction

Cardinia Shire is a diverse and rapidly expanding region on Melbourne's south-eastern fringe, stretching from the foothills of the Dandenong Ranges to the shores of Western Port Bay. This growth intensifies the need for a robust and effective approach to managing the risks associated with onsite wastewater disposal systems (OWMS)—commonly known as septic tanks—used in areas not connected to the reticulated sewerage network.

When properly designed, installed, and maintained, OWMS provide a safe and sustainable method of wastewater treatment. However, poor management can pose significant risks to public health, the environment, and local waterways.

Cardinia Shire Council plays a critical role in regulating OWMS and ensuring compliance with relevant legislation. Council is committed to:

- Protecting community health and environmental integrity
- Promoting sustainable wastewater practices
- Supporting residents and businesses in meeting their obligations under the General Environmental Duty (GED)

The Onsite Wastewater Management Plan (OWMP) has been developed to guide Council's approach and support the community through:

- Establishing a risk-based framework for consistent decision-making in OWMS regulation
- Building community awareness of wastewater risks and legal responsibilities under the GED
- Outlining strategies and actions for Council to implement over the life of the plan
- Providing localised risk assessments to inform planning and prioritisation

This plan reflects Council's proactive stance on wastewater management and its commitment to long-term environmental and public health outcomes.

Background

OWMS have been widely used across Victoria since the 1930s, when they were considered an approved method of domestic sewage disposal. In 1973, a planning directive issued by the former Melbourne and Metropolitan Board of Works required all new subdivisions and developments to either connect to sewer or contain wastewater entirely on-site.

Today, Cardinia Shire has approximately 6,000 OWMS. Alarming, around 50% of these systems are over 20 years old, and many are believed to be poorly maintained or operating outside acceptable parameters. While septic tanks and other OWMS can be effective solutions, they must be properly maintained to ensure wastewater is fully treated and contained on-site. Failure to do so can result in untreated effluent escaping into surrounding soils, waterways, or groundwater—posing significant risks to public health, environmental quality, and local amenity.

Local Government, under the guidance of the Environment Protection Authority (EPA), is responsible for regulating the installation, maintenance, and compliance of OWMS. Over the past decade,

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community sewerage schemes funded by Yarra Valley Water and Southeast Water have enabled approximately 1,800 properties to transition from OWMS to reticulated sewerage systems, with another 1,400 properties programmed for connection between now and 2032–33 is an essential step in protecting public health in densely developed areas.

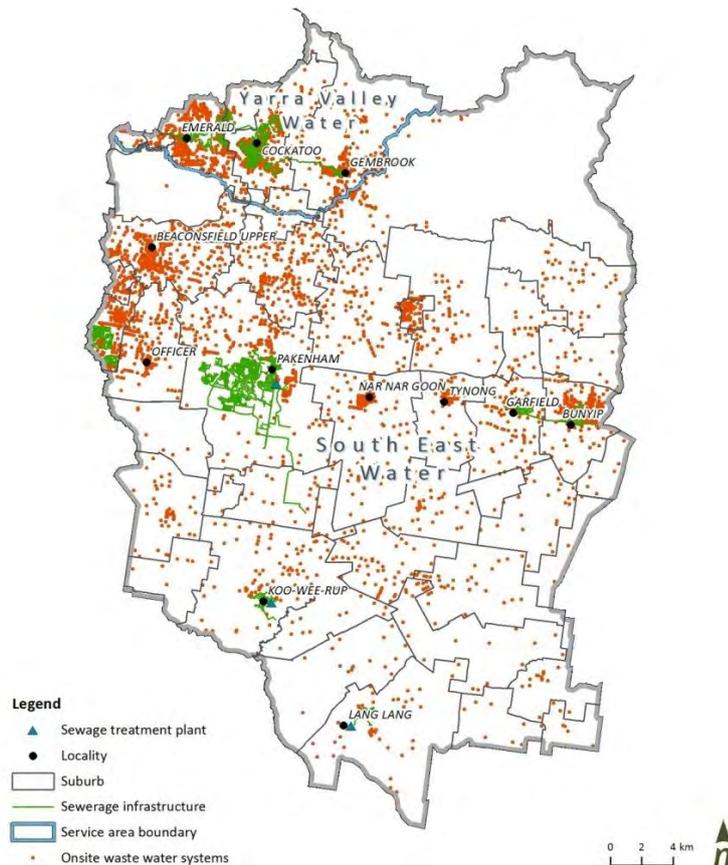


Figure 1. Sewerage infrastructure and onsite wastewater systems across shire, by suburb (source: Integrated Water Management Plan 2015–25)

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Key Challenges Facing Cardinia Council

Despite progress, several persistent obstacles continue to hinder effective wastewater management:

Obstacle	Explanation
Information Management	Many OWMS lack accurate records regarding their location, age, and condition. High concentrations of ageing systems can lead to cumulative environmental impacts, particularly on downstream water bodies. However, where systems are properly designed, installed, and maintained—including necessary upgrades—these risks can be significantly reduced.
Sewer Connection Compliance	Even where reticulated sewerage is available, a proportion of property owners fail to connect. Currently, there is no reliable mechanism to track connection status or enforce compliance.
Legacy Systems on Small Lots	Historic developments on undersized lots often lack the space required for compliant OWMS, increasing the likelihood of untreated effluent discharging offsite. Stronger collaboration with Water Authorities is needed to support sewer expansion and manage associated risks.
Regulation and Enforcement	Council holds a statutory responsibility to regulate and enforce wastewater-related non-compliances, particularly where there is an immediate threat to public health or the environment. However, enforcement action has at times been inconsistent, even in high-risk scenarios requiring urgent intervention.
Resourcing and Funding	Effective implementation of the OWMP depends on adequate resourcing. Without sufficient funding and staffing, Council’s ability to manage wastewater risks and deliver long-term improvements remains limited.

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1. Purpose and objectives

Council’s OWMP provides a strategic framework for identifying and managing the diverse risks associated with onsite wastewater disposal. It supports the development, implementation, and monitoring of targeted strategies to protect public health and the environment and aims to:

- **Plan for the future** by prioritising long-term, sustainable solutions for managing OWMS
- **Support informed decision-making** through clear policies on system approvals, compliance, and enforcement
- **Collaborate with stakeholders** including the community, water authorities, and relevant organisations to improve wastewater outcomes
- **Protect health, environment, and amenity** by improving wastewater management in unsewered areas of the municipality
- **Foster sustainability** by promoting responsible wastewater practices that benefit the entire community

The OWMP outlines Cardinia Shire Council’s approach to managing the risks associated with OWMS, particularly in areas not connected to the reticulated sewerage network. The plan aims to:

- Engage with the community and stakeholders to understand wastewater management priorities
- Review and update Council’s actions to address risks from OWMS
- Incorporate legislative changes, including the *Environment Protection Act 2017* and *Environment Protection Regulations 2021*

Council’s onsite wastewater strategies for the 2025–2029 period are built around four core strategic pillars:

Strategy	Focus
1. Healthy environments	Promote sustainable wastewater practices and support community understanding
2. Public Health & Environment	Ensure that protection of health and the environment is central to all wastewater decisions
3. Regulatory Management	Ensure that Council policies and procedures to manage wastewater reflecting regulatory frameworks and utilising available tools to assist with clear, accountable, transparent decision-making and enforcement
4. Collaboration	Strengthen partnerships with stakeholders to improve outcomes and share responsibility

To deliver on these strategies, Council has developed a series of targeted actions, which are referenced throughout the plan and detailed in **Appendix 1**.

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2. Scope and legislative framework

Cardinia Shire Council’s OWMP applies to OWMS that treat less than 5,000 litres of wastewater per day. These systems are typically used on properties not connected to the reticulated sewerage network.

To ensure effective regulation and alignment with broader planning and environmental goals, the OWMP draws on a comprehensive legislative and strategic framework.

Relevant Legislation	Council Plans and Strategies
<p>The OWMP is informed by the following Acts and Regulations:</p> <ul style="list-style-type: none"> • <i>Building Act 1993 and Building Regulations 2018</i> • <i>Catchment and Land Protection Act 1994</i> • <i>Environment Protection Act 2017 and Regulations 2021</i> • <i>Infringements Act 2006 and Regulations 2015</i> • <i>Local Government Act 2020</i> • <i>Planning and Environment Act 1987</i> • <i>Public Health and Wellbeing Act 2008 and Regulations 2019</i> • <i>Safe Drinking Water Act 2003 and Regulations 2015</i> • <i>Subdivisions Act 1988</i> • <i>Water Act 2020</i> 	<p>The OWMP also aligns with key Council planning instruments, including:</p> <ul style="list-style-type: none"> • <i>Cardinia Shire Planning Scheme</i> • <i>Cardinia Shire Council Plan</i> • <i>Cardinia Shire's Liveability Plan 2017-2029</i> • <i>Climate Change Adaptation Strategy 2022 - 2033</i> • <i>Cardinia Shire Council Economic Development Strategy 2023-2025</i> • <i>Integrated water management plan 2015-25</i> • <i>Sustainable Environment Policy 2018–28</i>

This integrated approach ensures that onsite wastewater management supports Council’s broader objectives for public health, environmental protection, land use planning, and sustainable development.

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3. Legislative context

A range of legislative powers have been enacted to safeguard human health and protect the environment from risks associated with onsite domestic wastewater management. These laws form the backbone of Victoria's regulatory framework, guiding how systems are installed, operated, monitored, and enforced.

This section of the OWMP highlights the critical role of these legislative instruments in shaping responsible wastewater practices. They empower councils, landowners, and regulators to:

- Identify and mitigate environmental and public health risks
- Enforce compliance through permits, inspections, and corrective actions
- Promote preventative, risk-based approaches to wastewater governance
- Align local planning with state-wide environmental protection objectives

By embedding these tools into strategic planning and day-to-day decision-making, the OWMP ensures that wastewater management across Cardinia Shire remains safe, sustainable, and legally robust.

4.1 Environment Protection Act 2017 and Environment Protection Regulations 2021

The *Environment Protection Act 2017* and *Environment Protection Regulations 2021* form the primary legislative framework used by local governments to regulate OWMS. Under this framework, councils are responsible for:

- Issuing permits for the installation, alteration, or use of OWMS
- Enforcing compliance to manage risks to public health and the environment
- Applying the GED to ensure systems are operated responsibly

3.1.1 Orders for Obligations of Managers of Land or Infrastructure (OMLI)

Section 156 of the Environment Protection Act 2017 introduces the Order for Obligations of Managers of Land or Infrastructure (OMLI)—a new legislative instrument designed to enhance strategic oversight of urban stormwater and onsite wastewater management across Victoria.

Under the OMLI:

- Councils are required to develop and implement strategic plans for managing urban stormwater and onsite wastewater
- Water corporations must formally respond to councils' OWMP, outlining preferred sewage management solutions
- The OMLI replaces relevant clauses from the former State Environment Protection Policy (SEPP) – Waters, which were temporarily preserved under the Environment Protection Transitional Regulations 2021.

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This framework reinforces a coordinated, risk-based approach to environmental protection—ensuring that infrastructure planning and wastewater governance are aligned with contemporary legislative standards and community needs.

Key Requirements Under an OMLI:

- **Councils must develop, consult on, and publish OWMP's** These plans must reflect local conditions, risks, and priorities, and be informed by community and stakeholder engagement.
- **Water corporations are required to respond to council plans** Responses must outline preferred sewage management solutions, including opportunities for reticulated sewerage connections or alternative treatment options.
- **Plans must be reviewed and updated at least every five years** This ensures ongoing relevance and responsiveness to changing environmental, population, and infrastructure conditions.
- **Implementation progress must be publicly reported** Councils are required to publish updates on their websites, promoting transparency and accountability in wastewater management.

The introduction of the OMLI framework marks a significant shift toward integrated, risk-based planning for wastewater and stormwater systems—ensuring that infrastructure decisions are aligned with environmental protection, public health, and long-term sustainability.

4.1.2 Councils implementation of the new Legislative Framework

Cardinia Shire Council's OWMP presents a timely opportunity to apply the Environment Protection Act 2017 and Environment Protection Regulations 2021 as they were designed—through a risk-based, preventative approach to environmental protection.

This legislation forms the foundation of the regulatory framework that governs how councils, landowners, and occupiers must manage OWMS. It clearly defines responsibilities for the installation, operation, and ongoing compliance of these systems, supported by Council's authority to issue permits and enforce non-compliance.

To assist Victorian councils in implementing this framework effectively, the Environment Protection Authority (EPA) Victoria has released a suite of technical guidelines that inform and support the development and execution of OWMPs.

These resources provide practical direction on system design, performance standards, environmental risk mitigation, and community engagement—ensuring that wastewater is managed safely, sustainably, and in alignment with legislative intent.



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4.1.3 New obligations for all Victorians

The Environment Protection Act 2017 introduced the General Environmental Duty (GED), marking a significant shift in how EPA Victoria regulates pollution, waste, and contamination across the state. Rather than relying on reactive enforcement, the GED establishes a preventative, risk-based approach—requiring individuals and organisations to take reasonably practicable steps to prevent environmental harm before it occurs.



Under the GED, owners and occupiers of land with OWMS have a legal obligation to actively reduce risks associated with wastewater discharge. This includes:

- Ensuring systems are properly installed, operated, and maintained
- Preventing pollution and protecting human health and the environment
- Recognising that wastewater risks are a shared responsibility across the community

The GED applies to all Victorians, embedding environmental responsibility into everyday activities and land management practices.

A breach occurs when a person fails to take actions that are reasonably practicable to minimise environmental risk. Examples include:

- Failing to use or maintain equipment, systems, or processes that reduce pollution and waste
- Not implementing or maintaining effective risk management systems
- Mishandling, storing, or transporting substances in ways that increase environmental harm
- Neglecting to provide appropriate training and information to staff or relevant persons

The GED reinforces the importance of proactive compliance and continuous improvement in wastewater management—ensuring that environmental protection is embedded in both policy and practice.

“The General Environmental Duty is intended to be enduring, flexible, and fill the regulatory gaps.”
— *Environment Protection Authority (EPA Victoria)*

4.2 Public Health & Wellbeing Act 2008

The *Public Health and Wellbeing Act 2008* empowers authorised officers to investigate and address public health nuisances, including those arising from OWMS.

Council is legally obligated to:

- Investigate all complaints relating to nuisance or the unlawful operation of OWMS
- Determine whether a nuisance exists under the Act
- Take appropriate action to abate the nuisance and protect public health

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4.3 Local Government Act 2020

The Local Government Act outlines the provisions under which Council operates and empowers Council's to have local laws and regulations for OWMS.

4.4 Building Act 1993

Before an Occupancy Permit can be issued for a new dwelling not connected to sewer, the Licensed Plumber responsible for installing the OWMS must submit a Certificate of Compliance.

This certificate confirms that the installation meets all relevant plumbing standards and regulatory requirements. It ensures the system is safe, functional, and compliant with environmental and public health obligations.

4.5 Planning and Environment Act 1987

The *Planning and Environment Act 1987* sets out the planning provisions, planning schemes, procedures for obtaining permits and enforcing compliance with planning schemes. Planning schemes set out how land may be used and developed.

"We are responsible for advocating that infrastructure is put in place."

- Statutory Planner during OWMP consultation

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4. Cardinia Shire Context

Cardinia Shire is located approximately 55 km southeast of Melbourne’s CBD and is recognised as one of Victoria’s “interface councils”—a group of municipalities that form the transitional zone between metropolitan Melbourne and regional Victoria. This unique positioning presents both opportunities and challenges, particularly in planning and delivering infrastructure and services that keep pace with rapid population growth across a diverse and expansive landscape of approximately 1,280 square kilometres.



Figure 2. Cardinia Shire Council (source: Integrated Water Management Plan 2015–25)

Cardinia Shire is committed to fostering a liveable, resilient community where the natural environment thrives and residents are healthy, connected, and included.

As of 2025, Cardinia Shire’s population is estimated at 132,289. By 2046, this figure is projected to reach 167,989, reflecting an increase of over 33,500 residents and 13,312 new households. The Shire continues to play a vital role in providing affordable home ownership opportunities for families relocating from Melbourne’s south-eastern suburbs.

The shire’s growth area is characterised by those areas that have experienced significant growth in recent times or are planning for urbanisation. The growth region follows the Princes Highway and Princes Freeway west–east through the centre of the shire. The growth region was originally

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populated by graziers and farmers with Pakenham becoming the commercial and service centre for the area. In the 1980s, the residential population began to grow accelerating rapidly from 1991 onwards.

Balancing the evolving needs of these regions—while supporting both emerging and established communities—is central to maintaining Cardinia Shire’s liveability and sustainability. Strategic planning, infrastructure investment, and inclusive community engagement will be key to navigating this growth successfully.



Figure 3. The shire regions and municipal boundaries (source: Integrated Water Management Plan 2015–25)

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4.1 Impacts of climate change

Cardinia Shire is already experiencing the effects of a changing climate. In recent years, the region has seen shifts in rainfall patterns, an increase in high bushfire risk days, and more frequent storms and flooding events. These trends are expected to continue, making it essential to consider the long-term implications of natural disasters on infrastructure and land use planning.

Properties with OWMS are particularly vulnerable to climate-related events. Flooding can compromise system integrity, leading to environmental contamination and public health risks. Bushfires may also damage system components or alter soil conditions, affecting performance and safety.

Following emergency events, Environmental Health Officers conduct Secondary Impact Assessments to evaluate the condition and compliance of existing OWMS. If systems are found to be compromised or no longer fit for purpose, property owners may be required to submit applications for alterations or replacement systems to ensure ongoing environmental protection and regulatory compliance.



4.2 Why is Onsite wastewater important?

The significant population growth forecast for Cardinia Shire—spanning both urban and rural areas—demands comprehensive planning to ensure that infrastructure, housing, and essential services evolve in step with the needs of a diverse and expanding community.

One critical component of this planning is wastewater management. Effective treatment and recycling of wastewater is essential to:

- Protect public health by preventing the spread of waterborne diseases
- Avoid environmental degradation, including algal blooms and pollution of waterways
- Conserve precious freshwater resources
- Enable resource recovery, such as the capture of nutrients and energy

Proper wastewater management is a cornerstone of both sustainable development and the circular economy, ensuring that waste is not simply discarded but repurposed in ways that benefit the environment and community.

Domestic wastewater, which is generated from everyday household activities, contains harmful substances like microbial pathogens, organic matter, and chemical pollutants. When on-site wastewater management systems (OWMS) malfunction, they can release untreated or partially treated effluent into the surrounding soil and waterways. This leakage can lead to contamination, environmental damage, and increased health risks.

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Cardinia Shire Council already has 6,000 domestic on-site wastewater treatment systems. As Cardinia Shire continues to grow, ensuring the integrity, maintenance, and regulation of OWMS will be vital to protecting both the natural environment and the wellbeing of its residents.

If not managed well, the public health risks associated with these systems arise when bacterial contamination associated with human waste contaminates drinking water, waters used for recreational purposes or where there is direct human contact with effluent. They also contribute nitrogen and phosphorous to their catchments. Beyond this, there are social implications of poorly maintained onsite systems including odour.

A summary of Council onsite wastewater risks in township area’s are highlighted in the table below:

Area	Risk	Comment
Upper Yarra (Emerald, Avonsleigh, Cockatoo and Gembrook)	Very high	These areas have high rainfall and thin soil profiles. Some systems installed prior to the early 1970’s were permitted to discharge to the stormwater system. Since the time that the management plan was written, wastewater infrastructure has been constructed in this area connecting these areas to the metropolitan wastewater network. The rates of connection to that system, however, were unknown at the time of writing.
Upper Beaconsfield	High	The area features poor soil permeability, thin soils, relatively steep slopes and high rainfall. Areas with high concentrations of unsewered properties also cause amenity and public health impacts.
Bunyip	High	Poor soil permeability, thin soils and high rainfall.
Nar Nar Goon	High	High rainfall and moderate soil thickness. Flat, with roadside drains tending to pond water. When septic tanks leak to these drains it causes public health issues.

Environmental receptor	Risk	Comment
Westernport estuarine, intertidal and immediate marine environment	Very high	The estuarine, intertidal and immediate marine habitat of Westernport Bay is described as an area of very high environmental value with international geological and geomorphological significance (Cardinia Shire Council, 1999). The saltmarsh and mangrove areas are one of the few remaining examples of this type of landscape in southern Australia (Western Port Regional Planning and Co-ordination Committee, 1992). The impact of septic tanks is associated with the nutrient loads conveyed to these receiving waters.
Westernport Bay	Very high	Westernport Bay is an area with very high environmental values with the bay listed under the Ramsar Convention (Cardinia Shire Council, 1999)

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4.2.1 Priority waterways within our Shire

A number of river systems traverse Cardinia Shire including the Bunyip and Lang Lang rivers and Cardinia Creek. It is important to note that while much of the lower waterways have been historically converted to drainage lines, they nonetheless retain many important aspects of natural waterways, such as habitat for endangered species including the Southern Brown Bandicoot and the Australian Greyling.

While Melbourne Water is primarily responsible for managing natural and constructed rivers, creeks and wetlands, Council can influence waterway health, particularly through planning policies and decisions that influence the nature of urban and rural land use within the catchment.

The four key waterways flow into Westernport Bay are:

Waterway	Description	Threats
Cardinia Creek	– starts beneath the Dandenong Ranges until it reaches Koo Wee Rup where it is diverted into the Cardinia Drain / Dalmore Drain system	Rural activities (farming and agriculture), runoff from unsealed roads and the impact of contaminants from septic tank systems
Toomuc, Pakenham and Ararat Creeks	Origin is the foothills of the Yarra Ranges and flows through the urban township of Pakenham prior to being diverted into the Cardinia Drain / Dalmore Drain system and the Bunyip Drain system	Existing and developing urban area (urban stormwater) Bunyip River – begins in the Bunyip State Forest and flows along the eastern boundary of the municipality.
Lang Lang River	Flows from the Strzelecki ranges to the swamp land and out to Westernport Bay	Rural activities (farming and agriculture), runoff from unsealed roads and contaminants from septic tank systems
Bunyip River	Begins in the Bunyip State Forest and flows along the eastern boundary of the municipality. The river deteriorates and becomes a drain through the swamp land	Rural activities (farming and agriculture), runoff from unsealed roads and the impact of contaminants from septic tank systems

The key waterways that flow into the Yarra River system, which flows into Port Phillip Bay are:

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Waterway	Description	Threats
Cockatoo Creek	Cockatoo Creek – flows through the Cockatoo and Gembrook areas	Runoff from unsealed roads and contaminants from septic tank systems
Shepherd Creek	Flows through the Cockatoo and Gembrook areas	Runoff from unsealed road and contaminants from septic tank system



Figure 4 - Selected waterways and agricultural drains in Cardinia Shire (source: (source: Integrated Water Management Plan 2015-25)

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4.2.2 Council process

Figure 5 below provides an overview of the different applications that are lodged to Council when a property owner or developer is considering the development of land, the building of a new building, housing or accommodation, or the alteration of an existing building or dwelling. Cardinia Shire Council has established internal referral procedures across the relevant Council Departments to facilitate consistency and quicken the application process.

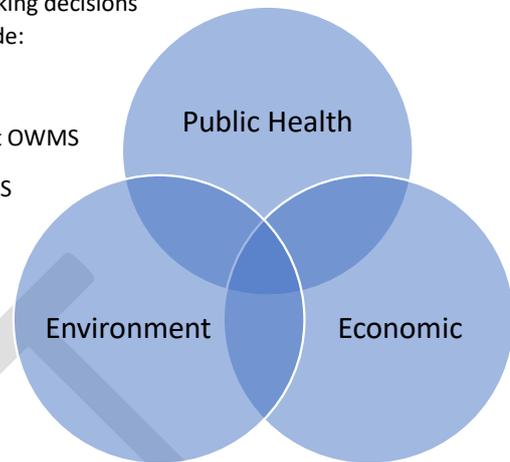
<p style="text-align: center;">PLANNING APPLICATION</p> <p style="text-align: center;">What are the wastewater considerations during the Planning Permit application process?</p> <p>The Planning and Environment Act 1987 requires Council to consider environmental issues in decision-making. This is done via a Planning Referral to the Council's Environmental Health Officer who assesses the proposal against the requirements of the legislation.</p> <p>At this point, Council's Environmental Health Officer may advise the Planning Department of any conditions that may be required on the Planning Permit.</p>	
<p style="text-align: center;">PERMIT TO INSTALL OR ALTER OWMS</p> <p style="text-align: center;">What is a Permit to Install or Alter a OWMS?</p> <p>Under the EP Act, a permit is required from Council before the installation or alteration of an OWMS. This permit is a homeowner's opportunity to inform Council of their intentions, such as:</p> <ul style="list-style-type: none"> • Details of what is proposed, such as a new dwelling, building or extension of existing dwelling. • Descriptions and details of the number of habitable rooms. • Confirmation of OWMS proposed, and plumber details. • Site plan, including where the OWMS will be located. <p>How do I lodge a Permit to Install or Alter?</p> <p>Applications are available via:</p> <ul style="list-style-type: none"> • Council's website. • Customer service. • Phone request to Council's Environmental Health Officer. <p>Council must assess this application within 42 business days of the submission.</p>	
<p style="text-align: center;">APPROVAL OF AN OWMS - CERTIFICATE TO USE</p> <p style="text-align: center;">What is a Certificate to Use an OWMS?</p> <p>Before using an OWMS, Council must inspect the OWMS, preferably during the installation process. If Council is satisfied that the OWMS complies with the Permit to Install, a Certificate to Use will be issued after receiving the as-installed plans of the OWMS, commissioning certificate, and plumbing compliance certificate. In some instances, electrical compliance certificate may be required.</p> <p>A Certificate of Use which details the conditions of compliance will be sent to the applicant within 7 days of approval</p>	

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4.2.3 Important considerations

Our authorised officers are responsible for assessing and making decisions related to OWMS. Common decision-making scenarios include:

- Assessing applications for subdivision
- Reviewing proposals for new, altered or replacement OWMS
- Investigating community complaints regarding OWMS performance or impacts

**Public Health Risks**

Poorly managed or failing OWMS can pose serious health risks due to exposure to untreated sewage, which may contain:

- Pathogens such as bacteria, viruses, protozoa, intestinal worms, and airborne moulds and fungi
- Disease risks including gastroenteritis, cholera, dysentery, and hepatitis
- Septic overflow leading to organic pooling, increased mosquito breeding, and direct sewage exposure

Environmental Impacts

OWMS failure or mismanagement can result in significant environmental degradation:

- Groundwater contamination by nitrate, ammonia, and faecal pathogens
- Raised groundwater tables contributing to soil salinity
- Surface runoff introducing nitrogen and phosphorus into catchments, promoting algal blooms, weed growth, and erosion
- Effluent containing suspended solids, ammonia, and organic matter can disrupt aquatic ecosystems
- Polluted effluent may enter rivers, lakes, or wetlands, causing broader waterway contamination

Economic Considerations

OWMS decisions can have substantial financial implications for property owners and businesses:

- High costs associated with system replacement or connection to reticulated sewerage
- Poor OWMS performance can reduce land amenity and property value
- Registered premises (e.g. food businesses, accommodation providers) may require system upgrades if operational practices or capacity change

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4.3 Stakeholders

There are a range of stakeholders that contribute to the protection of health and the environment

4.3.1 Community

The community is responsible for complying with the General Environmental Duty (GED) associated with wastewater, these include:

- obtaining the required Permits and Certificates prior to installation and use
- obtaining a permit to make alterations to an existing OWMS
- engaging with qualified plumbers and assessors

Any application for a new OWMS must demonstrate that a proposed use, development, or subdivision of land will comply with all applicable laws, policies, and guidelines, within the scope of this plan.

All landowners and occupants are required by law to ensure their OWMS is operating effectively. Any system failures pose a significant risk to human health and the environment. Council would like to highlight obligations required under the GED relating to OWMS maintenance include:

- operate and maintain OWMS in a way that minimises risks to human health and the environment - *Environment Protection Regulations Section 159 (1)*
- take all reasonable steps to ensure the system is maintained in good working order (*Environment Protection Regulations Section 159(2)*)
- ensure the OWMS does not overflow - *Environment Protection Regulations Section 159(3)*
- keep and hold maintenance records for a period of 5 years after each maintenance activity (and make them available to councils or EPA for inspection when requested) *Environment Protection Regulations Section 162(1) & (2)*
- notify the council as soon as practicable if the system poses a risk of harm to human health or the environment or is otherwise not in good working order *Environment Protection Regulations Section - 161(2)*

“The general environmental duty (GED) is at the centre of the Environment Protection Act 2017 and it applies to all Victorians, and all businesses located in Victoria. The GED states that you must manage your activities to reduce the risk of harm to human health and the environment from pollution or waste”.

- EPA statement

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4.3.2 Water Corporations

Both rural and urban water corporations have a responsibility for assessing and responding to all referred applications under clause 66 of Council planning schemes for Special Water Supply Catchments as listed in schedule 5 of the Catchment and Land Protection Act 1994.

Wastewater services within the shire are predominantly provided the following agencies.

Yarra Valley Water

Yarra Valley Water provides water and sewer services to parts of the Cardinia Shire primarily the northern region of the shire in the Dandenong Ranges, including Emerald, Cockatoo and Gembrook.

South East Water

South East Water is one of Victoria's state-owned water corporations, providing water and sewerage services to the Melbourne's south-east and South Gippsland regions, including most of the Cardinia Shire.

The provision of sewerage is an important tool in the management of wastewater in areas where the existing population density is high, new housing developments are planned, or high levels of wastewater is generated. The provision of sewer is generally dependent on a combination of factors including the level of identified risk, the feasibility of installation and cost effectiveness.

Council can work with local water corporations to help identify areas where sewer connection is most needed to help negate the potential risk created by wastewater treatment systems. This may include:

- properties recognised in existing sewerage backlog programs where new issues have been identified that increase the risk or consequences created by wastewater;
- townships that have been identified for increased residential infill development on small allotments (to assist with increase in urban populations);
- providing historical data to water corporations regarding existing wastewater treatment systems; and
- working with the water corporations regarding alternative solutions to wastewater disposal where the feasibility of sewer connection is low.

Properties are included within the YVW or SEW backlog sewerage program if they're deemed not to be able to contain their wastewater on site. The backlog sewerage program aims to connect these properties to the metropolitan sewerage system.

Consultation with both YVW and SEW indicates that the backlog program has provided reticulated sewerage to more than 1,500 properties in Cardinia Shire. Approximately 1,400 lots are still on the backlog program for connection to sewer between now and 2032–33.

Figure 4 shows the planned backlog sewerage works including the number of lots and proposed timing.

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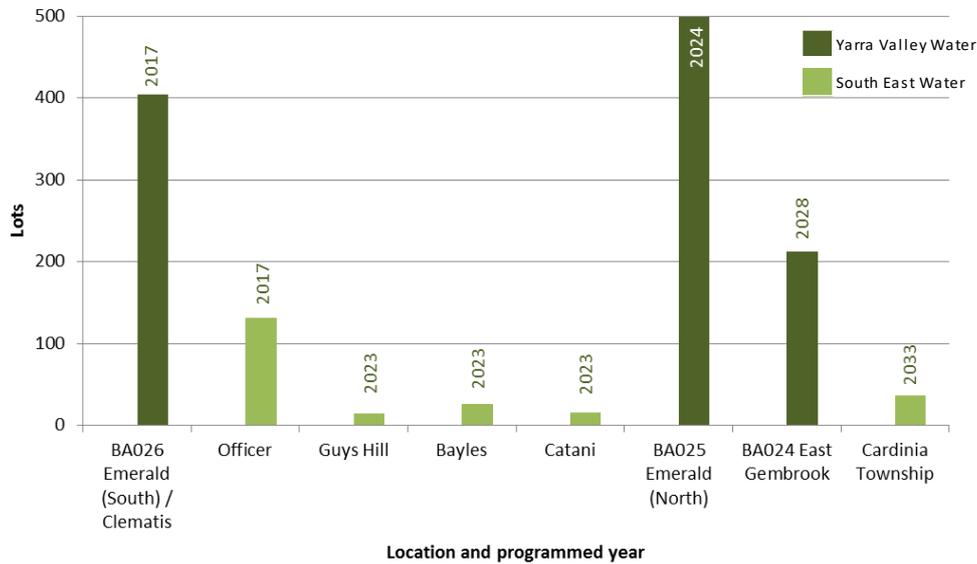


Figure 4. Future programmed backlog works by number of lots, location and timing (source: (source: Integrated Water Management Plan 2015–25)

Council is committed to working with relevant stakeholders to explore (where possible) innovative and cost-effective solutions to wastewater disposal in recognition of potential concerns regarding maintaining public health, the preservation of the natural environment and the protection of local amenities.

If reticulated sewerage is identified in the onsite wastewater management plan as the preferred option for improved onsite wastewater management, water authorities, in conjunction with the EPA and Councils, and in consultation with the local community, need to develop and submit to Government a sewerage management plan.

4.3.4 Environment Protection Authority Victoria

As Victoria’s environmental regulator, the EPA Victoria plays a central role in overseeing the management of OWMS. Its responsibilities under this OWMP include:

- Administering the *Environment Protection Act 2017* and associated *Regulations*
- Developing policies and guidelines to support consistent application by regulators, including councils
- Providing guidance materials to help the community understand and meet their environmental obligations
- Issuing Certificates of Conformance, which outline the types of OWMS permitted for installation in Victoria
- Approving high-volume systems that discharge more than 5,000 litres per day

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4.3.5 Department of Energy, Environment and Climate Action (DEECA)

DEECA is responsible for the management of water resources, climate change, bushfires, public land, forests, and ecosystems in Victoria. DEECA may be referred to by Council for specialist advice in circumstances where OWMS may impact on land or water resources.

4.3.6 Victorian Department of Health

The Victorian Department of Health (DH) have responsibilities under the *Public Health and Wellbeing Act 2008* and administering the *Safe Drinking Water Act 2003*

4.3.7 Service providers

The effective design, installation, and maintenance of OWMS relies on a network of qualified service providers, each with distinct responsibilities under Victorian legislation and council procedures:

- Land Capability Assessors Conduct detailed assessments of site conditions to determine the suitability of land for OWMS installation. These assessments inform system design and risk mitigation strategies.
- Licensed Plumbers Responsible for installing associated pipework in accordance with plumbing regulations. Only licensed or registered plumbers can issue compliance certificates, verifying that the work meets required standards.
- Building Surveyors Ensure that properties with OWMS have obtained the necessary permits and certifications prior to issuing an occupancy permit or certificate of final inspection. Their role supports regulatory compliance and public safety.
- Service Technicians Perform scheduled servicing of OWMS as prescribed by system type and permit conditions. Technicians must submit service reports to Council when required, supporting ongoing monitoring and enforcement.

4.4 OWS operating beyond its design life

All OWMS have a lifespan, and in time systems will become less effective in controlling the risks associated with wastewater management. Although it is the responsibility of all property owners to ensure that their OWMS are working effectively, Cardinia Shire Council has an important role in ensuring that these risks are managed, such as:

- providing education to the community about good management practices to avoid system failures;
- investigating community complaints relating to alleged system failures, such as wastewater discharges or odour, and when these occur ensuring compliance is achieved; and
- assisting applicants where new OWMS are to be installed or systems require alteration.

Council will develop an audit schedule to assess compliance of active systems. This audit schedule will prioritise high risk townships and properties identified during the risk assessment completed during the development of the OWMP. It is intended that the audit program will provide meaningful data on the compliance of OWMS in use within the municipality and provide opportunities for compliance to be achieved should non-compliance be identified.

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4.5 Existing OWMS in declared sewer districts

Council does not have any power under the *Water Act 1989* to direct existing properties with OWMS that fall within an extension to the sewer district to connect to sewer once it becomes available. This is the responsibility of the water authority managing the sewer connection in the north of the shire that would be Yarra Valley Water, everywhere else in the Shire would fall under South East Water.

Council will recommend to the applicant at the time of a planning application for a proposed new housing estate that abuts a sewer district, to investigate connection to sewer, as reticulated sewer is the best option for managing wastewater in higher density housing estates.

For existing dwellings that have an existing OWMS within a sewer district, Councils approach is that property owners will not be required to connect to sewer unless the property owner cannot manage the risks associated with the OWMS as detailed in their GED obligations, or where it is feasible to connect to new sewer infrastructure provided in growing housing development areas. Council will advocate and work collaboratively with GV Water and property owners in this process of transitioning to reticulated sewer connection if feasible.

For any new dwellings inside a declared sewer district, connection to the reticulated sewer network is a mandatory requirement.

4.6 Existing OWMS with offsite greywater discharge

Properties that were permitted at the time of development to discharge greywater offsite will not be required to upgrade their system once this OWMP is adopted, unless one of the following applies:

- the owner proposes to undertake an extension to the existing dwelling or structure or install a new structure (for example a shed or pool); and/or
- the existing OWS is no longer functioning efficiently.

Council, in consultation with the landowner and Land Capability Assessor, will review options to ensure all wastewater is treated and disposed of within the property boundary that complies with the current Guideline for onsite wastewater management and Guideline for onsite wastewater effluent dispersal and recycling systems.

5. Risk Framework

A core component of the OWMP is the township risk assessment, which is informed by the ISO 31000 risk management process and the Onsite wastewater Management Plan Risk Assessment Guidelines Final Report – June 2022. The township risk assessment allows Council to evaluate the level of risk for each township within the Shire into low, medium and high-risk categories.

The township risk assessment serves as a strategic guide for decision-makers, highlighting key considerations when planning, approving, or regulating OWMS. It supports:

- Long-term infrastructure planning

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- Targeted compliance and enforcement strategies
- Prioritisation of upgrades or sewerage connections
- Community engagement and education efforts

While the township risk profile may inform decisions related to individual properties, it does not replace site-specific assessments. For any application or compliance matter, Council officers will conduct a new risk assessment based on the unique characteristics and circumstances of the land in question.

The goal of conducting a risk assessment is to identify the risks posed by OWMS across the municipality to ensure:

- OWMS and their effluent are appropriately located and managed, and;
- Human health and environmental risks are minimised

The EPA set out the expected requirements for risk assessment in two separate documents:

- Onsite wastewater management plans Risk Assessment Guidance Final Report (v4.0) (RAGFR)
- Draft - Onsite wastewater management plans: Guidelines for developing, reviewing and updating. (OWMP). This approach is designed to be consistent with AS/NZS 1547:2012 and ISO 31000:2018 and includes risk identification, analysis, evaluation and treatment.

5.1 Cardinia Shire Councils Risk Assessment considerations

The risk assessment considered the following risk factors:

5.1.1 Land Characteristics

Lot size

Lot size links to the likelihood of inadequately treated wastewater discharging offsite leading to contamination of water bodies (surface water and groundwater). For the purposes of the risk assessment, the median lot size per township was the primary source of data. Properties or lots under 0.4 hectares increase the risk profile of a township, for any new applications for small lots will be critically assessed, and if approved, more stringent requirements and conditions will be applied to ensure the land is capable of treating wastewater onsite. The assessment excludes crown land.

Risk factor bands relating to lot size		
Low Greater than 1 hectare	Medium 0.4 – 1 hectare	high Less than 0.4 hectare

Risk identification method was GIS mapping

Topography

Topography considers the landscape of the area, including mountains, valleys or surface rivers. Topography relates to the likelihood of overland runoff transferring contaminants offsite. The slope of a site/area greatly impacts the ease with which effluent can transfer offsite in both dry and wet

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conditions and therefore the risk posed by an onsite system. Site topography can influence the likelihood of untreated OWMS run-off entering water bodies (primarily watercourse and potable water offtakes).

Risk factor bands relating to topography			
Irrigation method	Low	Medium	high
Surface irrigation	less than 6%	6 – 10%	>10%
Absorption systems	less than 6%	6-15%	>15%
Pressure compensating subsurface irrigation	less than 10%	10-30%	>30%

The risk identification method was the use of GIS mapping.

Soil type

Soil types are an essential indicator for determining appropriate OWMS types. Examples of soil types include:

- Gravels and sands – soil category 1
- Sandy loams – 2a and 2b
- Loams – 3a, 3b
- Clay clams – 4a, 4b and 4c
- Light clays – 5a, 5b and 5c
- Medium to heavy clays – 6a, 6b and 6c

Effluent discharge to soils with low permeability are more likely to travel further with a higher pathogenic/nutrient load and contaminate nearby waterways.

Council receives soil types for a given property in the Land Capability Assessment (LCA), and it is through a review of LCA’s that soil types have been assessed for the purpose of the township risk assessment. Council acknowledges more data is required relating to soil types across the Shire and has included this as an action item.

Water source	Risk factor bands relating to soil type		
	Low	Medium	high
Surface water	1, 2, 3, 4	5	6
Ground water	3, 4, 5, 6	2	1

Groundwater depth and quality

A shallow groundwater depth increases the likelihood of contamination of groundwater. Council has applied the depth from disposal site to highest seasonal water table, and use submitted Land Capability Assessments and the Visualising Victoria’s Groundwater mapping tools, which is shown below.

Risk factor bands		
Low	Medium	high
>10m or confined aquifer	5-10 meters	<5 meters

For the purpose of this risk assessment, all localities will be assessed as low risk, however, will be assessed on a property-by-property basis.

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Proximity to water source and potable water supply offtake

Proximity to a potable water supply offtake impacts the likelihood of contamination occurring from onsite treatment system failure in conjunction with risk factor parameters that impact the receptor pathways.

This information was obtained via a GIS assessment of water sources and potable water supply offtakes.

Risk factor bands relating to proximity to potable water supply offtake		
Low	Medium	high
Greater than 2KM	500 meters -2KM	less than 500 meters

Risk identification methods:

- GIS mapping
- Visualising Victoria’s Groundwater
- Land Capability Assessment data

Location of groundwater bores

The number of systems within close proximity to groundwater bores increase the likelihood of contamination that can occur in the event of an overflow or seepage through soil from the onsite system, similarly to the number of systems in a population centre to watercourse contamination.

Risk identification methods:

- GIS mapping
- catchment data from the water authorities
- data sharing with Goulburn Murray Water
- publicly available information such as [Visualising Victorias Groundwater \(VVG\)](#)

	Risk factor bands relating to proximity to bores		
	Low	Medium	high
Separation distance - onsite system to bore - number of onsite systems in each band	>250m	100m - 250m	<100m
Bore density (distance of bores to onsite systems) - number of bores within each risk band	>250m	100m - 250m	<100m

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Proximity to flood plains

Proximity of OWMS to flood plains is a threat to groundwater, surface water and potable water offtakes through inundation of systems and transport of contaminants. The higher the AEP rating the more likely that a flood will occur on the system site and the system will fail.

Data was obtained by assessing the Land Subject to Inundation overlay

Risk factor bands relating to proximity to a flood plain		
Low <1% AEP	Medium 1 – 5% AEP	high >5% AEP

Risk identification methods:

- GIS mapping
- Council Planning Scheme Overlays, such as land subject to inundation overlays
- VicPlan mapping tool, which is publicly available via mapshare.vic.gov.au

“Half the Shire is in a land inundation overlay”

Environmental Health Officer during OWMP consultation

5.1.2 Development density and land use

Number of onsite systems in the population centre

Increasing number of onsite systems in a population centre increases the likelihood that contaminants will reach an endpoint. This risk factor is an indicator of density and assumes increased likelihood of contamination in a highly dense area. Calculations of cumulative load is covered through the number of onsite systems and other consequence risk factors.

Council applies proactive consideration of the cumulative risk of existing and future OWMS on water quality that can arise from increased dwelling density.

Risk factor bands relating to OWMS density		
Low <10	Medium 10 – 200	high >200

Risk identification methods:

- GIS mapping
- Council data relating to active systems (certificate to use)

Council acknowledges that there are historical OWMS that are not on Councils records. An opportunity to audit the number of actual systems within the Shire has been included as an action item (action 2.1).

5.1.3 Weather conditions

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Rainfall

The frequency and level of rainfall events increase the likelihood of contamination occurring, with overland runoff one of the key pathway mechanisms for which contaminants are carried offsite and enter waterways as well as increasing soil infiltration. Increased frequency of rainfall also increases risk of saturation impacting evapotranspiration.

Risk factor bands		
Low <10 days	Medium 10 - 40 days	high >40 days

Risk identification method included publicly available information at the Australian Government Bureau of Meteorology.

5.1.4 Permit status

Permit status is an important risk factor, as it provides meaningful information and data to Council, including:

- Age of system
- Type of system
- Exact location of the system, and distribution fields
- Compliance information
- Recent audit dates

Risk factor bands		
Low Greater than 75% of properties with a permit	Medium 50 – 75% of properties with a permit	high Less than 50% of properties with a permit

5.2 Applying the Risk Assessment

It is important to highlight that within each township there may be localised areas that pose a higher or lower risk than determined risk rating and Cardinia Shire Council would like to reinforce that all applications or cases being reviewed will always have an authorised officer assessment irrespective of the risk rating.

The following risk weightings were applied during the risk assessment. These weightings will assist in ensuring the highest risk areas are prioritised.

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		L	M	H	VH	Weighting
Likelihood of treatment failure/under designed	Age of System	0.2	0.5	0.9		10
Likelihood of effluent leaving the lot	Lot size	0.2	0.5	0.9	1	7
	Topography (slope)	0.2	0.5	0.9		9
Likelihood of effluent travelling to the endpoint factor	Proximity to SWSC offtakes	0.2	0.5	1		5
Likelihood risk of catastrophic failure	Proximity to flood plains	0.2	0.4	0.6		
Likelihood Descriptor Ratings						
Rare	Endpoint contamination may occur only in exceptional circumstances	0-0.3				
Unlikely	Endpoint contamination could occur at some time	0.3-0.5				
Possible	Endpoint contamination should occur at some time	0.5-0.7				
Likely	Endpoint contamination will probably occur some of the time	0.7-0.9				
Almost certain	Endpoint contamination is expected to occur most of the time	0.9-1.0				

5.2.1 Our risk assessment findings and prioritisation

Our risk assessment findings were completed during the OWMP development. These findings will guide our focus areas and advocacy efforts over the next four years, ensuring that resources are directed toward the highest-priority risks and opportunities for improvement.

Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Rare	Low	Low	Low	Moderate	High
Unlikely	Low	Low	Moderate	High	High
Possible	Low	Moderate	Moderate	High	Very High
Likely	Low	Moderate	High	High	Very High
Almost Certain	Low	Moderate	High	Very High	Very High

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Region	Township	Consequence	Likelihood of treatment failure/under designed	Likelihood of effluent leaving the lot	Likelihood of effluent travelling to the endpoint factor	Likelihood risk of catastrophic failure
CENTRAL	Beaconsfield	Minor	Likely	Unlikely	Unlikely	Rare
CENTRAL	Officer	Minor	Likely	Unlikely	Rare	Rare
CENTRAL	Pakenham	Minor	Likely	Unlikely	Unlikely	Rare
FLATS	Bayles	Minor	Likely	Unlikely	Rare	Unlikely
FLATS	Bunyip	Minor	Likely	Unlikely	Rare	Rare
FLATS	Cardinia	Minor	Likely	Unlikely	Rare	Unlikely
FLATS	Catani	Minor	Likely	Unlikely	Rare	Unlikely
FLATS	Cora Lynn	Moderate	Likely	Rare	Rare	Unlikely
FLATS	Dalmore	Insignificant	Likely	Rare	Rare	Unlikely
FLATS	Garfield	Insignificant	Likely	Unlikely	Rare	Rare
FLATS	Heath Hill	Major	Almost certain	Rare	Rare	Rare
FLATS	Iona	Minor	Likely	Rare	Rare	Unlikely
FLATS	Koo Wee Rup	Moderate	Likely	Unlikely	Rare	Unlikely
FLATS	Koo Wee Rup North	Minor	Almost certain	Unlikely	Rare	Unlikely
FLATS	Lang Lang	Minor	Likely	Unlikely	Rare	Rare
FLATS	Modella	Major	Almost certain	Unlikely	Rare	Unlikely
FLATS	Nar Nar Goon	Minor	Likely	Unlikely	Rare	Unlikely
FLATS	Nyora	Major	Almost certain	Rare	Rare	Rare
FLATS	Officer South	Major	Almost certain	Unlikely	Rare	Unlikely
FLATS	Pakenham South	Minor	Likely	Rare	Rare	Unlikely
FLATS	Rythdale	Major	Almost certain	Rare	Rare	Unlikely
FLATS	Tooradin	Major	Almost certain	Unlikely	Rare	Unlikely
FLATS	Tynong	Minor	Likely	Unlikely	Unlikely	Unlikely
FLATS	Vervale	Minor	Likely	Rare	Rare	Unlikely
FLATS	Yannathan	Moderate	Almost certain	Rare	Rare	Unlikely
HILLS	Avonsteigh	Major	Likely	Possible	Unlikely	Rare
HILLS	Beaconsfield Upper	Minor	Likely	Possible	Unlikely	Rare
HILLS	Bunyip North	Minor	Almost certain	Unlikely	Possible	Rare
HILLS	Clematis	Moderate	Likely	Possible	Unlikely	Rare
HILLS	Cockatoo	Major	Likely	Possible	Unlikely	Rare
HILLS	Dewhurst	Major	Almost certain	Unlikely	Possible	Rare
HILLS	Emerald	Minor	Likely	Possible	Unlikely	Rare
HILLS	Garfield North	Moderate	Almost certain	Unlikely	Possible	Rare
HILLS	Gembrook	Moderate	Likely	Possible	Unlikely	Rare
HILLS	Guys Hill	Minor	Likely	Possible	Unlikely	Rare
HILLS	Maryknoll	Moderate	Likely	Possible	Unlikely	Rare
HILLS	Menzies Creek	Major	Likely	Possible	Possible	Rare
HILLS	Monomeith	Minor	Almost certain	Unlikely	Rare	Unlikely
HILLS	Mount Burnett	Minor	Likely	Unlikely	Possible	Rare
HILLS	Nangana	Major	Almost certain	Unlikely	Possible	Rare
HILLS	Nar Nar Goon North	Moderate	Likely	Unlikely	Possible	Rare
HILLS	Pakenham Upper	Moderate	Likely	Possible	Possible	Rare
HILLS	Tonimbuk	Major	Likely	Unlikely	Possible	Rare
HILLS	Tynong North	Moderate	Likely	Possible	Possible	Rare

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5.2.2 Risk assessment priority area’s

A wide variety of risks exist in each township, requiring action to remove or reduce them. The magnitude of risk posed by threats is dependent on the individual characteristics of each township. These include, the size of the threats, significance of the local environment, quality of the storm water infrastructure, exposure of threats to the public and availability of threat reduction measures.

To enable Council to gain a better understanding of the impacts and risk, Council would need to focused audit program in these areas to identify the following:

- confirm properties less than 1000 square metres (with very low or high soil percolation rates);
- investigate inadequate and failing wastewater infrastructure
- is storm water infrastructure unable to cope with anticipated increase in flow rates and regular contamination by domestic wastewater, including high levels of faecal bacteria and/or nutrients identified in nearby storm water drains or groundwater
- steep grades prone to instability exacerbated by high rainfall, moving ground water springs and high wastewater loading
- investigative sampling of storm water and/or ground waters may be used to monitor impacts of wastewater disposal in the area

Information and data collation is a critical primary phase that must be completed before effective risk-based interventions can be undertaken. The quality and extent of the information Council hold for individual wastewater treatment systems (OWMS) directly influences the quality and extent to which subsequent actions can be conducted.

Region	Highest Priority townships	Moderate priority townships
Flats	Heath Hill	Cora Lynn
	Modella	Koo Wee Rup
	Nyora	
	Officer South	
	Rythdale	
	Tooradin	
HILLS	Dewhurst	Avonsleigh
	Monomeith	Clematis
		Cockatoo
		Gembrook
		Maryknoll
		Menzies Creek
		Nar Nar Goon North
		Tonimbuk
		Tynong North

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6. Land Capability Assessments

Due to the Shire being located within special water supply catchments, the submission of a Land Capability Assessment (LCA) is a mandatory requirement at the Planning stage for any new dwelling or subdivision. An LCA assist applicants, Council and Water Authorities by providing specific and relevant information about the ability for wastewater to be contained on the property.

The table below provides the expected information to be provided within an LCA.

LCA Topics	Examples
Background and proposal detail	<ul style="list-style-type: none"> overview of the proposal limitations and assumptions
Land features	<ul style="list-style-type: none"> topography and drainage soil characteristics, soil permeability and vegetation across the site. With a focus on the land capability areas average rainfall, and flooding potential catchment area bores, dams and groundwater building envelope erosion potential local comate and aspect of the site
Site information	<ul style="list-style-type: none"> property location property title zoning and overlays land use (past and present) use of surrounding areas
Infrastructure	<ul style="list-style-type: none"> available services
Land capability	<ul style="list-style-type: none"> land constraints soil percolation risk rating and summary management protocols
Recommendations	<ul style="list-style-type: none"> recommended OWMS OWMS design and specifications disposal fields and reserve area allocations
Management and maintenance	Ongoing management, maintenance, reporting and other requirements
Supporting data and mapping	<ul style="list-style-type: none"> accurate mapping supporting soil classification test data

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Council Environmental Health Officer will use the matrix detailed below to determine if an LCA is required.

Feature	No LCA required	LCA to the satisfaction of the EHO – must address limiting factors	Comprehensive LCA required
Distance to potable supply reservoir	>1KM	500m – 1Km	<500m
Community building or infrastructure	-	Yes	Yes
Commercial use	-	Yes	Yes
House size	1-4 bedrooms	5-6 bedrooms	>6 bedrooms
Lot size	>2 hectares	0.5 – 2 hectares	<0.5 hectares
Setback to dam, lake, or reservoir - potable water supply catchment	>300m	<300m	<300m
Setback to waterway in potable water supply catchment	>100m	>100m	>100m
Setback to non-potable waterway	>100m	60-100m	<60m
Setback to an unmarked drainage line	>40m	20-40m	<20m
Wastewater field up-slope of adjacent lot or building	>10m	<10m	<10m
Wastewater field down-slope of adjacent lot or building	>6m	<6m	<6m
The potential volume of wastewater	<1000L/D	1000-2000L/D	>2000LD

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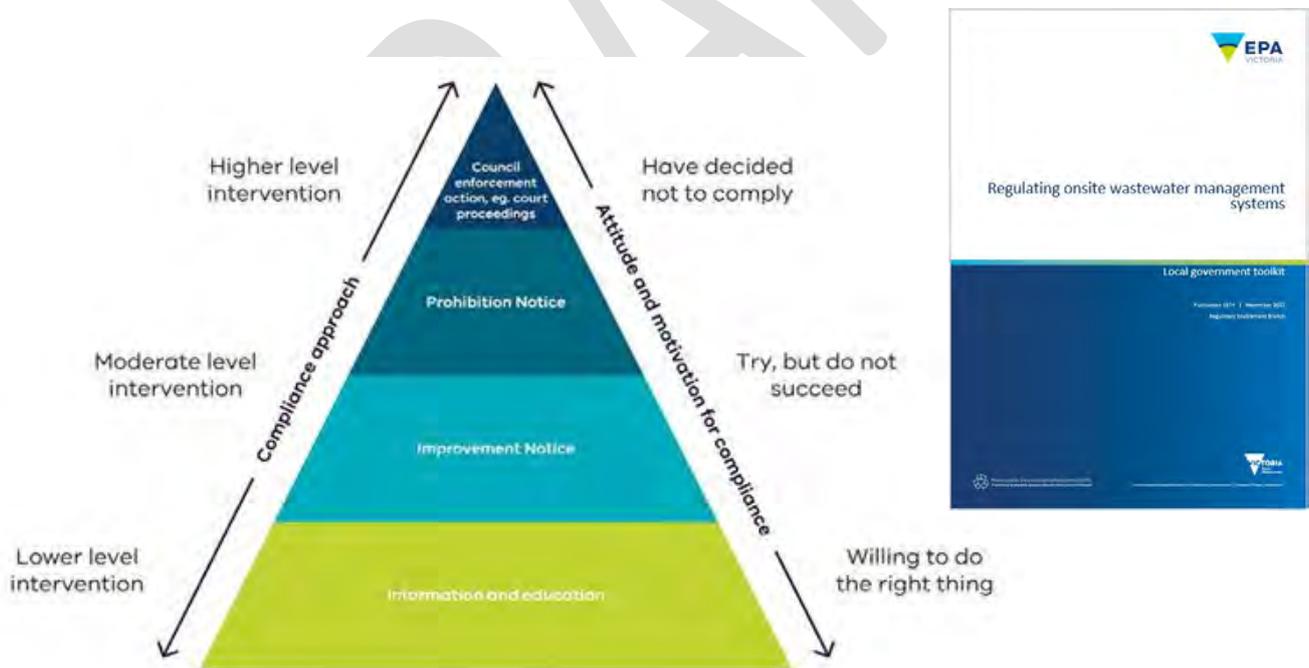
7. Compliance and monitoring

All OWMS have a lifespan, and in time systems will become less effective in controlling the risks associated with wastewater management systems. Although it is the responsibility of all property owners to ensure that their OWMS are working effectively, Cardinia Shire Council has an important role to play in ensuring that these risks are managed, such as:

- educating the community, and people responsible for an OWMS about good management practices
- investigating community complaints relating to alleged system failures, such as wastewater discharges or odour, and when these occur ensuring compliance is achieved
- assessing applications, and land capability assessments before and during installation

7.1 Council compliance monitoring program

Cardinia Shire Council is committed to fair and consistent application of legislation relating to OWMS. To achieve this commitment, authorised officers will make compliance and enforcement decisions in-line with guidance published by the Environment Protection Authority – Regulating Onsite Wastewater Management Systems (November 2022).



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Council is committed to developing education material that is consistent with resources prepared by Environment Protection Authority.

Following are examples of how Council may apply various education, compliance and enforcement options outlined in the Environment Protection Act:

Compliance and Enforcement tools	Scenario
Education	"I called the owner of the property and reminded them that the quarterly reports are required to be submitted."
Notice ordering maintenance	"After notification of an OWMS overflow, a Notice ordering maintenance was issued providing a direction for desludging."
Official Warning	"As the permit condition was breached, Council issued an Official Warning to the property owner."
Improvement Notice	"As the permit condition was breached, Council issued an Improvement Notice on the property owner."
Prohibition Notice	"Due to the public health risk, a Prohibition Notice has been issued. This means the OWMS cannot be used until compliance has been achieved."
Infringement Notice	"Due to the owner of the property not complying with the Improvement Notice, Council is issuing an Infringement Notice under the EP Regulation 163(4) - Comply with Council notice requiring maintenance."
Prosecution	"The occupier continued to use the OWMS after the Prohibition Notice had been issued. Council has decided to support a prosecution."

7.2 Our approach to compliance and education

Cardinia Shire Council is committed to fair and consistent regulation. To achieve this commitment, Council has developed policy and procedure to align with EPA guidance.

8. Existing OWMS in sewerred areas

For properties within the Shire that already have an OWMS, Cardinia Shire Council’s policy is that property owners are not required to connect to sewer unless:

- The OWMS fails and the associated risks, as outlined in the General Environmental Duty obligations are not managed; or
- The property is subdivided.

In the case of subdivision, all lots – including the existing property must be connected to the reticulated sewer system.

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9. Implementing our OWMP

9.1 Where have we come from our last OWMP (previously called DWMP)

Council's last DWMP (Domestic Wastewater Management Plan) was developed in 2020 - 2025 and highlighted a number of key issues relating to domestic wastewater management within Cardina Shire. These included:

- Inconsistencies in relation to domestic wastewater data;
- A need to ensure ongoing strategic alliances with the water authority and ensuring the DWMP aligns with future Sewerage Management Plans developed by the authority;
- Decisions concerning domestic wastewater management at Cardinia are not supported by an over-arching wastewater operational management strategy or decision making framework;
- The need for regional land capability mapping system to assist in the decision-making process regarding individual septic tank installations;
- The number of failing wastewater systems in operation within the municipality is unknown;
- The need for referral processes for developments within unsewered areas within the municipality;
- The need to develop a wastewater community education program to assist in improving the community's knowledge of the risks associated with the poor maintenance of wastewater systems, and;
- The need for a greywater reuse policy and an associated community education program to ensure greywater is managed appropriately.

Council has undertaken a large amount of work in data cleansing and updating Council GIS platform to ensure that all old septic tank data and new is in the one repository, so wastewater information is readily available to Environmental Health Officer, community members and agencies.

9.2 What does the future look like

This new OWMP forms part of Council's response to an integrated whole-of-Council approach to promoting the best environmental practice in domestic wastewater management. This approach is designed to assess and improve overall onsite wastewater management program performance and effectiveness with the aim of maintaining amenity and reducing risk to human health and the environment.

The focus area for Council's management of onsite wastewater is informed by several main factors, including Council's statutory duty and key stakeholder strategic priorities. Council's management strategies for wastewater continue to be informed by three factors:

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1. Council's statutory duty
2. Council's capacity to undertake wastewater management services
3. The risks posed by ineffective septic tanks systems

Given the diversity of wastewater management performance in our townships, the OWMP identifies the current challenges being experienced, the wastewater management designs or requirements, and any recommended system improvement options. This OWMP identifies four strategies for the management of wastewater systems within Cardinia Shire Council.

The capacity of council to undertake these activities and services requires a range of resources including:

- the collection of appropriate data at the point source through an ongoing monitoring program, development of a domestic wastewater information management system, and analysis of this information;
- review and development of operating policies and procedures,
- to ensure that the OWMP is strategically linked to other Council plans, and;
- the development of, and access to, a range of information by owners of septic tank systems and other stakeholders.
- the building and sustaining internal and external relationships is a fundamental element in improving the level of collaboration, consultation, information and resource sharing between agencies.
- this OWMP should be used as a tool for Council to advocate for the infrastructure and service investment needed to support population growth in their growing municipalities by partnering with higher levels of government and water authorities.

Council commits to implementing these strategies to improve the management of wastewater across the municipality. The success of this OWMP relies upon the active involvement of all stakeholders and Council. Actions identified will contribute to the implementation of these strategies and will be monitored annually and reviewed every three years.

10. Onsite wastewater management strategies

The following action plan outlines Council's wastewater management strategies for the 2026 – 2029 period.

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Strategy 1 –Healthy Environments - Promote sustainable wastewater practices and support community understanding			
<i>To implement an efficient and comprehensive program of education, facilitation, and enforcement to ensure property owners fulfil their responsibilities for the maintenance of their on-site wastewater systems by the Council’s Wastewater Management Policy to prevent risks to public health or the environment.</i>			
Action	Action	Outcomes	Timeframe
1.1	Provide fair, accurate, and accessible information on good wastewater management principles, practices, and improvement options	<ul style="list-style-type: none"> ➤ Develop a suite of education resources to assist developers, plumbers and property owners to understand and comply with their legal responsibilities for monitoring and maintenance of their wastewater systems, including; <ul style="list-style-type: none"> ➤ website, factsheets, ➤ installation guide, ➤ DWMP, ➤ approvals process, ➤ connect to sewer information ➤ Provide information to prospective buyers via Section 32 Sale of Land Act 3. ➤ Develop robust wastewater compliance processes including procedures for managing non-compliance. ➤ Introduce procedural fairness into regulatory management/enforcement. 	Year 1
1.2	Ensure OWMS are operated and maintained in a way that minimises risks to human health and the environment	<ul style="list-style-type: none"> • Develop standard operating procedures for onsite wastewater inspections associated with complaints and systems without permits. • Regulate OWMS in accordance with the Environment Protection Regulations 2021, utilising the regulating Onsite Wastewater Systems: Local Government Toolkit (publication 1974, May 2021) 	Year 1
1.3	Develop a township risk prioritisation plan	<ul style="list-style-type: none"> • Focus on high priority townships identified in risk assessment • Improved risk data for strategic planning and decision making • Design standards can be developed for high-risk townships • Improve onsite wastewater management by assessing gaps and improving data collection • Assess any property in an onsite wastewater containment area where Council does not have data. • Collaborate with stakeholders on results of water data from receiving environments • Review documentation from maintenance providers to identify permit and system maintenance requirements 	Year 1 - 3
1.4	Encourage property owners to connect to sewer (in declared areas)	<ul style="list-style-type: none"> • Utilise internal building and planning referral process to encourage system upgrades where required • Properties provided sewer in high density area’s to be encouraged to connect through notification to the water authority. 	Years 1 - 3

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Strategy 2 – The protection of the public health and environment is at the centre of wastewater decisions.			
<i>Encourage community participation and partnerships with key stakeholders for greater involvement in wastewater issues</i>			
Action	Action	Outcomes	Timeframe
2.1	Raise profile of wastewater system operation and maintenance requirements within the municipality and region	<ul style="list-style-type: none"> Implement targeted education campaigns to property owners, occupiers and agents in high-risk areas at appropriate times. Provide readily accessible wastewater management information in other languages and in both hard copy and web-based formats. 	Year 2
2.2	Utilise a Risk Management Framework to identify townships and high-risk sites that require a review of their wastewater treatment and disposal options to enable long term sustainability and future growth of townships.	<ul style="list-style-type: none"> Investigate innovative and sustainable community-scale or on-site wastewater treatment and water cycle management solutions in partnership with key stakeholders Regularly engage with relevant water authorities to discuss sustainable and future on-site wastewater disposal system needs for townships and high-risk sites that reduce environmental impacts Investigate health protection measures to address high-risk and accessible contaminated stormwater drains or groundwaters. Seek improved maintenance and development of stormwater drainage in priority townships in partnership with Council’s Projects and Infrastructure departments. 	Year 2
2.3	<ul style="list-style-type: none"> Develop an environmental monitoring program in collaboration with other agencies. 	<ul style="list-style-type: none"> Implement a comprehensive environmental monitoring program including the collection of water samples from selected locations and arranging their analysis at a NATA-approved laboratory. Prepare an annual report outlining the results of the environmental monitoring program and any improvements that have been made. 	Year 3

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Strategy 3 – Regulatory Management			
<i>Ensure that Council policies and procedures to manage wastewater reflecting regulatory frameworks and utilising available tools to assist with clear, accountable, transparent decision-making and enforcement</i>			
Action	Action	Outcomes	Timeframe
3.1	Our authorised officers will have the required skills and knowledge to make decisions fairly, consistently and proportionate to risk.	<ul style="list-style-type: none"> • Development of Council wastewater policy through evidence-based investigation, including enforcement protocols. <ul style="list-style-type: none"> • Wastewater policy to include: <ul style="list-style-type: none"> ➢ New OWS approvals process, including the introduction of a fee structure to address human wastewater from large scale commercial, industrial or agricultural development ➢ Upgrade OWS approvals process; ➢ Transition from existing OWS to upgrade and connection to sewer process; ➢ Changes to permits (eg system changes, transfer property ownership) ➢ Non-permit (eg older dwellings with no records) to permit process ➢ Rebuilding of dwellings destroyed by fire/flood; ➢ Enforcement (eg failing/aged/non-maintained systems) process; ➢ Green energy home design and greywater reuse; ➢ EHO training procedures (including induction) 	Year 2 & 3
3.2	Explore alternative or innovative uses of existing legislative provisions to enhance wastewater management processes	<ul style="list-style-type: none"> • Develop and implement a septic tank inspection program (prioritised by risk, including age of system) to gather system details at property level. • Influence and assist Government agencies and other stakeholders to improve the regulatory framework within which the Council operates. 	Year 2 & 3
3.3	Establish an audit and enforcement program to ensure that property owners and service technicians or agents adequately fulfil their respective responsibilities	<ul style="list-style-type: none"> • Advocate to government agencies and other stakeholders to improve the regulatory framework within which Council operates. • Develop robust wastewater compliance processes including procedures for managing non-compliance. • Introduce procedural fairness into regulatory management/enforcement. 	Year 2 & 3

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Strategy 4 – Collaboration			
<i>Strengthen partnerships with stakeholders to improve outcomes and share responsibility</i>			
Action	Action	Outcomes	Timeframe
4.1	Identify, plan and advocate for the provision of sewerage infrastructure in growth areas	<ul style="list-style-type: none"> Investigate alternative, community scale treatment systems for priority townships, and availability of funding in collaboration with water corporations. Liaise with appropriate departments to ensure that planning and infrastructure proposals adequately address wastewater management needs for townships 	Year 1, 2 & 3
4.2	Develop an internal stakeholder group with key Council representatives being Environmental Health, Strategic planning, Sustainability and Engineering to collaborate and advocate on wastewater priorities	<ul style="list-style-type: none"> Meet quarterly to discuss wastewater priorities Share data and information to identify wastewater opportunities for townships. Promote and facilitate ongoing coordination of internal resources into wastewater management strategies and projects. 	Year 1, 2 & 3
4.3	Develop and strengthen external stakeholder relationships and collaboration on wastewater management projects and programs.	<ul style="list-style-type: none"> Identify shared water/ wastewater objectives and strategies with external water authorities and stakeholders. 	Year 2 & 3
4.4	Determine priorities for implementation and recommend to Council for consideration via the annual budget process as a result of the annual review.	<ul style="list-style-type: none"> Annual review of the action plan and reporting to Council and stakeholders on progress, including results of inspection and monitoring program. A full review of the OWMP (including independent audit) four years after its adoption by Council. 	Year 1,2 & 3 Year 3

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Appendix 1 – Risk band summary

Risk Factor	Parameter	Bands			
		Low	Medium	High	
Number of onsite systems in the population centre	Number of onsite wastewater management systems in a population centre	<10	10 - 200	>200	
Ongoing performance of systems (type and age of systems)	Treatment type and age - number of onsite systems in each band	Secondary and Tertiary Treatment	<5 years	5 - 15 years	>15 years or poorly maintained
		Primary Treatment	-	-	All systems
Lot size	Median lot size	>10 ha	2 - 10 ha	<2 ha	
	Number of sites < 0.4 ha	-	-	All sites attributed very high risk	
Topography	Slope (%) - number of onsite systems in each band	Surface Irrigation	<6%	6% - 10%	>10%
		Absorption Systems	<6%	6% - 15%	>15%
		Subsurface Irrigation	<10%	10% - 30%	>30%
Soil type	Soil category - number of onsite systems in each band	Surface Water	1, 2, 3, 4	5	6
		Ground Water	3, 4, 5, 6	2	1
Proximity to watercourse	Distance to watercourse – number of onsite systems in each band	>100m	60m - 100m	<60m	
Proximity to potable water supply offtake in SWSC	Distance to potable water supply dam, lake, reservoir or offtake point – number of onsite systems in each band	>2km	500m - 2km	<500m	
Proximity to flood plains	Annual Exceedance Probability (AEP) - number of onsite systems in each band	<1% AEP	1% - 5% AEP	>5% AEP	
Proximity to / density of groundwater bores	Separation distance - onsite system to bore - number of onsite systems in each band	>250m	100m - 250m	<100m	
	Bore density (distance of bores to onsite systems) - number of bores within each risk band	>250m	100m - 250m	<100m	
Groundwater depth and quality	Depth from disposal site to highest seasonal water table – number of onsite systems in each band	>10 m or confined aquifer	5m - 10m	<5m	
Weather conditions (rainfall)	Rainfall - number of days (annual average) with rainfall above 10mm	<10 days	10 - 40 days	>40 days	
Optional Risk Factors					
Number of accommodation and commercial sites (indicator of the quantity of wastewater produced)	Number of rooms or sites - number of onsite systems in each band	Accommodation	<3 rooms/sites	3 - 20 rooms/sites	>20 rooms/sites
	Capacity of wastewater system (L/day) - number of onsite systems in each band	Commercial	<600	600 - 2999	3000 - 5000

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Appendix 2 – Risk assessment expanded

Risk Band	Age			Lot Size				Topography (Slope)			SWSC Proximity			Flood Plains			
	Low	Medium	High	Low	Medium	High	Very high	Low	Medium	High	Low	Medium	High	Low	Medium	High	
	0.2	0.5	0.9	0.2	0.5	0.9	1	0.2	0.5	0.9	0.2	0.5	1	0.2	0.4	0.6	
Moderator	10			7				9			5			1			
Weighting	10			7				9			5			1			
CENTRAL	Beaconsfield	13	11	610	26	119	235	254	634			287	347		634		
	Officer	27	25	911	53	250	105	555	963			720	243		867	96	
	Pakenham	40	90	1642	347	442	475	508	1772			955	817		1597	175	
FLATS	Bayles	11	45	392	142	189	39	78	448			448				448	
	Bunyip	70	90	1142	68	112	663	459	1302			1065	237		1270	32	
	Cardinia		25	304	143	42	69	75	329			329				329	
	Catani	3	12	190	79	76	16	34	205			205				205	
	Cora Lynn		19	168	125	16	24	22	187			187				187	
	Dalmore	12	17	80	74	21	8	6	109			105	4			109	
	Garfield	34	24	578	113	207	173	143	636			552	84		439	197	
	Heath Hill			60	31	19	8	2	60			60			54	6	
	Iona		14	55	54	11	3	1	69			69				69	
	Koo Wee Rup	6	20	921	360	301	148	138	947			942	5			947	
	Koo Wee Rup North			27	10	12	4	1	27			27				27	
	Lang Lang	12	13	231	81	31	92	52	256			256			256		
	Modella			23	12	4	5	2	23							23	
	Nar Nar Goon	26	15	373	210	48	99	57	414			414			168	246	
	Nyora			15	11	2	2	2	15			15			15		
	Officer South			46	23	12	7	4	46			46			12	34	
	Pakenham South	10	7	206	148	29	41	5	223			223				223	
	Rythdale			35	22	6	3	4	35			35				35	
	Tooradin			4	1	3			4			4				4	
	Tynong	13	4	143	62	45	19	34	160			108	52		73	87	
Vervale	7		22	18	9	2		29			29				29		
Yannathan			90	45	38	6	1	90			90			17	73		
HILLS	Avonsleigh	8	4	358	70	110	118	72	12	358			58	312	370		
	Beaconsfield Upper	68	52	1976	198	735	616	547	116	1980			389	1707	2096		
	Bunyip North			51	31	8	9	3		51				51			
	Clematis	34	10	307	25	57	52	217	44	307			159	192	351		
	Cockatoo	4	8	1035	166	136	243	502	12	1035			482	565	1047		
	Dewhurst			147	70	55	22			147					147		
	Emerald	356	74	2491	139	434	757	1591	422	2499			1442	1479	2921		
	Garfield North			158	74	58	23	3		158				158			
	Gembrook	29	68	1856	353	552	444	604	94	1859			527	1426	1940	13	
	Guys Hill	8	14	190	14	57	116	25	22	190			19	193	206	6	
	Maryknoll	13	8	513	35	53	438	8	21	513			302	232	527	7	
	Menzies Creek	10		176	17	78	41	50	10	176				186	186		
	Monomeith			37	22	7	8			37			37		37		
	Mount Burnett	10	9	74	43	15	27	8	19	74				93	88	5	
	Nangana			38	18	15	4	1		38				38	38		
	Nar Nar Goon North		12	458	248	141	71	10	12	458			2	468	463	7	
	Pakenham Upper	16	9	938	219	557	156	31	25	938			963		930	33	
	Tonimbuk	11	6	106	86	18	15	4	11	112			2	121	119	4	
Tynong North	7	8	327	103	123	99	17	15	327			342		342			

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Risk	Age			Lot Size				Topography (Slope)			SWSC Proximity			Flood Plains			
	Low	Medium	High	Low	Medium	High	Very high	Low	Medium	High	Low	Medium	High	Low	Medium	High	
Band	0.2	0.5	0.9	0.2	0.5	0.9	1	0.2	0.5	0.9	0.2	0.5	1	0.2	0.4	0.6	
Moderator	10			7				9			5			1			
Weighting	10			7				9			5			1			
CENTRAL	Beaconsfield	2.6	5.5	549	5.2	59.5	211.5	254	126.8	0	0	57.4	173.5	0	126.8	0	0
	Officer	5.4	12.5	819.9	10.6	125	94.5	555	192.6	0	0	144	121.5	0	173.4	38.4	0
	Pakenham	8	45	1477.8	69.4	221	427.5	508	354.4	0	0	191	408.5	0	319.4	70	0
FLATS	Bayles	2.2	22.5	352.8	28.4	94.5	35.1	78	89.6	0	0	89.6	0	0	0	179.2	0
	Bunyip	14	45	1027.8	13.6	56	596.7	459	260.4	0	0	213	118.5	0	254	12.8	0
	Cardinia	0	12.5	273.6	28.6	21	62.1	75	65.8	0	0	65.8	0	0	0	131.6	0
	Catani	0.6	6	171	15.8	38	14.4	34	41	0	0	41	0	0	0	82	0
	Cora Lynn	0	9.5	151.2	25	8	21.6	22	37.4	0	0	37.4	0	0	0	74.8	0
	Dalmore	2.4	8.5	72	14.8	10.5	7.2	6	21.8	0	0	21	2	0	0	43.6	0
	Garfield	6.8	12	520.2	22.6	103.5	155.7	143	127.2	0	0	110.4	42	0	87.8	78.8	0
	Heath Hill	0	0	54	6.2	9.5	7.2	2	12	0	0	12	0	0	10.8	2.4	0
	Iona	0	7	49.5	10.8	5.5	2.7	1	13.8	0	0	13.8	0	0	0	27.6	0
	Koo Wee Rup	1.2	10	828.9	72	150.5	133.2	138	189.4	0	0	188.4	2.5	0	0	378.8	0
	Koo Wee Rup North	0	0	24.3	2	6	3.6	1	5.4	0	0	5.4	0	0	0	10.8	0
	Lang Lang	2.4	6.5	207.9	16.2	15.5	82.8	52	51.2	0	0	51.2	0	0	51.2	0	0
	Modella	0	0	20.7	2.4	2	4.5	2	4.6	0	0	4.6	0	0	0	9.2	0
	Nar Nar Goon	5.2	7.5	335.7	42	24	89.1	57	82.8	0	0	82.8	0	0	33.6	98.4	0
	Nyora	0	0	13.5	2.2	1	1.8	0	3	0	0	3	0	0	3	0	0
	Officer South	0	0	41.4	4.6	6	6.3	4	9.2	0	0	9.2	0	0	2.4	13.6	0
	Pakenham South	2	3.5	185.4	29.6	14.5	36.9	5	44.6	0	0	44.6	0	0	0	89.2	0
	Rythdale	0	0	31.5	4.4	3	2.7	4	7	0	0	7	0	0	0	14	0
	Tooradin	0	0	3.6	0.2	1.5	0	0	0.8	0	0	0.8	0	0	0	1.6	0
	Tynong	2.6	2	128.7	12.4	22.5	17.1	34	32	0	0	21.6	26	0	14.6	34.8	0
Vervale	1.4	0	19.8	3.6	4.5	1.8	0	5.8	0	0	5.8	0	0	0	11.6	0	
Yannathan	0	0	81	9	19	5.4	1	18	0	0	18	0	0	3.4	29.2	0	
HILLS	Avonsleigh	1.6	2	322.2	14	55	106.2	72	2.4	179	0	11.6	156	0	74	0	0
	Beaconsfield Upper	13.6	26	1778.4	39.6	367.5	554.4	547	23.2	990	0	77.8	853.5	0	419.2	0	0
	Bunyip North	0	0	45.9	6.2	4	8.1	3	0	25.5	0	0	25.5	0	10.2	0	0
	Clematis	6.8	5	276.3	5	28.5	46.8	217	8.8	153.5	0	31.8	96	0	70.2	0	0
	Cockatoo	0.8	4	931.5	33.2	68	218.7	502	2.4	517.5	0	96.4	282.5	0	209.4	0	0
	Dewhurst	0	0	132.3	14	27.5	19.8	0	0	73.5	0	0	73.5	0	29.4	0	0
	Emerald	71.2	37	2241.9	27.8	217	681.3	1591	84.4	1249.5	0	288.4	739.5	0	584.2	0	0
	Garfield North	0	0	142.2	14.8	29	20.7	3	0	79	0	0	79	0	31.6	0	0
	Gembrook	5.8	34	1670.4	70.6	276	399.6	604	18.8	929.5	0	105.4	713	0	388	5.2	0
	Guys Hill	1.6	7	171	2.8	28.5	104.4	25	4.4	95	0	3.8	96.5	0	41.2	2.4	0
	Maryknoll	2.6	4	461.7	7	26.5	394.2	8	4.2	256.5	0	60.4	116	0	105.4	2.8	0
	Menzies Creek	2	0	158.4	3.4	39	36.9	50	2	88	0	0	93	0	37.2	0	0
	Monomeith	0	0	33.3	4.4	3.5	7.2	0	0	18.5	0	7.4	0	0	0	14.8	0
	Mount Burnett	2	4.5	66.6	8.6	7.5	24.3	8	3.8	37	0	0	46.5	0	17.6	2	0
	Nangana	0	0	34.2	3.6	7.5	3.6	1	0	19	0	0	19	0	7.6	0	0
	Nar Nar Goon North	0	6	412.2	49.6	70.5	63.9	10	2.4	229	0	0.4	234	0	92.6	2.8	0
	Pakenham Upper	3.2	4.5	844.2	43.8	278.5	140.4	31	5	469	0	0	481.5	0	186	13.2	0
	Tonimbuk	2.2	3	95.4	17.2	9	13.5	4	2.2	56	0	0.4	60.5	0	23.8	1.6	0
	Tynong North	1.4	4	294.3	20.6	61.5	89.1	17	3	163.5	0	0	171	0	68.4	0	0

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		Likelihood of treatment failure/under designed			Likelihood of effluent leaving the lot				Likelihood of effluent travelling to the endpoint factor		Likelihood risk of catastrophic failure	
		Age	Lot Size	Topography	SWSC Proximity		Flood Plains					
					7	9	5	1				
Total System	Risk Bank	Likelihood	Total Risk Bank	Risk Bank	Likelihood	Total Risk Bank	Risk Bank	Likelihood	Total Risk Bank	Risk Bank	Likelihood	
CENTRAL	Beaconsfield	634	557.1	0.88	530.2	0.84	126.8	0.20	230.9	0.36	126.8	0.20
	Officer	963	837.8	0.87	785.1	0.82	192.6	0.20	265.5	0.28	211.8	0.22
	Pakenham	1772	1530.8	0.86	1225.9	0.69	354.4	0.20	599.5	0.34	389.4	0.22
FLATS	Bayles	448	377.5	0.84	236	0.53	89.6	0.20	89.6	0.20	179.2	0.40
	Bunyip	1302	1086.8	0.83	1125.3	0.86	260.4	0.20	331.5	0.25	266.8	0.20
	Cardinia	329	286.1	0.87	186.7	0.57	65.8	0.20	65.8	0.20	131.6	0.40
	Catani	205	177.6	0.87	102.2	0.50	41	0.20	41	0.20	82	0.40
	Cora Lynn	187	160.7	0.86	76.6	0.41	37.4	0.20	37.4	0.20	74.8	0.40
	Dalmore	109	82.9	0.76	38.5	0.35	21.8	0.20	23	0.21	43.6	0.40
	Garfield	636	539	0.85	424.8	0.67	127.2	0.20	152.4	0.24	166.6	0.26
	Heath Hill	60	54	0.90	24.9	0.42	12	0.20	12	0.20	13.2	0.22
	Iona	69	56.5	0.82	20	0.29	13.8	0.20	13.8	0.20	27.6	0.40
	Koo Wee Rup	947	840.1	0.89	493.7	0.52	189.4	0.20	190.9	0.20	378.8	0.40
	Koo Wee Rup North	27	24.3	0.90	12.6	0.47	5.4	0.20	5.4	0.20	10.8	0.40
	Lang Lang	256	216.8	0.85	166.5	0.65	51.2	0.20	51.2	0.20	51.2	0.20
	Modella	23	20.7	0.90	10.9	0.47	4.6	0.20	4.6	0.20	9.2	0.40
	Nar Nar Goon	414	348.4	0.84	212.1	0.51	82.8	0.20	82.8	0.20	132	0.32
	Nyora	15	13.5	0.90	5	0.33	3	0.20	3	0.20	3	0.20
	Officer South	46	41.4	0.90	20.9	0.45	9.2	0.20	9.2	0.20	16	0.35
	Pakenham South	223	190.9	0.86	86	0.39	44.6	0.20	44.6	0.20	89.2	0.40
	Rythdale	35	31.5	0.90	14.1	0.40	7	0.20	7	0.20	14	0.40
	Tooradin	4	3.6	0.90	1.7	0.43	0.8	0.20	0.8	0.20	1.6	0.40
	Tynong	160	133.3	0.83	86	0.54	32	0.20	47.6	0.30	49.4	0.31
Vervate	29	21.2	0.73	9.9	0.34	5.8	0.20	5.8	0.20	11.6	0.40	
Yannathan	90	81	0.90	34.4	0.38	18	0.20	18	0.20	32.6	0.36	
HILLS	Avonsteigh	370	325.8	0.88	247.2	0.67	181.4	0.49	167.6	0.45	74	0.20
	Beaconsfield Upper	2096	1818	0.87	1508.5	0.72	1013.2	0.48	931.3	0.44	419.2	0.20
	Bunyip North	51	45.9	0.90	21.3	0.42	25.5	0.50	25.5	0.50	10.2	0.20
	Clematis	351	288.1	0.82	297.3	0.85	162.3	0.46	127.8	0.36	70.2	0.20
	Cockatoo	1047	936.3	0.89	821.9	0.79	519.9	0.50	378.9	0.36	209.4	0.20
	Dewhurst	147	132.3	0.90	61.3	0.42	73.5	0.50	73.5	0.50	29.4	0.20
	Emerald	2921	2350.1	0.80	2517.1	0.86	1333.9	0.46	1027.9	0.35	584.2	0.20
	Garfield North	158	142.2	0.90	67.5	0.43	79	0.50	79	0.50	31.6	0.20
	Gembrook	1953	1710.2	0.88	1350.2	0.69	948.3	0.49	818.4	0.42	393.2	0.20
	Guys Hill	212	179.6	0.85	160.7	0.76	99.4	0.47	100.3	0.47	43.6	0.21
	Maryknoll	534	468.3	0.88	435.7	0.82	260.7	0.49	176.4	0.33	108.2	0.20
	Menzies Creek	186	160.4	0.86	129.3	0.70	90	0.48	93	0.50	37.2	0.20
	Monomeith	37	33.3	0.90	15.1	0.41	18.5	0.50	7.4	0.20	14.8	0.40
	Mount Burnett	93	73.1	0.79	48.4	0.52	40.8	0.44	46.5	0.50	19.6	0.21
	Nangana	38	34.2	0.90	15.7	0.41	19	0.50	19	0.50	7.6	0.20
	Nar Nar Goon North	470	418.2	0.89	194	0.41	231.4	0.49	234.4	0.50	95.4	0.20
	Pakenham Upper	963	851.9	0.88	493.7	0.51	474	0.49	481.5	0.50	199.2	0.21
Tonimbuk	123	100.6	0.82	43.7	0.36	58.2	0.47	60.9	0.50	25.4	0.21	
Tynong North	342	299.7	0.88	188.2	0.55	166.5	0.49	171	0.50	68.4	0.20	

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		Primary	Secondary	Tertiary	TOTAL	Average	Consequence	Likelihood of treatment failure/under designed		Likelihood of effluent leaving the lot		Likelihood of effluent travelling to the endpoint factor		Likelihood risk of catastrophic failure	
								RP Likelihood	Likelihood (Matrix)	RP Likelihood	Likelihood (Matrix)	RP Likelihood	Likelihood (Matrix)	RP Likelihood	Likelihood (Matrix)
CENTRAL	Beaconsfield	159	23	3	185	2.84	Minor	0.88	Likely	0.48	Unlikely	0.36	Unlikely	0.20	Rare
	Officer	138	17		155	2.89	Minor	0.87	Likely	0.47	Unlikely	0.28	Unlikely	0.22	Rare
	Pakenham	287	54	1	342	2.84	Minor	0.86	Likely	0.42	Unlikely	0.34	Unlikely	0.22	Rare
FLATS	Bayles	79	16	1	96	2.81	Minor	0.84	Likely	0.34	Unlikely	0.20	Rare	0.40	Unlikely
	Bunyip	307	54	3	364	2.84	Minor	0.83	Likely	0.49	Unlikely	0.25	Rare	0.20	Rare
	Cardinia	69	14		83	2.83	Minor	0.87	Likely	0.36	Unlikely	0.20	Rare	0.40	Unlikely
	Catani	57	8	1	66	2.85	Minor	0.87	Likely	0.33	Unlikely	0.20	Rare	0.40	Unlikely
	Cora Lynn	45	5		50	2.90	Moderate	0.86	Likely	0.29	Rare	0.20	Rare	0.40	Unlikely
	Dalmore	18	11		29	2.62	Insignificant	0.76	Likely	0.27	Rare	0.21	Rare	0.40	Unlikely
	Garfield	133	24	2	159	2.82	Insignificant	0.85	Likely	0.40	Unlikely	0.24	Rare	0.26	Rare
	Heath Hill	21	1		22	2.95	Major	0.90	Almost certain	0.29	Rare	0.20	Rare	0.22	Rare
	Iona	36	5		41	2.88	Minor	0.82	Likely	0.24	Rare	0.20	Rare	0.40	Unlikely
	Koo Wee Rup	173	11		184	2.94	Moderate	0.89	Likely	0.34	Unlikely	0.20	Rare	0.40	Unlikely
	Koo Wee Rup North	8	1		9	2.89	Minor	0.90	Almost certain	0.32	Unlikely	0.20	Rare	0.40	Unlikely
	Lang Lang	103	20	1	124	2.82	Minor	0.85	Likely	0.40	Unlikely	0.20	Rare	0.20	Rare
	Modella	12			12	3.00	Major	0.90	Almost certain	0.32	Unlikely	0.20	Rare	0.40	Unlikely
	Nar Nar Goon	104	19		123	2.85	Minor	0.84	Likely	0.34	Unlikely	0.20	Rare	0.32	Unlikely
	Nyora	5			5	3.00	Major	0.90	Almost certain	0.26	Rare	0.20	Rare	0.20	Rare
	Officer South	15			15	3.00	Major	0.90	Almost certain	0.31	Unlikely	0.20	Rare	0.35	Unlikely
	Pakenham South	41	6		47	2.87	Minor	0.86	Likely	0.28	Rare	0.20	Rare	0.40	Unlikely
	Rythdale	6			6	3.00	Major	0.90	Almost certain	0.29	Rare	0.20	Rare	0.40	Unlikely
	Tooradin	1			1	3.00	Major	0.90	Almost certain	0.30	Unlikely	0.20	Rare	0.40	Unlikely
	Tynong	40	7		47	2.85	Minor	0.83	Likely	0.35	Unlikely	0.30	Unlikely	0.31	Unlikely
Vervale	7	1	1	9	2.67	Minor	0.73	Likely	0.26	Rare	0.20	Rare	0.40	Unlikely	
Yannathan	39	3		42	2.93	Moderate	0.90	Almost certain	0.28	Rare	0.20	Rare	0.36	Unlikely	
HILLS	Avonsteigh	71	3		74	2.96	Major	0.88	Likely	0.57	Possible	0.45	Unlikely	0.20	Rare
	Beaconsfield Upper	482	75	8	565	2.84	Minor	0.87	Likely	0.59	Possible	0.44	Unlikely	0.20	Rare
	Bunyip North	17	2		19	2.89	Minor	0.90	Almost certain	0.46	Unlikely	0.50	Possible	0.20	Rare
	Clematis	67	7		74	2.91	Moderate	0.82	Likely	0.63	Possible	0.36	Unlikely	0.20	Rare
	Cockatoo	289	13	1	303	2.95	Major	0.89	Likely	0.62	Possible	0.36	Unlikely	0.20	Rare
	Dewhurst	42			42	3.00	Major	0.90	Almost certain	0.46	Unlikely	0.50	Possible	0.20	Rare
	Emerald	612	74	9	695	2.87	Minor	0.80	Likely	0.63	Possible	0.35	Unlikely	0.20	Rare
	Garfield North	59	4		63	2.94	Moderate	0.90	Almost certain	0.47	Unlikely	0.50	Possible	0.20	Rare
	Gembrook	468	43		511	2.92	Moderate	0.88	Likely	0.58	Possible	0.42	Unlikely	0.20	Rare
	Guys Hill	74	11	2	87	2.83	Minor	0.85	Likely	0.60	Possible	0.47	Unlikely	0.21	Rare
	Maryknoll	153	10	1	164	2.93	Moderate	0.88	Likely	0.63	Possible	0.33	Unlikely	0.20	Rare
	Menzies Creek	40	2		42	2.95	Major	0.86	Likely	0.58	Possible	0.50	Possible	0.20	Rare
	Monomeith	8	1		9	2.89	Minor	0.90	Almost certain	0.46	Unlikely	0.20	Rare	0.40	Unlikely
	Mount Burnett	24	4		28	2.86	Minor	0.79	Likely	0.47	Unlikely	0.50	Possible	0.21	Rare
	Nangana	7			7	3.00	Major	0.90	Almost certain	0.46	Unlikely	0.50	Possible	0.20	Rare
	Nar Nar Goon North	165	16		181	2.91	Moderate	0.89	Likely	0.46	Unlikely	0.50	Possible	0.20	Rare
	Pakenham Upper	255	16	2	273	2.93	Moderate	0.88	Likely	0.50	Possible	0.50	Possible	0.21	Rare
	Tonimbuk	53	1		54	2.98	Major	0.82	Likely	0.42	Unlikely	0.50	Possible	0.21	Rare
	Tynong North	98	7	2	107	2.90	Moderate	0.88	Likely	0.51	Possible	0.50	Possible	0.20	Rare

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Appendix 3- Community Resources

Resource	Location
<p>Requirements for owners and occupiers of land with an OWMS</p>	<p>https://www.epa.vic.gov.au/for-community/environmental-information/water/about-wastewater/onsite-wastewater-regulatory-framework</p>
<p>Standards for onsite wastewater treatment plants</p> <p><i>Appropriate standard is: An onsite wastewater treatment plant type must be assessed by a body accredited under the Joint Accreditation System of Australia and New Zealand or any other accreditation body approved by the Authority (assessment body). The assessment body must certify the treatment plant as conforming with the relevant Australian and New Zealand standards (appropriate standards).</i></p>	<p>https://www.epa.vic.gov.au/for-community/environmental-information/water/about-wastewater/standards-for-onsite-wastewater-treatment-plants</p>
<p>Guidance for owners and occupiers of land with an OWMS ≤ 5000 liters on any day (including septic tank systems)</p> <p><i>The Environment Protection Act 2017 (EP Act) creates a GED that applies to all Victorians from 1 July 2021. The GED requires anyone conducting an activity that poses risks to human health and the environment from pollution and waste, to minimise those risks.</i></p> <p><i>If you own or use an onsite wastewater management system (OWMS), including septic tank systems and secondary treatment systems, the GED applies to you. It also applies to how you construct, install, alter, operate, and maintain the system, deal with faults or system failures, and manage your waste</i></p>	<p>https://www.epa.vic.gov.au/about-epa/publications/1976</p>
<p>Regulating onsite wastewater management systems: local government toolkit</p> <p><i>Environment Protection Authority Victoria (EPA) has developed this toolkit to support local government (council) officers in Victoria to understand and enforce the laws under the Environment Protection Act 2017 (the Act) and the proposed Environment Protection Regulations 2021 (the Regulations). This toolkit sets out the new laws for on-site wastewater management systems (OWMS) with a daily design or actual flow rate of sewage capacity of 5000 liters (L) or less that councils can enforce.</i></p>	<p>Regulating onsite wastewater management systems: local government toolkit Environment Protection Authority Victoria (epa.vic.gov.au)</p>

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Planning Practice Note: 39: Using the Integrated Water Management Provisions of Clause 56 – Residential Subdivision

<https://www.planning.vic.gov.au/guides-and-resources/guides/planning-practice-notes>

*Clause 56 provides sustainable water management requirements that aim to integrate the use of all water resources – including rainwater, reused water, recycled **water**, and stormwater – and reduce the use of potable water.*

Australian and New Zealand Standards

The following standards are relevant to the design, construction, and installation of onsite wastewater management systems.

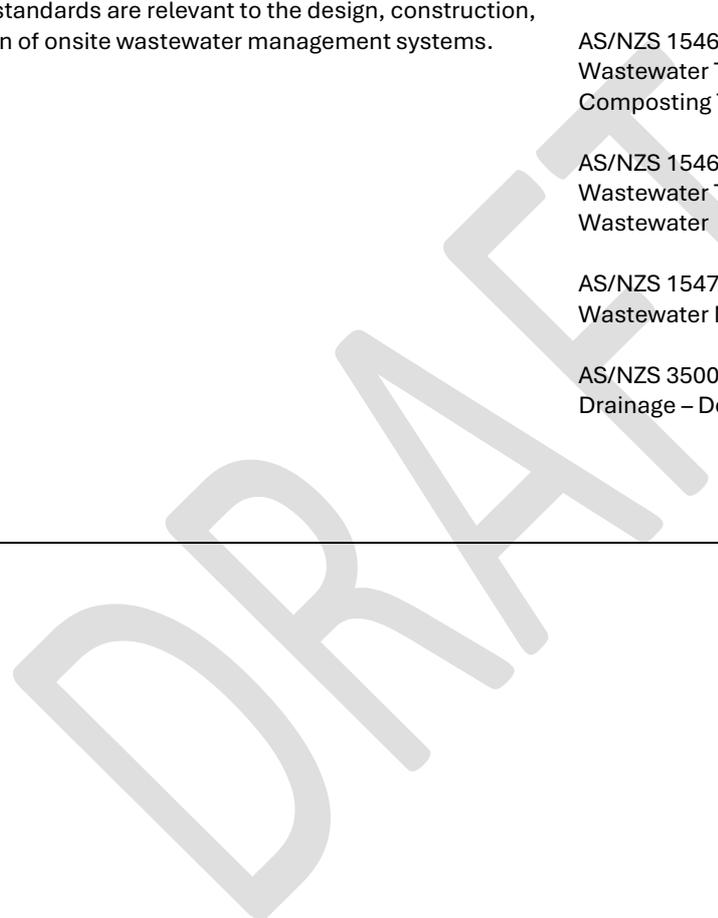
AS/NZS 1546.1:2008 Onsite Domestic Wastewater Treatment Units – Septic Tanks

AS/NZS 1546.2:2008 Onsite Domestic Wastewater Treatment Units – Waterless Composting Toilets

AS/NZS 1546.3:2008 Onsite Domestic Wastewater Treatment Units – Aerated Wastewater

AS/NZS 1547:2000 Onsite Domestic Wastewater Management

AS/NZS 3500 National Plumbing and Drainage – Domestic Installations



7.3.3 DOMESTIC ANIMAL MANAGEMENT PLAN 2026-2029

Responsible GM:	Debbie Tyson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>1. Thriving Communities</p> <p>1.3 Wellbeing and liveability - With diverse partner agencies we work to protect, improve and promote community health and wellbeing by implementing the Cardinia Shire Council Liveability Plan 2017-2029.</p> <p>5. Responsible Leaders</p> <p>5.1 Customer focus - We deliver customer-centered service that is clear, accessible, and responsive.</p> <p>5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.</p> <p>5.4 Advocacy - We act as a proactive and powerful advocate for our community, influencing outcomes that improve and enhance quality of life, access to services and future opportunities for our residents.</p> <p>5.5 Continuous improvement - We take advantage of emerging technologies to continuously improve our customer experience, ensure our services are efficient, scalable and secure.</p>

Recommendation

That Council:

1. Adopts the Domestic Animal Management Plan 2026-2029 in accordance with the requirements of section 68A of the *Domestic Animals Act 1994*.
2. Publishes the new Domestic Animal Management Plan 2026-2029 to Cardinia's website.

Executive Summary

Cardinia Shire Council has developed its Domestic Animal Management Plan (DAMP) for 2026-2029, a statutory requirement under the *Domestic Animals Act 1994*. The plan aims to enhance animal welfare, promote responsible pet ownership, protect the environment, enforce local laws, and provide dedicated open spaces for pets.

Key proposed changes include a register to record mandatory training for officers, initiatives to increase pet registrations, improved nuisance management, continued investigation and education on dog attacks, targeted education on fencing, and support for vulnerable communities. Community consultation has been undertaken, with Council adoption now being sought on the final plan.

Background

Cardinia Shire Council is developing its Domestic Animal Management Plan (DAMP) for the period 2026-2029. The DAMP aims to ensure the welfare of animals, promote responsible pet ownership, protect the environment, enforce local laws, and provide dedicated open spaces for pets.

Under Section 68A of the Domestic Animals Act 1994, every Victorian Council must prepare a DAMP every four years, in consultation with the Secretary. The plan must outline how the Council will manage domestic animals in its area, ensuring compliance with the Act and other relevant legislation.

The plan is designed to guide the management of animal services within the community, and all Councils must base their plan on the following **8 key themes**:

1. Training of Authorised Officers
2. Registration and Identification
3. Nuisance dogs and cats
4. Dog Attacks
5. Dangerous, Menacing and Restricted Breed Dogs
6. Overpopulation and Euthanasia
7. Domestic Animal Businesses
8. Other matters

Each Domestic Animal Management Plan must:

1. Set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and
2. Outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district.
3. Provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and
4. Provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and
5. Provide for the periodic evaluation of any program, service, strategy or review outlined under the Plan.

Key outcomes from Domestic Animal Management Plan (2021-2025)

As per the legislated requirement, Council has reported to the secretary on the previous DAMP (2021-2025). This plan focused on the same 8 key themes and achieved significant outcomes, including increased pet registration rates, securing state government grants for desexing and successful community education programs on responsible pet ownership. These outcomes provide a strong foundation for the upcoming plan.

The attached Draft DAMP 2026-2029 includes a comprehensive table detailing the full outcomes of the actions implemented under the DAMP 2021-2025.

Community Engagement

To develop the draft DAMP for 2026-2029, Council actively sought community feedback through a recent survey primarily targeting pet owners, while welcoming responses from all residents within the Shire. Survey links were made accessible via Council Compliance Officers' email signatures, posters at off-leash dog parks, vet clinics, Council customer service areas, social media, and the Creating Cardinia Page. The survey received positive engagement, with responses from 1,242 registered pet owners and 49 other residents.

The top three priorities for Council that residents identified in the survey were:

- cats roaming outside of their property,
- uncollected dog poo,
- and dog attacks.

Notably, there has been a significant increase in responsible cat ownership since 2022.

- More cat owners now report having a cat run or enclosure (30%, up from 22% in 2022), and
- Fewer are allowing their cats to roam freely during the day (17%, down from 21% in 2022)
- The 2025 findings indicate that 74% of cat owners keep their cats contained either inside or within a cat enclosure, demonstrating a positive trend towards responsible pet ownership.
- The survey highlighted concerns from cat owners who suggested that they should not be required to pay for animal registration as they do not utilise facilities or services.

These survey results have been carefully reviewed and instrumental in shaping the draft Domestic Animal Management Plan (DAMP) for 2026-2029.

Proposed 2026-2029 Plan – 8 Key themes

- **Training:**
 - Mandatory Training for Authorised Officers: Including workshops, and forums at animal welfare organisations and better documentation of Training, including maintaining a training register to comply with WorkSafe OHS requirements.
- **Registration and Identification**
 - Initiatives to Increase Pet Registrations and consider rebates for cat owners who can provide evidence that they have installed a cat enclosure or other means of keeping their cat permanently contained to the property.
- **Nuisance dogs and cats**
 - Working with internal Council environment teams to identify and address areas of biodiversity value. Continue to offer cat trapping services with no fee (deposit only), providing directions and agreements for safe trapping.
 - Promote information on the Council website, regarding off leash dog parks and barking issues and explore the provision of free waste bags at popular dog walking locations.
- **Dog Attacks**
 - Continued Investigation and Prosecution: Investigating all dog complaints and prosecuting where required, with a focus on education, on fencing requirements in rural areas, reviewing signage in off-leash parks, and encouraging reporting via QR codes. Utilise mapping systems to identify hot spots and target areas for patrols
- **Dangerous, Menacing and Restricted Breed Dogs**
 - Continue spot inspections, and targeted follow-ups with fines or prosecutions as necessary.
- **Overpopulation and Euthanasia**
 - Continuing mandatory desexing of cats, seeking funding and collaboration options for discounted or free desexing services. Promoting education, overpopulation and responsible pet ownership, through adoption and desexing.
- **Domestic Animal Businesses**
 - Responding to complaints, conducting proactive campaigns, and ensuring compliance with codes of practice with Councils current 14 registered Domestic Animal Businesses.
- **Other matters**
 - Exploring options for linking vulnerable community members (family violence and related homelessness) with support organisations for emergency boarding services and promote current services.

Policy Implications

The position outlined is a continuation of Council's existing policy position

Financial and Resource Implications

Continuation of Compliance budget and current resources, exploring grant opportunities as well as 2025/2026 approved initiative of \$10K to increase animal registration.

Climate Emergency Consideration

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

Consultation/Communication

Involved a community survey and community consultation phase

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. A Gender Impact Assessment (GIA) has been identified as a requirement for this Domestic Animal Management Plan and will be completed prior to the planning, engagement, and delivery of the project.

Attachments

1. Attachment 1 - Domestic Animal Management Plan 2026 - 29 [7.3.3.1 - 47 pages]

Cardinia Shire Council



Draft Domestic Animal Management Plan 2026 - 29

November 2025

Information about this document

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Cardinia Shire Council

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Domestic Animal Management Plans

Section 68A of the *Domestic Animals Act 1994*, requires every Council in Victoria to prepare, in consultation with the Secretary¹, a Domestic Animal Management Plan. A new Plan must be prepared every 4 years.

Each Domestic Animal Management Plan must:

1. Set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and
2. Outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district; and
3. Outline programs, services and strategies which the Council intends to pursue in its municipal district:
 - a. to promote and encourage the responsible ownership of dogs and cats;
 - b. to ensure that people comply with this Act, the regulations and any related legislation;
 - c. to minimise the risk of attacks by dogs on people and animals;
 - d. to address any over-population and high euthanasia rates for dogs and cats;
 - e. to encourage the registration and identification of dogs and cats;
 - f. to minimise the potential for dogs and cats to create a nuisance;
 - g. to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations; and
4. Provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and
5. Provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and
6. Provide for the periodic evaluation of any program, service, strategy or review outlined under the Plan.

Every Council must:

1. Review its Domestic Animal Management Plan annually and, if appropriate, amend the Plan;
2. Provide the Secretary with a copy of the Plan and any amendments to the Plan; and
3. Publish an evaluation of its implementation of the Plan in its annual report.

This Domestic Animal Management Plan has been prepared to comply with these requirements.

¹ Secretary means the person who is, for the time being, the Department Head of the Department of Economic, Jobs, Training and Resources (s68A of the DAA)

Executive summary

This is Cardinia Shire's Domestic Animal Management Plan for 2026-2029. The Plans relate to Council's management of dogs and cats. It has been prepared following a review of Council's current services, programs and strategies together with feedback received from Councillors, Council staff and the community.

This Domestic Animal Management Plan addresses Council's responsibilities under the *Domestic Animals Act*, as well as the local laws and orders relating to dogs and cats.

The Plan is structured around the following 8 strategic themes:

1. Training of Authorised Officers
2. Registration and Identification
3. Nuisance dogs and cats
4. Dog Attacks
5. Dangerous, Menacing and Restricted Breed Dogs
6. Overpopulation and Euthanasia
7. Domestic Animal Businesses
8. Other matters

The mechanisms for conducting annual reviews and reporting and for making amendments to the Plan are contained at the end of the Plan.

Introduction

The *Domestic Animals Act 1994* (the DAA) provides the foundation for Cardinia Shire's animal management service. The purpose of the service is to promote animal welfare, the responsible ownership of dogs and cats, and the protection of the environment.

Every Victorian Council is required to produce a Domestic Animal Management Plan (DAMP) which is reviewed annually and renewed every 4 years. This is Cardinia Shire's Plan for 2026-2029.

Purpose of the Plan

The DAMP will guide Cardinia Shire in its service to the community, increasing the likelihood of animals being reunited with their owners and reducing the number of dogs and cats in shelters and potentially being euthanised.

It will assist the Shire in minimising nuisance and possible danger created by some dogs and cats. It will also ensure that officers responsible for implementing the plan are skilled and trained to effectively deliver the service.

The DAMP sets out a method for evaluating whether the animal control services provided by Cardinia Shire Council is adequate to give effect to the requirements of the DAA and the regulations; and outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of the DAA in Cardinia Shire Council.

Mission statement

To encourage and facilitate responsible pet ownership through education and innovative strategies that allows people and pets to integrate safely and harmoniously within Cardinia Shire.

Link to Cardinia's Council Plan and Vision

Cardinia's Council Plan is Council's key strategic document that will that help to prepare for the challenges ahead. It will deliver Council's vision by focusing efforts on:

- Strong communities
- Liveable places
- Thriving Environments
- Prosperous economies

while also being **responsible leaders**

The Cardinia DAMP links with the Council Plan and will support achieving these keys directions by delivering the following:

Councils	Action delivered through the DAMP
Strong communities	Conducting community engagement during key animal management projects or Local Law reviews to ensure residents are involved in the decision making when it comes to matters involving their cats and dogs. Responsible pet ownership can be a feature of strong communities.
Liveable Places	Provide places for people to exercise their dogs in line with community expectations. This includes monitoring the community's needs, and patrolling and monitoring public spaces to ensure they are safe and can be enjoyed by all residents throughout the Shire. Educate the community and enforce the requirements of the <i>Domestic Animals Act 1994</i> and Council's local laws relating to the keeping of dogs and cats.

Shire profile

Cardinia Shire is situated about 55 kilometres south-east of the Melbourne CBD and is one of eight 'interface Councils' forming the perimeter of metropolitan Melbourne, providing a transition between urban and rural areas.

More than 135,000 people now call Cardinia Shire home. The population is forecast to grow to 183,596 by 2031². It is one of the fastest growing municipalities in Victoria.

Neighbouring councils include Casey, Yarra Ranges, Baw Baw, South Gippsland and Bass Coast Councils.

It comprises 1,280 square kilometres of land – which is larger than Casey Council and Bass Coast Council but smaller than Baw Baw Shire and Yarra Ranges Shire.

The Shire has 3 distinct geographic areas. Each presents different challenges for the domestic animal management service.

Our **urban areas** of Beaconsfield, Pakenham and Officer and our railway towns of Nar Nar Goon, Tynong, Garfield and Bunyip are a mix of traditional country towns and new metropolitan areas.

Our **hills area** sits at the Dandenong Ranges foothills and is home to country charm villages including Emerald, Gembrook, Cockatoo and Upper Beaconsfield.

Our **southern rural area** has rich, productive landscapes that support local farming, food production and rural living across our townships including Koo Wee Rup and Lang Lang. The area also includes the catchments for internationally significant Ramsar wetlands which support migratory shorebirds and other waterbirds, fish and marine invertebrates.

² This growth will predominately be in Pakenham, Officer, Officer South, Beaconsfield and Nar Nar Goon North.

Council’s animal management service

Cardinia Shire’s Compliance Services team is primarily responsible for implementing and managing the Domestic Animal Management Plan. This team sits within the Regulatory Services business unit of Cardinia Shire.

The compliance services team have 13 field officers, 8 officers have some animal management tasks and 4 of whom deal with animal management issues as approximately 50% of their work activity. In addition to animal management, all officers also undertake local laws, planning enforcement and parking enforcement matters. The animal management staffing structure is set out in the table below:

General Manager Community and Planning Services	
Manager Regulatory Services	
Coordinator Compliance Services	
Team Leader Compliance Services	
Senior Compliance Services Officer x 2	Compliance Services Officer x 6

Domestic animal management request data

Animal management report type	21/22	24/25
Number of requests total	1950	2137
Barking dog reports	361	348
Nuisance wandering cat reports	247	178
Dog attack reports (On animal, person and rush)	128	162

Compliance Services Officers are trained and dedicated to maintaining community safety and amenity. This is achieved by balancing enforcement activities with community education and compliance.

In addition to administering the state-wide requirements of the DAA, Council has the following requirements that are also administered by the Compliance Services team:

- *Cats are required to be desexed* - All cats over the age of 3 months must be desexed (Council Order pursuant to DAA).
- *Dogs are required to be leashed in public places except in dedicated dog off-leash areas* (Council Order pursuant to DAA).
- *Dog owners are required to carry a bag that is suitable to remove their dogs’ faeces from public places* (clause 49 of Community Local Law 2024).

- *24 hour Cat Curfew* - All cats are required to be confined to their owner's property (Council Order pursuant to DAA).
- *Keeping multiple animals* -A permit is required to keep more animals than the amount specified in the tables below (s45 of Community Local Law 2024).

Column 1 Type of animals	Column 2 Land less than 1000m2	Column 3 Land of between 1,000m2 to 4000m2	Column 4 Land greater than 4000m2
Dogs	2	2	4
Cats	2	2	4

The following standard procedures and policies are used in the animal management service.

- Compliance Services – Picking up Cats Procedure
- Compliance Services – Picking up Dogs Procedure
- Compliance Services – After hours Procedure
- Compliance Services – Handling Domestic Animals procedure
- Compliance Service – Declared Dog and Destruction Procedure.
- Compliance Services - Barking Dog Procedure Policy
- Declared Dog Audit policy
- Compliance Services and Prosecutions– Dog Attack response, seizure, investigation and prosecution procedure

Key outcomes of DAMP 2021-2025

The table below lists the outcomes of the actions in the DAMP 2021-2025

Program/service initiative	Action	Completed/outcome
Conduct Animal Management Officer Training.	Animal management handling and training.	Officers attended the following: <ul style="list-style-type: none"> - Animal handling training by external provider annually - First aid training (specific focus on animal bites) - Dog bite prevention training by external provider
Promote and Encourage responsible Pet Ownership.	Review information provided on Council's website Issue media releases through Council's Communication Department	<ul style="list-style-type: none"> - Extensive media releases during life of Plan. - Information updated on Council's website - Information provided on the back of animal registration renewals around DAA orders and other ownership requirements - Had primary schools attend our Council offices to improve responsible pet ownership and understanding how to behave around dogs to reduce dog attacks
Ensure compliance with Act and Regulations.	Conduct an annual doorknock to identify and register all dogs and cats Monitor compliance of dogs on leash in public areas.	<ul style="list-style-type: none"> - Engaged external contractor to conduct highly successful door knock campaign to target new animal registrations. - Officers conducted follow up door knocks of unpaid animal registration renewals. - Introduced more internal layers on our mapping system to better understand where animals are registered to see "hot spot" areas or areas of concern with low registration rates. - All off leash parks are regularly patrolled and complaints followed up on.

Program/service initiative	Action	Completed/outcome
Minimise the risk of dog attacks.	Monitor and review dog off-leash areas. Conduct regular patrols of all council parks and reserves. Ensure properties have suitable fencing to securely contain dogs. Review signage in public places. Investigate a QR code link to Council's website with important information	<ul style="list-style-type: none"> - Responding to reports in off leash areas including patrols. - Notices have been issued to properties for failing to provide adequate fencing to secure dogs. - Sent schools emails to promote the living safely around dog's program offered by animal welfare Victoria - Signage was updated for all our off leash dog parks to make them much clearer for people using them. QR codes will be investigated again in next plan but we have begun to use them on materials being handed out relating to animal registration.
Address over population and high euthanasia of dogs and cats.	Encourage re-housing and adoption of unwanted dogs and cats. Hire of cat cages for trapping of feral cats.	<ul style="list-style-type: none"> - Cat traps are readily available for hire. - Unclaimed dogs and cats that pass assessments have been rehoused.
Encourage the registration and identification of dogs and cats.	Annual mail out of dog/cat registration renewal forms. Mail out reminder notices for unpaid animal registrations.	<ul style="list-style-type: none"> - Registration renewal forms sent out mid-February each year. - Final Reminder notices sent out mid-May each year. - Regular media releases encouraging pet registration, web site notice referring to pet registration. - Door knocks for new registrations and follow up
Minimise the potential for dogs and cats to create a nuisance.	Encourage the use of cat enclosures. Pet owners to carry dog tidy bags when walking dogs.	<ul style="list-style-type: none"> - In cases of cat wandering issues officers have promoted the installation of cat enclosures. - Letter box drops of brochures for reports of wandering cats. Cat cage hire available. - Reviewed and implemented new internal barking dog procedure

Program/service initiative	Action	Completed/outcome
Dangerous Dogs, Menacing Dogs and Restricted Breed Dogs.	Programmed inspections of registered properties housing Restricted, Declared or Menacing Dogs. Ensure information is readily available that clearly outlines restrictions for the above dogs.	<ul style="list-style-type: none"> - All properties housing RBDs, Dangerous/Menacing dogs are audited annually including spot checks. - Proactively inspected industrial areas for guard dogs or properties that were using dangerous dog signs inappropriately.
Review existing orders made under the Act and Local Laws.	Review and adopted new Local Law	<ul style="list-style-type: none"> - Completed review and adopted new Community Local Law 2024. - Orders made under the DAA for cat desexing and off leash areas.

Consultation process

The development of the Domestic Animal Management Plan (DAMP) was informed by a comprehensive consultation process involving Councillors, the Compliance Services team, Biodiversity team, Parks Planning team, Community Safety and Inclusion team, and the broader Cardinia community.

Council conducted a community survey focusing on the strategic themes of the Domestic Animal Management Plan (DAMP). This survey replicated the structure of the 2022 version, with minor updates to ensure relevance. Invitations to participate were sent via email or letter to all households with a currently registered dog and/or cat.

Additionally, an open-access version was made available on the Creating Cardinia platform for non-pet owners, promoted through Council communication channels. We are pleased to report that the survey received responses from 1,242 registered pet owners and 49 individuals who participated via the open-access option.

Key community priorities:

The top three issues identified for Council to address in promoting responsible pet ownership remain consistent with previous findings:

- Cats roaming outside of their property.
- Uncollected dog waste.
- Dog attacks.

Since 2022, there has been an increase in the proportion of respondents that have concerns around dog behaviour including:

- Dogs annoying or intimidating people
- Dogs off-leash and not returning to their owners
- Dog attacks.

There were some variations by region:

- **Hills Region:** Higher concern for roaming cats and dogs not confined to properties.
- **Growth Region:** Greater emphasis on dogs off-leash in inappropriate areas, lack of supervision by owners of off-leash dogs, roaming cats and uncollected dog waste.
- **East Region:** Increased focus on dogs exhibiting intimidating behaviour and dogs not securely confined to their properties.

We have used the data collected to inform the Action plan for the 8 strategic themes.

1. Training of authorised officers

The purpose of this part of the Domestic Animal Management Plan is to promote actions that ensure all animal management officers are skilled and appropriately trained to deliver our services and programs.

The Compliance Services team apply Standard Operating Procedures to ensure consistency of approach across the team. Staff are trained and experienced in conducting animal management investigations.

New officers are required to undertake a structured induction program focusing on the skills needed to be an effective authorised officer. Ongoing training is also undertaken with budget dedicated to Animal handling, use of animal management equipment and animal bite safety training.

Current and planned training

Authorised Officer Training	Current	Planned
Industry training	Staff are routinely required to attend industry training. Including animal handling, animal assessment, use of animal management equipment, statement taking, prosecution, computer skills	Annually
OHS training – dealing with aggressive customers	Training is offered annually as internal training available to all council staff	Annually
Bureau of Animal Welfare – training and information days	All Compliance Staff attend these sessions on a rotating basis or as they become available	As listed by Animal Welfare Victoria
Induction program for new staff – animal handling	All staff as part of their induction process are taken through a training program that covers such issues as, manual handling, use of animal specific equipment, procedures, animal diseases, dog/cat behaviour, aggressive dogs, feral cats and body language.	All new staff
Authorised Officer Training	Council’s prosecution team provides training for new authorised officers to address core competencies and skills.	All new staff
Internal Organisational Training	Staff attend in-house training over a range of case management principles	Annually
Animal handling training provided by Accredited Trainer	All staff attend “hands on” animal handling training that deals with, body language aggressive dogs, behavioural issues, cat trapping, handling cats.	All new staff and bi-annually

Action plan

Objective 1.1 ensure that Compliance Services Officers have the skills necessary to effectively perform their regulatory role and ensure community safety.						
#	Activity	Timeframe				Evaluation
		Y 1	Y 2	Y 3	Y 4	
1.1.1	Ongoing training supplied to officers to enhance investigation and animal handling skills	x	x	x	x	Documentation to be kept of training attended by all animal management officers in a central location.
1.1.2	Encourage officers to attend workshops, seminars, forums and conferences delivered by organisations such as Agriculture Victoria, RSPCA and AIAM.					
1.1.3	Develop and review internal animal management policies and providing training on these policies annually	x				Documentation to be finalised
1.1.4	provide staff training on internal animal management policies annually		x	x	x	Annual training given to animal management officers.

Objective 1.2 Develop a training policy that identifies minimum training requirements and any additional training needs that should be undertaken by animal management officers.						
#	Activity	Timeframe				Evaluation
		Y 1	Y 2	Y 3	Y 4	
1.2.1	Identify minimum expected training of Animal Management staff and track completion	x	x	x	x	Documentation to be finalised and incorporated into an approved council training policy
1.2.2	Identify additional training opportunities for animal management staff	x	x	x	x	Documentation of additional training attended by officers

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2. Registration and permanent identification

The purpose of this part of the Domestic Animal Management Plan is to promote actions that ensure encourage the registration and identification of dogs and cats in accordance with the Domestic Animals Act.

Discussion and current situation

Registration is important because it assists in the return of lost animals to their owner, including in some circumstances direct return without the need for them enter the pound. It also ensures that the animal management service is funded by those that own domestic animals.

During consultation very few survey respondents admitted to having unregistered dogs and/or cats. However, those that do far more often cited not being able to afford it as the reason (22%) than was recorded in 2022 (7%). The incidence of rating the current registration fees as poor increased notably in 2025 (31%, up from 15% in 2022), mostly due to it being perceived as not offering any value or benefit (especially for those who keep their cats contained, who feel it is unfair that their fees are the same as dogs which are provided with public infrastructure). It was noted by some that the fees have increased significantly, and comments suggest that it has reached a point where it is causing cost-of-living pressures and perhaps acting as a disincentive to register.

In 2025, cat owners more often rated the registration fees as poor or very poor (40%, compared to 30% dog owners). And suggestions included varying the fees based on the living situation of the pet (e.g. cheaper rates for contained cats) and rebates for cat owners who build enclosures.

The number of registrations varies year to year. The variation is a function of new registrations and animals that are removed from the register because the animal has died, the owner has moved, the pet is no longer living with them or because the owner has not renewed the registration.

In October 2023, Animal Welfare Victoria conducted a Victorian Pet Census to address pet/companion animal ownership in Victoria. The objective was to obtain estimates of the overall pet population in Victoria and measure the ranger of awareness, attitude and behaviour relating to pet ownership.

The survey found that 58% of the adult Victorians owned a pet at the time of the survey equating to approx. 1.4 million Victorian households. Dogs were by far the most popular pet (41%) followed by cats (24%) It equated to 1.5 pets on average per person.

Cardinia Shire Council is made up of approx. 45,000 households (2021 census) with an estimated population of 127,000. As of 1st May 2024, approx. 17,000 animals were registered with Council which is significantly below the average assumed number of pets in the shire.

As a result of the Victorian pet census Councils Compliance Services team identified the need to address low numbers of new animal registration applications and high outstanding renewals. The campaign aimed to promote public safety, enhance responsible pet ownership by ensuring that dogs and cats in Cardinia Shire were appropriately identified and registered and improve the reunification of lost pets with their owners.

Council engaged an external provider to assist with door knocking and developed a communications plan to share the campaign with the public to enhance uptake of animal registrations. 2000 properties were door knocked in a 1.5 week period which resulted in an increase of 503 new animal registrations and an additional 533 animal renewals paid. Council plan to expand on this campaign during the period of this DAMP.

OFFICIAL**Our current data 2024-25**

	Registered	Desexed (%)	Totals animals registered
Cats	3373	3,151 (93%)	16,939
Dogs	13,566	10,574 (78%)	

Current Orders, Local Laws, Council Policies and Procedures

- Cat desexing: All cats over the age of 3 months must be desexed (Council Order pursuant to DAA).
- Compulsory microchipping of dogs and cats for all registrations. (DAA)
- Free registration for first year if pet is under 3 months old when first registering
- Free dog and cat transfer of registration when relocating to Cardinia Shire Council, if the animals are currently registered with another Council.
- To acknowledge residents who adopt animals through pounds or shelters registration is free for the remainder of that registration period

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Current education/compliance activities

Activity	Includes	Frequency
Provide comprehensive information on Council's website about registration and identification requirements	<ul style="list-style-type: none"> requirements to register and permanently identify their dog and cat benefits of registration and permanent identification when registration is due how and where to register fee structure information to provide (e.g. microchipping, desexing certificates) how to notify Council that they are no longer the owner, they have changed address or the pet is deceased highlight renewal period in March and April 	Ongoing
Follow up unregistered animals	<ul style="list-style-type: none"> Issue 'Notices to Comply.' to owners who are identified as having unregistered animals Issue Infringement Notices to owners who fail to register animals when directed or otherwise in line with Councils enforcement policy 	Ongoing
Media releases	<ul style="list-style-type: none"> Quarterly media releases promoting pet registration in local newspapers, on Council social media channels and 'Connect' Magazine 	Quarterly
Annual registration renewal period	<ul style="list-style-type: none"> Mail out registration renewal forms. Send out email and SMS reminders for unpaid renewals 	Feb-May annually
Convenient access to register, renew or update details	<ul style="list-style-type: none"> Online registration forms for new registrations and to update details Hard copy registration forms available Online, in person, phone payment options 	Ongoing
Discount registration	<ul style="list-style-type: none"> Free registration for first year if pet is under 3 months old when first registering Free dog and cat transfer of registration when relocating to Cardinia Shire Council, if the animals are currently registered with another Council. To acknowledge residents who adopt animals through pounds or shelters registration is free for the remainder of that registration period 	Ongoing

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Action plan

Objective 2.1 to increase number of registered animals in the municipality as required by the DAA.						
#	Activity	Timeframe				Evaluation
		Y 1	Y 2	Y 3	Y 4	
2.1.1	Continue current registration renewal period activities including mail out of renewals and follow up reminder text messages and emails annually Feb-May	x	x	x	x	Stable number of renewed animal registrations
2.1.2	Run registration campaign annually in June, including: <ul style="list-style-type: none"> • Display of signage including banners on high traffic roads and corflute signs at places frequented by animal owners (e.g. off leash parks) • Media including Councils social media, connect magazine and local newspaper. 	x	x	x	x	Increase in new animal registration and payment of renewals
2.1.3	Complete an annual audit of unpaid registrations by combination of cold calling or systematic door knocking program	x	x	x	x	
2.1.4	Explore ways to connect with residents from diverse backgrounds and provide information in other languages relating to pet registration	x	x	x	x	
2.1.5	Consider further opportunities to offer discounted registration to residents that currently do not qualify for any of the discounts but may be struggling financially.				x	
2.1.6	Consider discounted registration rates or rebates for cat owners when the owner can prove that they have installed a cat enclosure or other means of keeping their cat permanently contained to the property.				x	

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3. Nuisance dogs and cats

The purpose of this part of the Domestic Animal Management Plan is to identify actions, services and strategies to minimise the potential for dogs and cats to cause a nuisance.

Discussion

Dogs cause a nuisance when they bark excessively, wander at large, are not kept under effective control by their owner in public places and when their faeces are not picked up in public places. Cats cause a nuisance when they wander at large including onto neighbouring properties.

Council receives many barking dog complaints. This issue is expected to grow as the population increases and more developments occur on smaller lot sizes, which can exacerbate the problem. Many complaints are resolved quickly, by notifying the owner who may be unaware that there is a problem. However, many are not easily resolved and require more detailed investigation.

Council will investigate alleged barking nuisance and require complainants to record the offensive barking in a diary format at the time of making their complaint. In this way, information about the complaint can be quickly assessed, which in turn helps to streamline the assessment and resolution of the complaint.

More people were experiencing barking dogs and stray cats without reporting these to Council in 2025 than was recorded in 2022, suggesting there may be an opportunity to better communicate these council services and/or make the reporting process easier.

Current situation

The 24-hour cat curfew introduced in 2000 and it has helped to reduce the number of cats entering private properties, along with a reduction in the impact on native and sensitive fauna.

Cat traps are available for residents to trap cats that are regularly present on their property, along with helpful information to ensure that residents use the traps appropriately.

There has been an increase in responsible cat ownership since 2022, with more cat owners saying they have a cat run/enclosure (30%, up from 22% in 2022), and fewer letting their cat roam freely during the day (17%, down from 21% in 2022). The 2025 findings show that 74% of cat owners say they have their cats contained to either inside and/or a cat enclosure, and only 17% let their cat roam freely.

Dogs are required to be leashed in public places, except in a designated off-leash park. Dogs are also required to be kept under effective control in an off-leash park. There continues to be just over one in ten dog owners who admit to walking their dog off-lead in public areas not designated as off-lead. Further analysis of the data doesn't show there to be any demographic or location where this is more common.

Dog owners are required to remove their dog's faeces from public places and are required to carry a bag suitable for removing dog faeces. These measures allow residents to comfortably enjoy public places throughout the Shire and promote public safety.

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Our current data

Activity data summary	2021/2022	2024/2025
Pick up contained dog requests	317	224
Dogs reported wandering at large	152	132
Barking dog reports	361	348
Dog off leash reports	77	72
Pick up contained cat	234	181
Cat nuisance	247	178

Current Orders, Local Laws, Council Policies and Procedures

- Compulsory de-sexing of all cats over the age of 3 months (DAA order)
- Dogs must be on leash at all times unless in designated off-leash zones (DAA order)
- All cats must be secured to the premises of the owner (DAA order)
- An owner or occupier of land must take reasonable steps to prevent any animal making unreasonable noise (Clause 48 Community Local Law 2024)
- An owner of occupier of land must ensure that the part of the property where any animal is kept is maintained and does not cause a nuisance (clause 47.3 Community Local Law 2024)
- Animal numbers: A permit from Council is required to keep more animals than the amount specified in the tables below (clause 45 of Community Local Law 2024):

Column 1 – Type of animals	Column 2 – Land less than 1000m2	Column 3 – Land of between 1,000m2 to 4000m2	Column 4 – Land greater than 4000m2
Dogs	2	2	4
Cats	2	2	4

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Current education/compliance activities

Activity	Includes	Frequency
Provide comprehensive information on Council's website about nuisance animals	<ul style="list-style-type: none"> • Provide information on Council's website for those experiencing nuisance animals • Information for dog and cat owners on their responsibilities around common nuisance issues such as barking, wandering cats etc. • Information on causes of excessive barking and suggestions for reducing a dogs' barking. 	Ongoing
Ability to report nuisance issues online	Ability to report the following through online forms: <ul style="list-style-type: none"> • Excessive barking • Dog attacks/rushes • Dogs not on a leash if outside their owner's property (except in designated off leash dog areas) • repeatedly come on to your property without your permission • are creating a health risk • are kept in excessive numbers on a property. 	Ongoing
Media releases	<ul style="list-style-type: none"> • Media releases on Councils social media and connect magazine relating to animal nuisance • Media notification around planned event fireworks to reduce instances of wandering animals relating to fireworks 	Ongoing
Promotion of responsible pet ownership	<ul style="list-style-type: none"> • Promote and inform residents of the designated off-leash locations and the requirements in these areas. 	

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Activity	Includes	Frequency
Enforcing non-compliance with the Domestic Animals Act 1994 and breaches of Council's Community Local Law 2024	<ul style="list-style-type: none"> • Issue 'Warning Notices' and 'Notices to Comply.' • Issue Infringement Notices. • Programmed patrols of areas for off leash dogs. • Providing cat trap hire. • Provide afterhours service for collections of contained dogs and reports of aggressive wandering dogs and dog attacks. • Robust inspection and consideration of all excess animal permits, including consultation with potential affected residents • Unscheduled spot inspections of all declared Dangerous, Menacing and Restricted Breeds dogs. 	Ongoing
Promotion of events or activities not run by Council	<ul style="list-style-type: none"> • Ensure all eligible primary schools within the Shire are aware of the <i>Responsible Pet Ownership</i> primary school program that is offered by Animal Welfare Victoria • Promote online webinars by other agencies (animal aid, RSPCA etc) to registered owners 	Ongoing

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Action plan

Objective 3.1 Provide education around the use of off leash areas and public places						
#	Activity	Timeframe				Evaluation/comments
		Y 1	Y 2	Y 3	Y 4	
3.1.1	Hold activations of dog parks to meet with community and provide education around the use		x	x		Reduction in number of complaints of dog attacks at dog parks
3.1.2	Review and update signage at dog parks and explore QR codes to link to further info on Councils website	x				Signage reviewed and updated
3.1.3	Improve information on Councils website so off leash areas are easier to locate	x				Website reviewed and updated
3.1.4	Rostered off leash patrols based off of reports of hot spots	x	x	x	x	
3.1.5	Rostered patrols of public places including ensuring that people are carrying bags to collect dog faeces	x	x	x	x	
3.1.6	Explore provision of free waste bags at popular dog walking locations			x	x	

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Objective 3.2 Increasing the number of cats contained to their properties						
#	Activity	Timeframe				Evaluation/comments
		Y 1	Y 2	Y 3	Y 4	
3.2.1	Education drive for cat containment including improvement to education materials and attendance at community events.	x	x			Less reports of wandering/nuisance cats within the 6 months following the drive
3.2.2	Educate community on how to make reports regarding wandering cats to Council and what we can do			x		
3.2.3	Provide education material about cat enclosures and explore providing a DIY cat enclosure workshop.		x	x		Provide workshops if found to be feasible and less reports of wandering/nuisance cats within the 12 months following workshops
3.2.4	Identify hot spots for education and enforcement in areas of biodiversity value by working with internal Council environment teams.	x	x			Hot spots identified and enforcement taken for wandering cats

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Objective 3.3 Reduce reports of barking dogs and encourage resolution of problem barking						
#	Activity	Timeframe				Evaluation/Comments
		Y 1	Y 2	Y 3	Y 4	
3.3.1	Review current educational materials available for complainants and dog owners. Including a brochure to suggest ways to reduce barking or common reasons that dogs may bark.			x	x	
3.3.2	Improve website information and encourage neighbours to discuss problem barking with each other			x	x	

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4. Dog attacks

The purpose of this part of the Domestic Animal Management Plan is to promote actions that ensure, services and strategies that minimise the risk of injury to people and other animals resulting from dog attacks.

Discussion

Council is aware that not every dog attack is reported. This is why Council has a strong focus on encouraging people to report all dog attacks which occur.

Since 2022, there has been an increase in the proportion prioritising dog behaviour: annoying or intimidating people, off-leash and not returning to their owners, and/or attacks.

When a dog attack occurs, the Council is responsible for conducting a thorough investigation and, if necessary, bringing the owner before the Court. Every complaint is treated with the utmost seriousness and is always investigated. Effective communication with the public is essential to ensure they have every opportunity to lodge a complaint.

There are a range of powers that Council can exercise to reduce the likelihood of recurrence, including imposing restrictions on the dog or owner, applying for orders to ensure improved behavioural training occurs etc.

Most dog attacks and dog rushes occur in and around the dogs' home (including on the footpath near the home). Containing dogs to the property is a key measure to reduce dog attacks.

Dogs that have not been adequately socialised with humans and other dogs/animals are more likely to display aggressive tendencies. People should be encouraged to attend formal programs to socialise their dog and to expose their dog to a variety of situations.

It is important to ensure children know how to behave around dogs, especially those who do not live with or have experience with dogs. Animal Welfare Victoria's school and kindergarten programs are designed to reduce dog attacks on children. The Council encourages all schools and kindergartens to participate in these programs.

Current situation

Our current data

Activity	2021/2022	2024/2025
Dog attack report	99	111
Dog rush report	29	51

All complaints of dog attacks are treated as a high priority by staff and Council will explore all enforcement options when a breach of the DAA occurs.

The Compliance Services team apply a Dog attack procedure which covers initial response, seizure, investigation and prosecution procedure to ensure that a consistent approach is taken by all Compliance Services Officers when investigating dog attack offences and referring matters to the Magistrates Court.

Council has a discretionary power to seize dogs during the investigation of suspected attacks. Council officers make these decisions using a risk-based methodology, which is signed off by the Coordinator Compliance Services and is reviewed from time to time.

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Current Orders, Local Laws, Council Policies and Procedures

- Leash requirement for dogs except in designated off-leash zones (Order pursuant to DAA)
- Effective control of dogs requirement in designated off-leash areas
- The After Hours Procedure which prioritises after hours requests relating to animal aggression.
- Compliance and Enforcement Policy
- Dog attack – initial response, seizure, investigation and prosecution procedure
- Dog Control Decisions Policy

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Our current activities

Activity	Includes	Frequency
Information relating to dog attacks on Councils website	Information on reporting attacks including: <ul style="list-style-type: none"> • Helpful information to provide when you make a report including providing photos of injuries, vet/medical reports, descriptions of the dog, dogs owner and dog owners car if relevant. • Online report form • Information on other reporting methods (Phone, post, email and in person) • Information on Councils processes including statement taking, evidence collection etc. 	Ongoing
Investigation of all complaints regarding alleged dog attacks in a timely manner	<ul style="list-style-type: none"> • Officers are required to investigate every dog attack reported and will action requests as soon as possible. Strict timeframes for action are provided in Councils dog attack policy for each stage of the investigation. 	Ongoing
Dog control decision process	<ul style="list-style-type: none"> • Process is followed after enforcement action or a successful prosecution in the magistrates Court to ensure that adequate restrictions are put on the attacking dog in line with Councils powers to make decisions in the DAA. 	Ongoing
Outcomes provided to victims	<ul style="list-style-type: none"> • A letter is provided to victims of dog attacks outlining the outcome of the investigation including any outcomes of subsequent prosecutions and dog control decisions. 	Ongoing

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Action plan

Objective 4.1 <i>To provide readily accessible information to the public relating to the prevention of Dog Attacks (Education/Promotional Activities).</i>						
#	Activity	Timeframe				Evaluation
		Y 1	Y 2	Y 3	Y 4	
4.1.1	Raise awareness of risk of dog attacks in the home, in the street and in parks and how to reduce these risks through: <ul style="list-style-type: none"> • Distribution of brochures, factsheets and other material developed by the Bureau of Animal Welfare and/or Council, regarding dog attacks • Information included with registration renewals • Media releases in relation to successful prosecutions of dog attacks • Actively promoting the Animal Welfare Victoria Responsible Pet Ownership Course (RPO). • Providing information to vets, pet shops, breeders, shelters, etc, to display and/or hand out • Council's social media 	x	x	x	x	Increase in public understanding of dog attacks.
4.1.2	Explore reporting outcomes of major dog attack prosecutions to local media to raise awareness in the community of the need to report dog attacks and Council's action in relation to attacks.	x				Updated information available from Council

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#	Activity	Timeframe	Evaluation	#	Activity	Timeframe
		Y 1	Y 2	Y 3	Y 4	
4.1.3	Review signage in public places including dog parks and open spaces with contact number to report dog attacks. Investigate a QR code for signage to link to Council’s website with important information on using these spaces and reducing risk of attacks.		x			
4.1.4	Work with Councils internal teams to actively encourage all eligible kindergartens and Schools within the Shire are aware of the Living Safely with Dogs program offered by Animal Welfare Victoria.	x	x	x	x	Increased program participation

Objective 4.2 - Targeted education to owners of dogs that are at an increased risk of being involved in a dog attacks.						
#	Activity	When				Evaluation
		Y 1	Y 2	Y 3	Y 4	
4.2.1	Targeted education in geographical areas that are reporting highest numbers of dog attacks.	x	x			Reduction of number of dog attacks in these areas
4.2.2	Targeted education in geographical areas of the shire where inadequate fencing for containment of dogs is more likely (e.g. more rural areas with high use of farm style fencing).			x	x	Reduction of number of dog attacks in these areas
4.2.3	Investigate use of Councils mapping systems to plot locations of dog attacks for easy identification of hot spots.	x				Implementation of dog attack layer in Council mapping system

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5. Dangerous, menacing and restricted breed dogs

The purpose of this part of the Domestic Animal Management Plan is to promote services and strategies that effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in the Shire and to ensure that those dogs are kept in compliance with the DAA and its regulations.

Discussion

On occasion, Council exercises discretionary power to impose a Dangerous Dog declaration, Menacing Dog declaration and to destroy dogs that have been found to have committed attacks.

These decisions are made under delegation by the Manager, Regulatory Services, according to the process set out in the Dog Control Decisions Policy. This policy sets out the discretionary factors to be considered.

There are three categories of declared dogs:

Dangerous dogs	<p>A dangerous dog is one that the Council has declared to be dangerous because it has bitten or attacked a person or animal, causing serious injury or death.</p> <p>A dog is automatically a dangerous dog under the <i>Domestic Animals Act 1994</i> if it:</p> <ul style="list-style-type: none"> is kept for the purpose of guarding non-residential premises has been trained to attack or bite any person or any thing when attached to or worn by a person
Menacing dogs	<p>A Menacing dog is one that the Council had declared menacing because it causes a non-serious bite injury to a person or animal, or if it rushes at or chases a person.</p> <p>'Rush at' means that the dog has approached a person within 3 metres, displaying aggressive behaviour such as; snarling, growling, barking or raising the hackles.</p>
Restricted breed dogs	<p>Restricted breed dogs are defined as dogs that fit the <i>Approved Standard for Restricted Breed Dogs in Victoria (standard)</i>.</p> <p>These may be pure or cross bred:</p> <ul style="list-style-type: none"> American Pit Bull Terriers (or Pit Bull Terriers) Perro de Presa Canarios (or Presa Canario) Dogo Argentinos Japanese Tosas Fila Brasileiros. <p>Restricted breed dogs have not attacked a person or animal or displayed signs of aggression. However, they are considered a higher risk to community safety than other breeds of dogs.</p>

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Current situation

When a dog is declared, the DAA has strict requirements for owners that must be complied with. Council conduct annual audits on declared dogs to ensure that all relevant legislation and regulations for the keeping of such dogs is being complied with.

Council will continue to ensure such dogs are identified and their owners are aware of and comply with their responsibilities. Such dogs are strictly monitored with formal and on the spot inspections to ensure compliance and overall public safety.

All enquiries from the public regarding the possible incidence of a dangerous and restricted breed dogs within the Shire are dealt with immediately. Council also seeks to identify any declared dogs that may be present in the municipality but are not present as such on Council records.

Declared Dogs	Dangerous	Menacing	Restricted breed
2024/2025	5	11	0

Our Current Orders, Local Laws, Council Policies and Procedures

- Dog Control Decisions Policy
- Declared Dog Audit Policy
- Dog attack – initial response, seizure, investigation and prosecution procedure Declared Dog and Destruction Procedure
- Compliance and Enforcement Policy
- All Dangerous Dogs, Restricted Breed Dogs and Menacing Dogs on the Victorian Declared Dog Registry (VDDR) (s.44AE).

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Our current activities

Activity	Includes	Frequency
Strict monitoring of declared dangerous and restricted breed dogs	Unscheduled audits of all properties housing declared dangerous and restricted breed dogs including inspection of enclosures to ensure compliance.	Yearly
Provide information to owners of Menacing, Dangerous and restricted breed dogs	Ensure all owners of declared dogs are aware of their obligations under the Act regarding identification and keeping these dogs by providing them with relevant sections of the Act, brochures, fact sheets/develop information kit.	At declaration
Ensure that the Victorian Declared Dog Registry (VDDR) is kept up to date and information is accurate	At the time of declaration animals are entered onto the VDDR by Council. Any changes reported regarding the dog are updated accordingly	As declaration and as required
Respond to complaints regarding declared dogs	Respond to complaints regarding Menacing, Dangerous and Restricted Breed dogs as a matter of priority and urgency.	Ongoing
Follow-up non-compliance issues	Following up non-compliance issues and taking any appropriate enforcement action.	Ongoing

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Action plan

Objective 5.1 <i>Continue to ensure that Council are making well-considered decisions in relation to dog control and declaration matters</i>						
#	Activity	Timeframe				Evaluation/notes
		Y 1	Y 2	Y 3	Y 4	
5.1.1	Review policy for declaration of dangerous and menacing dogs	x				Procedure updated and implemented
5.1.2	Yearly review of policies and procedures to ensure alignment with changing legal requirements and community expectations.		x	x	x	

Objective 5.2 <i>to ensure that record keeping in relation to declared dogs is accurate and owners are aware of requirements</i>						
#	Activity	Timeframe				Evaluation/notes
		Y 1	Y 2	Y 3	Y 4	
5.2.1	Ensure all declared dogs are accurately registered on the Victorian Declared Dog Registry and that details regarding change of owner/change of address/death of dog are updated as soon as possible.	x	x	x	x	
5.2.2	Audit Councils registration records against the VDDR to ensure that all declared dogs are registered and that all registered declared dogs are accurately recorded on the VDDR.	X	X	X	X	
5.2.3	Provide information on keeping and reporting requirements yearly to owners of declared dogs with their registration reminders	x	x	x	x	

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6. Pet overpopulation and high euthanasia rates

The purpose of this part of the Domestic Animal Management Plan is to promote actions to address over-population and high euthanasia rates for dogs and cats.

Discussion

As Cardinia Shire is rapidly growing, there is need for education through new resident's packs, and media releases to ensure compliance relating to animal keeping.

Current data appears to suggest that impounded dogs are highly likely to be reclaimed by their owner or adopted. A small proportion of dogs are euthanised due to being abandoned and unsuitable for re-homing. This may be due to health or behavioural concerns identified through suitability assessments, or incidents such as attacks that make it unsafe to place the animal in a new home.

While the data indicates that a high number of impounded cats are not reclaimed and are subsequently euthanised, it is important to acknowledge that these figures are influenced by the presence of feral and unowned cat populations throughout the shire. These animals, when trapped and impounded, are often unsuitable for rehoming due to their lack of socialisation and behavioural challenges, which significantly limits the options available for their care.

It is also important to note that under the Act, Councils are required to accept any dog or cat surrendered by an owner within the municipality regardless of their condition or temperament. As a result, even though some animals may be unsuitable for rehoming, Councils do not have the discretion to refuse intake, and this may be reflected in euthanasia rates.

The implementation of compulsory de-sexing of all cats over the age of 3 months and the requirements to secure all cats to the owner's premises are a few tools used by Council to curb overpopulation and therefore reduce the euthanasia rate. Council hires cat traps to the public, which is well utilised.

Council has applied for and received grants to promote the desexing of cats, particularly among the pensioners. We will continue to seek and apply for similar grants and partnerships to reduce the incidence of unwanted cat breeding.

Many well-intentioned people feed stray or feral cats without taking on the full legal responsibility for the animal. These cats are known as semi-owned cats and by and large they are not desexed. Cats breed extremely fast, which is why it is so important that cats are desexed to prevent unwanted numbers. Feeding an unowned cat and not taking full responsibility can contribute to cat overpopulation issues. High numbers of unowned cats can have significant impacts on local wildlife and create amenity issues for residents. The main initiatives for addressing semi-owned cats are to promote awareness and encourage responsible ownership.

OFFICIAL**Current situation**

In 2024/2025 454 dogs and cats entered Council's pound. The breakdowns are provided below.

Our current data 2024/2025

Status	Dog	Cat *	Total
Euthanised	44	72	116
Adopted	50	91	141
Reclaimed	119	35	154
Pending outcome	17	26	43
Total	230	224	454

*Includes impounded feral cats

Our current Orders, Local Laws, Council Policies and Procedure

- Compulsory de-sexing of all cats over the age of 3 months (DAA order)
- 24-hour cat curfew - All cats must be secured to the premises of the owner (DAA order).

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Our current activities

Activity	Includes	Frequency
Media	Media releases promoting responsible pet ownership and issues relating to breeding in local newspapers, on Council's website and Cardinia 'Connect' Magazine.	Ongoing
Provide information to owners in relation to desexing and animal keeping	Readily accessible information through brochures and fact sheets from Animal Welfare Victoria relating to animal keeping.	Ongoing
Grant funding	Seek out and apply for grant funding available to local Councils to provide low-cost veterinary care including desexing.	Ongoing
Hire of cat traps	Cat traps available for hire to trap feral/unowned cats to reduce breeding and overpopulation	Ongoing
Orders under the DAA	Cardinia Shire have orders in relation to mandatory cat desexing and confinement of cats to the owners premises at all times	Ongoing

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Action plan

Objective 6.1 <i>To provide readily accessible information to the public relating to issues that may lead to Overpopulation and High Euthanasia</i>						
#	Activity	Timeframe				Evaluation/notes
		Y 1	Y 2	Y 3	Y 4	
6.1.1	Explore information provided to new residents and consider Including detailed information on responsible pet ownership, the importance of desexing, and local animal keeping regulations.	x	x	x	x	
6.1.2	Media Campaign: Utilise social media, local newspapers, and community events to spread awareness about the importance of desexing dogs and cats and responsible pet ownership.	x	x	x	x	
6.1.3	Promote responsible feeding practices and discourage feeding stray cats without taking full responsibility for them.	x	x	x	x	
6.1.4	Promote 'saving a life' by adopting cats/dogs from pound or shelter and promote the benefits of adoption I from pound or shelter and host a adoption event. Continue to provide reduced registration fees for adopted animals.	x	x	x	x	

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Objective 6.2 <i>To actively seek out funding and collaboration options to support reduction in overpopulation and euthanasia rates in the municipality</i>						
#	Activity	Timeframe				Evaluation/notes
		Y 1	Y 2	Y 3	Y 4	
6.2.1	Grant Applications: Persist in applying for grants to fund desexing programs, especially targeting semi-owners of cats and low-income residents and pensioners.	x	x	x	x	
6.2.2	Partnerships: explore collaboration options with local veterinary clinics and animal welfare organisations to provide the community with discounted or free desexing and veterinary services.	x	x	x	x	
6.2.3	Explore education programs already available through other welfare organisations and promote these to animal owners.	x	x	x	x	

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7. Domestic animal businesses

The purpose of this part of the Domestic Animal Management Plan is to promote actions that ensure all domestic animal businesses are managed appropriately and comply with all regulatory requirements under the *Domestic Animals Act*.

Discussion

Council has a strong focus on ensuring that Domestic Animal Businesses are operating in accordance with the requirements set out in the Domestic Animals Act and the Regulations.

A Domestic Animal Business (DAB) is defined in the DAA. It means:

- An animal shelter, Council pound or pet shop, or
- An enterprise which carries out the breeding of dogs (other than GRV greyhounds) to sell if the enterprise has 3 or more fertile dogs and the proprietor is not a recreational breeder, or
- An enterprise which carries out the breeding of cats to sell if the enterprise has 3 or more fertile cats and the proprietor is not a recreational breeder, or
- An enterprise which trains or boards dogs (other than GRV greyhounds) or cats for the purposes of profit, or
- An enterprise which rears or keeps dogs (other than GRV greyhounds) or cats for the purpose of profit or sale or for a fee or for exchange of services.

Each DAB needs to be registered in April each year. All premises are inspected annually to ensure the DAB complies with all relevant legislation and codes of practice.

Proactive action is also taken to ensure existing businesses that are not currently registered with Council apply for the appropriate permits and operate in accordance with relevant legislation and codes of practice.

Current situation

Cardinia Shire Council currently has 14 registered DABs. This includes:

- 7 animal boarding establishments
- 3 animal breeding establishments
- 2 pet shops
- 4 training establishments

Current Orders, Local Laws, Council Policies and Procedures

- Cardinia Shire Council currently has no orders in place relating to Domestic Animal Businesses. Council acts in accordance with the requirements set in the Act.

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Current activities

Activity	Includes	Frequency
Website	Information relating to DABs and the requirements and process for registration is provided on Council's website. Registration applications can also be made on Council's website	Ongoing
Education	Animal Welfare Victoria fact sheets are available at the Council offices and distributed to DABs as required. Support and advice is provided to operators of proposed DABs as necessary	
Auditing and inspections	Pre-permit inspections, prior to granting a registration and permit. Annual and on the spot audits of all DABs to ensure they comply with relevant codes of practice.	
Investigation and enforcement	Investigation and enforcement of any alleged breaches in relation to permit conditions, non-compliance and unregistered businesses.	

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Action plan

Objective 7.1 <i>Identify and register all DAB's operating in the shire</i>						
#	Activity	Timeframe				Evaluation/notes
		Y 1	Y 2	Y 3	Y 4	
7.1.1	Media communications regarding DAB definitions, the requirements for registration and applicable codes of practice.	x	x	x	x	
7.1.2	Respond to complaints regarding advertisements to detect any unregistered DABs within the municipal district.	x	x	x	x	
7.1.3	Proactive campaign to identify unregistered DAB's by monitoring advertisements of puppies and kittens for sale in the municipal district	x	x			
7.1.4	Proactive campaign to identify unregistered DAB's by monitoring advertisement of other DABs including boarding and training establishments			x	x	

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Objective 7.2 <i>Continue to identify and enforce non-compliant and unregistered DABs</i>						
#	Activity	Timeframe				Evaluation/notes
		Y 1	Y 2	Y 3	Y 4	
7.1.1	Conduct unscheduled spot inspections of all DABs at least once a year.	x	x	x	x	
7.1.2	Respond to complaints regarding unregistered DAB's as a priority	x	x	x	x	
7.1.3	Ensure any issues of non-compliance are identified and followed up with information of required actions and timeframes for resolution including further inspections and prosecution where necessary.	x	x	x	x	
7.1.4	Investigate using Council public media releases to publish DAB prosecution outcomes	x	x	x	x	

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8. Other matters

Family violence and homelessness

Discussion

Family violence and homelessness can significantly impact the welfare of domestic animals. This section outlines the strategies and partnerships in place to support pets affected by these circumstances, ensuring their safety and well-being.

Family violence and homelessness are deeply interconnected issues that significantly impact the well-being of individuals and families in our community. According to the Family Violence Database (FVDB), during the 2023/24 financial year, 325 clients received homelessness services due to family violence through general services, and 528 clients accessed homelessness services through specialist family violence services. In Cardinia alone, there were 1,699 incidents of family violence reported for that year.

In the same reporting period, RSPCA responded to 242 reports of animal cruelty in Cardinia shire. Numerous studies have confirmed that in households with companion animals experiencing domestic violence and abuse, there is also a high probability of animal abuse.

A critical aspect of this issue is the role of pets in the lives of those experiencing family violence. Many individuals remain in violent situations out of fear for their pets' safety if they leave them with the perpetrator or due to the lack of access to shelters or accommodation options that will accommodate pets.

Recognising this, Cardinia Shire is committed to exploring and implementing strategies to support these individuals and their pets, ensuring they have safe and accessible options when seeking refuge from violence. By addressing these concerns, we aim to create a more supportive environment for members of our community experiencing family violence and to reduce incidents of animal cruelty.

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Action plan

Objective 8.1 <i>increased awareness of support already available and explore further ways Council can support those facing homelessness or experiencing family violence</i>						
#	Activity	Timeframe				Evaluation/notes
		Y 1	Y 2	Y 3	Y 4	
8.1.1	Establish and Maintain Partnerships: Continue to explore and strengthen agreements with pounds, shelters, and support organisations	x	x	x	x	
8.1.2	Review, scope and consider further initiatives provide assistance to people escaping situations of family violence. Consideration will be given to providing assistance to people escaping family violence e.g. free temporary animal shelter for those Cardinia residents leaving situations of family violence.	x	x	x	x	
8.1.3	Education and Awareness: Promote awareness of available services and support for pets affected by family violence and homelessness directly and more broadly on Councils website and social media	x	x			

OFFICIAL**Annual review of plan and reporting**

The DAA requires the Domestic Animal Management Plan to be reviewed annually. Specifically, Sections 68A(3) states that every Council must:

- a) review its domestic animal management plan annually and, if appropriate, amend the plan
- b) provide the Department of Primary Industries' Secretary with a copy of the plan and any amendments to the plan
- c) publish an evaluation of its implementation of the plan in its annual report.

Council will monitor performance of the objectives that are detailed throughout the Plan by:

- Reporting on KPIs to the Manager Regulatory Services.
- Establishing an annual action plan for reviewing the Plan and evaluating its implementation.
- Reporting annually through Council's established reporting procedures in accordance with the requirements of the DAA and Local Government Performance Reporting Framework.

Annual reviews of the Domestic Animal Management Plan will be conducted by the Co-ordinator Compliance Services.

7.4 Financial Reports

7.4.1 QUARTERLY FINANCE REPORT - Q1 SEPTEMBER 2025

Responsible GM:	Wayne Mack
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5. Responsible Leaders 5.3 Long term financial sustainability - We manage Council's resources prudently and efficiently to ensure long-term financial sustainability.

Recommendation

That Council:

1. Receives and notes the quarterly financial report for the three months to 30 September 2025, for the purpose of section 97 of the *Local Government Act 2020*.
2. Notes that the Chief Executive Officer, as required under section 97(3) of the *Local Government Act 2020*, is of the opinion that a revised budget is not required.

Executive Summary

The attached quarterly finance report has been prepared as of 30 September 2025. The report includes financial year to date data up to quarter one of the 2025-26 financial year and is compared to the adopted budget for the full year to 30 June 2026.

Discussion

Quarterly Financial Report

The quarterly financial update presents summary financial statements and a series of other progress reports on matters that will inform Councillors and the community on the performance of Council for the three months ending 30 September 2025.

Comprehensive result

The year-to-date comprehensive result of a \$12.9 million surplus is \$18.4 million unfavourable to the adopted budget.

Revenue is currently tracking lower than budget, due to:

- Timing of the Victorian Grants Commission (VGC) payment to Council with 50% of the 2025/26 allocation being paid and recognised in June 2025.
- Timing of recognition of capital grants revenue impacted by changes in project delivery.

Expenses are lower than budget due to:

- Materials and services underspend due to changes in timing when expenses are being incurred, particularly related to the construction of the Cora Lynn and Upper Beaconsfield Pavilions.

The current full year forecasted result of \$87.2 million surplus is unfavourable to the adopted budget by \$8.1 million and is mainly due to the timing of the VGC payments as mentioned above.

Adjusted underlying result

This is the net result exclusive of grants and contributions. It is an indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives.

The year-to-date result of a \$750k deficit is favourable to the adopted budget by \$7 million being largely driven by the timing of the VGC payment which is being offset by the timing of material and services expenditure.

The full year forecast is currently showing a deficit of \$20.5 million, which is \$17 million unfavourable to the adopted budget deficit of \$3.4 million. This is being impacted the timing of VGC payments, along with impacts of timing of construction of infrastructure projects being constructed on Crown Land.

Balance sheet

The balance sheet is showing significant year to date movements.

Current assets increased by \$109 million, mainly due to the annual rates billing cycle and timing of receipts of grant funding, while current liabilities rose by \$104 million, primarily from deferred income recognition of rates and grants. This results in a modest improvement in working capital, which reflects the Council's short-term financial health and ability to meet its obligations.

Non-current assets rose by \$5.5 million, reflecting completion of capital projects and receipt of developer contributed assets during the quarter. Non-current liabilities have decreased by \$2.4 million due to reduced supplier payments following the capital delivery ramp up prior to June.

Cashflow statement

Council ended the quarter with a favourable unrestricted cash position of \$16.4 million above budget. This is attributed to strong investing cashflows from maturing term deposits that were not reinvested, along with lower-than-expected capital expenditure. However, restricted cash is \$8.1 million below budget, largely due to delays in developer contributions and unspent grant revenue due to changes in delivery of capital projects.

The full year forecast is showing an unfavourable variance to budget of \$6.1 million in unrestricted cash. This is being impacted by the timing of the VGC payments and cash payments for materials and services.

Capital program

Year to date capital expenditure of \$4.8 million is 57% or \$6.5 million lower than the year to date adopted budget (including carry forward). The full year forecast is expected to be \$776k less than the full year adopted budget (including carry forward).

Policy Implications

Nil

Financial and Resource Implications

The attached report outlines the financial performance and position of Council's activities for the 2025-26 financial year up to 30 September 2025. It includes analysis of the differences between the adopted budget as well as forecast of performance for the full year.

Climate Emergency Consideration

Nil

Consultation/Communication

Finance Business Partners work together with Business Unit Managers to inform year to date results and full year forecasts for operating and capital budgets. Outcomes of these discussions provide input to the financial performance and capital works reports for further review with the relevant General Managers and other working groups. These reports will also be presented to Councillors, and the Audit and Risk Committee.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. It was determined that a Gender Impact Assessment (GIA) was not required as the subject matter of this report does not relate to a policy, program or service that has a direct or significant impact on the community.

Attachments

1. Attachment 1 - 2025-26 Financial Report - Q1 September 2025 [7.4.1.1 - 15 pages]



Financial Performance Report 1 July 2025 - 30 September 2025



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Executive Summary

As at 30 September 2025

	YTD Actual	Highlights	Full Year Forecast	Highlights
Comprehensive Result Vs Budget	-\$18.44M	The unfavourable position is primarily due to the timing of the Victorian Local Government Grants Commission (VLGGC) payment. This is partially offset by lower materials and services expenditure, which is expected to normalise as project activity increases in the coming months.	-\$21.35M	The early receipt of VLGGC payment will impact full year variances unless Council again receives payment for FY26-27 early (which is an unknown). Materials and services expense is expected to increase and exceed budget, due to Upper Beaconsfield and Cora Lynn projects which were expected to be partially completed in the 24/25 FY.
Capital Delivery %	43%	The unfavourable variance is primarily due to a misalignment between the anticipated commencement dates of projects and their actual start dates. This variance is expected to be resolved in the subsequent forecast period.	101%	Council expects to deliver the full budgeted capital plan. Full year forecast is in line with budget.
Liquidity	1.87	Indicates the ratio of cash or equivalent assets the Council holds over liabilities less than twelve months. Ratio above the benchmark of 1.0 indicates the Council is in a strong position to meet its short-term financial obligations. However, it's important to note that 92% of Council's cash and term deposits are already committed to future capital works, such as infrastructure funded by capital grants and developer contributions. This means while the ratio looks strong, much of the cash is earmarked for specific long-term projects.	2.68	The ratio is expected to improve to 2.48, mainly driven by the significant reduction in current liabilities following the recognition of rates and charges billed to ratepayers in August 2025 for the full year.
Unrestricted Cash Vs Budget	\$16.43M	YTD Unrestricted Cash is \$16.4M which exceeded budget expectations. This positive result is mainly due to higher than budgeted cash and financial assets. This is being driven by the timing of the cash payments of the capital delivery as advised above.	-\$6.71M	The full year forecasted Unrestricted Cash balance is lower than budget, resulting in an unfavourable variance of \$6.71M. The key drivers of this outcome are the cash payments for materials and services and the timing of the VLGGC as advised above.

Cardinia Shire Council VAGO Sustainability Indicators As at 30 September 2025

	YTD Actual	Full Year Budget	Full Year Forecast	Scale		
Net result (%) <i>Measures the size of the operating result</i>	23.8%	38.0%	32.0%	<-10%	-10%-0%	>0%
Adjusted underlying result (%) <i>Removes non-recurrent items to measure pure operating result</i>	-1.8%	-2.0%	-10.0%	<0	0%-5%	>5%
Liquidity (Working Capital ratio) <i>Measures ability to pay existing liabilities in the next 12mths</i>	1.87	5.01	2.68	<0.75	0.75-1.0	>1
Internal financing (%) <i>Measures ability to finance capex cash outflow through operating cashflow</i>	756.8%	145.1%	108.1%	<75%	75%-100%	>100%
Indebtedness (%) <i>Measures ability to cover non-current liabilities through own revenue</i>	59.8%	24.6%	26.1%	>60%	40%-60%	<40%
Capital replacement (ratio) <i>Measures if rate of infrastructure investment exceeds dep'n, excl carryovers</i>	0.28	2.49	2.64	<1	1-1.5	>1.5
Renewal gap (ratio) <i>Measures if Council is maintaining its existing assets, excl carryovers</i>	0.44	1.71	1.56	<0.5	0.5-1.0	>1.0

Adjusted underlying result: shows the Council's ability to generate an operating surplus from regular activities, excluding one-off capital grants and contributions. This negative result indicates that Council need to focus on controlling / reducing operating costs. This negative result factors in the budgeted VLGGC payment which was received in FY24-25.

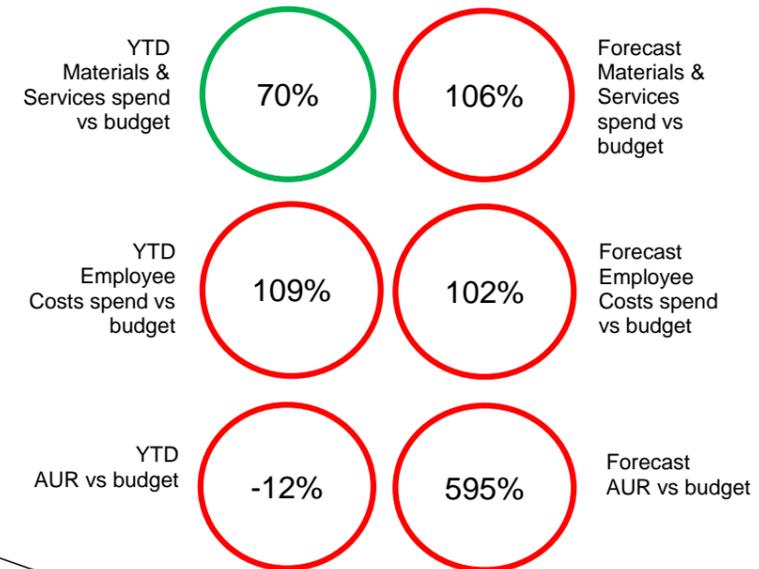
Indebtedness: At Sep 2025 Indebtedness Ratio sits at 59%, placing it within the cautionary (yellow) zone. This indicates that a moderate portion of Council's own-resourced revenue (rates and charges, and recurring grants), is committed to servicing long term liabilities. While this is just below unfavourable threshold of 60% , it highlights the importance of ongoing financial vigilance. However, the full-year forecast shows improvement, with the ratio expected to reduce to 14.9%, well within the healthy range (<40%) which is inline with the forecasted receipt of rates revenue.

Capital replacement: This ratio compares spending on new infrastructure, property, plant and equipment to depreciation. A result of 0.28 shows assets are depreciating much faster than they are being renewed, creating potential long term renewal risks. While this trend is not expected to continue, Council must prioritise ongoing investment in infrastructure to maintain asset sustainability and service quality.

Operating Performance As at 30 September 2025

Income Statement	Ref	YTD Actual \$'000	Variance to Budget \$'000	Full Year Forecast \$'000	Variance to Budget \$'000
Income					
Rates and Charges	1	33,695	467	133,294	468
Statutory and User Fees	2	1,977	(495)	10,346	(317)
Grants and Contributions	3	16,565	(23,933)	120,492	(13,236)
Other Income	4	2,157	528	8,227	(129)
Total Income		54,393	(23,433)	272,358	(13,215)
Expenses					
Employee costs	5	16,220	(1,333)	62,360	(1,064)
Materials and Services	6	15,751	6,679	83,502	(4,984)
Depreciation	7	8,701	(559)	34,709	(2,141)
Other Expenses	8	770	207	4,564	54
Total Expenses		41,442	4,994	185,135	(8,135)
Comprehensive Result		12,951	(18,438)	87,223	(21,350)
Adjusted Underlying Result (AUR)		(750)	(7,044)	(20,505)	(17,057)

Note: Variances to budget is favourable where shown as a positive value (surplus) and unfavourable where shown



Year to date Operating Result (\$18.4M) unfavourable to budget largely due to:
Favourable variance:

- Ref 6 - Materials and Services YTD favourable variance is driven by timing in deliverables compared to forecast. This has now been updated.

Partly offset by unfavourable variance:

- Ref 3 - The receiving of 50% of FY25-26 VLGGC funding early in FY24-25, has created a variance, this could even out in June as we may receive FY26-27 early. The balance of the variance is due to delays in Capital delivery which delays revenue recognition, this is also expected to catch up in coming months.

The adjusted underlying result is (\$17M) unfavourable to budget.

- The underlying result excludes capital income and other contributions.
- Ref 3 - The variance is driven by the partial receipt of VLGGC funding for FY25-26 in FY24-25. This funding must be recognised when received.
- Ref 6 - Balance of variance is driven by the combination of forecasted increase in expenditure for materials and service and corrected timing for the delivery of services.

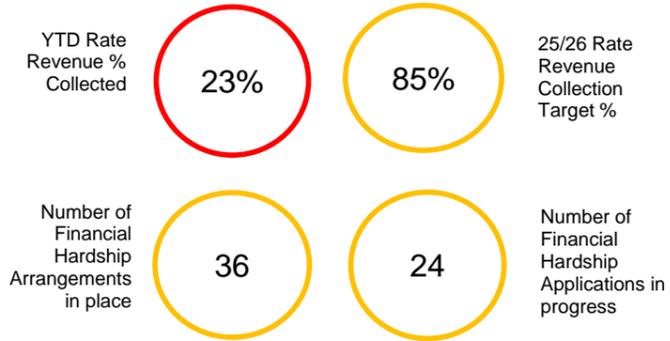
Full Year Forecast Operating Result (\$21M) unfavourable to budget largely due to:

- Ref 3 - Full year variance to budget is attributable to the timing in receipt of VLGGC funding.

Financial Position As at 30 September 2025

Cash Position	YTD Actual \$'000	Variance to Budget \$'000	Full Year Forecast \$'000	Variance to Budget \$'000
Opening Cash Balance	25,075	1,986	25,075	1,986
Cash Received/(Paid) through Activities	25,331	12,701	33,007	(17,513)
Closing Cash Balance	50,406	14,687	58,082	(15,527)
Other Financial Assets (Cash Equivalents)	134,500	(6,429)	134,500	(6,429)
Total Cash and Cash Equivalents	184,906	8,258	192,582	(21,956)
Total Restricted Cash	169,748	(8,172)	168,294	(15,246)
Total Unrestricted Cash Balance	15,158	16,430	24,288	(6,710)

Note: Variances to budget is favourable where shown as a positive value (surplus) and unfavourable where shown as a negative value (deficit).



YTD Unrestricted Cash Position \$16.4M favourable

- Year-to-date, the Cash and Cash Equivalents balance exceeds the budget by \$8.2M, primarily due to higher cash held on hand received through strong performance in investing activities cash flow from Term Deposits being Matured but not reinvested and lower spend on property, plant and Equipment acquisitions, partially offset by receiving less cash overall in the operating activities cash flow mainly from contribution incomes and Rates and Charges.
- Restricted cash is \$8.1M below budget, primarily due to lower than expected DCP reserves, the result of delays in developer progression. And higher levels of unspent grant revenue due to delays in capital project delivery.
- Unrestricted cash is favourable compared to budget, driven by higher cash held on hand received from increased Trust Funds and Deposits collections balance as of YTD.

Forecast Full Year Unrestricted Cash Position (\$23.7M) unfavourable.

- The main driver of this unfavourable variance is the lower forecasted balance of DCP-related levy reserves compared to budget. Additionally, the total forecast for Cash and Cash Equivalents is lower than budgeted. This is primarily due to an optimistic budget for Capital Grants and Contributions from developers which has been impacted by reduced development activity. As development trends become clearer throughout the year, adjustments are expected.

Balance Sheet

Ref	YTD Actual \$'000	YTD Movement \$'000	Full Year Forecast \$'000	Variance to Budget \$'000
1	311,610	109,113	230,137	(10,365)
2	3,347,794	5,530	3,568,593	300,211
3	167,018	(104,145)	86,001	(37,984)
4	22,606	2,494	39,606	(2,415)
	3,469,780	(12,992)	3,673,123	249,447

Note: Variances to budget is favourable where shown as a positive value and unfavourable where shown as a negative value.

Balance Sheet

Year to date variances are largely due to:

Ref 1 - Current Assets – Year-to-date increase \$109M:

The increase in current assets is mainly due to the timing of our annual rates billing and payments:

- Rates Billed:** In Aug, we issued **\$131 million** in rates and charges to property owners for the 2025/26 financial year.
- Opening Balance:** We started the year with **\$19 million** in unpaid rates from previous years.
- Payments Received:** So far, **\$30 million** has been paid by ratepayers during the first quarter.
- Grant Funding:** We also received **\$13 million** in grant funding, which will be recognised as income once certain conditions are met.

Ref 2 - Non-Current Assets – Year-to-date increase of \$5.5M:

This reflects investment in long-term infrastructure up to Sep 2025. \$4.6M spent on capital projects (e.g. roads, buildings), \$10M worth of assets contributed by developers. These increases to the assets are partially offset by \$8.6M depreciation, which represents wear and tear on existing assets.

Ref 3 - Current Liabilities – Year-to-date increase of \$104M:

\$96M of the total rates and charges billed in Aug 2025 will be gradually recognised as income over the next 9 months. \$29M in grants received for the capital projects.

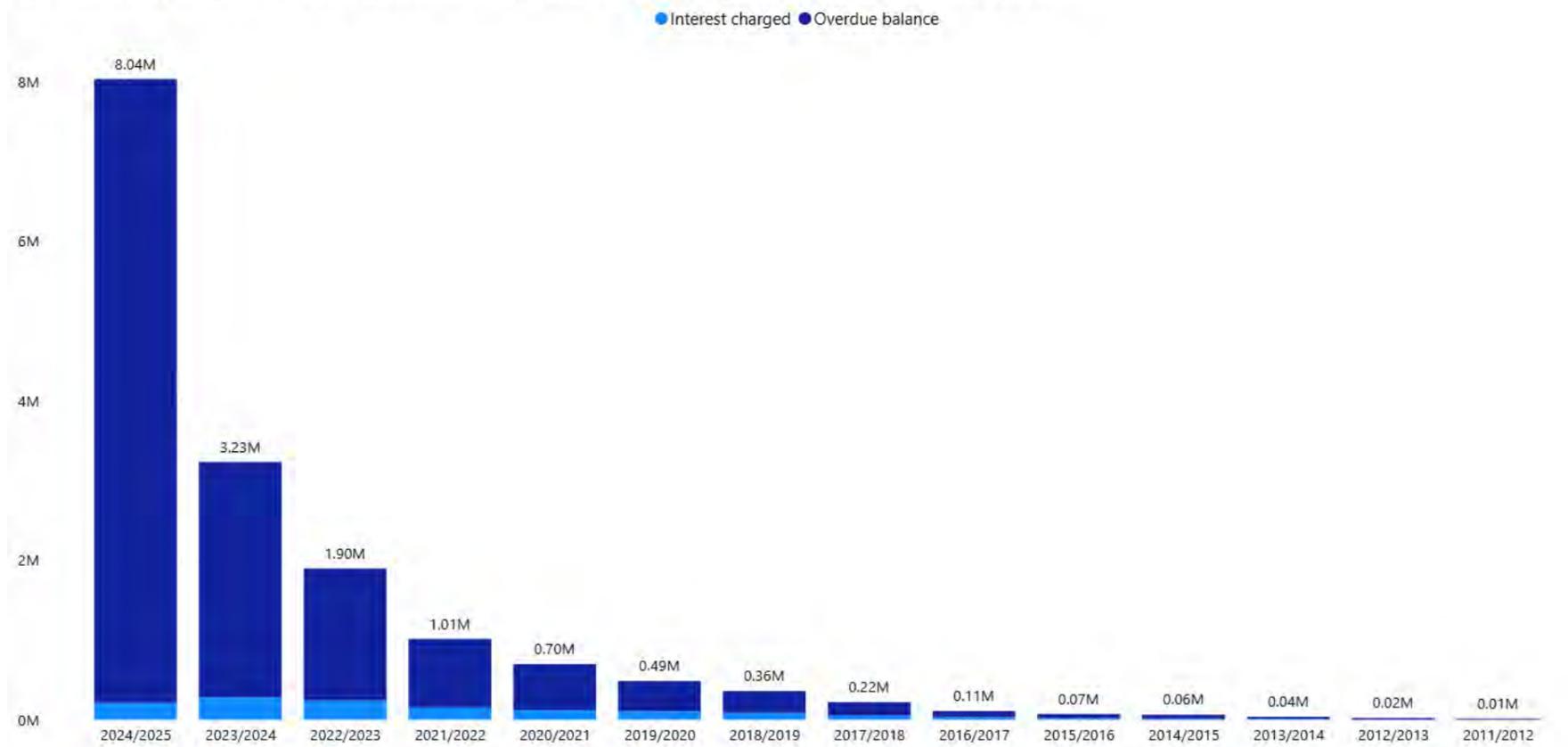
Ref 4 - Non-Current Liabilities – Year-to-date decrease of \$2.4M:

Due to lower outstanding supplier payments in September 2025 compared to 30 June 2025, due to ramping up the capital delivery before the end of June.

Rates and charges outstanding for prior years On 30 Sep 2025

Rates and charges overdue including interest charges

Total rates and charges outstanding up to 2024/25 \$16.3M, including interest charges \$1.3M (graphs showing years where balance is over \$10K)

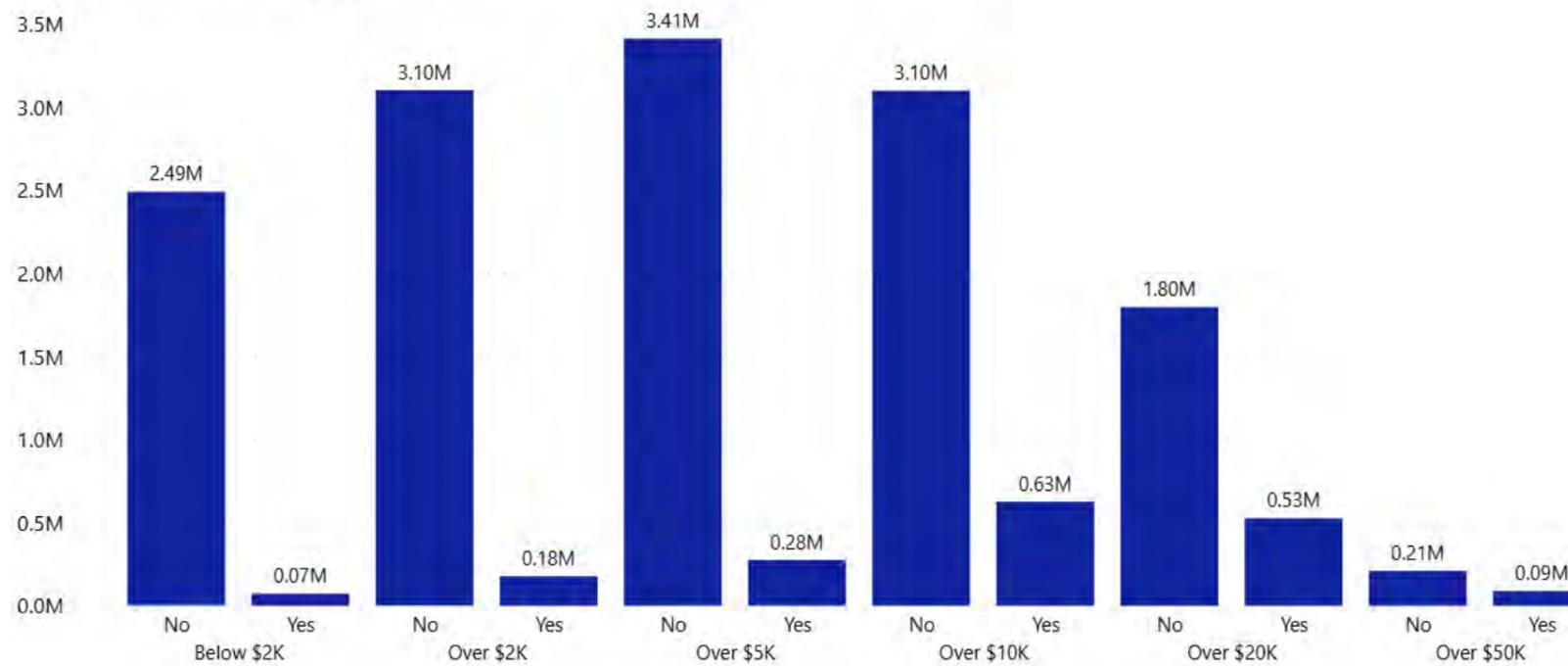


Rates and levies outstanding in payment arrangements On 30 Sep 2025

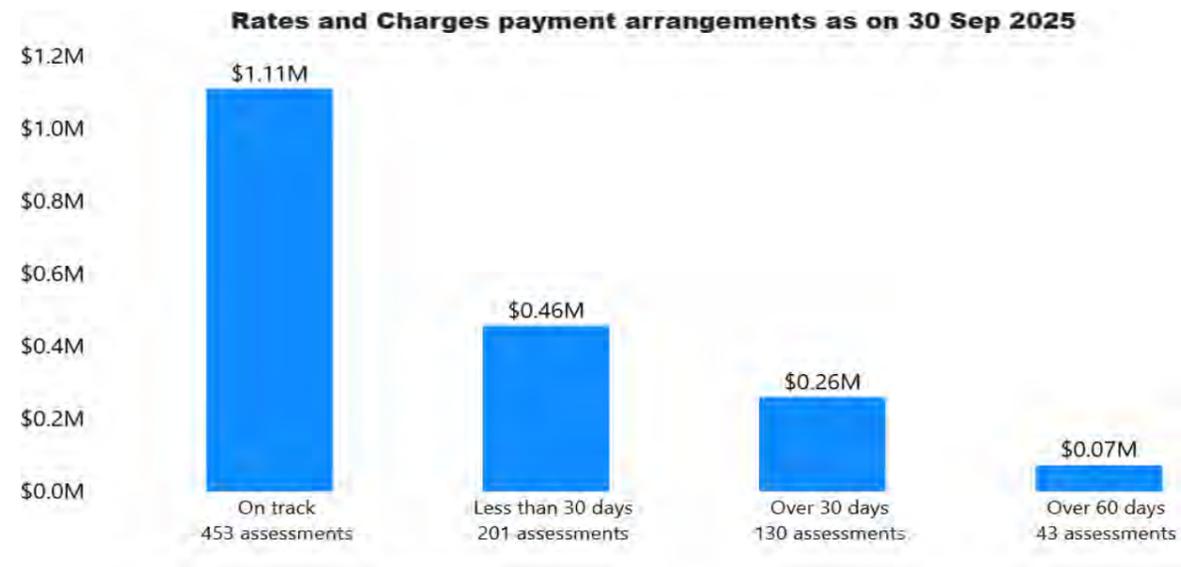
Number of assessments with overdue rates and charges

Description	Overdue Rates and Charges	Number of assessments	Has Payment Arrangement
Below \$2K	2,486,661.85	5276	No
Below \$2K	71,736.74	246	Yes
Over \$2K	3,103,650.33	966	No
Over \$2K	177,356.22	55	Yes
Over \$5K	3,414,083.32	496	No
Over \$5K	275,330.84	38	Yes
Over \$10K	3,100,765.52	226	No
Over \$10K	626,709.55	46	Yes
Over \$20K	1,797,487.13	62	No
Over \$20K	526,360.06	18	Yes
Over \$50K	210,633.71	3	No
Over \$50K	87,782.61	1	Yes
Total	15,878,557.88	7433	

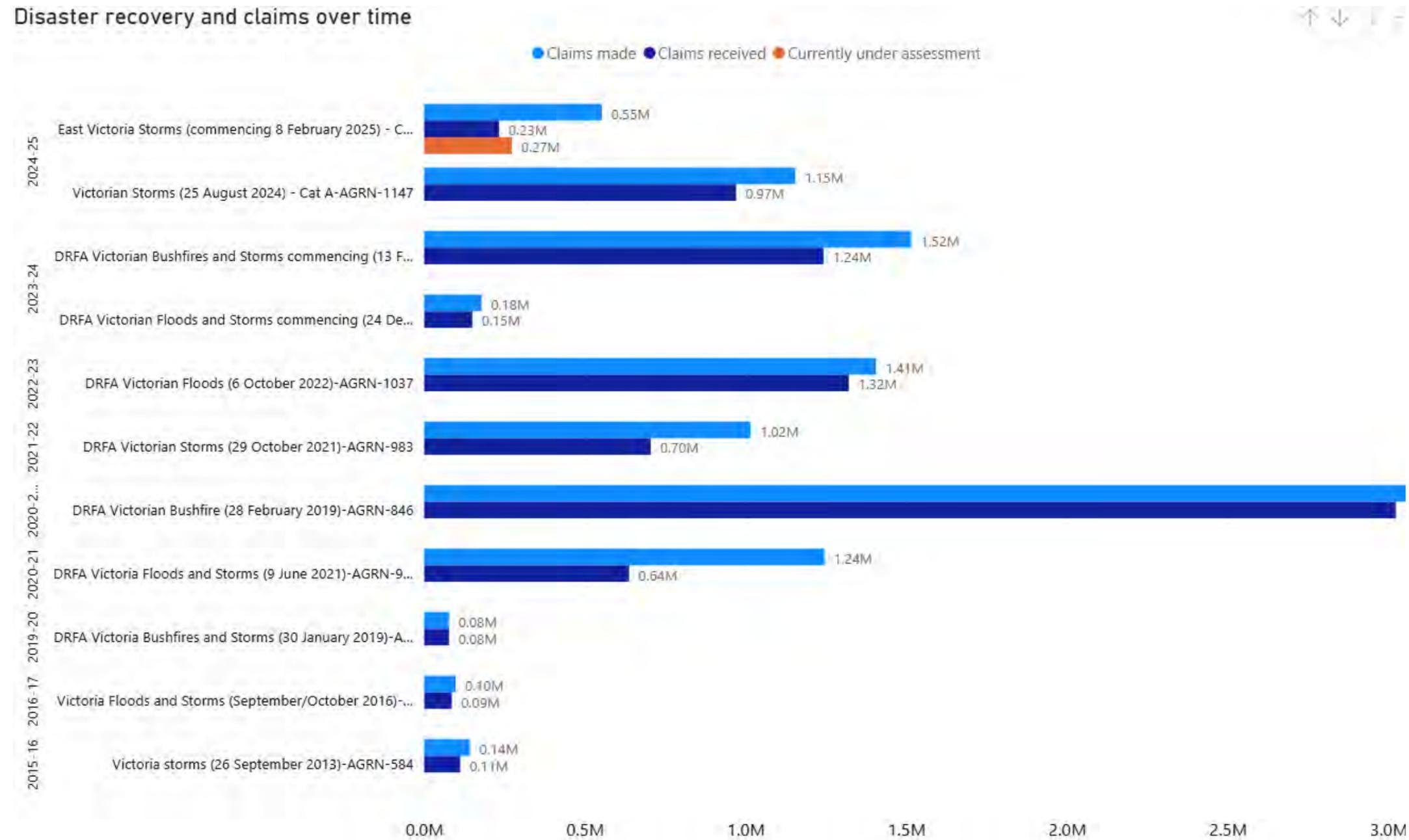
Overdue Rates and charges (Properties overdue balance above \$100)
No and Yes indicates overdue balances in payment arrangement



Rates and charges balances in payment arrangements On 30 Sep 2025



Disaster recovery and claims over time On 30 Sep 2025



Capital Expenditure and Grant Revenue As at 30 September 2025

Capital Expenditure

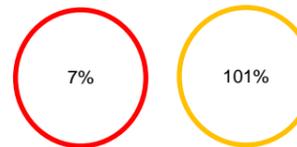
	YTD Actual	Variance to Budget	Full Year Forecast	Variance to Budget
	\$'000	\$'000	\$'000	\$'000
Capital Works Expenditure	4,880	(6,541)	74,943	776
Funded By:				
Grant Revenue	1,871	(6,664)	34,405	264
Contributions	-	-	-	(3,732)
Borrowings	-	-	-	(17,000)
Council Cash	3,009	123	40,538	21,244
Total	4,880	(6,541)	74,943	776

Expenditure for carryover to 2026/27

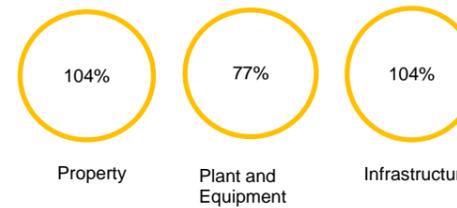
1,500

Note: Variance to budget is favourable where shown as a positive value (surplus) and unfavourable where shown as a negative value (deficit).

YTD Capital Works Expenditure vs Full Year Budget



Forecast 25/26 Capital Spend vs Budget



YTD Variance:

YTD variance is primarily due to the timing of Capital project delivery. Expenditure that was previously unforecasted or not phased throughout the year has now been updated and "re-phased" inline with expected project delivery timeframes and expenditure.

Full Year Variance:

Operational Projects moved from Capital Plan:

- Community Grants - On Track
- Tree planting program - On Track
- Significant Reserve Landscaping- On Track
- Guard Rail & Safety Fence Renewal - On Track
- BMX Gravel Top Up's- On Track
- Equestrian Trails Maintenance - On Track
- WSUD Sediment Removal - On Track
- Traffic management devices - On Track
- Basketball Net replacement - On Track
- Remediation works - Bayles - On Track

Grant Revenue

	YTD Actual	% of Full Year Budget	Full Year Forecast	Variance to Budget
	\$'000	%	\$'000	\$'000
Capital Grant Revenue	1,871	5%	34,405	(264)
Operating Grant Revenue	2,852	13%	12,595	8,918
Unearned Grant Revenue	29,314	86%	43,116	(8,975)

Note: Variances to budget is favourable where shown as a positive value and unfavourable where shown as a negative value.

Unearned Grant revenue (funding received in advance of project delivery)

Capital grant revenue recognition is in line with capital project delivery. The recognition of grant revenue is expected to increase in line with increased project delivery later in the financial year and will see a decrease in the unearned revenue balance. The balance of the unearned grant revenue comprises: GAIC funded projects (\$17M), Sealing the Hills projects (\$4M), and Upper Beaconsfield Reserve Pavilion (\$2M).

Cardinia Shire Council

Income Statement

As at 30 September 2025

	YTD Actual \$'000	YTD Budget \$'000	Variance \$'000	%	Full Year Forecast \$'000	Full Year Budget \$'000	Variance \$'000	%
Income								
Rates and charges	33,695	33,228	467	1%	133,294	132,826	468	0%
Statutory fees and fines	1,554	1,738	(184)	(11%)	7,433	7,587	(154)	(2%)
User fees	423	734	(311)	(42%)	2,913	3,076	(163)	(5%)
Grants - operating	2,852	15,366	(12,514)	(81%)	12,595	21,513	(8,918)	(41%)
Grants - capital	1,871	8,535	(6,664)	(78%)	34,405	34,141	264	1%
Contributions - monetary	1,204	9,760	(8,557)	(88%)	30,849	41,745	(10,896)	(26%)
Contributions - non-monetary	10,638	6,837	3,802	56%	42,643	36,329	6,314	17%
Net gain/(loss) on disposal of PIPE	(419)	125	(544)	(435%)	(119)	500	(619)	(124%)
Other income	2,575	1,504	1,072	71%	8,346	7,856	490	6%
Total income	54,393	77,826	(23,433)	(30%)	272,358	285,573	(13,215)	(5%)
Expenses								
Employee costs	16,220	14,887	(1,333)	(9%)	62,360	61,296	(1,064)	(2%)
Materials and services	15,751	22,430	6,679	30%	83,502	78,518	(4,984)	(6%)
Depreciation	8,701	8,142	(559)	(7%)	34,709	32,568	(2,141)	(7%)
Amortisation - intangible assets	39	39	(1)	(2%)	166	155	(11)	(7%)
Amortisation - right of use assets	105	141	36	26%	440	562	122	22%
Bad and doubtful debts	73	58	(15)	(26%)	238	223	(15)	(7%)
Borrowing costs	184	268	83	31%	1,070	1,070	0	0%
Finance costs - leases	16	19	3	14%	74	107	33	31%
Other expenses	353	454	101	22%	2,577	2,501	(76)	(3%)
Total expenses	41,442	46,437	4,994	11%	185,135	177,000	(8,135)	(5%)
Comprehensive surplus/(deficit)	12,951	31,389	(18,438)	(59%)	87,223	108,573	(21,350)	(20%)
Adjusted Underlying Result								
Remove capital grants and contributions	(13,701)	(25,096)	(11,395)	(45%)	(107,728)	(112,021)	(4,293)	(4%)
Adjusted underlying surplus/(deficit)	(750)	6,293	(7,044)	(112%)	(20,505)	(3,448)	(17,057)	(495%)

Adjusted Underlying Result removes the impact of one-off capital income streams, presenting Councils pure operating result.

Note: Variance to budget is favourable where shown as a positive value (surplus) and unfavourable where shown as a negative value (deficit).

Cardinia Shire Council Balance Sheet As at 30 September 2025

	Actual 30 June 25 \$'000	YTD Actual \$'000	YTD Movement \$'000	Full Year Forecast \$'000	Full Year Budget \$'000	Full Year Variance \$'000
Current assets						
Cash and cash equivalents	25,075	50,406	25,331	58,081	73,609	(15,528)
Non-current assets held for sale	-	-	-	-	-	-
Other assets	3,663	5,256	1,593	8,946	4,928	4,018
Other financial assets	144,624	134,500	(10,124)	134,500	140,929	(6,429)
Trade and other receivables	29,135	121,448	92,313	28,610	21,036	7,574
Total Current assets	202,497	311,610	109,113	230,137	240,502	(10,365)
Non-current assets						
Intangible assets	1,160	1,121	(39)	2,987	1,325	1,662
Property, infrastructure, plant & equipment	3,335,912	3,341,966	6,054	3,560,899	3,264,121	296,778
Right of use assets	2,081	1,977	(104)	1,977	1,686	291
Trade and other receivables	3,111	2,730	(381)	2,730	1,250	1,480
Total Non-current assets	3,342,264	3,347,794	5,530	3,568,593	3,268,382	300,211
Current liabilities						
Interest-bearing liabilities	1,418	1,434	(16)	1,434	4,818	3,384
Lease liabilities	424	322	102	322	582	260
Provisions	11,533	12,244	(711)	12,244	9,295	(2,949)
Trade and other payables	8,386	5,285	3,101	5,285	7,325	2,040
Trust funds and deposits	15,322	20,000	(4,678)	6,491	13,381	6,890
Unearned income	25,790	127,733	(101,943)	60,225	12,616	(47,609)
Total Current liabilities	62,873	167,018	104,145	86,001	48,017	37,984
Non-current liabilities						
Interest-bearing liabilities	16,092	15,727	365	32,727	31,017	(1,710)
Lease liabilities	1,805	1,805	-	1,805	1,255	(550)
Provisions	1,471	1,616	(145)	1,616	4,919	3,303
Trade and other payables	5,732	3,458	2,274	3,458	-	(3,458)
Total Non-current liabilities	25,100	22,606	(2,494)	39,606	37,191	2,415
Net Assets	3,456,788	3,469,780	12,992	3,673,123	3,423,676	249,447
Equity						
Accumulated surplus	1,496,789	1,504,746	7,957	1,660,935	1,559,659	101,276
Reserves	1,959,999	1,965,034	5,035	2,012,188	1,864,017	148,171
Total Equity	3,456,788	3,469,780	12,992	3,673,123	3,423,676	249,447

Note: Variance to budget is favourable where shown as a positive value (surplus) and unfavourable where shown as a negative value (deficit).

Cardinia Shire Council Statement of Cash Flows As at 30 September 2025

	Actual 30 Jun 2025 \$'000	YTD Actual \$'000	YTD Budget \$'000	YTD Variance \$'000	Full Year Forecast \$'000	Full Year Budget \$'000	Full Year Variance \$'000
Cash flows (to)/from operating activities							
Rates and Charges	123,841	30,152	33,381	(3,229)	142,679	133,524	9,155
Statutory Fees and Fines	7,908	1,836	2,098	(262)	8,303	8,390	(87)
User Fees	3,713	465	850	(385)	3,205	3,401	(196)
Grants - operating	29,585	3,498	5,407	(1,909)	13,490	21,626	(8,136)
Grants - capital	24,025	8,493	8,580	(87)	53,180	34,320	18,860
Contributions	19,748	5,846	10,436	(4,590)	35,492	41,745	(6,253)
Interest received	7,309	606	1,324	(718)	4,976	5,294	(318)
Trust funds and deposits taken / (repaid)	2,298	(453)	-	(453)	(453)	-	(453)
Other Receipts	5,632	1,796	1,812	(16)	3,336	7,249	(3,913)
GST received (net)	12,511	2,968	2,194	774	19,315	8,775	10,540
Employee costs	(58,863)	(14,950)	(15,475)	525	(61,090)	(61,899)	809
Materials and Services	(98,073)	(21,710)	(20,506)	(1,204)	(120,154)	(82,025)	(38,129)
Short-term, low value and variable lease payments	(387)	(11)	-	(11)	(350)	-	(350)
Net cash provided/(used) by operating activities	77,334	18,148	29,447	(11,299)	99,094	117,787	(18,693)
Cash flows (to)/from investing activities							
Payments for property, plant and equipment	(60,222)	(2,398)	(20,296)	17,898	(91,685)	(81,185)	(10,500)
Proceeds from sales of assets	616	107	138	(31)	437	550	(113)
Net Payments from investments	(27,624)	10,124	-	10,124	10,124	-	10,124
Net cash provided/(used) in investing activities	(87,230)	7,833	(20,159)	27,992	(81,124)	(80,635)	(489)
Cash flows (to)/from financing activities							
Finance costs	(274)	(184)	(268)	84	(1,070)	(1,070)	-
Proceeds from borrowings	17,510	-	4,250	(4,250)	17,000	17,000	-
Repayment of borrowings	(11,690)	(448)	(475)	27	(448)	(1,901)	1,453
Interest paid - lease liability	(72)	(16)	(27)	11	(74)	(107)	33
Repayment of lease liabilities	(429)	(2)	(139)	137	(371)	(554)	183
Net cash provided/(used) by financing activities	5,045	(650)	3,342	(3,992)	15,037	13,368	1,669
Increase/(reduction) in cash held	(4,851)	25,331	12,630	12,701	33,007	50,520	(17,513)
Cash at beginning	29,926	25,075	23,089	1,986	25,075	23,089	1,986
Cash at end	25,075	50,406	35,719	14,687	58,082	73,609	(15,527)
Other financial assets	144,624	134,500	140,929	(6,429)	134,500	140,929	(6,429)
Cash and other financial assets at year end	169,699	184,906	176,648	8,258	192,582	214,538	(21,956)
Restricted Cash							
Unearned Income/Unspent Grants	23,445	30,713	39,867	(9,154)	43,116	11,469	31,647
Trust funds and deposits	15,322	20,000	12,546	7,455	6,491	13,381	(6,890)
Asset Committees Bank	940	940	1,047	(106)	940	1,189	(248)
Unexpended Contributions (incl DCP, POS, CIL)	106,216	111,276	117,236	(5,960)	110,928	150,377	(39,449)
Other Reserve Balances	6,847	6,818	7,224	(406)	6,818	7,125	(307)
Restricted Cash - Total	152,770	169,748	177,920	(8,172)	168,294	183,540	(15,246)
Unrestricted Cash	16,929	15,158	(1,272)	16,430	24,288	30,998	(6,710)

Restricted Cash includes any cash held by Council which is required to be spent on specific future obligations, or is held on behalf of another group or organisation. Removing these values shows Councils pure cash position.

Note: Variance to budget is favourable where shown as a positive value (surplus) and unfavourable where shown as a negative value (deficit).

Cardinia Shire Council
Statement of Capital Works
As at 30 September 2025

	YTD Actual \$'000	YTD Budget \$'000	YTD Variance \$'000	Full Year Forecast \$'000	Full Year Budget \$'000	Full Year Variance \$'000
Property						
Land	24	460	436	4,439	3,990	(449)
Buildings	971	1,778	807	8,406	10,222	1,816
Total Property	<u>995</u>	<u>2,238</u>	<u>1,243</u>	<u>12,845</u>	<u>14,212</u>	<u>1,367</u>
Plant and equipment						
Plant & machinery	535	217	(318)	4,038	3,036	(1,002)
Fixture, fittings & furniture	164	281	117	1,214	1,641	427
Computers & telecoms	4	159	155	429	2,665	2,236
Total Plant and equipment	<u>703</u>	<u>657</u>	<u>(46)</u>	<u>5,681</u>	<u>7,342</u>	<u>1,661</u>
Infrastructure						
Roads	2,047	4,471	2,424	36,544	37,243	699
Bridges	1	64	63	1,094	1,057	(37)
Footpaths	355	411	56	1,548	1,835	287
Drainage	84	489	405	1,274	1,135	(139)
Recreational	104	886	782	3,321	2,156	(1,165)
Parks and open space	117	235	118	1,853	1,583	(270)
Off Street Car Parks	10	42	32	178	-	(178)
Other infrastructure	240	1,734	1,494	8,660	7,604	(1,056)
Total Infrastructure	<u>2,958</u>	<u>8,332</u>	<u>5,374</u>	<u>54,472</u>	<u>52,613</u>	<u>(1,859)</u>
Intangibles						
Software	224	194	(30)	1,945	-	(1,945)
Total Intangibles	<u>224</u>	<u>194</u>	<u>(30)</u>	<u>1,945</u>	<u>-</u>	<u>(1,945)</u>
Total Capital Works Expenditure	<u>4,880</u>	<u>11,421</u>	<u>6,541</u>	<u>74,943</u>	<u>74,167</u>	<u>(776)</u>
Represented by:						
New assets	473	743	270	5,773	6,309	536
Asset renewals	1,309	5,052	3,743	23,695	23,244	(451)
Asset upgrades	2,493	5,098	2,605	30,378	32,313	1,935
Asset expansions	605	528	(77)	15,097	12,301	(2,796)
Total Capital Works Expenditure	<u>4,880</u>	<u>11,421</u>	<u>6,541</u>	<u>74,943</u>	<u>74,167</u>	<u>(776)</u>

Note: Variance to budget is favourable where shown as a positive value (surplus) and unfavourable where shown as a negative value (deficit).

7.4.2 CONTRACT EXTENSION CT000100 – KERNOW IMMUNISATION SERVICE

Responsible GM:	Debbie Tyson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	1. Thriving Communities 1.4 Community Services - We support, advocate for, and seek to attract accessible health and community services to meet the needs of a growing and diverse community.

Recommendation

That Council approves the contract extension CT000100 – Kernow Immunisation Service for a further 6 months, to a total contract sum of \$156,000.00 (excluding GST), with a revised a contract completion date of 30 June 2026.

Executive Summary

The purpose of this report is to recommend that contract CT000100 Immunisation Shared Services to utilise contract extension provisions and extend the contract for a further 6 months, to a total contract sum of \$156,000.00 (excluding GST), with a revised a contract completion date of 30 June 2026.

Background

Contract CT000100 (CT 22-029) – Immunisation Shared Services was awarded to Kernow Environmental Services Pty Ltd at the Council Meeting held on 12 December 2022. The contract, valued at \$934,633.34, covered the period from 2023 to 2025 and provides immunisation services across the shared service municipalities of Cardinia Shire Council, City of Casey, and Baw Baw Shire Council.

At the time of approval, extension options were not presented to Council and therefore were not endorsed. Consequently, any future extensions must be formally submitted for Council approval. The current contract is scheduled to expire on 31 December 2025 and includes a discretionary extension option of up to 12 months. Following collaborative discussions, the three participating councils have agreed to extend the contract by six months, revising the expiry date to 30 June 2026.

This extension reflects a shared commitment to ensuring service continuity while the scope and structure of the future contract are finalised.

Policy Implications

Procurement Policy

Financial and Resource Implications

To support the continued delivery of immunisation services under the proposed six-month extension of Contract CT000100 – Immunisation Shared Services, an additional allocation of \$156,000.00 is being sought. This funding will ensure uninterrupted service provision across the shared service municipalities of Cardinia Shire Council, City of Casey, and Baw Baw Shire Council through to 30 June 2026.

It is noted that the contract has delivered cost efficiencies, particularly in Year 3, following a directive from the Victorian State Government to revise the human papillomavirus (HPV) vaccine schedule in the school-based immunisation program. The change from a two-dose to a single-dose schedule for most adolescents—based on scientific evidence demonstrating equivalent protection—has resulted in reduced service delivery costs and contributed to overall savings for Council.

Council	Year 1 (2023)	Year 2 (2024)	Year 3 (2025)	TOTAL LUMP SUM PRICE
Cardinia Shire Council - Lump Sum Summary	\$302,025.34	\$300,293.00	\$292,348.00	\$894,666.34

Climate Emergency Consideration

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

Consultation/Communication

The extension of the Immunisation Shared Services contract has been developed through extensive collaboration between Cardinia Shire Council and the Shared Service Councils of City of Casey and Baw Baw Shire Council. This joint service structure has enabled effective engagement with both technical and procurement stakeholders across the three municipalities. The shared commitment to maintaining service continuity has been a key driver throughout the consultation process, ensuring alignment while finalising the scope and structure of the future contract arrangement.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. It was determined that a Gender Impact Assessment (GIA) was not required as the subject matter of this report does not relate to a policy, program or service that has a direct or significant impact on the community.

Attachments

Nil

7.5 Activity Reports

7.5.1 COMMUNITY ENGAGEMENT UPDATE - NOVEMBER 2025

Responsible GM:	Wayne Mack
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5. Responsible Leaders 5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.

Recommendation

That Council notes the community engagement update for November 2025.

Executive Summary

This report provides a monthly update on Council's community engagement opportunities commencing or continuing in November 2025.

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 have the opportunity to shape Council's decision-making process.

Council's Community Engagement Policy sets out Council's accountability for, and commitment to, providing authentic and meaningful community engagement practices. The Policy meets the requirements of the Local Government Act 2020. It also reflects 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 Engagement Institute's International Association for Public Participation Australasia (IAP2) Spectrum of Public Participation (referenced below) as the core 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.

Financial and Resource Implications

The activities undertaken fall within Council’s existing budget and resourcing.

Climate Emergency Consideration

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

Consultation/Communication

The following engagement projects are being planned or continuing in November 2025.

Project	Project description	Details of Engagement	Business Unit
Community Engagement to inform the review of the Pedestrian and Bicycle Strategy (2017).	Invite feedback to inform the review and ensure the municipality’s active transport network remains relevant, inclusive, and strategically aligned with current and future needs.	<p>Promote through Council’s socials, media release and e-news linked to the Creating Cardinia page.</p> <p>Targeted community feedback from local bicycle user groups, walking/running groups and peak</p>	Community and Planning Services

		bodies ie Cycling Victoria.	
<p>Upgrades to play spaces or recreation equipment at:</p> <ul style="list-style-type: none"> Heritage Springs and Toomuc Linear Reserve Ron Andrews Play space, Sandalwood Drive Pakenham. 	<p>Invite feedback on current use of fitness equipment to inform future renewal.</p> <p>Community input to shape the future of play and recreation facilities in the neighbourhood.</p>	<p>Promote through Council’s socials, media release and e-news and on-site posters linked to the Creating Cardinia page.</p> <p>Letters to residents surrounding each site and local signage.</p> <p>Engagement with students at local primary school.</p>	Community and Planning Services
Public exhibition on the Draft Onsite Wastewater Management Plan 2026-2029.	Invite feedback on the draft Onsite Wastewater Management Plan 2026-2029.	<p>Promoted through Council’s socials, media release and e-news linked to the Creating Cardinia page.</p> <p>Targeted promotion in community e-news channels.</p>	Community and Planning Services
Phase 2 community engagement on the Draft Nar Nar Goon Township Strategy.	Inviting feedback on the draft Nar Nar Goon Township Strategy.	<p>Promotion in Council’s socials, media release, e-news, and posters linked to Creating Cardinia page.</p> <p>Drop-in sessions at NNG Memorial Hall</p> <p>Thursday 13 November 2025 2.30- 4.30 pm</p> <p>Monday 24 November 2025 6.00 pm – 8.00 pm</p>	Community and Planning Services
The review of the Cardinia Shire Planning Scheme in 2026 as required by Section 12B of the Planning and	Invite community and industry feedback to inform the review of the Cardinia Planning Scheme in 2026.	Continue to gather feedback from community, industry stakeholders and businesses following the drop-in sessions	Community and Planning Services.

Environment Act, 1987.		held in Officer, Bunyip, Lang Lang and Emerald.	
Expressions of Interest (EOIs) to invite applicants to join a community panel to inform the review of the Differential Rating Strategy in 2026.	Community will be invited to apply to join a community panel to inform Council's review of the differential Rates Strategy in 2026.	Promotion through Council's socials, media release and e-news linked to the Creating Cardinia page with targeted promotion to community and business networks.	Corporate Services
Previous Engagement/Inform Projects		How feedback shaped decisions made	
<p>Previous engagement informed Councils Strategic Plans:</p> <ul style="list-style-type: none"> • Council Plan 2025–2029 • Liveability Plan 2017-2029 • Long Term Financial Plan 2025-2035 • Asset Plan 2025-2035 • Road Management Plan 2025-2029 		<ul style="list-style-type: none"> • Council ran a deliberative engagement process early this year, where a community panel worked together to review the Community Vision 2040. The panel also developed a number of recommendations which informed the review of Council's suite of strategic documents. • These documents were adopted at the October 2025 Council Meeting and will guide Council's decision-making and service delivery for the next four years. Future Cardinia - Strategic Plans Endorsed Creating Cardinia 	
Trythall Street, Beaconsfield. Road Discontinuance and Transfer of land to DEECA		<ul style="list-style-type: none"> • After consideration of community feedback at the Council Meeting in October 2025, Council voted to discontinue and transfer a 375-square-metre section of Trythall Street to DEECA. • The land's designation will be changed from 'road' to 'reserve', enabling its future use as part of the Cardinia Creek Regional Parklands. • This decision reflects Council's commitment to contributing to the development of regional parklands and aligns with the long-term vision outlined in the Cardinia Creek Regional Parklands Future Directions Plan. • Road Discontinuance and Transfer in Beaconsfield Creating Cardinia 	

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. It was determined that a Gender Impact Assessment (GIA) was not required as the subject matter of this report does not relate to a policy, program or service that has a direct or significant impact on the community.

Attachments

Nil

7.5.2 QUARTERLY ENVIRONMENT REPORT - Q1 SEPTEMBER 2025

Responsible GM:	Peter Benazic
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>3. Adaptive Environments</p> <p>3.1 Biodiversity - We protect our biodiversity and enhance our natural assets and diverse ecosystems.</p> <p>3.2 Emergency preparedness - We partner with the community to strengthen our readiness and resilience to climate-related events and other emergencies.</p> <p>3.3 Climate change - We partner with the community and business to respond to, and build resilience against, the impacts of climate change.</p> <p>3.5 Waste - We collaborate with the community, industry and all levels of government to reduce our reliance on landfill and enhance resource recovery, with a focus on long-term sustainable services.</p>

Recommendation

That Council note this report.

Executive Summary

This quarterly report provides an update on projects, services and actions that are undertaken by Council to deliver on the Council Plan objective adaptive environments.

Adaptive environments: we care for our natural environment and support recovery from challenges.

Objective statement: we take a collaborative approach to environmental stewardship, working alongside community and partners to build climate resilience and mitigate the impacts of climate change.

We continuously improve our practices, promote circular economies, and strengthen our collective capacity to respond to environmental challenges.

Initiatives: this report provides updates on the Council Plan initiatives focussing on: biodiversity, climate change and waste and resource recovery.

Background

There are a broad range of projects, services and actions delivering environmental benefits throughout the organisation. While many of these occur within or are led by the Environment and Infrastructure Group, most of the organisation is involved in environmental sustainability to some degree.

Council Plan initiatives and how they link to Council's Sustainable Environment Policy themes:

- Biodiversity
 - Implement initiatives in the Biolink Plan 2023-2033, Biodiversity Conservation Strategy 2019-2029 and Weed Management Strategy 2019-2029.
- Climate change
 - Implement initiatives in the Climate Change Adaptation Strategy 2022-2033.
- Water
 - Develop new Integrated Water Management Plan (IWMP) and implement the plan.

- The 2015-25 Integrated Water Management Plan has come to an end and will be formally reported in 2026.
- Reporting on this initiative will commence upon adoption of a new Integrated Water Management Plan.
- Waste and resource recovery
 - Develop a future Waste and Resource Recovery Strategy 2026-2036 and implement the actions under the strategy While the new strategy is being developed, this report will continue to provide updates on the current Waste and Resource Recovery strategy.

Heritage

In addition to the above, this report also provides updates on the Council Plan strategy 2.8: we work to protect sites of heritage significance within the shire for future generations.

Project update

Projects and updates are included in the attached report.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. Gender Impact Assessments (GIA) will be carried out on specific projects as required.

Attachments

1. Attachment 1 - Environment Council Plan - Q1 September 2025 [7.5.2.1 - 8 pages]

Biodiversity

Council Plan initiative 3.7: Continue adopted strategies.

- Implement initiatives in the Biolinks Plan 2023-2033 and the Biodiversity Conservation Strategy 2019-2029 and Weed Management Strategy 2019-2029.

Protecting the southern brown bandicoot

Description	Southern brown bandicoot awareness campaign aims to increase community understanding and support for the protection of this threatened species.
Funding	The project is fully funded by Council.
Update	<p>Council has worked in close collaboration with Royal Botanic Gardens Victoria on the campaign which includes the installation of pavement stickers in public spaces to highlight bandicoot habitat and mark bandicoot sightings.</p> <p>The stickers encourage residents to participate in citizen science and promotes responsible pet ownership, such as keeping cats indoors and dogs on lead. Since being installed in Koo Wee Rup, the campaign has received a positive response from the community.</p> <p>Residents have expressed interest and support, with early feedback indicating increased awareness and appreciation for local biodiversity.</p>

Lovers Lane, Garfield – planting event

Description	Lovers Lane planting event organised by Cannibal Creek Landcare to improve bandicoot habitat.
Funding	This event was jointly funded by the community and Council.
Update	<p>On Sunday 14 September, 68 volunteers came together to plant 2,635 indigenous plants at Lovers Lane, Garfield to create habitat for the southern brown bandicoot.</p> <p>This is the third year of planting at this location, with a total of 10,000 plants having now been planted.</p> <p>The event was organised by Cannibal Creek Landcare and supported by Council through the Biodiversity Incentive Scheme. The site which is located on a mapped Council biolink corridor is already showing signs of ecological success, with southern brown bandicoots beginning to colonise the area and up to 27 native birds seen on site.</p>

Trees for weeds event wrap up

Description	Trees for weeds swap events provide residents the opportunity to bring samples of their weeds for identification and swap them for indigenous plants.
Funding	The project is fully funded by Council
Update	<p>Council in partnership with the Friends of Emerald Lake Park hosted a Trees for Weeds swap event at the Emerald Library on Saturday 6 September 2025.</p> <p>Residents brought along samples of their weeds, and experts were available to help identify weed species and provide management and treatment tips.</p> <p>In return, more than 35 landowners took home free indigenous plants for their gardens/properties.</p>

Greening Cardinia program: corridors for wildlife

Description	<p>The Greening Cardinia program seeks to improve biodiversity on private and public land, and conserve habitat for threatened species.</p> <p>Category 2 of the program, the Indigenous plant giveaway, has now been changed to focus on large scale plantings that aim to assist private landowners to revegetate sections of their property after weed control works, establish shelter belts or to revegetate areas that have fallen into environmental disrepair.</p>
Funding	The program is fully funded by Council.
Update	<p>Applications opened in September and closed 31 October.</p> <p>The program aims to assist private landowners with properties that are one hectare or larger to help them revegetate after weed control works, to establish shelter belts or to revegetate areas that have fallen into environmental disrepair.</p> <p>Corridors for wildlife is suitable for property owners who would like to establish a bush-style habitat and who are willing to protect the area from livestock with fencing. To be eligible for the program, property owners must have space to plant and grow at least 300 plants (planting area must be more than eight metres wide).</p> <p>Applications are being assessed, and successful applicants will receive their plants in winter/spring of 2026, when it is the optimum time for planting.</p> <p>The change to the indigenous plant giveaway program will provide greater ecological impact and landscape transformation.</p> <p>Smaller property owners (less than 1ha are encouraged to join Council's gardens for wildlife program, which includes an indigenous plant giveaway on sign up).</p>

Biodiversity month

Description	Biodiversity month is an annual event, celebrated throughout September, that promotes the importance of connecting with and caring for nature. Residents are encouraged to spend time in nature and support local conservation efforts.
Funding	The project is fully funded by Council.
Update	<p>Council celebrated Biodiversity Month in September with a range of activities encouraging residents to connect with nature and contribute to conservation.</p> <ul style="list-style-type: none"> • Biodiversity Blitz: 134 community members recorded 1,373 observations across 521 species using the iNaturalist app, showcasing the incredible biodiversity of our region. • Biodiversity bushwalk at RJ Chambers Reserve: 13 participants enjoyed a guided nature walk and photography workshop. Feedback was overwhelmingly positive, with attendees praising the opportunity to learn and explore.

Climate change

Council Plan initiative 3.7: Continue adopted strategies.

- Implement initiatives in the Climate Change Adaptation Strategy 2022-2033.

Financing flood resilient infrastructure

Description	<p>As a member of South East Councils Climate Change Alliance (SECCCA), Council is participating in the Financing Flood Resilient Infrastructure (FFRI) project, funded with \$4.2 million from the Australian Government's <i>Disaster Ready Fund</i> (2025–2028).</p> <p>Building on previous SECCCA initiatives—asset vulnerability assessment, enhancing community resilience, and the residential case studies the project will:</p> <ul style="list-style-type: none"> • identify flood-prone assets, • explore hybrid financing models for drainage infrastructure and • support councils in updating flood modelling and planning mitigation strategies. <p>The project will investigate key assets at risk of flooding, identify and assess hybrid financing models that south-east councils can leverage to fund critical drainage infrastructure projects to support flood resilience planning.</p>
Funding	The project is fully funded by the Australian Government.
Update	The South East Councils Climate Change Alliance (SECCCA) commenced the Financing Flood Resilient Infrastructure (FFRI) project in collaboration with expert consultants. As a member council, Cardinia Shire will receive support to update existing flood modelling and enhance the ability to identify, prioritise and plan flood mitigation and adaptation strategies. The project aims to better manage the short and long-term risks associated with increasing flood-related events.

Climate resilient gardening

Description	In partnership with the Cardinia Environment Coalition (CEC), Council installed interpretive signage at the indigenous display garden at Deep Creek Reserve, to inform visitors on how to use indigenous plants to create a climate resilient garden.
Funding	The project is fully funded by Council.
Update	Council in partnership with the Cardinia Environment Coalition (CEC) installed interpretive signage in July at the indigenous display gardens at Deep Creek Reserve in Pakenham. The signs help residents identify suitable plant species for their own climate resilient garden and showcase the types of plants with natural adaptations, such as water conserving leaves and deep root systems that enable survival in drought and extreme weather.

Supporting climate hazard preparedness

Description	<p>To assist the community improve their climate resilience, two new pages have been created on Council's website:</p> <ul style="list-style-type: none"> • Managing and understanding flood risk • Staying safe in a changing climate
Funding	The project is fully funded by council
Update	<p>The information available on Council's website helps the community build climate resilience.</p> <p>Managing and understanding flood risks</p> <ul style="list-style-type: none"> • supports residents and business in high impact areas to plan for and adapt to increasing flood risk. • information includes planning controls and links to the <i>Climate Council of Australia's</i> flood risk heat map. • designed to create a baseline understanding of flood risk across the Cardinia community and will be updated as new information and data becomes available through the Melbourne Water flood mapping project. <p>Staying safe in a changing climate</p> <ul style="list-style-type: none"> • designed to raise awareness of different climate hazards amongst varied age groups and vulnerable cohorts. • information provides tailored advice to vulnerable groups identified by the South East Councils Climate Change Alliance (SECCCA) including those who: <ul style="list-style-type: none"> - live in older housing stock outside of the growth corridor. - expend more than 30% of income on mortgage or rent. - consistently work outdoors and/or who rely on agriculture for their livelihood. - live on their own, are single parents, or isolated from friends and family. - are new to the area and unfamiliar with both local climate and history of natural disaster events such as flooding and bushfires.

Heritage

Council Plan strategy 2.8

- We work to protect sites of heritage significance within the shire for future generations.

Emerald Museum: video promoting volunteerism

Description	Council, in collaboration with the Emerald Museum volunteers worked to produce a promotional video for the Emerald Museum.
Funding	The project is fully funded by Council.
Update	<p>The video aims to showcase the Emerald Museum and highlights the benefits of volunteering at the museum, from being on the committee, to gaining valuable experience as part of higher education or to learn more about local history.</p> <p>The short video has been promoted through Council's social media pages and online publications, customer support digital screens, and on a display screen within the Museum.</p> <p>The Emerald Museum has seen a significant increase in volunteers and visitors in the past several months, with 20 volunteers currently assisting with museum management, front of house and cataloguing.</p>

Emerald Museum partnership with Swinburne Children's University

Description	The Emerald Museum has launched a partnership with Swinburne University of Technology's Children's University Program as a learning destination.
Funding	This partnership is fully supported by the Emerald Museum committee.
Update	<p>In partnership with Swinburne University the program encourages students aged 7 to 14 years to engage in learning opportunities outside of the classroom, whereby participants visit a variety of learning destinations and record their hours of engagement in a learning passport.</p> <p>The program currently caters to 32 partner schools and 900 members, and the Emerald Museum has developed three student-led activities for this program; one based in the museum during opening hours, while the other two can be undertaken at any time in the Nobelius Heritage Park.</p>

Emerald in Focus: A Photographic History 1858 – 1958

Description	<i>Emerald in Focus</i> was initially published in 2006 by the Emerald Museum committee, however it was never reprinted when it sold out. The 2025 re-print of <i>Emerald in Focus</i> contains corrections and revisions to information for historical accuracy, an expanded timeline, and an index of names of both prominent people and places throughout Emerald's history, increasing the accessibility of this historical information for readers.
Funding	This project was fully funded by the Emerald Museum committee.
Update	On Thursday 25 September, Mayor Jack Kowarzik officially launched <i>Emerald in Focus: A Photographic History 1858 - 1958</i> at the Emerald Museum, in a well-attended community event. The committee thanked all community members who had made submissions to update the books information and hope that everyone will be able to enjoy this updated version of the book. To further promote and celebrate Emerald's history the publication is now available for the community at the Emerald Museum, Grace & Louie Booksellers, and at the Emerald Library.

Heritage grants program

Description	Council's heritage grant program aims to repair or conserve places and sites that are covered by a heritage overlay in the Cardinia Planning Scheme. The program has two categories: <ul style="list-style-type: none"> • Sites that are open to the public (such as town halls, churches and shops) • Private sites that do not open to the public (such as private homes)
Funding	This program is fully funded by Council.
Update	Applications for the 2025-26 heritage grants program have closed with the demand for the grant significantly higher this year due to a direct mail out to all heritage properties in the shire. The program was over-subscribed, and Council was able to fund eight heritage projects ranging from full replacement of corrugated roofing, re-painting and restoration works to front facades and horticultural works to protect and enhance significant trees. Applications for the 2026-27 program will open in April 2026 and Council will encourage heritage owners and community groups to apply next year.

Waste and resource recovery

Council Plan initiatives 3.10 Waste strategy.

- Develop a future Waste Resource and Recovery Strategy 2026-2036 and implement the actions under the strategy.

While the new strategy is being developed, this report will continue to provide updates on the current Waste and Resource Recovery strategy.

Spark: e-waste exhibition

Description	To create an awareness about the negative impacts of e-waste on our waste service delivery an interactive exhibition was developed. Councils waste services and arts and creative industries teams worked together to host an interactive exhibition to raise awareness of the importance of this issue and the impacts of individual behaviour.
Funding	This project was fully funded by the Garbage Charge
Update	<p>Over the past few years, Council's across Australia have seen a significant increase in truck and facility fires from incorrect e-waste disposal in household bins. This alarming rise in fires is an industry wide issue, caused by incorrect disposal of e-waste and items containing batteries.</p> <p>Following an extensive communications campaign, electronic waste was still ending up in household bins, prompting Council to try a different approach.</p> <p>An e-waste art exhibit titled 'Spark: Illuminating Stories of E-waste' was developed, in collaboration with the Arts and Culture team. In addition to telling the stories of people directly impacted by these fires, the exhibit highlighted the far-reaching impacts of e-waste, sparking conversations around the prevalence of e-waste and the disposal options available.</p> <p>This powerful and innovative exhibition blended art and community engagement, turning the unseen impacts of e-waste into tangible stories to inspire behaviour change.</p> <p>In collaboration with key stakeholders Cleanaway, Beaconsfield CFA, Regroup and Recycle Mate, the exhibit featured:</p> <ul style="list-style-type: none"> • A 22-metre multi-panel projection featuring stories from truck drivers, recycling facility workers and emergency responders sharing firsthand accounts of the devastating consequences of e-waste fires. • A sculptural column made from discarded e-waste items collected from Cardinia Shire residents. • 7-metre wall decal detailing the issue of e-waste, environmental impacts, the prevalence of e-waste in our homes and disposal options. • A treasure hunt activity to encourage children and adults to use the recycle mate app. • A large truck cut-out, featuring Council's e-waste truck for kids to pose as a driver. • A display of everyday e-waste items found around the average home. • An e-waste bin for safe disposal of household e-waste items.

Detox your home

Description	Detox your Home is a Victorian Government initiative that provides a safe and free disposal option for common household chemicals that cannot go in kerbside bins or are not accepted at transfer stations.
Funding	This project is funded by Sustainability Victoria and supported by Council.
Update	<p>This service has been running for 27 years and is a highly valuable program that aims to keep harmful chemicals out of the environment.</p> <p>After being suspended by the Victorian Government due to limited funding, the Detox your Home drop-off events have resumed this financial year. The value of these drop-off events was further highlighted during recent community consultation for our Waste and Resource Recovery Strategy, where oil, paints and chemicals were identified as the most difficult items to dispose of safely.</p> <p>Following advocacy efforts from Victorian councils, Sustainability Victoria confirmed in July 2025 that a limited number of events will run during the 2025-26 FY, with Cardinia Shire selected to host an event on 18 October 2025.</p>

Recycling drive and drop

Description	<p>Council's first Recycling Drive and Drop event was held in July.</p> <p>The event was introduced in response to high demand and rising costs associated with the annual Free Christmas Cardboard Drop-off. It was expanded to include the collection of textiles, e-waste, polystyrene, and soft plastics, providing residents with a convenient way to recycle a wider range of materials.</p>
Funding	Fully funded by the General Garbage Charge
Update	<p>The event was held on Saturday 5 and Sunday 6 July at Council's operation centre, Pakenham. It was highly successful, with 419 vehicles attending and 11.4 tonnes of material recovered (averaging 27kg per attendee).</p> <p>Community feedback was overwhelmingly positive, with comments during and after the event including:</p> <ul style="list-style-type: none"> • "Can't get better service than that." • "It's such a great idea! I've had these items in my garage for years". • "Fantastic, very efficient and staff were lovely". • "The best experience getting rid of rubbish ever". • "Worth the drive to recycle soft plastics and polystyrene". <p>The total cost for collection and recovery of the material was \$10,000.</p> <p>Dates for the next Recycling Drive and Drop event have been confirmed for Saturday 10 and Sunday 11 January 2026. Council aims to continue offering this as a reoccurring event every 6-months, replacing the previous annual Christmas Cardboard and Textile drop-off events.</p>

What is coming up?

- Solar Savers information session – 18 November 2025
- Recycling drive and drop – January 2026

For more upcoming events, please subscribe to Council's environmental newsletter – Down to earth www.cardinia.vic.gov.au/downtoearth

7.5.3 QUARTERLY PERFORMANCE & GROWTH REPORT - Q1 SEPTEMBER 2025

Responsible GM:	Wayne Mack
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>5. Responsible Leaders</p> <p>5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.</p> <p>5.7 Governance - We maintain a high level of transparent, accountable, unbiased and representative governance.</p>

Recommendation

That Council receive and note the contents of the Performance and Growth Reports for Quarter 1 2025-2026.

Executive Summary

The Performance and Growth Reports for Quarter 1 2025-26 show various results in performance across the organisation and growth across the Shire.

Background

This report and the attachments are a collection of reports and information prepared for Councillors and the community every quarter. They are consistent in appearance and there data sources to allow for accurate comparison over time. While they represent a small proportion of the activity of Council, the reports try to address areas of common Councillor and community interest.

Summary of results for Quarter 1 2025-26

Council Plan initiatives

The Council Plan 2025-29 was adopted on Monday 20 October 2025. This is the first report for this Council Plan.

Council is committed to deliver the 36 initiatives outlined for 2025–26. As this is the first quarter of the financial year, all initiatives are currently on track. There are no off-track initiatives at this stage, reflecting strong early progress and alignment with strategic goals.

Key results to note this quarter

Process Review Project –

As part of Council's ongoing commitment to service improvement, targeted process improvement reviews of two key operational areas were undertaken: **Statutory Planning** and **Civil Maintenance**.

In **Statutory Planning**, a data-driven, end-to-end review was undertaken to identify bottlenecks from the customer's perspective and improve the quality of applications lodged, timeframes, communication, and internal processes. The focus is on achieving sustainable improvements without increasing staff, by working smarter to meet growing demand. This work complements initiatives and efforts already underway from the team that are contributing to improvement in results—quarterly performance reporting indicates a significant uplift in the percentage of

applications completed within the statutory time, continuing a multi-year upward trend driven through improved monitoring, internal processes, and staff capability.



In **Civil Maintenance**, the review focused on the customer journey for unsealed roads and tree-related service requests, which account for nearly 40% of all service requests. The project enabled staff and leaders to map workflows, reduce inefficiencies, and improve communication. Early improvements will lead to better performance reporting and will help redefine metrics and streamline operations. This work, alongside work already undertaken including the implementation of new systems and processes, performance for “Trees and Vegetation on Council or Public Land” has rebounded to 92%, reflecting significant progress in this area. Without these changes, inconsistent processes and rework would continue to impact customer satisfaction and operational effectiveness.



The following table identifies some of the key changes or trends that are reflected in the attached reports:

<p>LGPRF indicators showing improvement</p>	<ul style="list-style-type: none"> • Time taken to action animal requests has decreased from 3.98 days to 2.77 days
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		<ul style="list-style-type: none"> Animals reclaimed has increased from 45.0% to 57.3% Council decisions closed to public has decreased from 5.0% to 3.4% Missed Bins (per 10,000 collections) decreased from 3.09 to 2.68 The percentage of planning applications decided within the required timeframes has significantly improved, continuing a multi-year upward trend. This progress is driven by stabilised application volumes and ongoing enhancements to Council’s planning processes and departmental capacity. The percentage of planning decisions upheld at VCAT has reached 100%, continuing a strong upward trend. However, this result remains highly variable due to the small number of cases that proceed to VCAT and the unique circumstances of each case
	LGPRF indicators that were stable and remain high	<ul style="list-style-type: none"> Councillor attendance rate at Council meetings Sealed roads maintained to standards MCH Infant enrolment
	LGPRF indicators that showed a decline	<ul style="list-style-type: none"> Time taken to action food complaints has increased from 1.49 days to 1.63 days MCH 4 weeks KAS participation decreased from 96.7% to 92.5% Waste diverted from landfill declined from 45.8% to 43.2%
	Service request performance, and “Tree and Vegetation on Council Land” request category.	<p>The share of incoming service requests, across the organisation, which were actioned and closed within reactive inspection service standard, sat at 89% for the quarter, slightly lower than our target of 90%.</p> <p>Service levels for four of the top five request categories exceed the 90% target, with Planning slightly below at 88%. Waste-related requests remain the highest in volume and are performing strongly.</p>
	Customer experience survey	<p>The overall customer satisfaction score is derived from asking customers, who have had a service request closed, to rate their overall experience with council, on a scale of 1 to 5, with 1 being very poor, and 5 being very good.</p> <p>We achieved a satisfaction score of 3.01 in Quarter 1. The score is based on 92 responses received from 995 surveys sent.</p>
	Unsealed roads performance	<p>The reactive inspection service level for unsealed road related requests this quarter was 90%, achieving the 90% target. There has been an 68% decrease in the number of unsealed road service requests received</p>

		<p>this time of the year compared to the same period last year.</p> <p>As noted elsewhere, the reactive inspection service level calculation is based upon the number of unsealed road requests closed in time, upon completion of inspection and scheduling of work (if work is required).</p> <p>A total of 141 corrugation or pothole complaints requests were received through to this quarter a 72% decrease compared to the same time last year.</p>
	Drainage service performance	<p>The reactive inspection service levels achieved for drainage related requests this quarter was 94%.</p> <p>As noted elsewhere, the reactive inspection service level calculation for the drains cleared is based upon the number of drainage requests closed in time upon completion of inspection and scheduling of work (if work is required).</p>
	Waste management service performance	<p>Waste management performance results continue to meet the organisation’s target, achieving a 96% service level for the quarter.</p> <p>The ‘Missed Bins’ metric displayed continuous improvement. Our waste team has worked with our kerbside collections contractor to put a significant focus on missed bins management across our three kerbside collection streams. Our contractor has put several new processes in place to reduce the previously high ‘missed bins’ reporting number. Some of the changes include more frequent reporting to Council on this measure, better driver resourcing, education for drivers on the impact of missed services, direct driver engagement to support potential misses and positive incentives for drivers who have zero missed bins on their runs.</p>
	Interactions with Young people	<p>Interactions with young people show an increase of 7% from same time last year. Youth services have been refocused to prioritise services delivered to young people. Overall interaction numbers through after-school and in-school programs have increased as the team has concentrated efforts on delivering more meaningful and targeted support to young people.</p>
	Customer support performance	<p>Customer Support performance has shown improvement this quarter. Against our new benchmark of answering 80% of calls within 90 seconds, we achieved 83%. Under the previous target of 80% within 300 seconds, performance remained strong at 96%.</p> <p>This positive outcome reflects a return to normal calls, the recruitment of the appropriate number of Customer</p>

		Service Officers, and the successful onboarding and training of new staff.
	Customer support after-call survey	Post call survey results continue to show stable satisfaction with professionalism (4.84), wait time (4.65) & knowledge (4.72) of Customer Support call takers.
	Email Service Level	The email service level achieved related requests this quarter was 100%. This reflects the success of the deliberate strategy to improve telephone service by prioritising calls during peak periods. During high-volume times, emails were temporarily disabled to ensure staff could focus on meeting call service levels. While this approach affected the metrics in previous quarters, we are now back on track and seeing strong results.

Note – We have amended the terminology used in the reports to differentiate between service levels that measure the full resolution of an issue, and those that are closed following the initial inspection or assessment - referred to as “reactive inspection service levels.”

Growth and Residential development trends

The household growth rate in the Shire has rebounded to five households per calendar day for the current financial year. This quarter the number of residential subdivision lot applications lodged was 2% lower compared to the same period last year. The issuance of statements of compliance for residential lots has witnessed a decrease of 43% in comparison to same period last year. The number of building permits issued was 15% lower than the same time last year. Similarly, residential building completions was 7% higher than the same time last year, with 366 residential building completions processed this quarter. On the contrary, the number of non-residential building completions processed is 3% lower than the same time last year.

Government Advocacy

Council works with all levels of Government to lobby for action on important local issues and works hard to influence government priorities that will benefit our local communities. Council also works with other groups of Councils, such as the Municipal Association of Victoria (MAV), Greater South East Melbourne (GSEM), the Outer Melbourne Councils (OMC) and the National Growth Areas Alliance (NGAA) to facilitate investment into the broader region.

In the past quarter Council has continued to implement the newly endorsed Advocacy Framework and begun to develop a new Advocacy Agenda, which will inform our approach to the next Victorian State Election. This involves a full audit of all advocacy priorities to ensure our efforts are focused on projects that are high priorities for the community, and which have the background and evidence available to engage in successful advocacy. The State Election will be the next major opportunity to advocate for meaningful investment in Cardinia Shire and Council is already engaging in planning to guarantee a successful campaign that builds on learnings from the recent Federal Election advocacy campaign.

There have also been significant developments in the grant space, with Council making submissions to a number of key funding streams and working closely with our local Members of Parliament to help secure grant support. This has been complemented by internal work to improve our approach to grants, including the adoption of a new public grant portal that provides local businesses and community groups with a single source of information about suitable grants from all levels of government, including Council.

Council has continued to work with our advocacy partners to raise further awareness about our key priorities. We have worked particularly closely with the National Growth Areas Alliance and Outer Melbourne Councils at events and forums this quarter to draw attention to the infrastructure deficit that Council faces and the need for greater focus from all levels of government on growth areas.

Legislative Program

The Governance team monitors proposed and enacted legislation, as well as reports, ministerial activity and regulations that impact Council operations or obligations. There are no relevant matters to report this quarter.

Cardinia Shire Gender Equality Action Plan (GEAP) 2021 – 2025

The GEAP outlines Council's vision that everyone who lives, works, and spends time in Cardinia Shire – regardless of their gender identity – be treated with respect and fairness, feel and be safe, and have equal access to opportunities to reach their potential and pursue their dreams. The progress against the actions outlined in the key focus areas of the Cardinia Shire Gender Equality Action Plan (GEAP) 2021 – 2025 is detailed in 'Attachment 4 – Gender Equality Action Plan Report – 2024-25 Q4'.

Cardinia continues to strengthen its commitment to a respectful and inclusive workplace. As of 30 September 2025, 60% of staff have completed the Respectful Workplace Behaviours training. The 2025 Our Voice engagement survey, with a 69% participation rate, reported no instances of sexual harassment through sensitive comments or written feedback. Several Gender Impact Assessments (GIAs) have been completed, including the Domestic Animal Management Plan, Deep Creek Pakenham Golf Course, Onsite Wastewater Management Plan, Puffing Billy Masterplan, and the Council Plan. Work is ongoing to improve data systems for gender equality reporting, and regular engagement with Contact Officers and GIA champions continues to support cultural change.

Consultation/Communication

Relevant managers and officers, from all areas across the organisation, provide updates and comments that feed into the Performance and Growth reports.

Gender Impact Assessment

In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. It was determined that a Gender Impact Assessment (GIA) was not required as the subject matter of this report does not relate to a policy, program or service that has a direct or significant impact on the community.

Attachments

1. Attachment 1 - Performance Report - Q1 2025-26 [7.5.3.1 - 19 pages]
2. Attachment 2 - Council Plan Initiatives - Progress Report - Q1 2025-26 [7.5.3.2 - 18 pages]
3. Attachment 3 - Growth Report - Q1 2025-26 [7.5.3.3 - 6 pages]
4. Attachment 4 - Gender Equality Action Plan Report - Q1 2025-26 [7.5.3.4 - 2 pages]



PERFORMANCE REPORT

Q1 JUL – SEP 2025

Council Plan Performance

COUNCIL MEETING - 17 NOVEMBER 2025

ATTACHMENT 7.5.3.1



Q1 JUL – SEP 2025

COUNCIL PLAN

Council Plan Initiative

36

Strategic Objective

5

Completed

0%

Off track

0%

COUNCIL PLAN INITIATIVE PERFORMANCE

The Council Plan sets out a medium to long-term vision for how Council respond to community needs and the opportunities and challenges facing Cardinia Shire. The performance of the Council Plan is illustrated below.



● Completed ● On track ● Off track

STRATEGIC OBJECTIVE PERFORMANCE

Council delivers the plan through a 4-year action plan which covers 5 Strategic Objectives. The performance of the 5 Strategic Objectives is illustrated below.



● Complete ● On track ● Off track

Service Request Performance – Whole Organisation

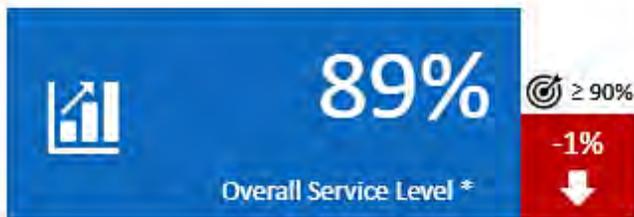
COUNCIL MEETING – 17 NOVEMBER 2025

ATTACHMENT 7.5.3.1



Q1 JUL – SEP 2025

PERFORMANCE METRICS



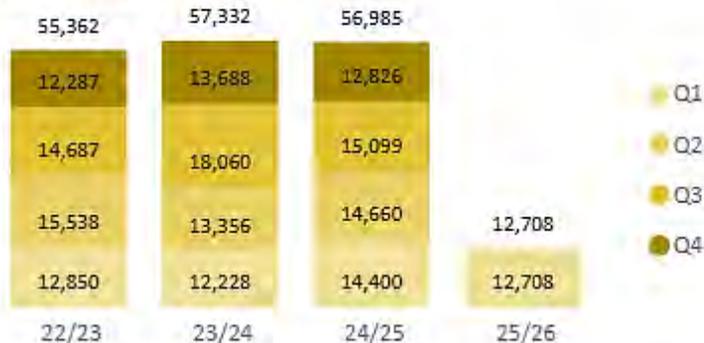
WHAT DOES SERVICE LEVEL MEAN?

A service request is recorded in Council's Customer Relationship Management System (CRMS) when a call is taken through the call centre or sent via web mail.

Service Level is the in-time completion rate for requests. Each request is assigned a service standard which is a target for completion within a certain timeframe. Council's target to finalise services request on time is 90%.

REQUEST STATISTICS

Request received volume



Service quality

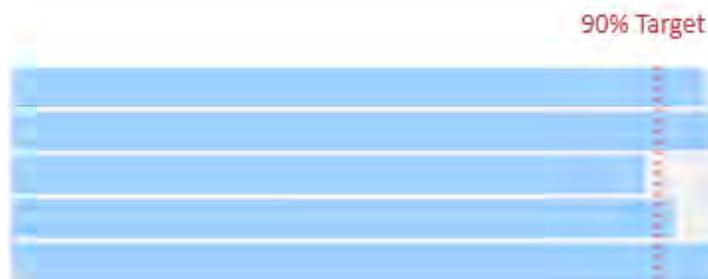
Overall CSAT Score



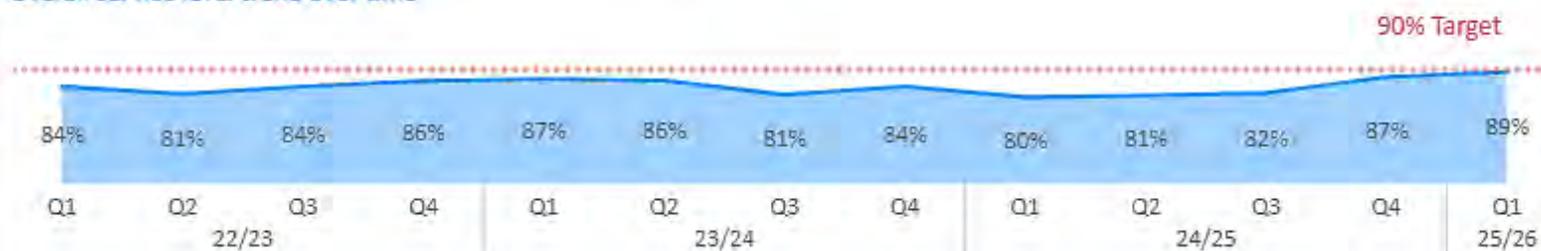
REQUEST PERFORMANCE

Top 5 service request categories by volume and their service levels

Service Request	Volumes	Service Level
Waste - Kerbside Bin Issue	1,818	96%
Waste - Kerbside Bin Change	1,135	97%
Planning	744	88%
Trees and Vegetation on Public or Council Land	684	92%
Parking and Traffic	581	99%



Overall service level trend over time





Unsealed Roads Performance

COUNCIL MEETING - 17 NOVEMBER 2025

ATTACHMENT 7.5.3.1

Cardinia

Q1 JUL – SEP 2025

PERFORMANCE METRICS

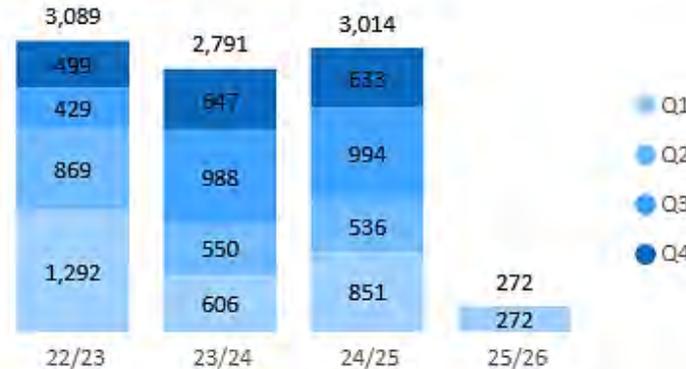


WHAT IS ROAD GRADING EFFORT?

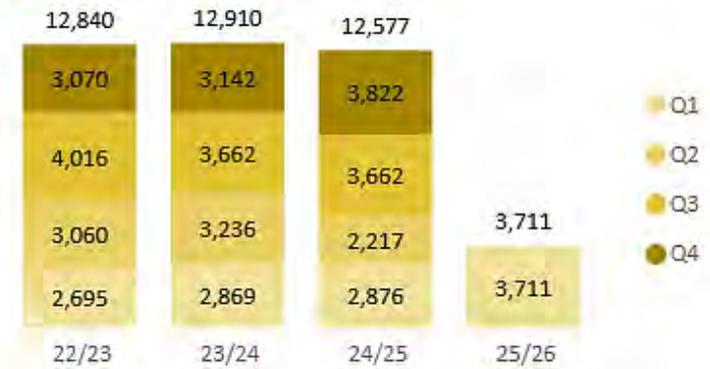
Road grading effort is the total hours spent on the roads doing maintenance work with our graders and heavy rollers. This includes both in house resources and additional resources from our contract partners.

UNSEALED ROAD STATISTICS

Service request due



Road grading effort (hours)

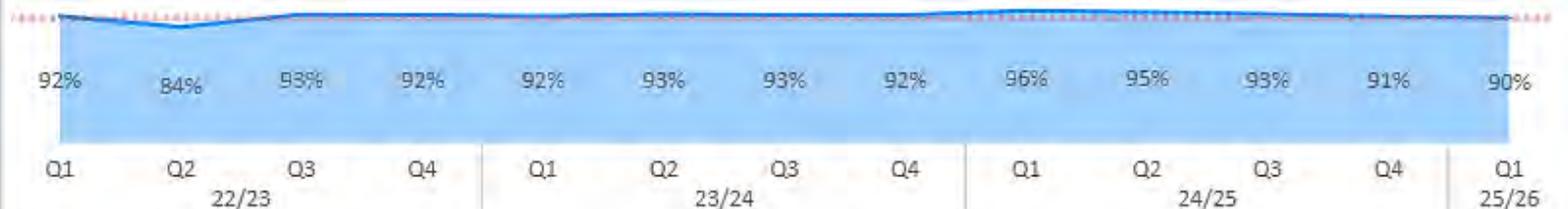


UNSEALED ROAD PERFORMANCE

Service request types by volume, standard and service level

Service request	Volumes	Standard (Days)	Service Level	90% Target
Corrugation or Pothole Complaint	141	8	94%	90%
Other Complaint (Request to grade)	113	8	88%	90%
Slippery Surface Complaint	18	8	83%	90%

Overall service level trend over time



* Percentage of service requests completed within the time standards defined in the CRMS.

• Note that, each unsealed road request is closed upon completion of inspection and scheduling of work (if work is required).

Unsealed Roads Performance

COUNCIL MEETING - 17 NOVEMBER 2025

ATTACHMENT 7.5.3.1



Q1 JUL – SEP 2025

PERFORMANCE METRICS



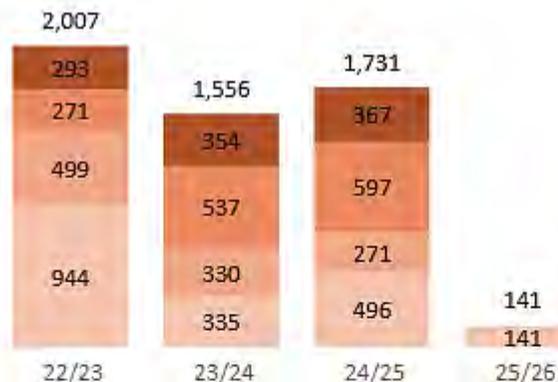
We have about 862 kilometres of unsealed roads, which are maintained via our Grading and Maintenance, Re-sheeting and Drainage Works programs.

Maintaining roadside drains is a core part of our unsealed road maintenance works, as drains have a big impact on the performance of our roads.

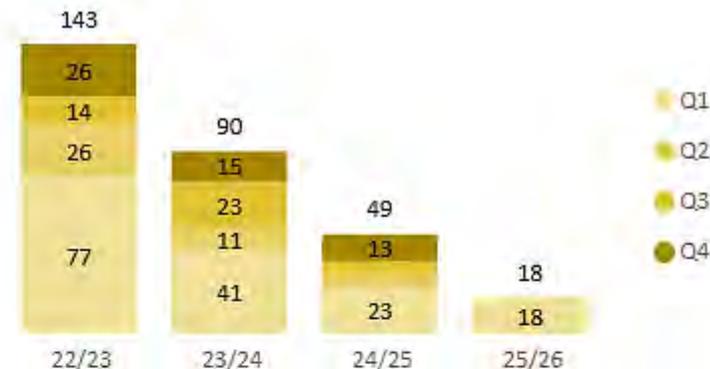
We schedule works into a road maintenance schedule based on inspections and requests made by residents.

UNSEALED ROAD SERVICE REQUEST STATISTICS

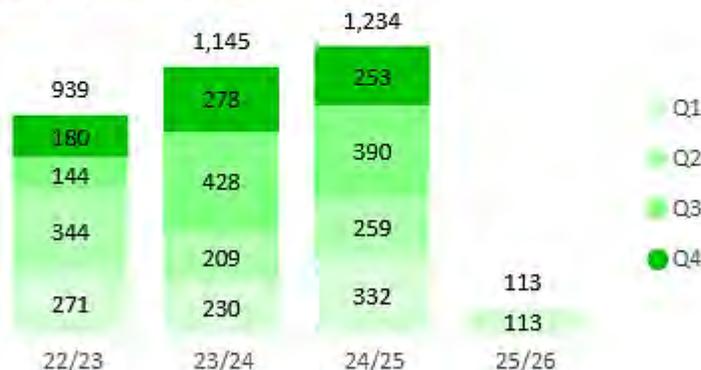
Corrugation or pothole complaints



Slippery surface complaints



Other complaints (request to grade)



Service request trend over time



Drainage Performance

COUNCIL MEETING - 17 NOVEMBER 2025

ATTACHMENT 7.5.3.1



Q1 JUL – SEP 2025

PERFORMANCE METRICS

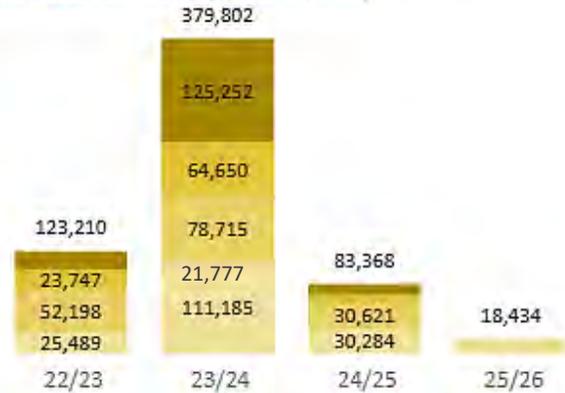


WHAT ARE DRAINS MAINTAINED?

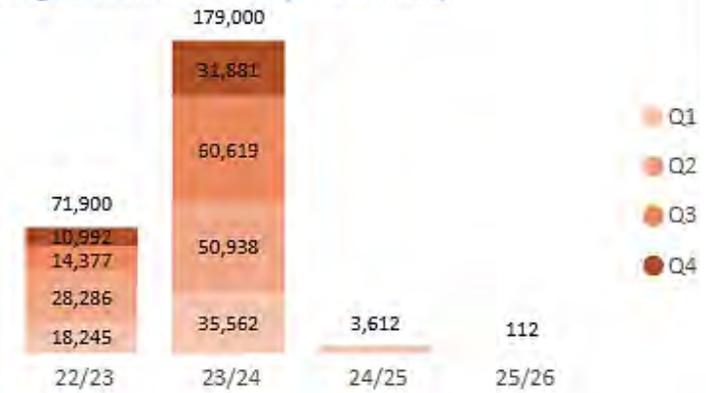
Surface drains are cleaned out using a maintenance system that is driven by proactive inspections and reactive works, and supplemented by responding to flooding issues following storms. Works are prioritised based on risk to property or person.

DRAIN STATISTICS

Surface drains cleared (linear metres)



Underground drains cleared (linear metres)

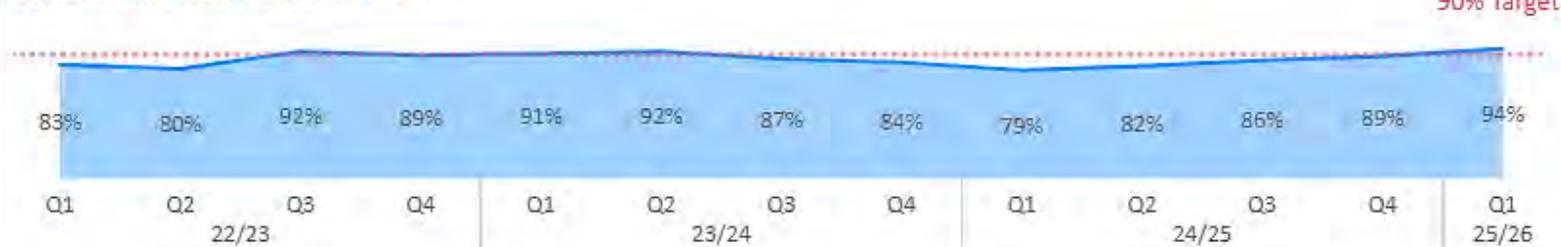


DRAINS PERFORMANCE

Service request types by volume, standard and service level

Service request	Volumes	Standard (Days)	Service Level	90% Target
Surface Drain (Drainage)	93	15	96%	
Pits (Drainage)	47	15	94%	
Underground Drain (Drainage)	32	15	91%	

Overall service level trend over time



* Percentage of service requests completed within the time standards defined in the CRMS

- Note that, each drainage request is closed upon completion of inspection and scheduling of work (if work is required).

Waste Management Performance

COUNCIL MEETING - 17 NOVEMBER 2025

Q1 JUL – SEP 2025

PERFORMANCE METRICS

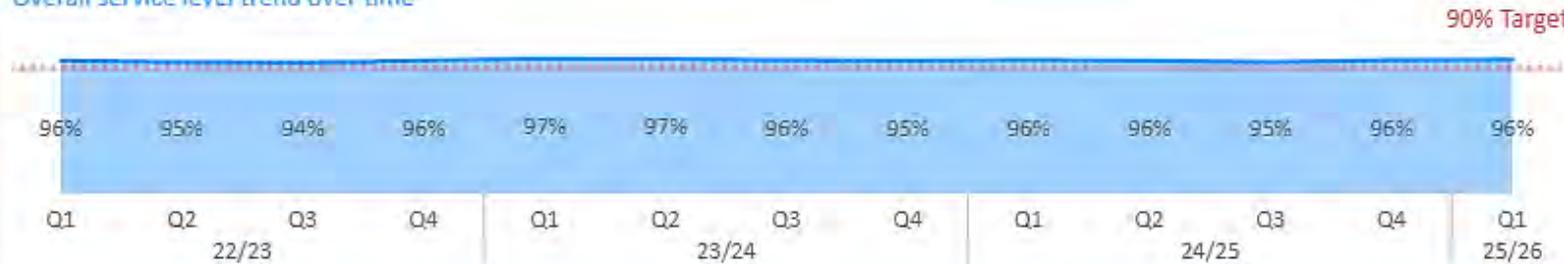


WASTE MANAGEMENT PERFORMANCE

Top 15 Service request types by volume, standard and service level

Service request	Volumes	Standard (Days)	Service Level
Additional Recycling 240L	58	5	98%
Additional Rubbish 120L	117	5	94%
Damaged Garden 240L	103	15	100%
Damaged Recycling 240L	299	15	100%
Damaged Rubbish 120L	608	15	100%
Missing Garden 240L	56	15	100%
Missing Recycling 240L	82	15	100%
Missing Rubbish 120L	154	15	100%
New Garden 120L	144	30	100%
New Garden 240L	189	5	98%
New Rubbish 120L & New Recycling 240L	380	5	96%
Not Emptied Garden Bin	81	3	90%
Not Emptied Recycling Bin	87	3	89%
Not Emptied Rubbish Bin	194	3	91%
Service Information Enquiry	112	22	87%

Overall service level trend over time



* Percentage of service requests completed within the time standards defined in the CRMS

Waste Disposal and Recovery Performance

COUNCIL MEETING - 17 NOVEMBER 2025

Q1 JUL – SEP 2025

PERFORMANCE METRICS

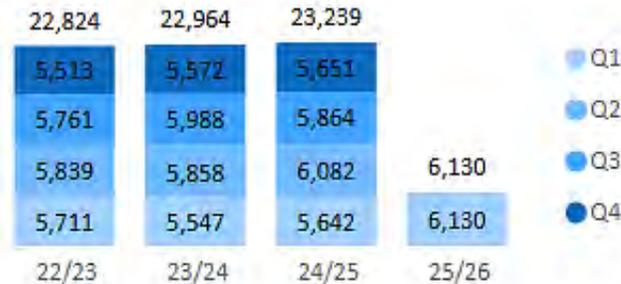


DISPOSAL STATISTICS

Average household garbage waste (kgs)

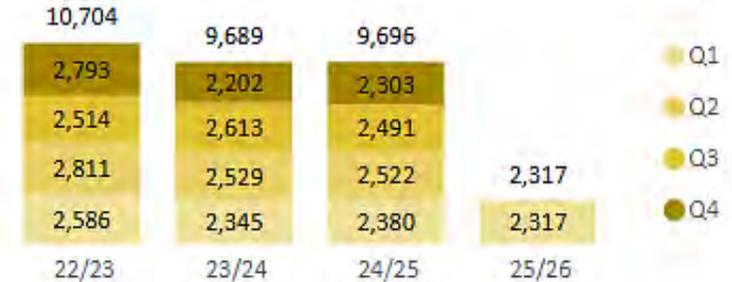


Garbage waste to landfill (tonnes)



RECOVERY STATISTICS

Recycle waste to recovery (tonnes)



Food and green waste to mulching (tonnes)



As the Shire's population continues to grow, the amount of waste generated is also growing. Cardinia Shire Council will continue to take advantage of recent advancements such as newer technologies and improved markets for products, resulting in improved financial outcomes for resource recovery. The impact of drought can also vary the tonnage of green waste recycling due to moisture content from wet or dry years.

Customer Support Call Performance

COUNCIL MEETING - 17 NOVEMBER 2025

ATTACHMENT 7.5.3.1



Q1 JUL - SEP 2025

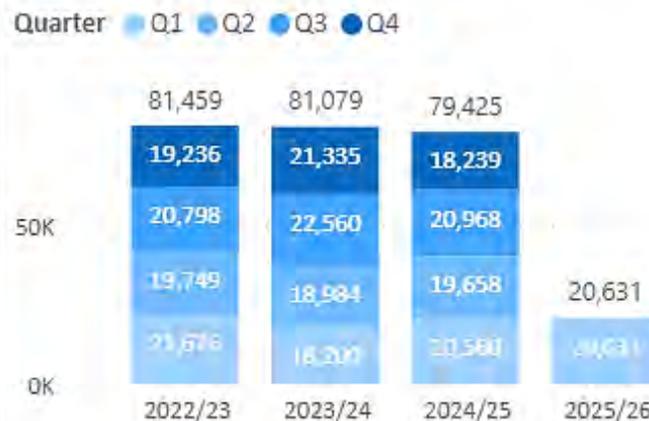
PERFORMANCE METRICS



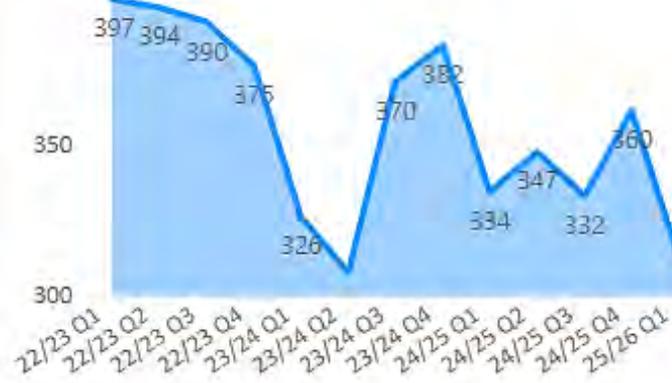
Council Meeting - 17 November 2025

CALL STATISTICS

Call volumes (Answered and Abandoned)

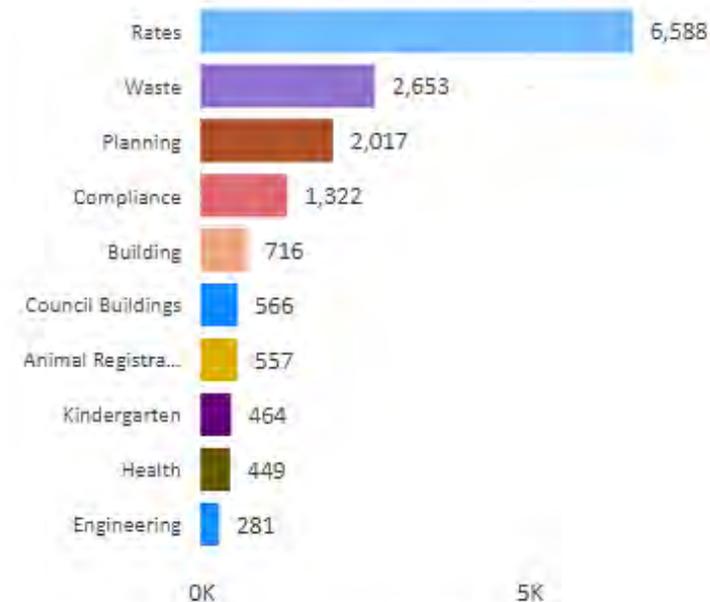


Average Handling Time (Seconds)



ENQUIRY TYPE

Enquiry type volumes



WHAT DOES SERVICE LEVEL MEAN?

Service Level, or Grade of Service (GOS), is a measure which displays the percentage of calls answered within a designated time period.

The Service Level displayed on this report is measuring the percentage of calls that were answered within 90 seconds.

* Percentage of calls answered within 90 and 300 Seconds

Customer Support Digital Performance

COUNCIL MEETING - 17 NOVEMBER 2025

ATTACHMENT 7.5.3.1



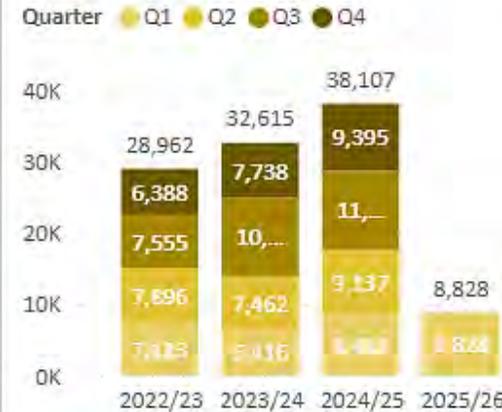
Q1 JUL – SEP 2025

PERFORMANCE METRICS

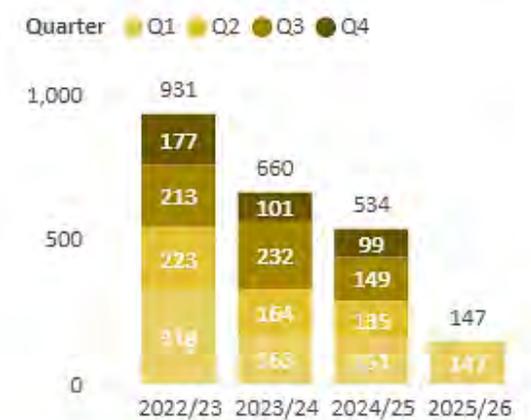


EMAIL & CHAT STATISTICS

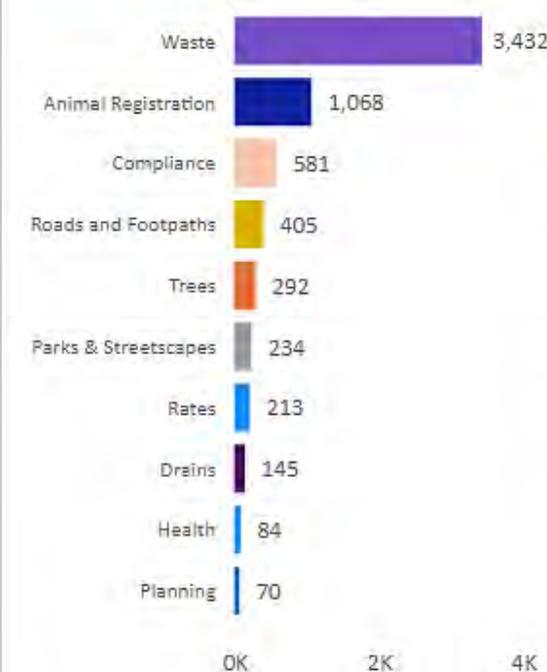
Volume of emails actioned



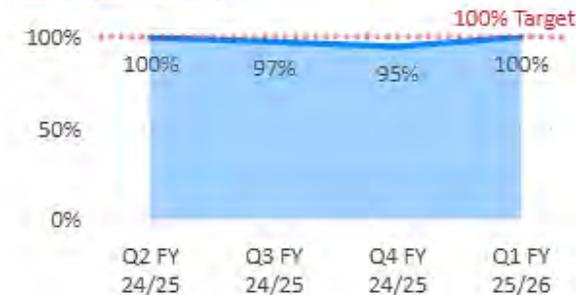
Volume of chats answered



Volume of digital work by enquiry type



Email service level



Chat service level



WHAT DOES THE SERVICE LEVEL MEAN?

Service Level, or Grade of Service (GOS), is a measure which displays the percentage of emails and chats answered within a designated time period.

The Service Level displayed on this report measures the percentage of emails that were answered within one (1) business day and for chats within ninety (90) seconds.

*Percent of emails actioned within one (1) business day, and percent of chats answered within ninety (90) seconds.

Council Meeting - 17 November 2025

**Average time to respond to emails with target set within eight (8) business hours.



Customer Support After Hours Call Performance

COUNCIL MEETING - 17 NOVEMBER 2025

ATTACHMENT 7.5.3.1

Cardinia

Q1 JUL – SEP 2025

PERFORMANCE METRICS

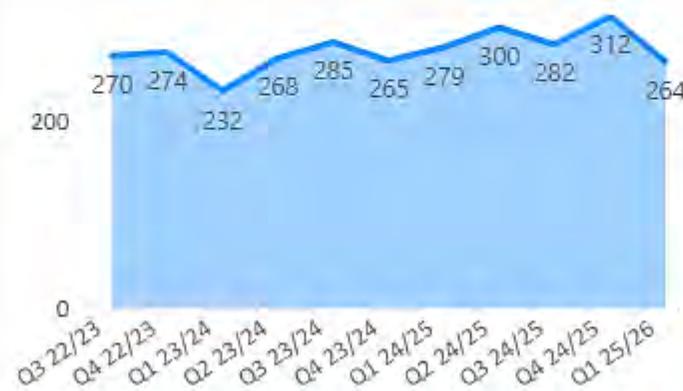


CALL STATISTICS

Call volumes (Answered and Abandoned)



Average Handling Time (Seconds)

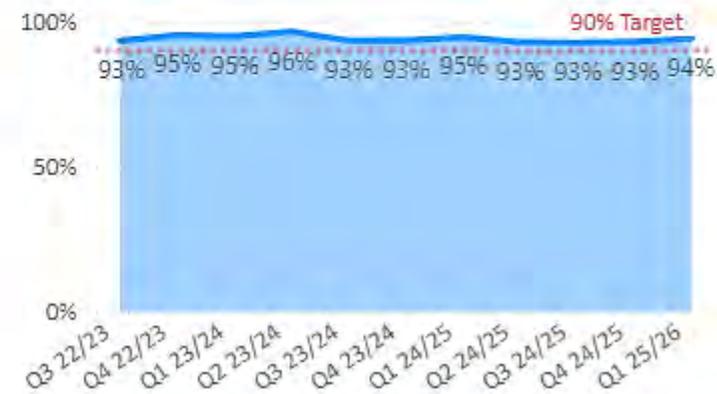


WHAT DOES SERVICE LEVEL MEAN?

Service Level, or Grade of Service (GOS), is a measure which displays the percentage of calls answered within a designated time period.

The Service Level displayed on this report is measuring the percentage of calls that were answered within 14 seconds.

Service Level* Trend



*Percentage of calls answered within 14 seconds

Customer Support After Call Survey

COUNCIL MEETING - 17 NOVEMBER 2025

ATTACHMENT 7.5.2.1

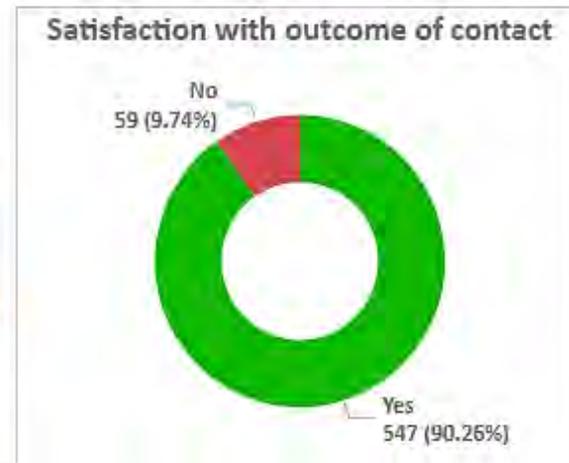


Q1 JUL – SEP 2025

SURVEY METRICS



SURVEY RESULTS



HOW IS THE SURVEY DONE?

Surveys are offered after calls and chats and invite customers to give feedback on how they felt the interaction went. The questions we ask are:

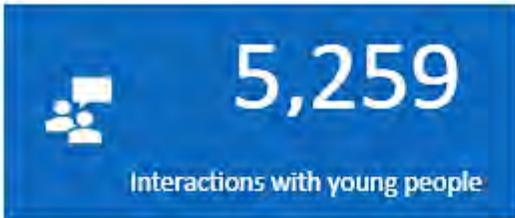
- Using a scale of 1 to 5 where 5 is Very Satisfied, how satisfied were you with the time you waited on hold before speaking with an officer?
- Using a scale of 1 to 5 where 5 is Very Satisfied, how satisfied were you with our officer's level of knowledge about your inquiry?
- Using a scale of 1 to 5 where 5 is Very Satisfied, how satisfied were you with our officer's professionalism and the time they took to handle your inquiry?
- Are you satisfied with the outcome of your call? Yes or No.

Youth Engagement Performance

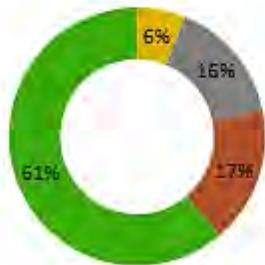
COUNCIL MEETING - 17 NOVEMBER 2025

Q1 JUL – SEP 2025

PERFORMANCE METRICS



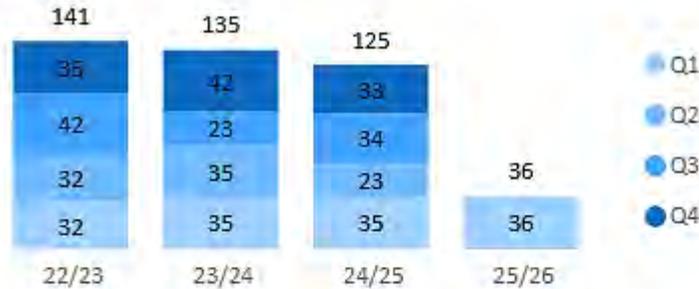
HOW DO OUR YOUTH INTERACT WITH US?



- My Place
- In-School Programs
- After School Programs
- School Holiday Programs

YOUTH PROGRAM SUPPORT STATISTICS

Number of young people offered support



The Youth Support Program is a free and confidential service which offers young people with information, advice and practical support (short- and medium-term). The program is flexible, accessible to all young people and is respectful of race, gender, sexuality or religion.

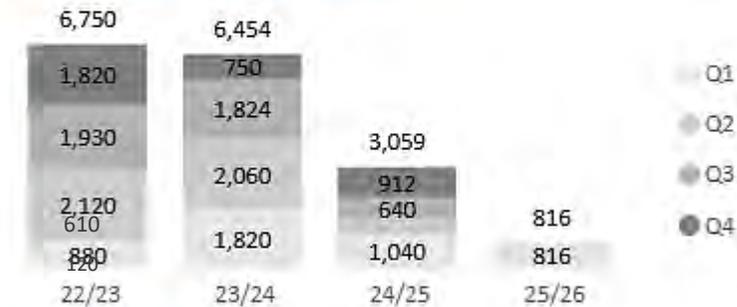
The graph illustrates the number of young people provided with more than one episode of support from a dedicated Youth Support Officer.

INTERACTION STATISTICS

My Place volumes



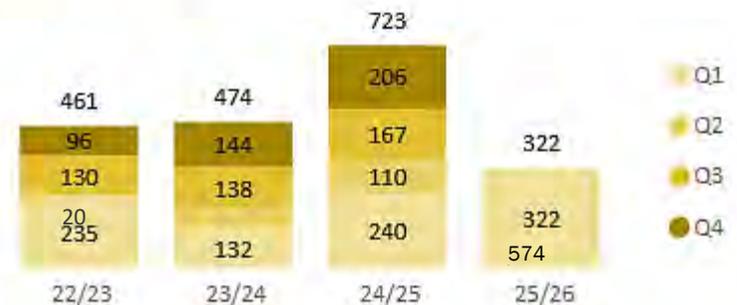
In-School program/workshops volumes



After school program volumes



School holiday program



† Compared to last quarter's result

Escalated complaints (Tier 2 and above) recorded in CRMS

COUNCIL MEETING - 17 NOVEMBER 2025

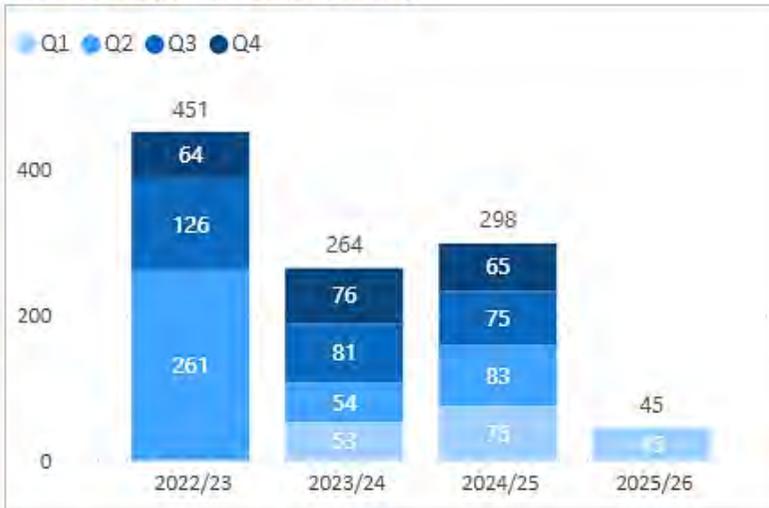
Q1 JUL – SEP 2025

PERFORMANCE METRICS

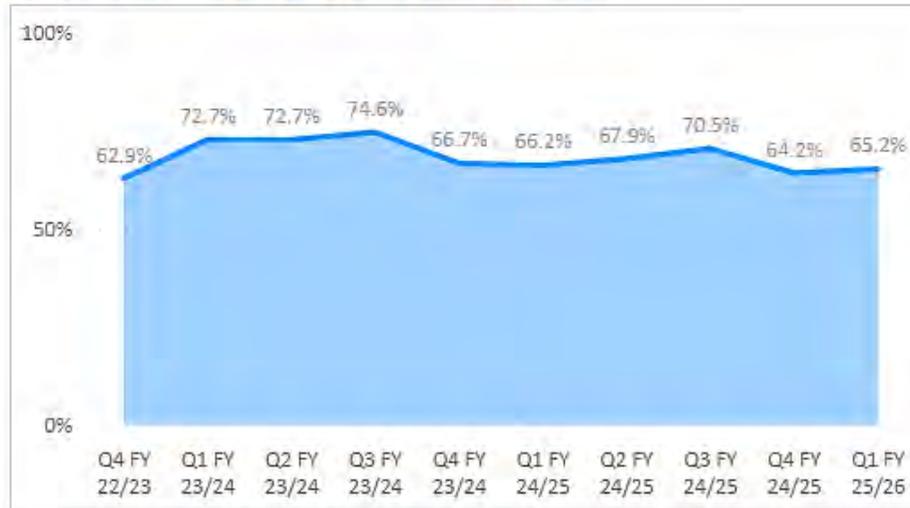


ESCALATED COMPLAINTS STATISTICS

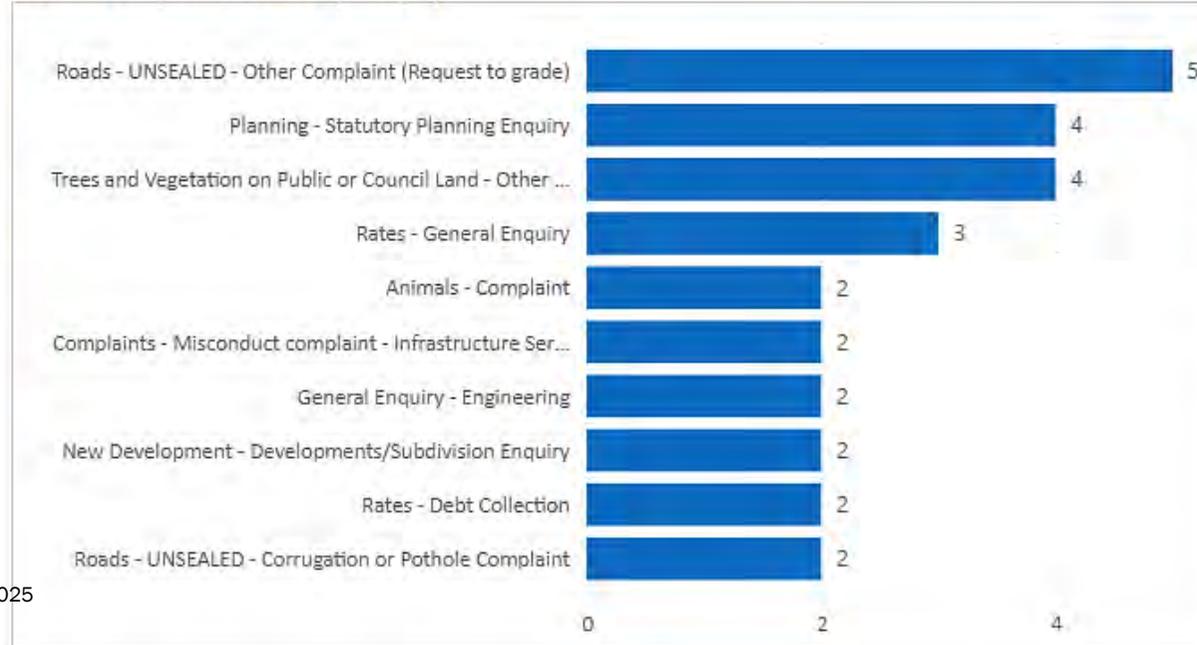
Escalated complaints received quarterly



Percent of escalated complaints closed in time by quarter



Escalated complaints received by Category



A complaint can be assigned to the relevant or approved Council Officer/Contractor tasked with managing and responding to the complaint.

All Tier 2, 3 & 4 complaints must be acknowledged within **5 business days** and an outcome letter (if a substantial investigation is required) is issued to the complainant within **20 business days** of recording the complaint.

The Local Government ACT 2020 has redefined a complaint as a written or oral expression of dissatisfaction with the:

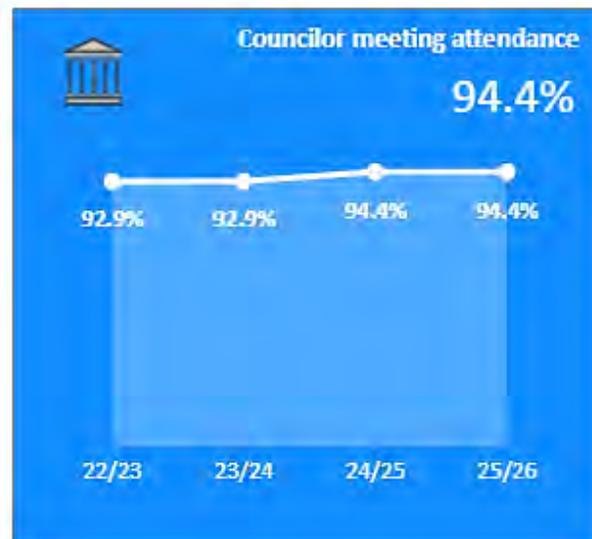
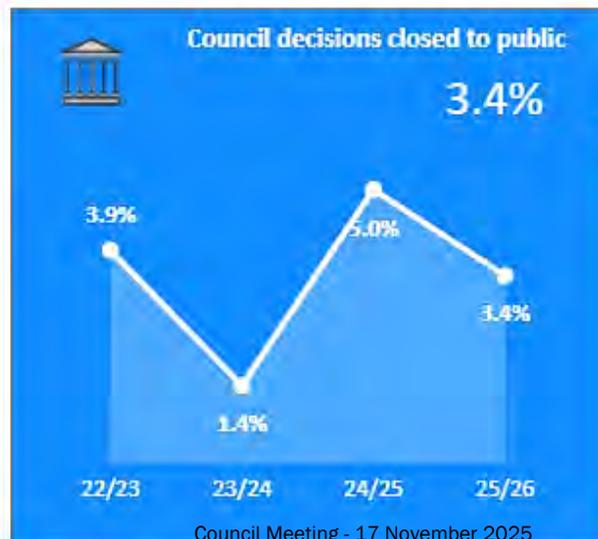
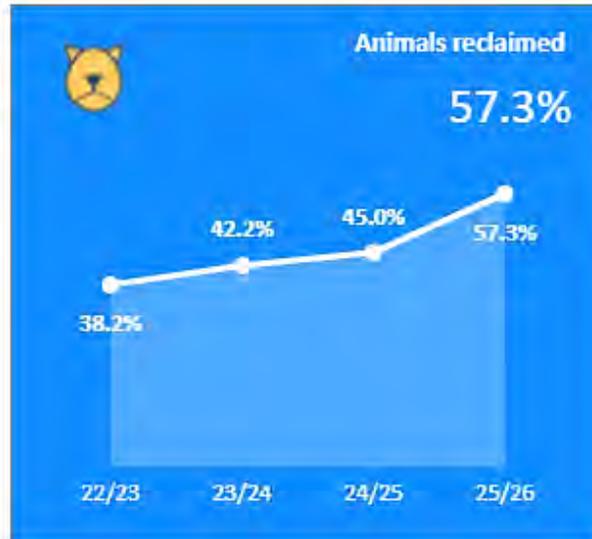
- Quality of an action taken, decision made, or service provided by a member of Council staff or contractor engaged by the Council; or
- Delay by a member of Council staff or contractor engaged by the Council in taking an action, making a decision, or providing a service; or
- Policy or decision made by Council, member of Council staff or a contractor.

LGPRF Service Measures

COUNCIL MEETING - 17 NOVEMBER 2025

Q1 JUL – SEP 2025

The Local Government Performance Reporting Framework (LGPRF) is a platform for key local government service and financial measures. The measures are reported annually in Council Annual Reports and published on the *Know Your Council* website. Below is a selection of LGPRF service measures that are able to be reported on a quarterly basis.



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576

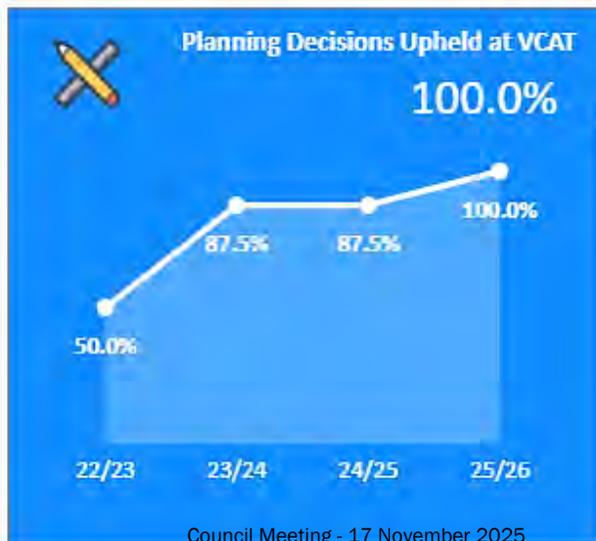
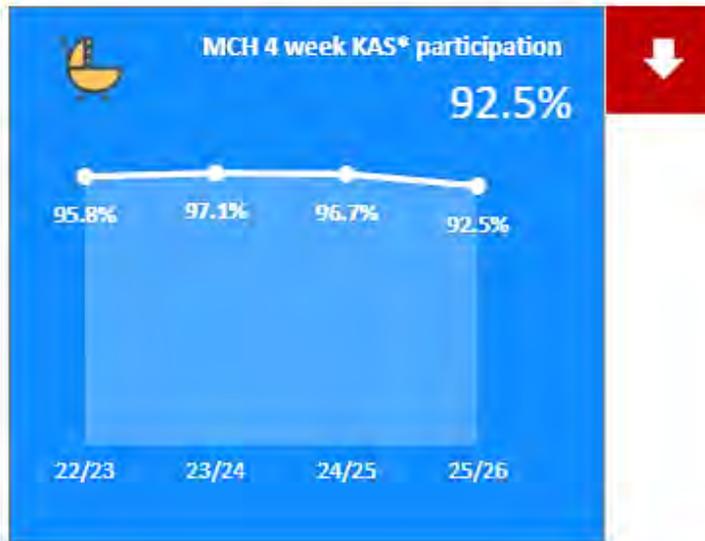
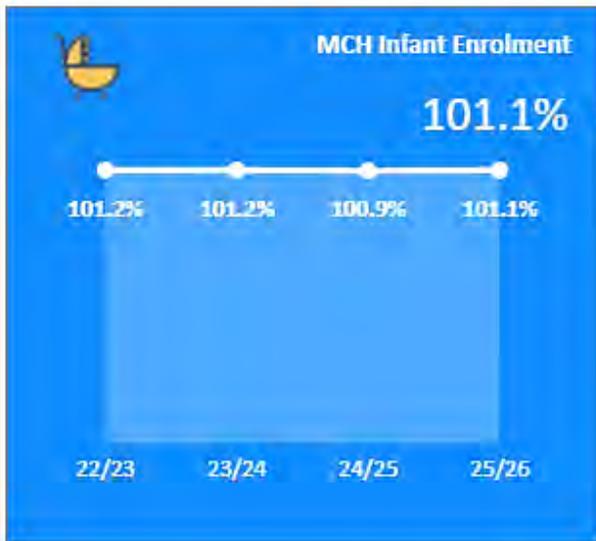
Legend:  Actual results  Target

LGPRF Service Measures

COUNCIL MEETING - 17 NOVEMBER 2025

Q1 JUL – SEP 2025

The Local Government Performance Reporting Framework (LGPRF) is a platform for key local government service and financial measures. The measures are reported annually in Council Annual Reports and published on the *Know Your Council* website. Below is a selection of LGPRF service measures that are able to be reported on a quarterly basis.



Council Meeting - 17 November 2025

577

Legend:  Actual results  Target

* Key Ages and Stages (KAS)

CRMS Service Standards

COUNCIL MEETING - 17 NOVEMBER 2025

Q1 JUL – SEP 2025

A service request is recorded in Council's Customer Relationship Management System (CRMS) when a call is taken through the call centre or sent via web mail. Each request is assigned a **service standard** which is a target for completion within a certain timeframe. The Service Level is the in-time completion rate for requests based on it's service standard.

The table below lists the service standards for the service areas detailed in this report. A full list of request types and their service standards can be found on the Performance Report dashboard on Council's website. (cardinia.vic.gov.au/dashboard)

Request Category	Request Type	Details	Service Standard (days)
Waste - Kerbside Bin Issue	Damaged Garden 120L	Request for the replacement or repair of a 120L garden bin that has been damaged.	10
Waste - Kerbside Bin Issue	Damaged Garden 240L Damaged Recycling 240L Damaged Rubbish 120L Damaged Rubbish 80L	Request for the replacement or repair of any size waste, recycling or green bin that has been damaged.	15
Waste - Kerbside Bin Issue	Missing Garden 120L	Request for the replacement of a 120L garden bin that has gone missing.	10
Waste - Kerbside Bin Issue	Missing Garden 240L Missing Recycling 240L Missing Rubbish 120L Missing Rubbish 80L	Request for the replacement of any size waste, recycling or green bin that has gone missing.	15
Waste - Kerbside Bin Issue	Not Emptied Garden Bin Not Emptied Recycling Bin Not Emptied Rubbish Bin	Request for contractor to return to empty any size waste, recycling or green bin that was not emptied on the scheduled bin collection day by fault of contractor.	3
Waste - Kerbside Bin Information	Service Information Enquiry	Request for general bin information from the Waste Collection team.	15
Waste - Kerbside Bin Issue	Driver issues, Speeding, Damage Claims	Service performance issues related to the waste and recycling contractor, including driver issues and damage to property.	3
Waste – New Additional or Cancelled Service	Service Issue - Driver issues, Speeding, Damage Claims	Service performance issues related to the green waste contractor, including driver issues and damage to property.	15
Waste – Kerbside Bin Change	Request for free additional medical	Based on medical grounds, free bins can be provided to residents who require extra bin capacity.	5
Roads - UNSEALED	Corrugation or Pothole Complaint	Request to repair an unsealed due to corrugation or pothole(s).	8
Roads - UNSEALED	Other Complaint	Request to grade an unsealed road.	8
Roads - UNSEALED	Slippery Surface Complaint	Request to safeguard and repair unsealed road.	8
Drains	Pits	Request to investigate and rectify drainage pit issue.	15
Drains	Surface Drain	Request to investigate and rectify drainage pit issue.	15
Drains	Underground Drain	Request to investigate and rectify drainage pit issue.	15

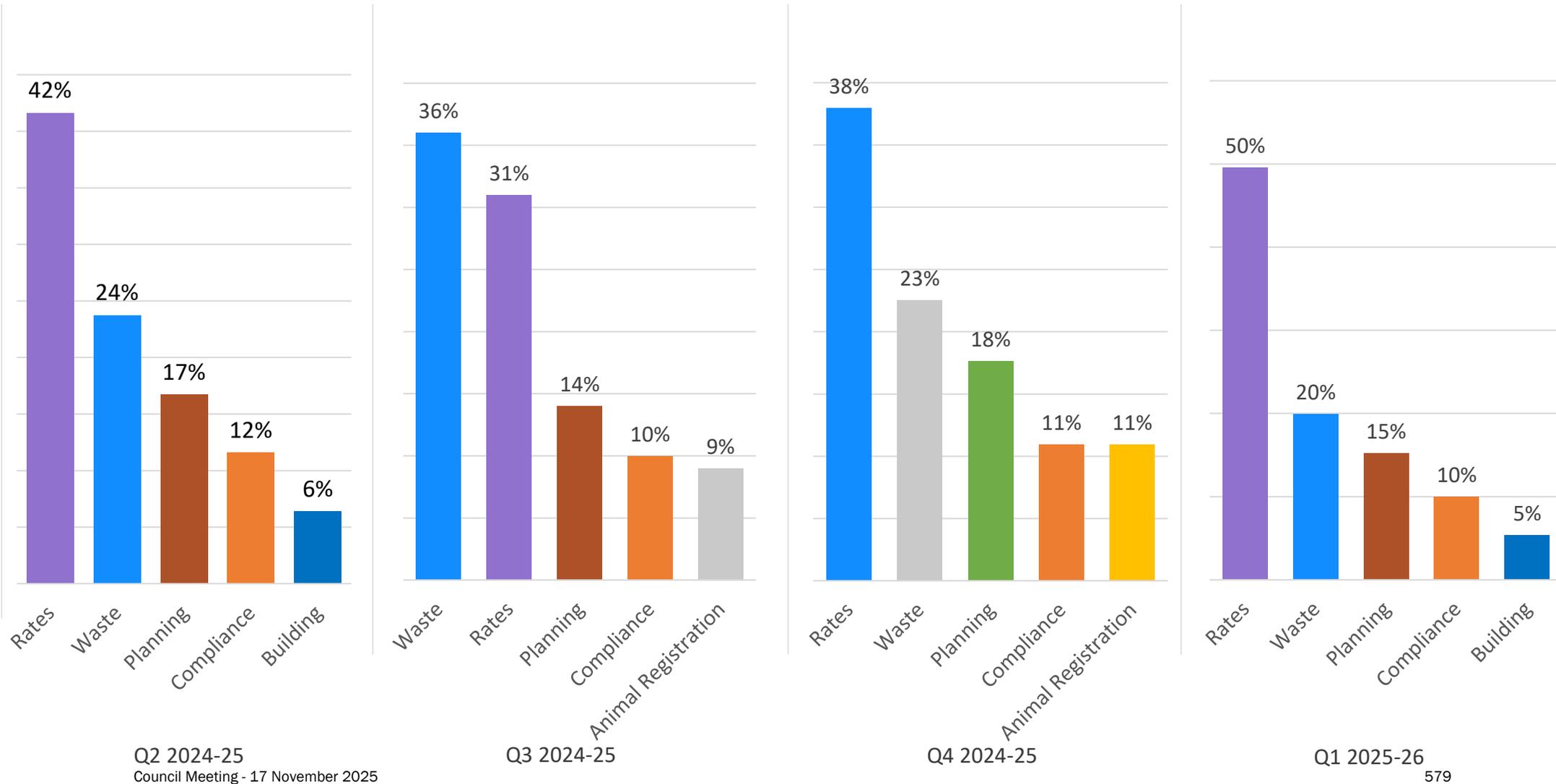
Customer Support Call Performance

COUNCIL MEETING - 17 NOVEMBER 2025

Q3 JAN – MAR 2025

ENQUIRY TYPE TREND OVER TIME

Distribution of enquiry types (top 5)



* Enquiry types displayed on above graphs represent 80% or more of classified incoming calls.





Cardinia Initiative Performance Report

Cardinia Shire Council

cammsstrategy

Print Date: 10-Nov-2025

Applied Filters
Date Select: 01-Jul-2025 - 30-Sep-2025
Hierarchy: Planning
Hierarchy Level: Focus Area
Hierarchy Node: All
Initiative Filter: Council Plan Initiatives

INITIATIVE SUMMARY BY PERFORMANCE

36 ON TRACK

0 MONITOR

0 OFF TRACK

0 NO TARGET SET



1 Thriving Communities

1.1 The programs, facilities and places that we support are safe, inclusive, and enhance participation, wellbeing and resilience. Cardinia Shire is a great place to live, work and play. How we plan and grow creates places that enhance our community’s health and wellbeing and protects what we love.

1.1.1 Community Culture and Identity - We enrich local identity and foster opportunities for the community to make meaningful connections through creative arts, events and cultural expression.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>1.1.1.1 CPI - Support the delivery of an annual calendar of events, programs and grants that celebrate our diverse community, its arts and culture.</p> <p>Progress Comments: Cardinia Cultural Centre delivered a vibrant Winterfest program featuring ticketed movie screenings, hands-on workshops, and original theatre productions, attracting over 1,500 attendees. The Slow Art Collective’s Takenonko Place exhibition drew 3,400 visitors, with strong engagement from families and artists. NAIDOC Week was marked by a collaborative workshop led by Taungurung artist Sammy Trist, engaging over 100 participants. The Sip n See program featured sold-out performances including Taste of Tamworth and DIVA, while the SPARK exhibition and Robert Gordon showcase attracted over 3,500 visitors combined. The Valley Potters Market and John Dudley Portrait Prize further celebrated local creativity. Council also supported two major grant-funded events, Live Life Expo and the Portrait Prize, strengthening Cardinia’s profile as a dynamic arts and culture destination. The Lang Lang Public Artwork of three horses by Adam Humphrey’s was unveiled and celebrated by the community.</p>	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>1.1.1.1 CPI - We engage with our first nations communities to develop and implement Reconciliation Action Plans 2025-2027.</p> <p>Progress Comments: Community engagement for Cardinia Shire’s next Reconciliation Action Plan (RAP) is complete with engagement occurring with Community including a range of Aboriginal Controlled organisations, Councillors, local traditional owners and members of the First Nations community within Cardinia shire. The draft RAP is currently being finalised after recent feedback from Reconciliation Australia prior to receiving their endorsement, which is expected late 2025.</p>	Community and Family Services	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>1.1.1.2 CPI - Implement Arts & Creative Industries Strategy.</p> <p>Progress Comments: The Arts and Culture Reference Group has completed a comprehensive review of the draft Arts & Creative Industries Strategy, including initial feedback and a stakeholder workshop designed to build consensus among key partners. This consultation process has provided valuable input to guide further refinement of the strategy. The Draft Strategy is currently being updated to incorporate the feedback received from stakeholders. Once these revisions are finalised, the updated draft will be presented to councillors prior to proceeding to public exhibition.</p>	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	50	 GREEN

1.1.2 Partnerships and Volunteers - We recognise the work of volunteers in supporting our community, and we partner with community groups and providers to support and encourage volunteerism in the municipality.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>1.1.2.1 CPI - Develop a Volunteers’ Strategy to support volunteers and encourage volunteer participation.</p> <p>Progress Comments: Officers have undertaken internal consultation and developed a proposed scope which has been presented to Councillors. Officers preparing a consultant brief, and plan to have a consultant engaged and an inception meeting held before the end of the calendar year.</p>	Active and Connected Communities	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>1.1.2.1 CPI - Establish a Youth Action & Advisory Committee to ensure that the voices of young people are heard and considered, and so they have an opportunity to engage in democracy at a local level.</p> <p>Progress Comments: Progress towards establishing a Youth Action and Advisory Committee to amplify young people’s voices in Council decisions in underway. A terms of reference is being developed to guide the committee’s structure and purpose, with recruitment planning and promotion of the opportunity in progress to ensure diverse youth representation. This initiative supports Council’s commitment to inclusive engagement and youth empowerment.</p>	Community and Family Services	01-07-2025	30-06-2026	In Progress	25	 GREEN

1.1.3 Wellbeing and Liveability - With diverse partner agencies we work to protect, improve and promote community health and wellbeing by implementing the Cardinia Shire Council Liveability Plan 2017-2029.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>1.1.3.1 CPI -Co-ordinate public health planning processes in partnership with local agencies.</p> <p>Progress Comments: The Draft Liveability Plan, which serves as Cardinia’s Municipal Public Health and Wellbeing Plan, has been exhibited and is now ready for Council adoption in line with the Public Health and Wellbeing Act 2008, which requires all Victorian councils to adopt their plan within twelve months following a general election. Officers are now reviewing the governance structure that supports partnership coordination and reporting, while also developing the annual action agenda. This agenda will outline Council’s strategies for delivering on the Liveability Plan and ensure alignment with the Victorian Public Health and Wellbeing Plan 2023–2027.</p>	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	25	 GREEN

2 Vibrant Places

2.1 We value our well-designed towns and infrastructure that fosters belonging and connections.

2.1.1 Strategic Planning - Ensure the Cardinia Shire Planning Scheme delivers high quality outcomes that preserve the liveability and identity of the municipality and protecting our natural environment, while also accommodating for population growth and economic development, while preserving the liveability and identity of the municipality and protecting our natural environment.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>2.1.1.1 CPI - Review the Cardinia Shire Planning Scheme.</p> <p>Progress Comments: The project plan and engagement plan have been completed, establishing a clear roadmap for implementation and stakeholder involvement. Councillors have been briefed on the project’s objectives and scope. Councillor, community, and stakeholder consultation has now commenced, with feedback opportunities open until December 2025. T</p>	Planning and Design	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>2.1.1.1 CPI - Work with government, development agencies and landowners to progress the Officer Town Centre.</p> <p>Progress Comments: Teams have been developing a Officer Town Centre brief to clearly articulate the vision, background and key steps to progress this work, collaboration across Council departments will be ongoing for the remainder of the year.</p>	Major Projects	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>2.1.1.2 CPI - Develop and endorse a Yarra Valley and Dandenong Ranges and Southern Ranges Green Wedge Management Plan.</p> <p>Progress Comments: The project scope and high-level project plan have been clearly defined. Councillors have been briefed on the project objectives and approach.</p>	Planning and Design	01-07-2025	30-06-2026	In Progress	20	 GREEN
<p>2.1.1.3 CPI - Deliver a 4-year schedule of strategic planning priority projects and policies.</p> <p>Progress Comments: The Annual Work Plan and Four-Year Strategic Work Plan have been completed. A Councillor Briefing has been undertaken. Projects scheduled for delivery in 2025–26 are currently underway.</p>	Planning and Design	01-07-2025	30-06-2026	In Progress	25	 GREEN

2.1.2 Annual Capital Project Planning - Identify and deliver capital projects that provide and renew public infrastructure.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>2.1.2.1 CPI - Deliver funded stages of Pakenham Revitalisation, and advocate for funding for additional stages.</p> <p>Progress Comments: Stage 1 Main Street Gateway will commence construction in October 2025, with the following stages of Drake Place and John Street extension have commenced design and will be heading towards tender for construction in 2026. Main Street Central will continue to be developed in 2025 and 2026. Advocacy has continued throughout 2025 with recent submission of the Urban Precincts and Partnership Program Grant with the Advocacy team taking a lead role.</p>	Major Projects	22-09-2025	30-06-2026	In Progress	25	 GREEN
<p>2.1.2.1 CPI - Undertake a census of all facility utilisation and develop a strategy to maximise community benefit.</p> <p>Progress Comments: This is a Year 2 Council Plan Initiative Item. Scoping work will commence in the second half of 2026 in preparation for commencing work on this initiative. Part of the scoping will be determining how to resource this work, with current resourcing it will require extra resourcing.</p>	Governance, Safety and Property	01-07-2025	30-06-2026	Not Started	0	 GREEN

2.1.3 Road Network - We partner with agencies to plan, deliver and maintain an integrated transport network that supports connected communities into the future.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>2.1.3.1 CPI - Develop an Unsealed Roads Improvement Plan to improve the maintenance of unsealed roads and improve the resident experience, and then implement the adopted Plan.</p> <p>Progress Comments: 2025 10 17 In alignment with the Council Plan, this initiative is currently underway. As part of this broader strategic direction, a review of the Special Charge Scheme program is in progress and is scheduled for presentation at the Council briefing on 20 October 2025. Council remains committed to optimising the utilisation of plant and equipment and is actively transitioning toward a more proactive and preventative approach to road maintenance.</p>	Infrastructure Services	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>2.1.3.1 CPI - Plan and deliver infrastructure upgrades to our road network and public assets to meet the needs of the current and future population.</p> <p>Progress Comments: 2025 10 17 The Capital Works Program, developed through Council’s Asset Management systems, has now been formally adopted. Following a comprehensive review, a draft program of works has been finalised, and implementation is currently underway</p>	Community Infrastructure Delivery	01-07-2025	30-06-2026	In Progress	25	 GREEN

2.1.5 Community and Open Space Infrastructure - We plan, deliver and maintain recreation facilities, open spaces and places that support community connection and promote the health and wellbeing of the community.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>2.1.5.1 CPI - Review the Pedestrian and Bicycle Strategy, including options for the enhancement of the Eastern Dandenong Ranges Trail, the Gippsland Odyssey trails, and other significant rail and tourist trails within Cardinia.</p> <p>Progress Comments: Officers have undertaken internal consultation and developed a proposed scope which has been presented to Councillors. A consultant has been procured, and an inception meeting has occurred. Strategy review and site assessments are planned to take place before the end of the calendar year.</p>	Active and Connected Communities	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>2.1.5.2 CPI - Plan and deliver accessible and inclusive recreation and community facilities.</p> <p>Progress Comments: Accesible and inclusive recreation and community facilities either being planned/designed or delivered, include: Bunyip BMX track – in progress Greenland Ct Reserve playspace – in progress Lauriston Estate Park playspace – in progress Alma Treloar dog off leash area upgrade – in progress Toomuc Creek playspace – in progress Heritage Springs exercise equipment – in progress Ebony Drive Reserve – in progress Ron Answers Park playspace – in progress Puffing Billy Place Reserve Masterplan – in progress Emerald Lake Precinct masterplan review – in progress Pedestrian & Bicycle Strategy review – in progress Heatherbrae netball court resurfacing – in progress Nar Nar Goon oval lighting - in progress Holm Park Oval 2 resurfacing – in progress Swimming facilities refurbishment – in progress Cora Lynn Reserve pavilion upgrade – in progress Upper Beaconsfield Reserve pavilion upgrade – in progress Bunyip Reserve pavilion upgrade – in progress Koo Wee Rup Netball Court upgrade - in progress Pakenham Outdoor Pool improvements - in progress Pakenham Regional Tennis Centre lighting design - in progress Garfield North Community Centre - complete IYU Recreation Reserve tempoary building facilities - complete Upper Beaconsfield Reserve Masterplan - complete</p>	Active and Connected Communities	01-07-2025	30-06-2026	In Progress	25	 GREEN

2.1.5 Community and Open Space Infrastructure - We plan, deliver and maintain recreation facilities, open spaces and places that support community connection and promote the health and wellbeing of the community.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>2.1.5.3 CPI - Assess the feasibility of the Golf Course at Deep Creek Reserve, and develop a plan for identified future use.</p> <p>Progress Comments: A feasibility has been completed, and community engagement has been undertaken. A report is being prepared for the November Council meeting for a decision on the future of golf at Deep Creek reserve.</p>	Active and Connected Communities	01-07-2025	30-06-2026	In Progress	60	 GREEN

2.1.6 Infrastructure Funding - Advocate to and partner with all levels of government to deliver projects that improve our community infrastructure, open spaces and precincts to meet the needs of our growing Shire

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>2.1.6.1 CPI - Plan for a library and community facilities in the Officer Town Centre and advocate for funding to ensure the successful delivery of the facilities.</p> <p>Progress Comments: Teams have been developing a Officer Town Centre brief to clearly articulate the vision, background and key steps to progress this work, collaboration across Council departments will be ongoing for the remainder of the year.</p>	Major Projects	01-07-2025	30-06-2026	In Progress	25	 GREEN

2.1.7 Advocacy Growth/Funding - Advocate for fair and equitable funding to ensure Cardinia is equipped with the infrastructure and services needed to support our existing and growing population, accommodate increases in housing and employment, and help our community to thrive as a connected, sustainable and inclusive place to live.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>2.1.7.1 CPI - Advocate for further funding to expand and redevelop Cardinia Life.</p> <p>Progress Comments: Cardinia Life was presented at the Councillor Advocacy Workshop to confirm its priority status among councillors. A presentation was delivered to the Leader of the Opposition and several state Ministers and Shadow Ministers at the Outer Melbourne Councils Infrastructure Forum, outlining the significant community impacts of the current facility and reinforcing that aquatic centres are a priority for LGAs across Victoria. Benchmarking was conducted against other aquatic centres and basketball stadiums funded since the last election to assess how Cardinia Life’s scope and cost compares to recent funding opportunities. The project has been raised with the Municipal Association of Victoria (MAV), Outer Melbourne Councils (OMC), and the National Growth Areas Alliance (NGAA) to ensure it remains on their advocacy agendas ahead of the next state election. Cardinia Life was also included in budget bid proposals submitted to local Government MPs to seek funding from the Victorian Government.</p>	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	25	 GREEN

2.1.9 Asset Planning and Management - We manage assets on behalf of the community to sustainably deliver services with the optimal balance of whole of life costs and performance

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
2.1.9.1 CPI - Develop 10-year Asset Plan.	Infrastructure Services	01-07-2025	30-06-2026	In Progress	90	 GREEN
Progress Comments: The Asset Plan was adopted Council at the October Council meeting.						

3 Adaptive Environments

3.1 We care for our natural environment and support recovery from challenges.

3.1.3 Climate Change - We partner with the community and business to respond to, and build resilience against, the impacts of climate change.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>3.1.3.1 CPI - Implement initiatives in the Climate Change Adaptation Strategy 2022-2033, the Biolinks Plan 2023-2033 and the Biodiversity Conservation Strategy 2019- 2029 and Weed Management Strategy 2019-2029.</p> <p>Progress Comments: The Koo Wee Rup biolink project planning is continuing and Melbourne Water has expressed interest in the project. With the support of Council, 2 private properties undertook ecological burns.</p> <p>Council’s Greening Cardinia program has reopened allowing residents and community groups to apply for grants to improve the biodiversity on their properties, including weed control and tree planting. The indigenous plant giveaway has been replaced with the Corridors for Wildlife program which aims to support large property owners to revegetate sections of their property after weed control works, establish shelter belts or to revegetate areas that have fallen into environmental disrepair.</p> <p>Planning is underway for the new round of Peri Urban Weed Management Partnership funding and preparation works have commenced at Pepis Land for the planting which is funded by Melbourne Water. Council in partnership with Friends of Emerald Lake Park ran the annual trees for weeds swap event, providing weed identification, control methods and replacement planting information to residents. Roadside weed treatments and auditing have been undertaken, and all natural reserve works have been planned and allocated between staff and contractors. Works have commenced.</p> <p>New web content is available on Council’s website about preparing for climate hazards and managing and understanding flood risk to assist our community to become more resilient to our changing climate. New interpretation signs about climate resilient gardens have been installed at Deep Creek Reserve. Council continues to participate in projects through South East Councils Climate Change Alliance (SECCCA).</p>	Environment and Heritage	01-07-2025	30-06-2026	In Progress	25	 GREEN

3.1.4 Sustainable Practices - We seek to reduce Council service impacts on the environment.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>3.1.4.1 CPI - Develop a Towards Zero Emissions Plan, and implement the Plan.</p> <p>Progress Comments: Commenced planning and development of the Towards Zero Emissions Plan. Recent progress includes defining the scope of the plan, alignment with Council’s capital works program, regulatory responsibilities, and advocacy efforts, ensuring consistency with state and federal emissions reduction targets. In the upcoming quarter, the focus will shift to establishing a cross-departmental working group to support development of the plan.</p>	Environment and Heritage	01-07-2025	30-06-2026	In Progress	25	 GREEN

3.1.5 Waste - We collaborate with the community, industry and all levels of government to reduce our reliance on landfill and enhance resource recovery, with a focus on long-term sustainable services.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
3.1.5.1 CPI - Develop a future Waste and Resource Recovery Strategy 2026-2036, and implement the actions under the strategy.	Infrastructure Services	01-07-2025	30-06-2026	In Progress	40	 GREEN
Progress Comments: The Draft Waste and Resource Recovery Strategy is advancing well, and post community consultation, is in the drafting process phase.						

4 Prosperous Economies

4.1 We encourage urban and rural business and local employment to grow.

4.1.1 Investment Attraction - We advocate for major infrastructure projects and investment that secure and enhance the economic potential of the municipality.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>4.1.1.1 CPI - Partner with GSEM and key stakeholders to progress planning and advocacy for a South East Melbourne Airport and Thompsons Road Upgrade and Extension, that supports regional economic growth, freight movement, and improved access to national and global markets.</p> <p>Progress Comments: Council continues to collaborate with GSEM to align regional priorities with coordinated advocacy. While recent efforts haven't focused on the South East Melbourne Airport or Thompsons Road, Cardinia's infrastructure needs were strongly represented in GSEM's 2025-26 state budget submission. Advocacy has emphasized the region's role as Australia's leading manufacturing hub, following Deloitte Access Economics' Australia's Manufacturing Powerhouse report, which calls for investment in industrial land, freight infrastructure, and skills development. Cardinia's key budget advocacy priorities included: Shared User Paths: \$2M masterplan for Eastern Dandenong Ranges Trail and upgrades to Princes Highway Trail. Essential Bus Links: High-frequency SmartBus from Pakenham to Dandenong with local loops. Smarter Roads: Lang Lang Truck Bypass and signalisation of Toomuc Valley Rd-Princes Hwy intersection. Homelessness Response: Regional service coordination and investment in health and social infrastructure. Advanced Manufacturing: Activation of Officer South-Pakenham employment corridor to unlock up to 40,000 jobs.</p> <p>These priorities support GSEM's broader goals for infrastructure, jobs, and innovation, reinforcing Cardinia's leadership in Melbourne's south-east.</p>	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>4.1.1.2 CPI - Implement initiatives in accordance with the Investment Attraction Plan.</p> <p>Progress Comments: Following adoption of the Investment Attraction Plan earlier this year, Council has commenced delivery of targeted initiatives to strengthen local business capacity and attract strategic investment. Officers are progressing Cardinia's first cohesive Investment Attraction brand, designed to showcase the shire's unique offering; its proximity to Melbourne, access to industrial land, strong agribusiness base, and emerging advanced manufacturing corridor. The brand is nearing completion, with launch planned for 2026. Council continues to build strategic relationships with key stakeholders including Invest Victoria, DJSIR, Tourism East, and Federation University, while benchmarking investment attraction practices across other councils to ensure Cardinia remains competitive and investment-ready. Officers are currently facilitating several major investments through the planning permit system, including a significant food manufacturing project in Pakenham. Additional work includes supporting local business associations through the 2025 Business Grants Program, developing an interim investment tracking system, and providing strategic advice on township planning and infrastructure projects to ensure alignment with economic development goals.</p>	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	25	 GREEN

4.1.2 Advocacy and Partnerships - We collaborate with our regional partners to drive growth and prosperity in the region and foster economic opportunities.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>4.1.2.1 CPI - Deliver the 2025 Agribusiness Audit, using its findings to inform the development of a Food and Agribusiness Strategy and guide the implementation of strategic actions to strengthen the sector.</p> <p>Progress Comments: The Agribusiness Audit is nearing completion, with the draft report currently being finalised for internal review and stakeholder validation. Officers will re-engage with key stakeholders to confirm initial findings before briefing councillors on the outcomes later this year. The final report will be released for broader community feedback in early 2026, which will inform the development of Cardinia’s Food and Agribusiness Strategy. This strategy will build on the audit’s recommendations and guide future actions to support the growth and resilience of the local agribusiness sector.</p>	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	25	 GREEN

4.1.3 Community Workforce Development - We advocate to improve the education and employment pathways that provide meaningful employment opportunities for our residents and develop the local workforce.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>4.1.3.1 CPI - Conduct a comprehensive gap analysis of community and human services, and further education and skills with recommendations to support advocacy and funding to attract service providers (ie integrated community information and support hubs, financial counselling, further education providers and health services) to operate in Cardinia Shire.</p> <p>Progress Comments: Preliminary work has commenced to scope and deliver a comprehensive gap analysis of community and human services, education, and skills across Cardinia Shire. Given the scale and complexity of the work, officers are currently developing a staged project plan that breaks the broader analysis into manageable components. These elements will be delivered internally and will inform the final report to be led by an external consultant. Data collection and research are underway, with officers compiling demographic, service provision, and access data to identify gaps and opportunities. An engagement plan is also in development to ensure that stakeholder insights are embedded in the analysis and recommendations.</p>	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	25	 GREEN

4.1.4 Visitor Economy - We work to enhance the development of the local tourism industry and visitor economy with our partners of Tourism East.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>4.1.4.1 CPI - Support implementation of the Tourism East Destination Management Plan and report progress annually.</p> <p>Progress Comments: The establishment of the Visitor Economy Partnership (VEP) on 1 July 2025 formally positioned Cardinia Shire within Victoria’s state-endorsed tourism governance framework, aligning with the objectives of the Visitor Economy Recovery and Reform Plan. This transition from the previous Yarra Ranges Tourism arrangement to the new cross-council VEP comprising Cardinia, Yarra Ranges, and Nillumbik, ensures coordinated regional advocacy, strategic investment attraction, and strengthened industry support across the outer east. Since its inception, the VEP Board has commenced a review of the strategic framework guiding Tourism East to ensure alignment with emerging regional priorities and state-level tourism strategies.</p> <p>To support this review, an Expression of Interest process was launched to establish an Industry Advisory Committee, which will provide sector insights and ensure the DMP reflects the needs of operators and communities. In line with Victorian Government requirements, Cardinia Shire is now developing Local Area Management Plans (LAMPs) to articulate place-based tourism priorities. These plans will serve as foundational inputs into the broader DMP review, ensuring that local aspirations and visitor economy opportunities are captured and integrated. Officer-led stakeholder engagement to inform the LAMPs is scheduled to commence shortly, with a focus on inclusive consultation and alignment with the Visitor Economy Community Engagement Framework.</p>	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	25	 GREEN

4.1.5 Business and Industry Development - Enhance and develop local economy through industry development, programs and initiatives.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>4.1.5.1 CPI - Review and refine the Economic Development strategy, while implementing key initiatives to drive business & industry development.</p> <p>Progress Comments: While the formal review of the Economic Development Strategy is scheduled for the next financial year, Council continues to implement a range of initiatives that support business and industry development. These include targeted business workshops, a monthly business newsletter, and the Cardinia Business Coaches Program, which offers tailored support to local enterprises. Planning is underway for the 2026 Jobs and Skills Showcase following the success of the 2025 event, and officers are exploring opportunities to deliver AI-focused workshops in partnership with Federation University. Council also collaborates regionally through the Casey Cardinia Jobs and Skills Network and supports local businesses to engage with key events such as GSEM’s manufacturing forum. Ongoing efforts include responding to business enquiries and leveraging platforms like CommBank IQ and Remplan to enhance local capability and economic insight.</p>	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	25	 GREEN

5 Responsible Leaders

5.1 We demonstrate responsible leadership and financial stewardship.

5.1.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>5.1.2.1 CPI - Provide opportunities for meaningful, informed and representative community engagement to guide Council’s decision-making.</p> <p>Progress Comments: The Engagement Team continues to support the organisation with community engagement activities and provide an opportunity for the community to provide feedback to help inform Council decision making.</p> <p>Projects this quarter have included:</p> <ul style="list-style-type: none"> -Deep Creek Reserve -Phase 2 upgrade to the Almar Treloar Reserve Dog Park -Council Plan -Liveability Plan -Asset Plan -Road Management Plan -Trythall St Beaconsfield <p>The team has also supported Melbourne Water in keeping the community informed about opportunities to provide insights into flooding in Cardinia, as part of Melbourne Water's flood mapping work it is undertaking across the state.</p>	Communications and Engagement	01-07-2025	30-06-2026	In Progress	25	 GREEN

5.1.3 Long Term Financial Sustainability - We manage Council’s resources prudently and efficiently to ensure long-term financial sustainability.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>5.1.3.1 CPI - Develop and review Financial Plan to ensure that it supports long term financial sustainability.</p> <p>Progress Comments: Final Draft of the Plan has been prepared for Council adoption at the 20 October 2025 meeting.</p>	Finance	01-07-2025	30-06-2026	In Progress	90	 GREEN

5.1.4 Advocacy - We act as a proactive and powerful advocate for our community, influencing outcomes that improve and enhance quality of life, access to services and future opportunities for our residents.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
5.1.4.1 CPI - Adopt the Advocacy Agenda 2025-2029, and annually review Council advocacy priorities and report on efforts and outcomes.	Arts, Advocacy and Economy	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>Progress Comments: A Councillor Advocacy Workshop was held to identify and prioritise advocacy items for the 2025–2029 agenda, capturing both individual and collective priorities. A ranked list of projects was developed based on councillor feedback, supported by an organisation-wide Advocacy Register that collated key evidence for each item. Officers are now preparing final recommendations for Tier 1 and Tier 2 priorities in line with the Advocacy Framework, which will be presented to councillors for feedback in the near future ahead of formal adoption later this year.</p>						

5.1.5 Continuous Improvement - We take advantage of emerging technologies to continuously improve our customer experience, ensure our services are efficient, scalable and secure.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
5.1.5.1 CPI - Develop a Transformation Roadmap to enhance Council processes and systems, improve customer experience, ensure future readiness, and implement the Roadmap.	Business Transformation and Customer	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>Progress Comments: The Transformation Roadmap is progressing well. Council has prepared and released a public tender calling for consolidated enterprise solutions. The tender is closed, and responses will be thoroughly evaluated during Qtr 2. The Roadmap will be finalised once the outcome of the tender is known.</p> <p>Other Transformation projects continue to progress, with the replacement of the Venue booking platform nearing implementation (scheduled Qtr 2 2026), and the Website Transformation project kicking off (scheduled go live Qtr 4 2026)</p>						

5.1.6 Service Quality and Review - Our services are designed and reviewed to ensure that they address changing community needs, are efficient, effective, respond to risks and fulfill Council’s legal obligations.

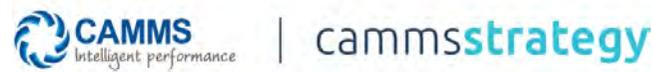
Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
5.1.6.1 CPI - Undertake focused service reviews to ensure alignment to the Council Plan and optimal service delivery.	Business Transformation and Customer	01-07-2025	30-06-2026	In Progress	25	 GREEN
<p>Progress Comments: Preparation for Service Reviews is underway. Council has recruited a dedicated officer (during Qtr 1) to support the implementation of this initiative. Further input from Councillors will influence the focus of service reviews.</p>						

5.1.7 Governance - We maintain a high level of transparent, accountable, unbiased and representative governance.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>5.1.7.1 CPI - Develop an Investment Policy and Advisory Committee to guide potential investment and revenue opportunities.</p> <p>Progress Comments: Officers will be preparing an options paper for Council to consider which model they wish to proceed with in relation to the Advisory Committee. It is likely that this paper will be presented to the February 2026 Council Meeting. Officers will then have the required direction and seek to establish a terms of reference for the committee and seek nominations for suitably qualified external members on the Committee. The current aim is to have the committee established in mid-2026.</p>	Governance, Safety and Property	01-07-2025	30-06-2026	Not Started	0	 GREEN

5.1.9 Gender and Social Equity - We consider gender and social equity when making decisions, and we ensure that our policies, programs and services promote gender equality.

Initiative	Business Unit	Start Date	End Date	Status	% Complete	Performance
<p>5.1.9.1 CPI - Undertake Gender Impact Assessments when developing or reviewing any Council policy, program or service that has a direct and significant impact on the public, and ensure our organisation implements our Gender Equality Action Plan.</p> <p>Progress Comments: The requirements to undertake Gender Impact Assessments (GIAs) is a regulatory requirement that has been embedded into the project or strategy development process. Over the last 12 months GIA development training was rolled out to employees and leaders who undertake this important work and GIA champions were established to review GIAs undertaken on a regular basis. This enables Council to continually consider and learn from the meaningful and important data GIAs provide.</p> <p>Recently we have undertaken GIAs on our newly adopted Council Plan, Long Term Financial Plan and a number of other documents which has allowed us to consider the impact these key strategies have on our diverse community using a gender and accessibility lens.</p> <p>Council is required to report on gender equality through the Gender Equality Action Plan (GEAP) via GEAP progress reporting to CGEPS.</p>	People and Culture	01-07-2025	30-06-2026	In Progress	25	 GREEN



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GROWTH REPORT

Q1 JUL – SEP 2025

Q1 JUL – SEP 2025

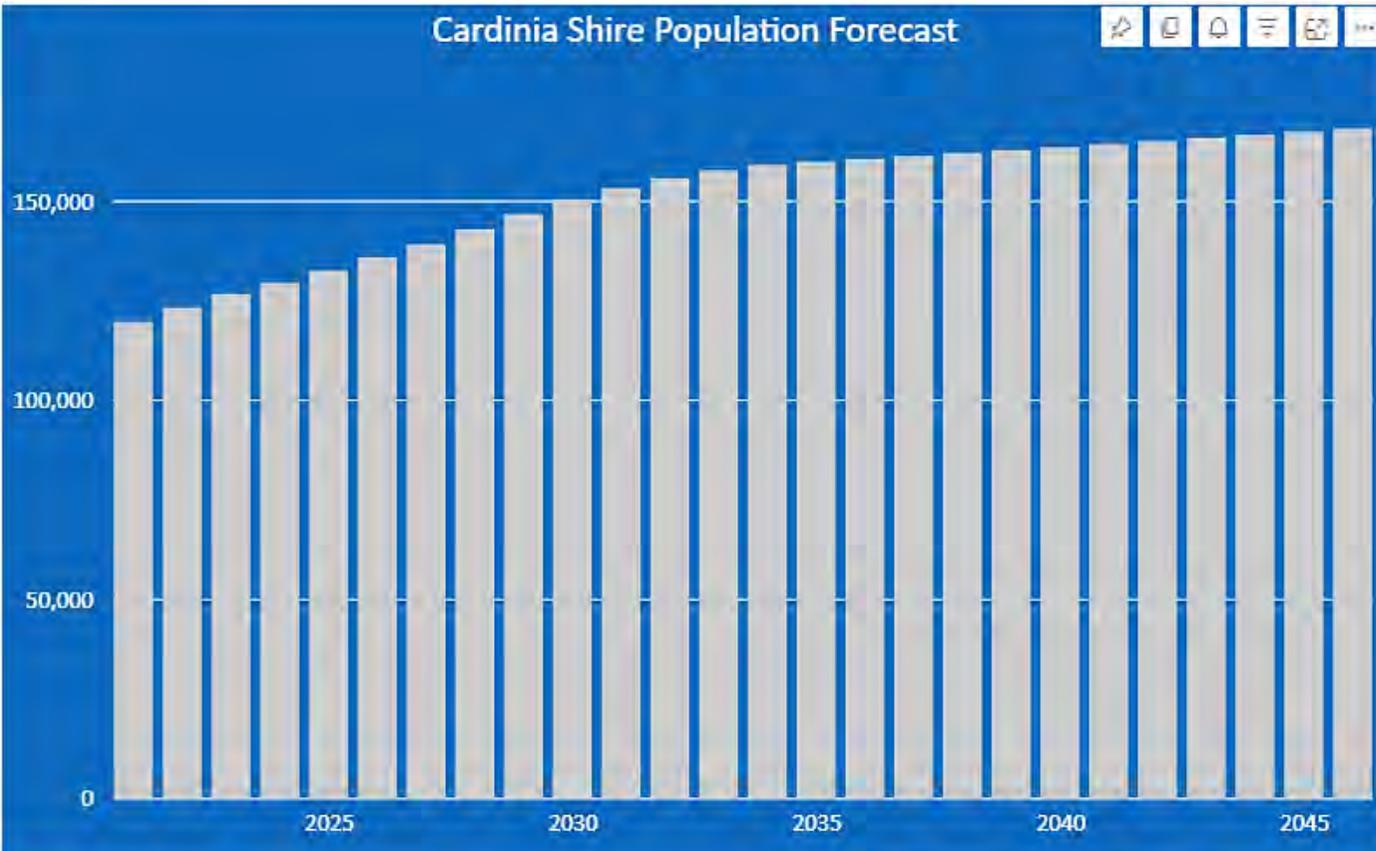
POPULATION FORECAST

Cardinia Shire is a growing community. It is important therefore that we forecast our population growth to ensure that there are adequate services and infrastructure provisions for our residence in the future.

Population 2025
132,289

Population 2046
167,989

Change 2025-46
26.99 %

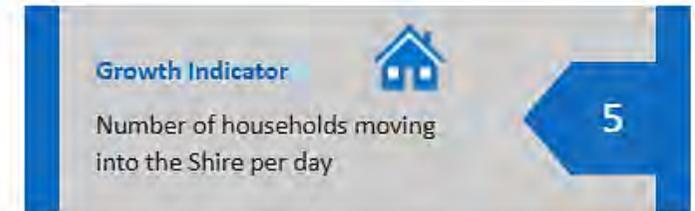


Council Meeting - 17 November 2025

Source: <https://forecast.id.com.au/cardinia>

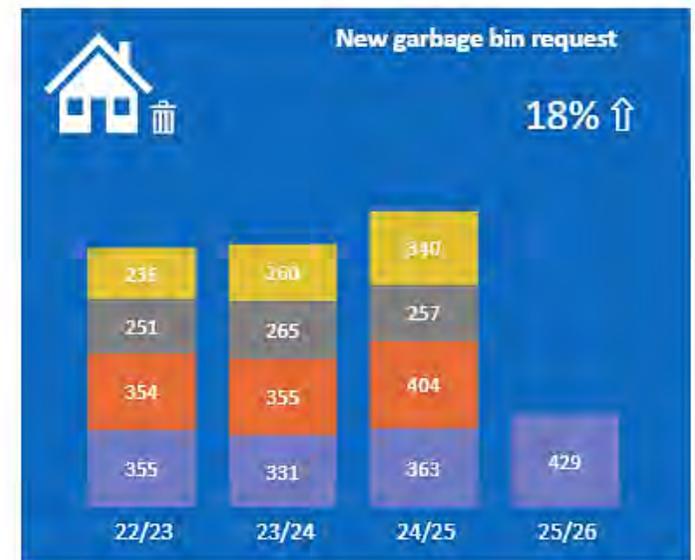
HOUSEHOLD GROWTH

YTD comparison to last year



A new household garbage service is requested predominantly when a new home has been completed and ready to be occupied.

This indicator can therefore represent the growth of new households within the Shire.



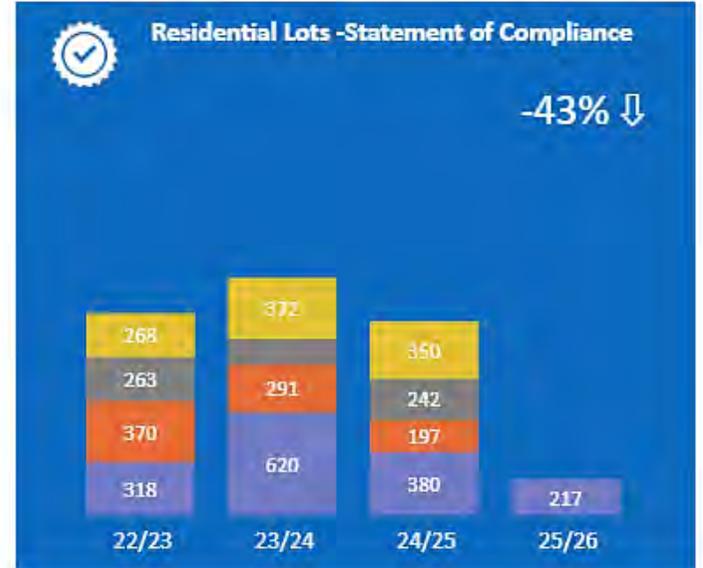
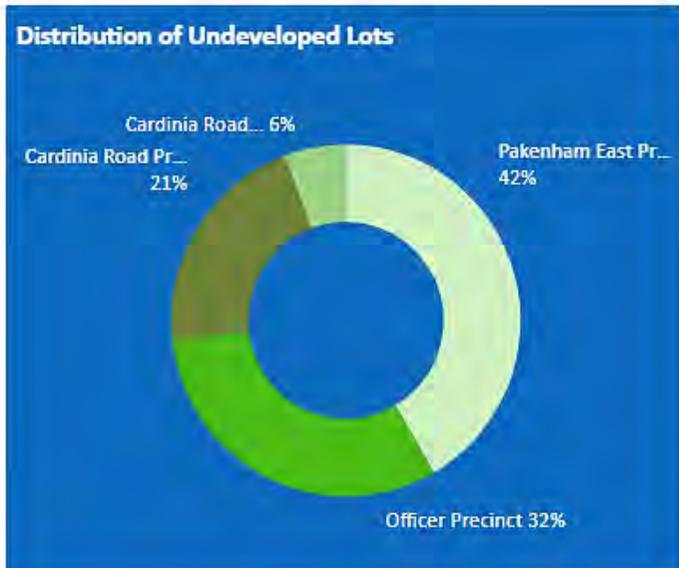
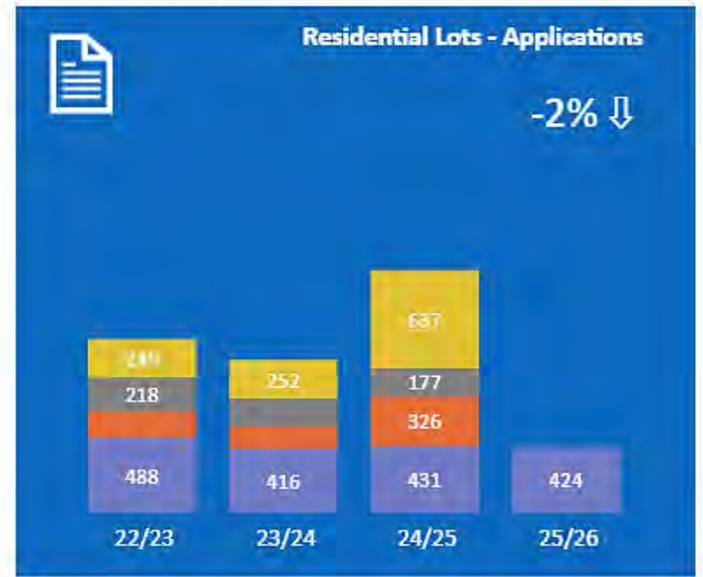
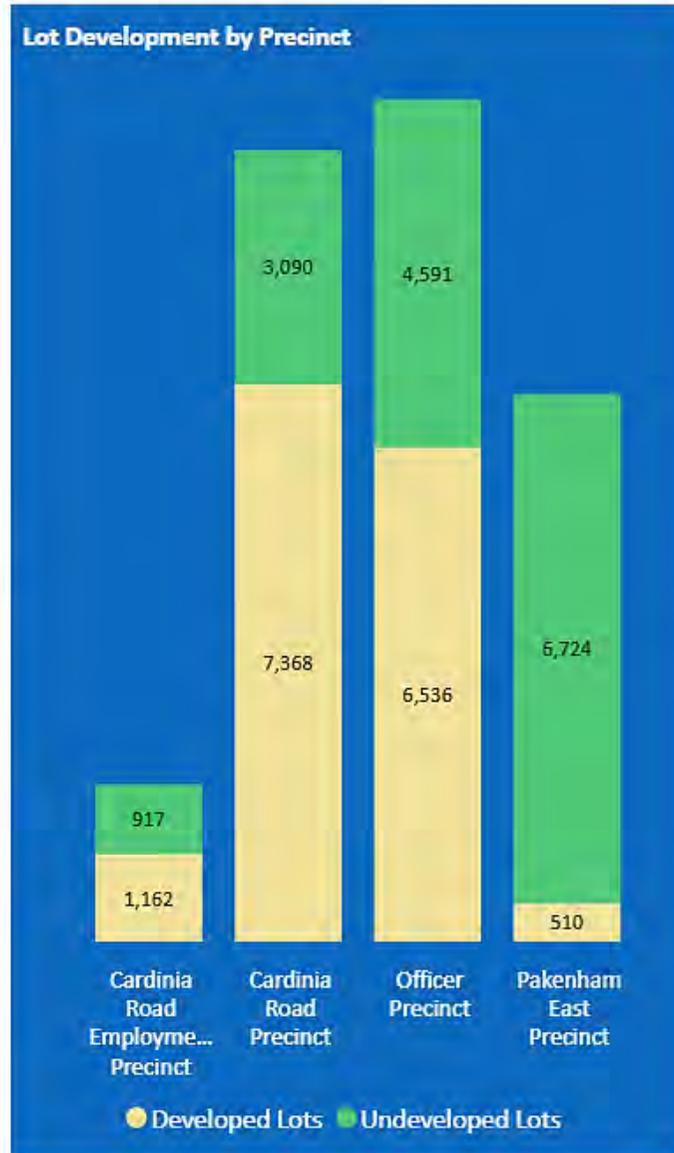
600

Legend
 Q1 Q2 Q3 Q4

Q1 JUL – SEP 2025

RESIDENTIAL LAND ACTIVITY METRICS *YTD comparison to last year*

SUBDIVISION METRICS *YTD comparison to last year*

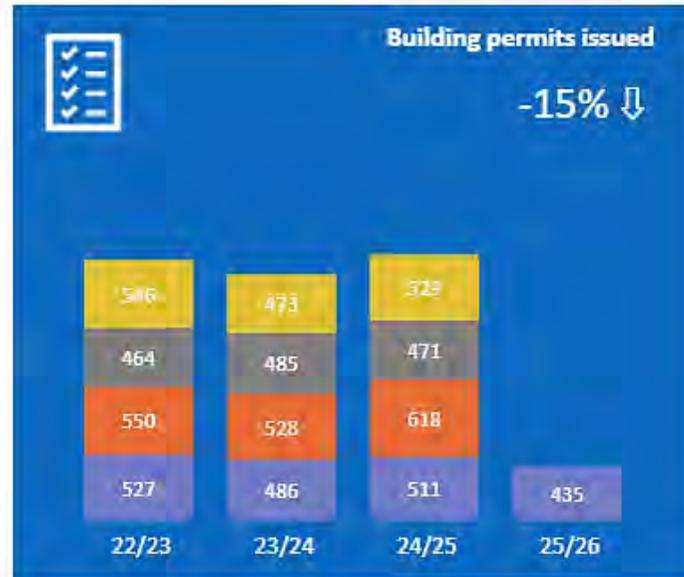
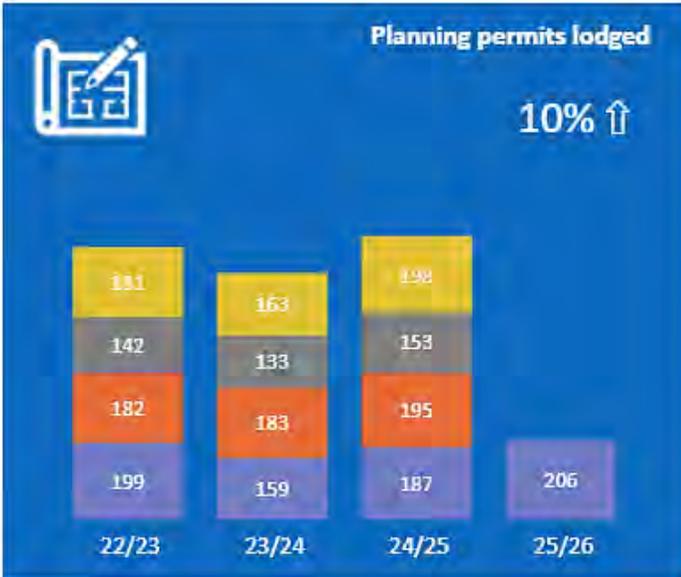


Current Activity

COUNCIL MEETING - 17 NOVEMBER 2025

Q1 JUL – SEP 2025

PROPERTY METRICS *YTD comparison to last year*

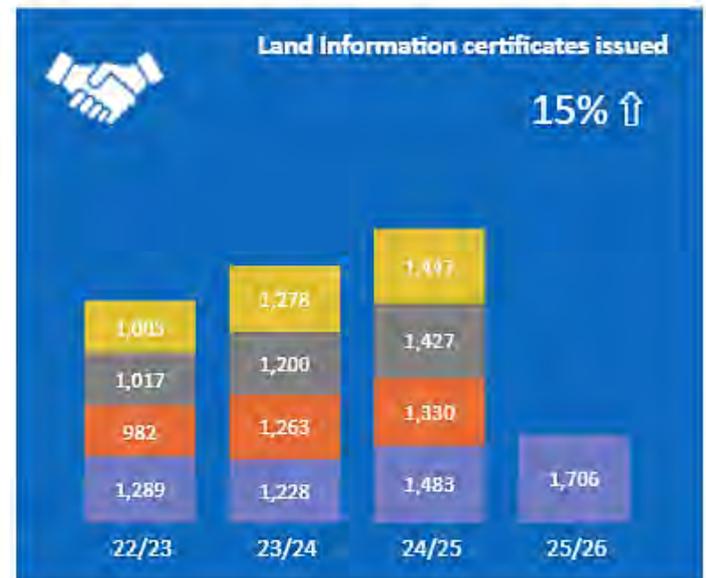
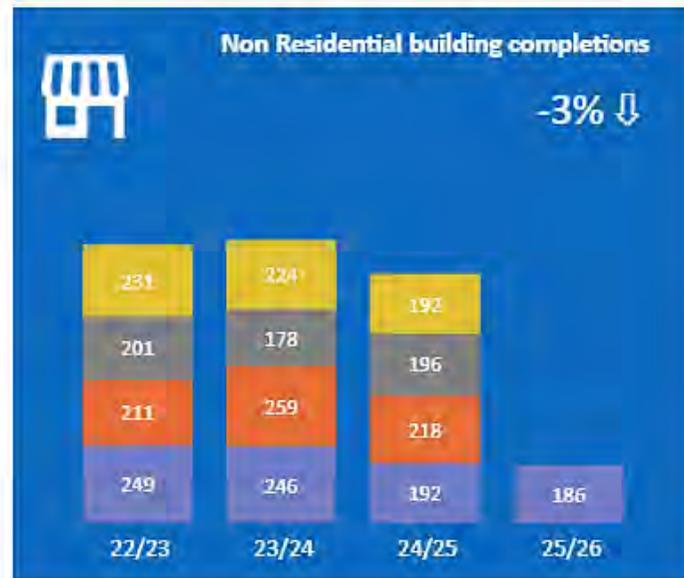
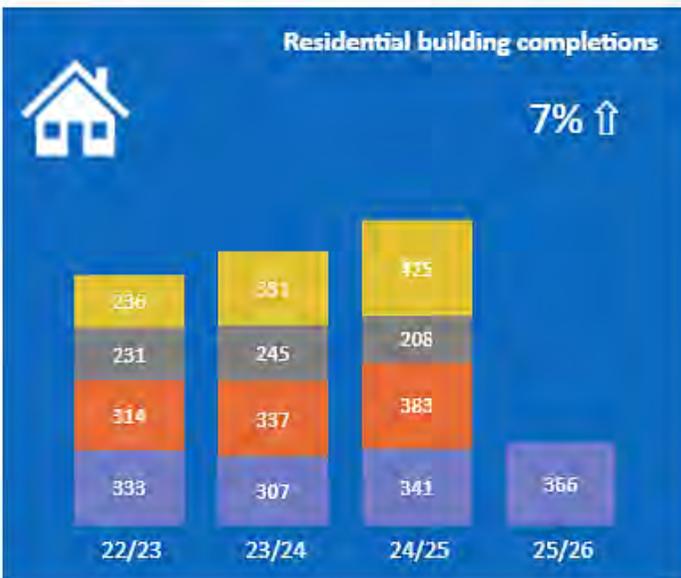


Activity within the property sector can help determine the growth rate within a municipality and therefore assist with future decision making.

Planning permits are required to make changes to a property. Changes are dependent on location, zones, overlays and particular provisions affecting a property.

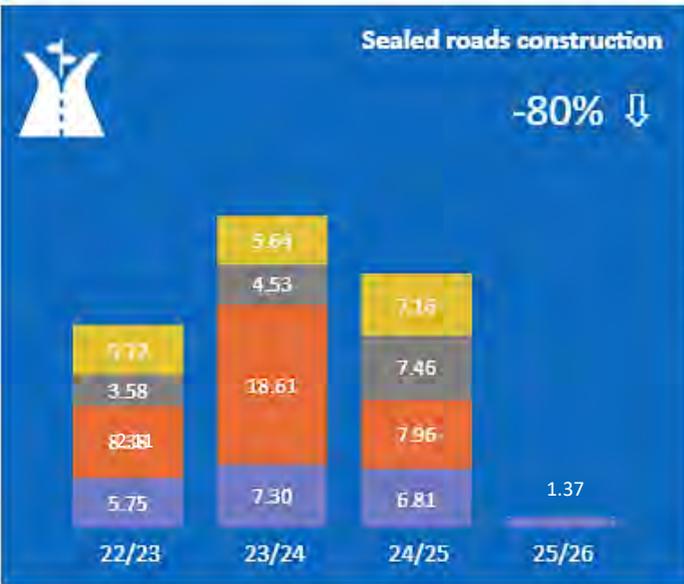
Building permits are required for both new buildings and alterations to existing buildings.

Land Information Certificates are required whenever a property changes owners. This figure includes both first home buyers and subsequent owners. It shows both growth and churn in the property market.

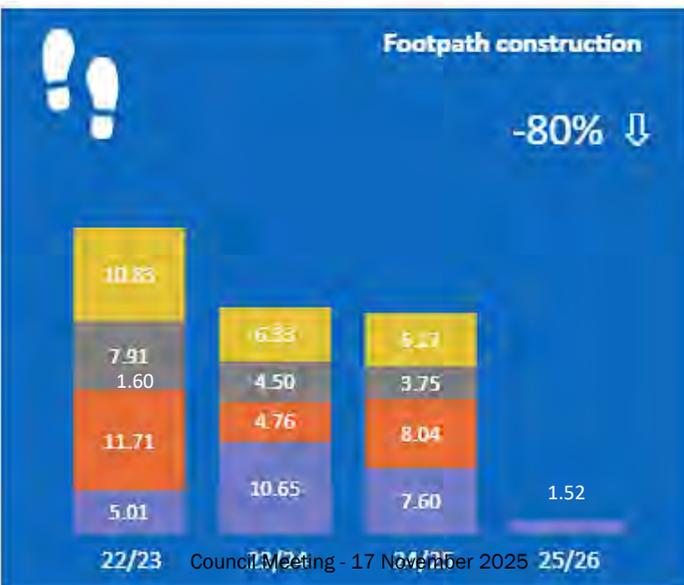


Q1 JUL – SEP 2025

INFRASTRUCTURE METRICS *YTD comparison to last year*

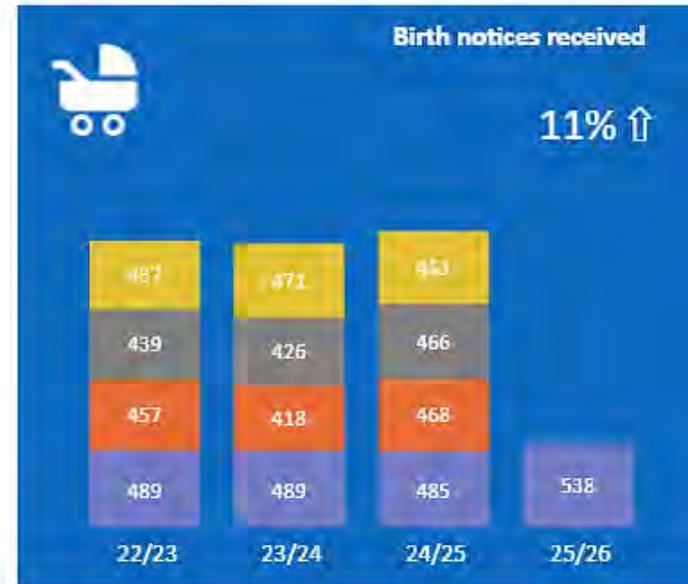


Sealed road growth is due to a combination of subdivision development and Council's sealing of unsealed roads through special charge schemes or other external funding such as Roads to Recovery.

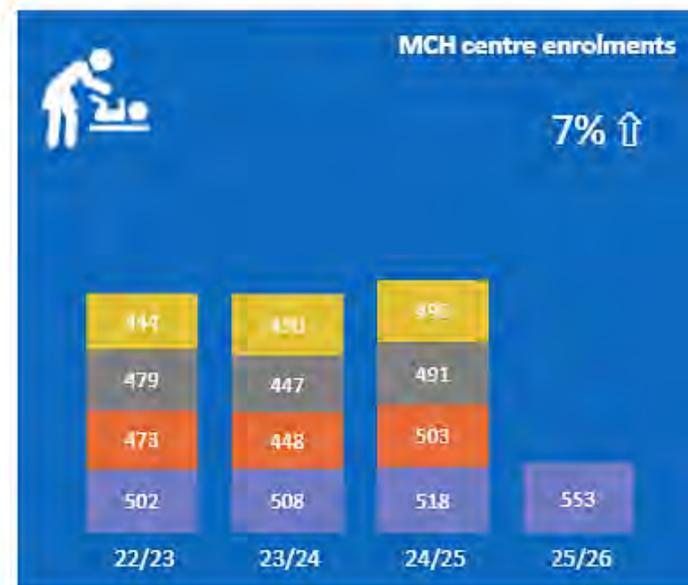


Footpath growth is due to a combination of footpaths constructed from subdivision development and Council's capital works program.

MATERNAL AND CHILD HEALTH METRICS *YTD comparison to last year*



Birth notices are the number of notifications received from hospitals, for newborn babies in the municipality.



Total enrolments is the number of babies and children, from birth to school age, that visit and enrol at an MCH centre, including both new born babies and children of families moving to Cardinia Shire.



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Council report – Q1 2025-26

The following outlines progress against the actions outlined in the key focus areas of the Cardinia Shire Gender Equality Action Plan (GEAP) 2021 – 2025.

Sexual Harassment at Cardinia

- **Respectful Workplace Behaviours** continues to roll out across the organisation. We have achieved an additional 20% (133) employees complete in the quarter, bringing the overall completion rate to 60% (420 employees) as at 30 September 2025. Training covers what is sexual harassment (in addition to bullying, harassment and discrimination) what is not acceptable in the workplace and the consequences if sexual harassment occurs.
- Results for **People Matter Survey** were received in August, in which 206 (30%) employees participated. The percentage of respondents who reported experiencing sexual harassment over the last 12 months has increased by 3% to 7% from the 2023 survey results. Cardinia sits at the same percentage as the Local Government comparator group (7%).
- The **2025 Our Voice** engagement survey occurred in September. There was a 69% participation rate. The survey results presented no findings of sexual harassment in the workplace via sensitive comments or written feedback.
- Quarterly meetings continue to occur with **Contact Officers**. These quarterly meetings enable the Senior Workplace Relations Lead to provide any updates on internal processes & reporting or changes in legislation. Internal communication continues to promote the Contact Officer role as a resource for employees with regard to sexual harassment or other complaints.

Gender pay gap

- Recent workforce audit data suggests our **mean total remuneration pay gap** has increased from -0.2% in 2023 to -1.6%. More data from the workforce audit will be made available as People & Culture prepare the next progress report and GEAP in 2026.
- People & Culture continue to use benchmarking tools and job briefs to ensure pay equity.

Business Intelligence & Data Gaps

- The opportunity to develop new ways of **collecting intersectional data** and formal flexible leave arrangements via payroll systems continues to be explored. Meetings with payroll continue to occur to improve **workplace gender audit** reporting.
- People & Culture have provided feedback on Council's Human Resources Information Systems (HRIS) for the organisation wide enterprise system upgrade, to ensure the data required for gender equality reporting can be captured.

Other

- **GIA champion monthly meetings** continue to strengthen collaboration, process and application of training to current GIAs. There has been useful information sharing from the group including review of GIAs completed at Council and neighbouring councils.
- Capability and Culture Business Partner continues to attend monthly **MAV Gender Equality Act check ins** online to enable ongoing learning to support GIA champions and the development of the next GEAP.

Gender Impact Assessments (GIAs) completed

- Domestic Animal Management Plan

OFFICIAL - This document is a record of a Council decision or action and MUST be stored to SharePoint or a Corporate system.

- Deep Creek Pakenham Golf Course
- Onsite Wastewater Management Plan
- Puffing Billy Masterplan
- Council Plan 2025-2029

7.5.4 CAPITAL WORKS REPORT - NOVEMBER 2025

Responsible GM:	Peter Benazic
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>2. Vibrant Places</p> <p>2.2 Annual capital project planning - We identify and deliver capital projects that provide and renew public infrastructure.</p> <p>2.3 Road network - We partner with agencies to plan, deliver and maintain an integrated transport network that supports connected communities into the future.</p> <p>2.5 Community and open space infrastructure - We plan, deliver and maintain recreation facilities, open spaces and places that support community connection and promote the health and wellbeing of the community.</p> <p>5. Responsible Leaders</p> <p>5.3 Long term financial sustainability - We manage Council's resources prudently and efficiently to ensure long-term financial sustainability.</p>

Recommendation

That Council receives and notes the performance report for the FY25/26 Capital Plan to end of Period 4 (October 2025).

Executive Summary

The purpose of this report is to provide Council with an update on the performance of the FY25/26 capital works program as at end of October 2025.

Discussion

The Capital Works program is progressing, with \$7.5m spend to end of October 2025, which represents 10% of the capital plan. To date, 56 projects have been completed, which is 14% of the planned works.

Gender Impact Assessment

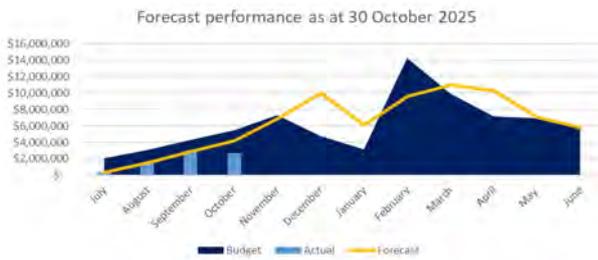
In the preparation of this report, Council has considered its obligations under the *Gender Equality Act 2020*. It was determined that a Gender Impact Assessment (GIA) was not required as the subject matter of this report does not relate to a policy, program or service that has a direct or significant impact on the community.

Attachments

- Attachment 1 - Capital Works Report - October 2025-26 [7.5.4.1 - 5 pages]

FY25/26 Capital Works Report to end P4 (October 2025)

	Number of projects		Value
Adopted budget	247	\$	74,167,141
Approved carry forwards from FY24/25	28	\$	3,072,879
Approved in-year adjustments:			
- External grants	6	\$	2,578,025
- Change requests	135	\$	1,900,046
Capital Plan	416	\$	81,718,091
Forecast carry forward	-1	-\$	1,500,136
Forecast underspend		-\$	3,444,315
Forecast underspend (non-owned infrastructure)		-\$	895,931
Total capital expenditure FY25/26	415	\$	75,877,709

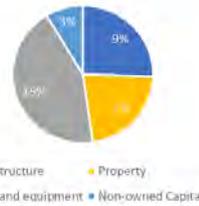


FY25/26 Capital Works completion by \$



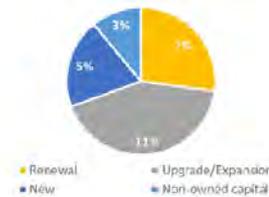
Asset Group	FY25/26 Budget	P4 Actuals as at 30 October	# of Projects
Infrastructure	\$47,456,701	\$4,557,755	231
Property	\$18,645,869	\$1,714,221	119
Plant & Equipment	\$7,124,553	\$1,062,554	64
Non-owned infrastructure	\$8,490,968	\$245,549	2
Total	\$81,718,091	\$7,580,079	416

% expenditure year to date by Asset Group



Asset Type	FY25/26 Budget	P4 Actuals as at 30 October	# of Projects
Renewal	\$25,824,210	\$2,154,574	283
Upgrade / Expansion	\$36,302,357	\$4,597,716	92
New	\$11,100,556	\$582,240	39
Non-owned infrastructure	\$8,490,968	\$245,549	2
Total	\$81,718,091	\$7,580,079	416

% expenditure year to date by Asset Type



Asset class	FY25/26 Budget	P4 Actuals as at 30 Oct.	# of Projects
Bridges	\$ 1,567,268	\$ 138,174	6
Buildings	\$ 13,418,748	\$ 1,677,841	103
Computers and telecommunications (hardware)	\$ 665,000	\$ 604	7
Drainage	\$ 1,135,000	\$ 67,667	15
Footpaths and cycleways	\$ 1,834,700	\$ 495,636	57
Fixtures, fittings and furniture	\$ 511,800	\$ 63,762	10
Intangible assets (software)	\$ 2,368,196	\$ 415,593	3
Land	\$ 5,227,121	\$ 36,380	16
Off street car parks	\$ 170,000	\$ 24,950	3
Parks, open space and streetscapes	\$ 1,852,232	\$ 61,588	21
Plant & Equipment	\$ 3,579,557	\$ 582,594	44
Recreation, leisure and community facilities	\$ 3,454,993	\$ 344,044	14
Roads	\$ 37,442,508	\$ 3,425,697	115
Non-owned infrastructure (Cora Lynn & Upper Beaconfield pavilions)	\$ 8,490,968	\$ 245,549	2
Grand Total	\$ 81,718,091	\$ 7,580,079	416

CARRY FORWARD

Capital carry forward is the process for carrying unused capital funds from one year the next.

At the completion of FY24/25, we reviewed all projects that were not completed to assess whether carry forward into FY25/26 was required to enable completion of the project. Projects were only considered for carry forward if they were underway and expected to be completed by 30 June 2025.

Carry forward requested from FY24/25 Capital Pk	Amount carried forward	Expected Completion	Project status
Infrastructure			
Blessing Rise, Pakenham landscape rehabilitation	\$125,413	30-Jun-26	Footpath construction is complete. Tree planting will occur in April 2026.
Beaconsfield Oval sports lighting upgrade	\$187,128	31-Jul-25	Final payment only, works complete
Nar Nar Goon Reserve Oval 2 sports lighting upgrade	\$40,000	31-Jul-25	Lights are operational. Removal of the old light poles will take place in October 2025
Pakenham outdoor pool repair and refurbishment	\$32,039	30-Oct-25	Works in progress
Lighting - Hobsons Rd & Soldiers Rd, Rythdale	\$17,813	30-Sep-25	Lights on order
Lighting - 180 Main Drain Road, Koo Wee Rup	\$16,470	30-Sep-25	Lights on order
Bunyip Sanctuary BMX Track	\$25,189	30-Jun-25	Procurement process is underway and construction expected to commence in November 2025
Renewal - Simpson Road, Road Vervale Bridge	\$418,633	31-Aug-25	Works completed and awaiting final invoice outstanding to be paid end of September 2025.
Renewal - Lakeside seawall stabilization	\$46,649	31-Mar-26	Construction will commence in November 2025
Renewal - Greenland Ct Reserve playspace	\$28,807	30-May-26	Concept designs are complete; construction is scheduled to commence in November 2025
Renewal - Lauriston Estate Park playspace	\$15,316	30-May-26	Design brief is being prepared and community consultation is planned for November 2025
Plant and equipment			
Booking and ticketing system	\$180,568	31-Oct-25	Project has completed user acceptance testing and final fixes are underway
Website transformation	\$187,628	1-May-26	Website development has commenced. Initial designs on track to be completed by October 2025
Renewal - CCC foyer and theatre lighting	\$33,041	30-Sep-25	Delayed slightly as the theatre has been in use. On track for completion in October 2025
CCC furniture replacement	\$7,800	31-Jul-25	Project completed
New Plant #19 - Township maintenance truck	\$169,057	31-Aug-25	Project completed
Plant Replace #24 - Heavy vehicle truck	\$250,000	31-Aug-25	Project completed
Upgrade - Pakenham Upper Hall HVAC	\$25,000	30-Sep-25	All installation, mechanical and electrical works have been completed
Property			
Garfield North Cannibal Creek Community Hub	\$55,957	31-Oct-25	The building works are on track for completion in September 2025
Koo Wee Rup Bowling Club Pavilion	\$18,000	31-Aug-25	Project Completed
Land Acquisition	\$387,121		In progress
Lang Lang public art project	\$19,300	31-Aug-25	Project Completed
Non-capital			
Community capital works grant - Pakenham Auto Club ablution block	\$33,385	31-Aug-25	Project Completed
Community capital works grant -Upgrade of lighting for netball courts	\$7,263	31-Oct-25	Works complete, final payment to be made
Community capital works grant -Blinds and carpeting at Pakenham Cricket Club	\$5,247	30-Sep-25	Works to commence October 2025
Universal design - Bunyip Football Pavilion	\$73,217	30-Sep-25	The Club has submitted the final design documents to Council for review
Cora Lynn Reserve Pavilion	\$366,037	31-Dec-25	Modules have been delivered and are being installed
Upper Beaconsfield Recreation Pavilion	\$300,801	31-May-26	Manufacturing of the modules will commence in the factory during November.
Total carry forward requested	\$3,072,879		

Asset Class	Type of Capital	Scope of Works	Adopted FY25/26 budget	Working Budget FY25/26 (includes carry forward, external funding and approved changes)	Total Spend Q1	Total spend to 30 Oct 2025	Number of projects	% of planned works indicator completed	Comment
Total Program			\$ 74,167,141	\$ 81,718,091	\$ 4,880,776	\$ 7,580,079	416		
Infrastructure									
Bridges									
Bridge Renewal Program	Renewal	Repairing or replacing aging bridges, enhancing structural integrity, improving safety features, and ensuring durability	\$ 1,057,291	\$ 1,567,268	\$ 125,674	\$ 138,174	6	28% In Progress	A contractor has been appointed for the Lakeside seawall works and works are expected to commence in on-site in December 2025
Drainage									
Drainage Renewal and Upgrade Program	Renewal	Assessing, repairing, and improving existing drainage systems to enhance capacity, reduce flooding, ensure efficient water flow, and maintain the long-term integrity of surrounding infrastructure	\$ 722,000	\$ 722,000	\$ 62,611	\$ 62,611	13	22% In Progress	Procurement processes are underway, with all works expected to be complete by March 2026.
WSUD Assets Renewal Program	Renewal	Upgrading WSUD infrastructure, including bio-retention basins, swales, and rain gardens, to improve stormwater management, water quality, and environmental sustainability	\$ 413,000	\$ 413,000	\$ 5,056	\$ 5,056	2	15% In Progress	Henry Lawson Bioretention reset works will commence in January 2026. The redesign of the wetland in Manna Gum Drive, Pakenham will be finished by June, 2026.
Footpaths and cycleways									
Footpath network expansion program	New	Extending pedestrian pathways or constructing new paths, to improve connectivity, accessibility, and safety.	\$ 465,000	\$ 465,000	\$ 3,894	\$ 3,894	7	4% In Progress	Designs for the program are underway and construction due to commence in October 2025.
Gravel pathway resheeting Program	Renewal	Maintaining and improving pathway surfaces, ensuring safety, accessibility, and longevity by replenishing gravel layers and addressing wear and erosion.	\$ 102,000	\$ 102,000	\$ -	\$ -	8	0% In Progress	Asset inspections are being carried out to determine locations for this year's projects.
Sealed Pathway Renewal Program	Renewal	Renewal of footpaths within Cardinia Shire Council, for defects and risk and repair or replace according to the road management plan intervention levels.	\$ 1,267,700	\$ 1,267,700	\$ 350,796	\$ 491,742	42	46% In Progress	Works continuing in Nar Nar Goon, Bunyip and Garfield and are due for completion by end of September 2025. Works to commence in Pakenham in October 2025.
Parks, open spaces and streetscapes									
Alma Treloar Dog Off Leash Area upgrade	New		\$ 278,920	\$ 278,920	\$ 12,505	\$ 12,505	1	20% In Progress	The design process is nearing completion and community feedback is being considered as the design is finalised.
BMX Facility asset renewal	Renewal	Renewing or upgrading existing BMX facilities and infrastructure, including resurfacing, upgrading obstacles, enhancing safety features, and improving accessibility	\$ 287,000	\$ 312,189	\$ 1,318	\$ 1,318	1	50% In Progress	Works are expected to commence onsite in November 2025.
Basketball halfcourt renewal	Renewal	Renewing or upgrading existing basketball courts, including resurfacing, enhancing markings, improving lighting, and ensuring safety features	\$ 10,000	\$ 10,000	\$ 2,790	\$ 2,790	3	0% In Progress	Scopes is being developed for Finch Court Reserve/Robin Court
Emerald Lake Park	Renewal	Implementing projects identified in Stage 1 of the masterplan for the Emerald Lake Park Precinct	\$ 220,000	\$ 220,000	\$ 12,631	\$ 12,631	2	68% In Progress	Site investigations are underway in response to the Council Notice of Motion in April 2025
Exercise equipment renewal program	Renewal		\$ 10,000	\$ 10,000	\$ -	\$ -	1	5% In Progress	Early investigation works are underway to finalise the project scope.
Open Space Furniture & Equipment	Renewal		\$ 100,000	\$ 100,000	\$ -	\$ -	1	1% In Progress	Works will commence in October 2025.
Playspace and supporting infra renewal	Renewal	Revitalising or upgrading outdoor playspaces, including upgrading equipment, improving landscaping, incorporating inclusive features, and fostering community involvement to create vibrant play environments	\$ 777,000	\$ 821,123	\$ 1,313	\$ 21,952	7	20% In Progress	Playspace and playground renewal projects are progressing across multiple reserves, with community consultation planned for November 2025 at Lauriston Estate Park and Ron Andrews Pakenham, where design concepts will be presented. Final design for Greenland Ct Reserve will be issued in November 2025.
Shade structures renewal program	Renewal		\$ 100,000	\$ 100,000	\$ 7,586	\$ 10,392	5	2% In progress	All sites have been inspected and planning is underway. Works will be carried out in April 2026.
Sport and recreation									
Netball/Tennis Court Resurfacing Program	Renewal	Renovating and upgrading existing netball and tennis court surfaces to improve playability, safety and durability	\$ 100,000	\$ 1,220,000	\$ 2,724	\$ 2,724	2	10% In progress	KWR Reserve netball court design is nearing completion and the planning permit process has commenced.
Rec Reserve lighting and power upgrade	Renewal	Enhancing outdoor sportfield facilities by installing energy-efficient lighting, improving power supply systems, and ensuring safety and accessibility, fostering a better environment for community sports and events	\$ 50,000	\$ 277,128	\$ 20,271	\$ 212,464	7	30% In progress	Lights at Nar Nar Goon Reserve Oval 2 have been installed and are in use. The old light poles will be removed in October 2025 when the surrounding surface area has dried out in order to prevent oval surface damage.
Rec reserve turf resurfacing program	Renewal	Replacing damaged turf, improving drainage, and enhancing surface quality, ensuring safer, more durable grounds for sports, events, and community activities	\$ 1,300,000	\$ 1,300,000	\$ 185	\$ 185	1	10% In progress	Early stage investigations continue as Council refines the required scope of this project.
Swimming Facilities Renewal Program	Renewal	Refurbishing or upgrading outdoor swimming pools, equipment, and infrastructure, improving water quality, safety features, accessibility, and energy efficiency	\$ 585,826	\$ 657,865	\$ 72,881	\$ 128,670	4	30% In progress	The swimming facilities program has commenced and is progressing as planned. Works on the Pakenham Pool refurbishment are progressing and expected to be completed in December 2025.
Roads									
Arena Parade Intersection	Upgrade/Expansion	Upgrade of existing intersection to be fully signalised, including additional lanes, drainage, pedestrian/cyclist facilities.	\$ 3,600,000	\$ 3,600,000	\$ 3,034	\$ 21,695	1	30% In progress	Early work investigations have been completed. Detailed design is being finalised in preparation to submit for service authority approval.
Better Local Roads - Connect Cardinia	Upgrade/Expansion	Road sealing of identified link roads	\$ 5,000,000	\$ 5,000,000	\$ 4,244	\$ 26,308	2	80% In progress	The tender for Huxtable Road has been completed and a contract awarded.
Blacksport Road/Intersection Program	Upgrade/Expansion	Federally-funded program targeting high-risk intersections, improving safety through design upgrades, traffic control enhancements, better signage, and infrastructure changes	\$ 512,907	\$ 512,907	\$ 53,443	\$ 82,943	4	50% In progress	Moody St & Gardner St, Koo Wee Rup street lighting has been installed.
Blessing Rise	New	Streetscape and reserve landscaping works including street trees and nature strips, reserve tree and shrub planting and concrete footpath		\$ 125,413	\$ 81,087	\$ 81,087	1	70% In progress	Footpath construction is complete and tree planting will be deferred until April 2025 planting season.
Brunt Rd-Rix Rd - Road Component	Upgrade/Expansion	Construction of roads, intersection and roundabout, including associated drainage works and public lighting works	\$ 1,120,000	\$ 1,120,000	\$ 6,633	\$ 6,633	3	30% In progress	Design continues and is anticipated to be completed by end of 2025.
Carpark resurfacing program	Renewal	Resurfacing, improving drainage, upgrading lighting, enhancing safety features, and optimizing layout to create safer, more accessible, and durable off-street car parking facilities	\$ 170,000	\$ 170,000	\$ 10,052	\$ 24,950	3	20% In progress	Remedial works in the car park at the Mary Street, Bunyip have been completed.
DCP Road Projects (Officer 5th Road/Hickson Rd)	Renewal	Construction of Officer 5th Road/Hickson Rd and associated drainage works	\$ -	\$ 100,000	\$ 2,650	\$ 2,650	1	15% In progress	Design is currently underway, in conjunction with Melbourne Water.
Drake Place, Pakenham (Pakenham Revitalisation)	Upgrade/Expansion		\$ 6,020,000	\$ 6,020,000	\$ 97,215	\$ 276,397	1	0% In progress	Construction of Phase 1 works will commence in October 2025. Design and investigations ongoing for remaining works.

John Street extension Pakenham (Pakenham Revitalisation)	Upgrade/Expansion		\$ 1,000,000	\$ 150,000	\$ 57,900	\$ 60,375	1	0% In progress	Design and investigations ongoing. Construction anticipated for late 2026.
Local Area Traffic Improvements Program	Upgrade/Expansion	Enhancing traffic flow and safety through measures such as intersection upgrades, traffic calming, improved signage, and pedestrian facilities	\$ 376,400	\$ 1,493,000	\$ 75,551	\$ 73,001	5	20% In progress	Civil and lighting upgrades are progressing across Eagle Drive, Livingstone Blvd, and Ahern Road, with road works scheduled to commence between November 2025 and February 2026.
Main Street Central, Pakenham (Pakenham Revitalisation)	Upgrade/Expansion		\$ 56,662	\$ 56,662	\$ -	\$ -	1	0% In progress	Design and investigations ongoing for project review. Construction will be coordinated with other projects in the Pakenham area.
Main St Gateway (Pakenham Revitalisation)	Upgrade/Expansion		\$ 1,026,772	\$ 1,004,743	\$ 21,790	\$ 84,746	1	0% In progress	Construction works will be underway from October 2025, with a break over the Christmas period.
McGregor-Henty-Rogers Intersection	Upgrade/Expansion	Upgrade of McGregor Rd-Henty St and Rogers St intersection to be fully signalised, including additional lanes, drainage, pedestrian/cyclist facilities.	\$ 4,000,000	\$ 4,000,000	\$ 227,073	\$ 241,468	1	50% In progress	Design is ongoing. Construction of this project will be coordinated with other projects within Pakenham.
Princes Hwy Intersection (Tivendale) Road Reserve Lighting Program	Upgrade/Expansion	Upgrade of Tivendale/Princes Hwy intersection	\$ -	\$ -	\$ 208,968	\$ 240,364	1	100% Completed	Project complete.
Road Reserve Lighting Program	Renewal	Installing energy-efficient streetlights along road reserves, improving visibility, safety, and security	\$ 148,000	\$ 182,283	\$ 480	\$ 480	10	1% In progress	Replacement light poles have been ordered for Hobsons Rd & Soldiers Rd, Rythdale and 180 Main Drain Road, Koo Wee Rup.
Road Pavement Renewal Program	Renewal	Road renewal or rehabilitation involves fully rebuilding the road pavement. A combination of new and recycled material is then used to build a new road pavement, starting with the layers under the surface and finishing with the blacktop surface.	\$ 1,669,300	\$ 1,996,300	\$ 7,132	\$ 45,458	11	50% In progress	Contract has been awarded and site works will commence in November 2025.
Sealed Road Prep & Resurfacing Program	Renewal	We put a fresh layer over the top layer of the road, using either: asphalt: a bitumen-based concrete-like mixture of stone and bitumen laid at 30mm thickness or greater. spray seal: a layer of bitumen sprayed on the road and covered with stones.	\$ 3,039,200	\$ 2,712,200	\$ 81,161	\$ 337,840	59	15% In progress	Preparation works for resurfacing are underway. Asphalt resurfacing is scheduled to commence in October 2025.
Sealing of the Hills Program	Upgrade/Expansion	Federally-funded program to seal unsealed roads across Dandenong Ranges and surrounding townships.	\$ 6,470,000	\$ 6,470,000	\$ 1,038,788	\$ 1,743,826	6	65% In progress	Progress continues across multiple packages, with Mt Burnett Rd and Mountain/Ure Rd preparing for tender and finalising documentation. Construction is underway at Old Gembrook Catchment, on track for completion by December 2025, while kerb, channel, and topsoil works are nearing completion at Stoney Creek Catchment.
Streetlight upgrades - MV lights to LED	Upgrade/Expansion		\$ 495,000	\$ 495,000	\$ 3,339	\$ 3,339	1	11% In progress	Works are planned to be completed by the end of March 2026.
Unsealed Road Resheeting Program	Renewal	The Unsealed Roads Resheeting Program aims to restore the wearing course on unsealed roads, enhancing durability and safety for all users. This project will involve grading, resheeting and compacting the road surface.	\$ 2,404,000	\$ 2,404,000	\$ 6,802	\$ 63,949	5	5% In progress	Road resheeting works commenced in October 2025.
Total - Infrastructure			\$ 44,953,978	\$ 47,456,701	\$ 2,669,577	\$ 4,557,755	231		
Plant and equipment									
Technology and equipment									
Business Improvement Program	Upgrade/Expansion	Improving business systems and digital platforms to enhance operational efficiency and customer experience.	\$ 2,000,000	\$ 2,368,196	\$ 289,950	\$ 391,330	3	50% In progress	The booking and ticketing system has been launched internally and the external-facing booking portal will be activated in November 2025.
CCC Minor Equipment	Upgrade/Expansion	Procuring, upgrading, or replacing small-scale equipment for the Cardinia Cultural Centre	\$ 104,000	\$ 104,000	\$ 58,110	\$ 63,762	8	60% In progress	All equipment has been ordered with half of the equipment already delivered.
Furniture and Equipment Renewal Program	Renewal		\$ -	\$ 7,800	\$ -	\$ -	2	100% Completed	CCC furniture replacement project completed.
IT Strategy	Renewal	Investing in, upgrading, or expanding technology infrastructure, including hardware, software, and network systems, to enhance operational efficiency, cybersecurity, data management, and overall digital capabilities.	\$ 665,000	\$ 665,000	\$ -	\$ 604	7	0% In progress	Planning is underway for all projects.
Capital advancement Fund	New		\$ 400,000	\$ 400,000	\$ -	\$ 24,262			
Plant									
New Plant Program	New	Procuring new light and heavy vehicles, heavy plant, equipment and machinery	\$ 89,000	\$ 383,057	\$ 277,091	\$ 320,763	8	14% In progress	50% of the new plant has been delivered. The remaining vehicles are on order.
Plant Replacement Program	Renewal	Replacing or upgrading aging or inefficient equipment and machinery to improve operational efficiency, reduce downtime, ensure safety, and support long-term sustainability of operations	\$ 2,946,500	\$ 3,196,500	\$ 249,596	\$ 261,831	36	3% In progress	Eleven vehicles have been ordered and planning is underway for the remaining vehicles and plant.
Total -Plant and equipment			\$ 6,204,500	\$ 7,124,553	\$ 874,747	\$ 1,062,554	64		
Property									
Buildings									
Bergun wayfinding (Princes Hwy Intersections)	New	Interpretive indigenous signage and sculpture to be installed along Princes Highway intersection between Arena Pde Officer and O'Neil Rd Beaconsfield	\$ 135,850	\$ 135,850	\$ 8,722	\$ 8,722	1	80% In progress	Sculpture has been delivered and installed. Interpretive signage will be installed in November 2025.
Beaconsfield Station House Citation	Upgrade/Expansion		\$ -	\$ 5,000	\$ 3,367	\$ 3,367	1	100% Completed	Project complete.
Building Minor Renewal Program Reactive	Renewal	Addressing unforeseen building issues by providing timely repairs and essential upkeep to buildings and facilities, ensuring safety, functionality, and compliance	\$ 600,000	\$ 560,000	\$ 23,447	\$ 66,119	15	26% In progress	Works have been completed at Nar Nar Goon Memorial Hall - Switchboard, Beaconsfield CC - Operable Wall and Lang Lang Memorial Hall.
Building Minor Renewal Program Strategic	Renewal	Delivering minor building projects, including renovations, upgrades, and structural improvements, to enhance functionality, safety, and usability of facilities across various Cardinia Shire Council buildings and facilities	\$ 3,439,000	\$ 3,439,000	\$ 234,205	\$ 234,774	20	34% In progress	Program is on track and progressing within budget. Nar Nar Goon netball pavilion upgrade works have been completed and Officer Recreation Pavilion has commenced and expected to be completed in November 2025.
Building & Facilities Furniture and Equipment Renewal Program	Renewal	Replacing or upgrading furniture or equipment to maintain functionality, ensure safety, and support efficient operations at Cardinia Shire Council facilities	\$ 100,000	\$ 100,000	\$ -	\$ -	1	0% In progress	The office furniture replacement is progressing through planning and engagement. Staff trials are informing procurement decisions. Delivery remains on track and within budget.
Cardinia Youth Hub	New	Building a new youth facility to provide community and youth services in the Cardinia Shire	\$ 4,000,000	\$ 4,000,000	\$ 17,561	\$ 29,864	1	0% In progress	Contract has been awarded to commence design and build. Project spend will be rephased across FY25/26 and FY26/27.
Cockatoo Community Kindergarten	Upgrade/Expansion	Redevelopment of a 33 licensed-place kindergarten room to make the site a double room kindergarten service.	\$ -	\$ 904,000	\$ -	\$ -	1	0% In progress	Grant funding letter has been signed.

CCC Minor Building Works Program	Renewal	The CCC Foyer & Theatre Lighting. The Dynalite integration between the theatre space and front of house / gallery control system, theatre relay controllers and additional strip lights to the foyer	\$ -	\$ 33,041	\$ 673	\$ 14,246	1	85% In progress	Works have commenced and will be completed in October 2025.
Community Capital Works Grants Program	New		\$ -	\$ 45,895	\$ 33,383	\$ 33,383	3	80%	Pakenham Auto Club ablation block works have been completed.
Disability Access Upgrade Program	Upgrade/Expansion	Delivering a prioritised program of adjustments and improvements to buildings, facilities, infrastructure, communications, or connections to support an inclusive community where all people have an equal ability to access Cardinia Shire's services.	\$ 240,000	\$ 232,102	\$ 7,674	\$ 21,493	4	40% In progress	Works commenced at Mountain Road Reserve Cockatoo Athletics for an accessible toilet and male and female toilet, including ambulant toilets. Works also commenced for ramp and balustrade entry at Cardinia Public Hall.
EAC & MK System Upgrade Program	Upgrade/Expansion	Upgrading existing facilities to Electronic Access Control and rekeying to new Master Key system	\$ 400,000	\$ 400,000	\$ 64,628	\$ 158,353	37	7% In progress	Single door electronic access installation at Emerald Hills Hub is now complete and the CCTV upgrade at Cardinia Life has also been finalised. Project underway include CCTV upgrades at Officer Civic Centre and Pakenham Senior Citizens Centre, as well as the BiLock upgrade at Bunyip Pony Club.
Energy & Water Strategies Program	Upgrade/Expansion	Implementing energy saving retrofits and solar power for Council buildings and integrated water management plan to delivering water efficiency and alternative water sources upgrades to council facilities	\$ 100,000	\$ 597,573	\$ 4,452	\$ 4,452	6	10% In progress	Energy resilience and electrification upgrades are progressing across Bunyip, Koo Wee Rup, Beaconsfield Upper, Henry, and Toomah, with construction and implementation planned between March and May 2026.
Garfield Nth Cannibal Creek Comm Hub	Upgrade/Expansion	Community Centre comprising of large open community space, verandas all around, kitchen, office, accessible toilet and amenities and gravel car park	\$ 1,401,000	\$ 1,456,957	\$ 695,807	\$ 975,949	1	95% In progress	Practical Completion and Certificate of Occupancy has been issued. The facility has been handed over, with only minor remaining items to be finalised.
HVAC renewal program	Renewal		\$ 596,688	\$ 596,688	\$ 3,600	\$ 10,443	3	20% In progress	Contracts have been awarded for the Pakenham and Emerald projects, with works expected to be completed in December 2025.
Koo Wee Rup Bowling Club Pavilion	Upgrade/Expansion			\$ 18,000	\$ 16,844	\$ 17,151	1	100% Completed	The project is complete
Public Art Program	New	Commissioning and installing site-specific, community-driven artworks to enhance cultural vibrancy, foster civic engagement and promote artistic innovation.	\$ 20,000	\$ 39,300	\$ 31,379	\$ 31,379	1	50% In Progress	Artwork in Lang Lang has been installed and is now completed. Project identification to commence after the approval of the Public Art policy (due December 2025).
Public Building Major renewal	Renewal		\$ 83,625	\$ 83,625	\$ -	\$ -	1	In progress	Planning is underway to inform prioritisation of future delivery of halls. Assessments will allow scope design and guide priorities for the delivery of works that need to be undertaken for the upcoming financial years.
Public Toilet renewal program	Renewal		\$ 477,500	\$ 477,500	\$ 37	\$ 521	3	7% In progress	Program is on track, with multiple projects in planning stages.
Universal Design (Incl Rec Pav Renewal)	Upgrade/Expansion	Upgrading facilities to be accessible and reduce barriers that might prevent members of the community from participating in sport and active recreation, particular women, girls and gender diverse people	\$ 221,000	\$ 294,217	\$ 3,553	\$ 6,553	2	5% In progress	Consultants are being engaged to carry out a structural assessment and asbestos audit at Nar Nar Goon Pavilion.
Land									
Land Acquisition	New	Strategically purchasing properties for public use, urban development, community expansion and enhancing local infrastructure and services	\$ 3,990,000	\$ 5,227,121	\$ 23,935	\$ 36,380	16	10% In progress	Council is progressing plans to acquire 14 parcels of land within the current financial year. Of these, six acquisitions are actively underway, with land valuations and negotiations in progress.
Total - Property Non-capital projects			\$ 15,804,663	\$ 18,645,869	\$ 1,205,500	\$ 1,714,221	119		
Total - Non-capital projects									
Cora Lynn Reserve Pavilion	Non capital	Constructing new, upgraded change rooms at Cora Lynn Recreation Reserve	\$ 1,330,000	\$ 2,316,167	\$ 99,236	\$ 197,725	1	70% In progress	Modules have been delivered and are being installed.
Upper Beaconsfield Recreation Pavilion	Non capital	Constructing new pavilion at Upper Beaconsfield Recreation	\$ 5,874,000	\$ 6,174,801	\$ 31,716	\$ 47,824	1	43% In progress	Manufacturing of the modules will commence in the factory during November.
Total - Non-capital projects			\$ 7,204,000	\$ 8,490,968	\$ 130,952	\$ 245,549	2		

8 Reports By Councillors

9 Presentation Of Petitions

10 Notices Of Motion

10.1 NOTICE OF MOTION 1120 - CR POTTER

Motion

I, Councillor Samantha Potter hereby give notice of my intention to move the following motion at the Council Meeting to be held at 7.00pm on Monday 17 November 2025:

That Council:

1. Writes to the Minister for Health to express its deep concern regarding the exclusion of Meningococcal B from Victoria's immunisation schedule; and
2. Calls on the Minister to reinstate funding for the PRIME program, in order to safeguard equitable access to immunisation for refugee and asylum seeker communities.

10.2 NOTICE OF MOTION 1121 - CR NICKELL

Motion

I, Councillor David Nickell hereby give notice of my intention to move the following motion at the Council Meeting to be held at 7.00pm on Monday 17 November 2025:

That Council:

1. In support of rapid implementation of the proposed approach to Special Charge Schemes, includes consideration of ways to give appropriate priority to roads with the following characteristics:
 - a. in upcoming work on refining the approach to and implementation of Special Charge Schemes and/or
 - b. the Unsealed Roads Strategy, for:
 - i. Roads in the residential areas (not the rural connector roads), where Lot sizes fall outside the target for the SCS Program. e.g. average frontage greater than 40m, or only some of road frontage has residential lots.
 - ii. Roads in the residential areas where no. 1 applies and/or that carry a high proportion of traffic which come from side streets (ie minor collector roads).
 - iii. Roads in residential areas where traffic volumes or terrain mean that a higher standard of surface or drainage treatment is required than the SCS Program Standards and cost per metre will therefore be prohibitive to adjacent residents.
 - iv. Roads in residential areas where the terrain causes adverse environmental or maintenance overheads, which warrant sealing and or construction of drainage.
2. In parallel to the development of a consistent Special Charge Scheme approach and the Unsealed Roads Strategy outlined in recommendation No.1, includes consideration of an inclusive process for residents to be involved in deciding the speed limit on local roads which have not been sealed to date, as a way of mitigating harmful effects in the interim.

11 Urgent Business

12 Councillor Questions

13 Mayoral Minute

14. Confidential Business

The *Local Government Act 2020* (the Act), section 66 provides that if a council or delegated committee determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection:

- a) the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in the definition of ***confidential information*** in section 3(1); and
- b) an explanation of why the specified ground or grounds applied.

The Act defines ***confidential information*** in s.3(1)(a)-(l), and includes information that may prejudice or impact; commercial negotiations, the security of Council, land use planning, law enforcement, legal privilege, personal information, private commercial information, confidential meeting information, internal arbitration, Councillor conduct panel information and information specified under s.77 of the previous *Local Government Act 1989*.

Once confidential information has been considered and decided in a closed session of a Council Meeting, a further resolution to resume open Council is required.

Recommendation

That Council pursuant to section 66(5)(a) and (b) of the *Local Government Act 2020* close the Council Meeting to the public to consider the following confidential information:

1. Agenda Item 14.1 – Appointment of Acting Chief Executive Officer is designated confidential on the grounds that it relates to s.3(1)(f) Personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

15 Meeting Closure