

Council Meeting

Agenda

Monday 16 March 2026

Commencing 6:00 PM

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

Council Meeting

Monday 16 March 2026 at 6:00 PM.

Members: Cr Brett Owen Mayor
 Cr Liz Roberts Deputy Mayor
 Cr Alanna Pomeroy
 Cr Samantha-Jane Potter
 Cr Casey Thomsen
 Cr David Nickell
 Cr Collin Ross
 Cr Jack Kowarzik
 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
 Natasha Berry Senior Governance Officer

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 16 March 2026** commencing at **6:00 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 confirms the minutes of Council Meeting Monday 16 February 2026.

5 Declaration Of Interests

6 Community Questions

7 Ordinary Business

7.1 General Reports

7.1.1 APPOINTMENT OF COMMUNITY ASSET COMMITTEES FOR RECREATION RESERVES AND HALLS

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>1.2 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.</p> <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>5.1 Customer focus - We deliver customer-centred service that is clear, accessible, and responsive.</p>

Recommendation

That Council:

- Endorses the appointment of the following persons to the respective recreation reserve and halls Community Asset Committees appointed by Cardinia Shire Council in accordance with the *Community Asset Committee Governance Manual*.

Lang Lang Community Recreation Reserve

President	Sam Loughridge
Vice-President	Glenn Barwick
Secretary	Georgia Sharp
Treasurer	Tracy Kelly
Community Member	Joanne Beadel
Community Member	Keith Halden
Community Member	Ray Patulio

Yannathan Public Hall

President	Mathew Coleman
Secretary	Noel Campbell
Treasurer	Evan Campbell
Vice President	Kevin Kitchen
Community Member	Graham Woolstencroft
Community Member	Clayton Cuauvin
Community Member	Val Williams
Community Member	Stephen Kent
Community Member	Russel Kruizinga
Community Member	David Kelly
Community Member	Ann Campbell

2. Thanks Community Asset Committee members for their valuable contribution to the management of community recreation reserves.

Executive Summary

This report seeks Council endorsement of community members elected to Recreation Reserve and Hall Community Asset Committees (CAC's) following Annual or Biennial General Meetings.

Community Asset Committees play a significant role in supporting community liveability and wellbeing through the management of Council-owned halls and recreation reserves across Cardinia Shire. These volunteer committees contribute to the effective stewardship, maintenance and activation of community assets, working in partnership with Council.

In accordance with the *Community Asset Committee Governance Manual*, formal appointment of committee members must be made by Council resolution.

Background

Recreation reserves

There are thirteen (13) recreation reserves within Cardinia Shire managed by Community Asset Committees. Ten (10) recreation reserves are Council-owned and managed by Council-appointed Community Asset Committees, while three (3) are owned by the Department of Energy, Environment and Climate Action (DEECA), with Council appointed as the Committee of Management under the *Crown Land (Reserves) Act*, and managed by Council-appointed Community Asset Committees.

Members of Recreation Reserve Community Asset Committees are elected annually and require formal appointment by Council resolution pursuant to the *Community Asset Committee Governance Manual*.

This report recommends Council appoint members to the Lang Lang Community Recreation Reserve Community Asset Committee following a public meeting.

Halls

There are eight (8) halls within Cardinia Shire that are managed by Community Asset Committees. All halls are Council-owned and are required to hold Biennial General Meetings (BGM), during which committees report to their community. These meetings must be held between 1 July and 30 October every two years.

Committee members elected at BGMs are required to be formally appointed by Council pursuant to the *Community Asset Committee Governance Manual*. This report recommends Council appoint committee members for Lilypond House Community Centre and Modella Hall.

Cardinia Shire Council values the significant contribution of volunteer Community Asset Committees in the management and activation of community halls and recreation reserves across the shire. Council works in partnership with committees to maintain facilities to a high standard and supports committees through routine maintenance, access to training, leadership development opportunities and online resources.

Policy Implications

The appointments to the hall and reserve committees are consistent with both Council policy and requirements for Community Asset Committees.

Financial and Resource Implications

Council employs a full-time Liaison Officer dedicated to supporting Recreation Reserve Community Asset Committees, including providing training for volunteers and assisting committees to meet governance, compliance and risk management requirements.

Council conducts routine maintenance across both recreation reserves and Council-managed halls. Maintenance funding is provided to both types of Community Asset Committees in recognition of their broader asset management responsibilities.

Support for Hall Community Asset Committees is provided through Council's broader team responsible for the management and hire of Council-managed halls, which coordinates bookings, maintenance requests and day-to-day operational support.

Climate Emergency Consideration

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

Consultation/Communication

Notifications of Annual and Biennial General Meetings for Community Asset Committees managing recreation reserves and halls are advertised through local media and communicated directly to user groups associated with the relevant facility.

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

7.1.2 FOOD AND AGRIBUSINESS ADVISORY COMMITTEE - COMMUNITY & INDUSTRY APPOINTMENTS

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>4. Prosperous Economies</p> <p>4.5 Business and industry development - We enhance and develop local economy through industry development, programs and initiatives.</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>

Recommendation

That Council:

1. Endorses the appointment of the following persons to the Cardinia Shire Food and Agriculture Advisory Committee:
 - a. Emma Todaro
 - b. Bronwyn Koll
 - c. Tony Morgan
 - d. Dr Mary Cole
 - e. Robert Green
 - f. Frank Rovers
 - g. Lisa Magee
 - h. Greg Templeton
 - i. Simon Beard
 - j. Lauren Horwood
2. Thanks all the applicants for their time and interest in preparing and submitting an expression of interest.

Executive Summary

A key opportunity identified in the 2024 Agricultural Audit is to establish a Food and Agribusiness Advisory Committee of Council. At Council Meeting 16 February 2026, Cr Paton and Cr Nickell were appointed as the Councillor Delegates for the Advisory Committee. Expressions of Interest (EOIs) from community and industry to join the Advisory Committee were open from 19 January – 22 February 2026.

Fifteen EOIs were received and have been assessed by the evaluation panel, consisting of Councillor delegates and Council officers. This report outlines the EOI process and the applicants recommended for appointment to the Advisory Committee.

Background

The Food and Agribusiness Audit confirms that the sector contributes an estimated \$500 million annually, supports a significant workforce and relies on short supply chains to sustain metropolitan and regional markets. Producers face urban growth pressures, insurance and land price escalation, commodity price fluctuations, and planning navigation challenges, especially within the Green Wedge Zone. A committee with broad representation can

interrogate these tensions in context and sharpen Council's understanding of land-use patterns, seasonal activities, market and supply chain patterns, and catchment-scale dynamics.

A key governance and leadership opportunity identified by the Agriculture Audit is to establish a Food and Agribusiness Advisory Committee. A diverse Food and Agribusiness Advisory Committee which brings together small and large landholders, food industry leaders and manufacturers, Councillors, technical experts, and hands-on practitioners is essential to developing local and regional partnerships and contributing to a thriving economy.

As an interface Council where growth corridors, green wedges, rural residential areas, industry, and commercial agribusiness intersect, balanced decision-making is both complex and critical. The Advisory Committee is a mechanism that ensures equitable representation and builds the institutional muscle to steward Cardinia's agribusiness strengths for the long term.

Discussion

The purpose of the Advisory Committee is to serve as a formal mechanism for ongoing dialogue with farmers and industry representatives and play a central role in informing the development and priorities of Cardinia Shire's Food and Agribusiness Strategy.

Diversity of membership ensures ongoing representation for Cardinia Shire residents and businesses, landscape knowledge, and enhances Council's understanding of trends and barriers from multiple vantage points. A diverse committee is pivotal to place identity, confidence, and future-readiness.

Importantly, the Committee will demonstrate Council's ongoing commitment to protecting and supporting Cardinia Shire's rich food and agricultural land, traditions, and people. Through ongoing diverse community participation in the Committee, Council will build better connections with farmers and food industry businesses, working with them to develop a thriving future economy.

Expressions of interest

Community members with a strong interest and experience in the sector were invited to join the Food and Agribusiness Advisory Committee via an Expression of Interest (open from 19th January to 22nd February). The EOI was promoted publicly via a media and engagement campaign and key stakeholders previously engaged through the Agriculture Audit consultation were also contacted directly and encouraged to apply.

Fifteen EOIs were received and have been evaluated against the criteria set out in the Draft Terms of Reference (**Attachment 1**).

Table 1 in **Confidential Attachment 2** (confidential) outlines the 10 applicants who have been recommended by the panel to be appointed to the Advisory Committee.

Policy Implications

Development of the Agribusiness Strategy is a Council Plan Initiative and the Food and Agribusiness Advisory Committee will help to guide discussion, development, and implementation of the Strategy.

Financial and Resource Implications

Administration of the Food and Agribusiness Advisory Committee is being delivered within Council's existing operational budget.

Climate Emergency Consideration

Agriculture is both a contributor to climate change and one of the sectors most vulnerable to its impacts. Farming activities such as livestock production, soil disturbance, fertiliser use and heavy long-distance freight generate greenhouse gases that add to warming. At the same time, the sector is highly exposed to the consequences of a changing climate, including hotter temperatures, water stress, and more frequent extreme weather. In Cardinia Shire, these pressures are especially significant. Local producers rely on consistent rainfall, healthy soils, and predictable seasons, all of which are being disrupted. As a result, climate change affects crop yields, livestock health, and the long-term viability of agricultural businesses, making adaptation and resilience planning essential for the Shire's farming communities.

Consultation / Communication

The Expression of Interest was open from 19 January 2026 – 22 February 2026 via Council's Creating Cardinia page and was promoted via broad media and engagement activities during this time. Direct contact was also made with all participants in the Agricultural Audit consultation.

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 development of the Food and Agribusiness Advisory Committee Terms of Reference. While no gender quota is specified in the DRAFT Terms of Reference, having a diverse mix of voices is a key consideration. The recommended applicants consist of an even spread of male and female farmers.

Confidential Attachments

The **Confidential Attachment 2** - Summary Applications Food Agribusiness Advisory Committee – is designated confidential information pursuant to the *Local Government Act 2020*, 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.

Attachments

1. Attachment 1 - Terms of Reference Food and Agribusiness Advisory Committee [7.1.2.1 - 8 pages]
2. Confidential Attachment 2 - Summary Applications Food Agribusiness Advisory Committee [7.1.2.2 - 3 pages]

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Cardinia Shire Council



Food and Agribusiness Advisory Committee

Terms of Reference

December 2025

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1. Purpose

The Food and Agribusiness Advisory Committee has been established to support Cardinia Shire's vision for food and agribusiness across the municipality. It provides valuable insights, specialised knowledge and a collective voice that informs decisions affecting the local food and agribusiness community, as well as the broader community.

The Committee acts in an advisory capacity in matters that directly relate to the protection and development of the Food and Agribusiness sector and does not have authority to make decisions on behalf of Council, nor is it a delegated authority to make decisions on behalf of Council.

The Committee brings together a wide range of interests and voices, but it won't be the only way Council connects with the community. Council will continue to talk with the broader Cardinia Shire community whenever important issues arise. In doing so, Council will look for well-informed, diverse input in line with the Cardinia Shire Council Community Engagement Policy.

2. Objectives

The objectives of the Committee are:

1. To provide informed advice, specific feedback and input into:
 - development and review of food and agribusiness related policies and work.
 - emerging trends and opportunities for Council's food and agribusiness programs and projects.
 - advice about a range of food and agribusiness issues
 - emerging food and agribusiness capital investment opportunities
 - the Cardinia Shire Council (CSC) Food and Agribusiness Strategy.
2. Represent a collective voice to Council for the local food and agribusiness community.
3. Provide expertise and local knowledge on the food and agribusiness sector
4. To contribute to the development and enhancement of a strong, recognisable public profile for food and agribusiness in Cardinia Shire and support Council to consult and advocate to the wider Cardinia Shire community on food and agribusiness issues.
5. To monitor and assist with community feedback, industry best practice and changing trends regarding food and agribusiness engagement.
6. Establish a point-of-connection for the local agribusiness community, facilitating good communication and supporting Council to maintain strong and close networks between individuals, groups, organisations, businesses, and government agencies.

3. Membership

1. The Food and Agribusiness Advisory Committee will be composed of:
 - Up to two annually appointed Councillor/s.
 - 8 to 9 external independent community representatives reflecting a diverse range of interests and experience to provide a balance of food and agribusiness disciplines, including but not limited to:
 - farmers
 - scientists

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- food traders, manufacturers and processors
 - agricultural technologists and community/industry organisations.
 - representation at all levels, including small, SME and large-scale producers.
 - representation from food and agribusiness social enterprises.
 - the geographic and sector-based diversity of food and agribusiness within Cardinia Shire.
 - up to two Council officers (non-voting).
 - additional input may be considered at the discretion of the Food and Agribusiness Advisory Committee on an as-required basis.
2. External independent community representatives seeking nomination on the Food and Agribusiness Advisory Committee should:
- reside or own a business within Cardinia Shire.
 - have a good understanding and association with food and agriculture within the Cardinia Shire community.
 - have a general understanding of food and agribusiness development as well as specific local knowledge.
 - be able to consider the direction of food and agribusiness planning in a fair and equitable manner for all members of the community.
 - have the ability to report the Food and Agribusiness Advisory Committee discussions and deliberations to the broader community for feedback to the group.
 - be able to work as part of a team.

4. Process for selection of the external independent community members

1. All non-Council applications for committee membership will be selected via an Expression of Interest (EOI) process.
2. Expressions of Interest (for membership to the Committee) must be made online via a form on Council's website.
3. There will be a comprehensive call for EOIs to ensure broad representation of food and agribusiness owners, workers and community groups in the applications to the committee. This call out includes (but is not limited to):
 - Council website and communication channels
 - Directly contacting food and agribusinesses, industry representatives and community groups.
4. When considering eligibility for submitting an EOI, refer to Section 2 – Committee Objectives, and Section 3 – Membership, for information on the community representation and experience required.
5. The EOIs will be considered against selection criteria outlined in the *Member Selection Criteria – Food and Agribusiness Advisory Committee* document with criteria including (but not limited to):
 - Resides/operates business in Cardinia Shire
 - Demonstrated understanding and association with agricultural aspects of the Cardinia community.
 - Ability to work collaboratively as part of a team.
 - Commitment to attend a minimum of 75% of scheduled meetings.

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6. Membership of the Committee will aim to represent the community of Cardinia Shire to, as far as possible, be representative of the community, with reference to:
 - Ability
 - Age
 - gender and gender identification
 - cultural background, and
 - socio-economic status
7. Following the closure of nominations, an assessment panel of Council officers and appointed Councillors will be convened to decide on the selection of representatives.

5. Term of Appointment

1. Term of appointment will be for a period of one to two years. If insufficient nominations are received during the re-appointment process, members whose term has expired are eligible to re-nominate.
2. Members are expected to attend a minimum of 75% of meetings.
3. Members of the Advisory Committee are free to resign at any time. Should vacancies arise due to resignation or inability to attend the minimum number of meetings during the life of this Advisory Committee, nominations will be called for as outlined in these terms of reference.
 - If Council receives a request for membership in addition to the appointed members, such a request will only be considered if a vacancy exists.
 - In the event of a vacancy on the Advisory Committee being created for any reason, the Advisory Committee may resolve to leave the vacancy unfilled for an agreed period.

6. Roles

1. **All members** of the Advisory Committee are expected to adhere to relevant governance principles. The inaugural meeting will include an induction and training session as indicated in the first agenda. All members must familiarise themselves with the Victorian Local Government Act 2020, and the Cardinia Shire Council Governance Rules 2024:
 - [Victorian Local Government Act 2020](#)
 - [Cardinia Shire Council Governance Rules 2024](#)
2. **The Role of Councillor/s**
Up to two Councillors shall be appointed annually. Should Councillors be nominated to the Advisory Committee, the Councillor/s will:
 - Act as a link between Council and the Food and Agribusiness Advisory Committee.
 - At all times act in accordance with the Councillor Code of Conduct.
3. **Role of the Council Officer/s**
The Social and Economic Development Team is responsible for this Advisory Committee. Council officers will:

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- Be responsible for ensuring Advisory Committee members are notified of meetings; minutes and agendas are distributed; and actions are followed up and reported back to the Advisory Committee.
- Advise the Advisory Committee on the progress or outcomes of any advice provided by the Advisory Committee, any Council report or Council decision relevant to the Committee's work.
- Facilitate a review process for the committee and its terms of reference every two years.
- Provide information and education on good governance issues such as conflict of interest, confidentiality and register of interests.
- Conduct induction for all members of the Committee, along with a special 'Chair' induction for the Chairperson and Co-Chairperson.

4. Appointment of the Chairperson and Co-Chairperson

The Chairperson and Co-Chairperson of the Food and Agribusiness Advisory Committee shall be elected annually by the members of the Committee at the first meeting of each calendar year. The Chairperson shall be one of the two Councillor members. The Co-Chairperson shall be an external independent member of the Committee, subject to Council resolution at the time of appointment. In the absence of the Chairperson, the Co-Chairperson will act as the Chairperson for that meeting. The Chairperson is responsible for ensuring meetings are conducted in an orderly manner, providing fair and equitable opportunities for all members to contribute, and ensuring compliance with Council's governance principles and Code of Conduct.

5. Role of the Chairperson and Co-Chairperson

The appointed Chairperson is responsible for the conduct of meetings, ensuring fair and equitable opportunities for views and opinions to be voiced and discussed by the Advisory Committee.

- The Chairperson and Co-Chairperson shall be elected annually by the members.
- At the inaugural meeting a nomination and vote process will determine the first Chairperson and Co-Chairperson, as indicated in the first agenda.
- In the absence of the Chairperson or Co-Chairperson from a meeting, the meeting will appoint an acting Chairperson who shall still be an external independent member.
- Chairperson arrangements are subject to Council resolution at time of appointment.
- The Chairperson will be encouraged to mentor the Co-Chairperson in governance, policy, strategy and community planning.

6. Role of the Other (Independent) Members

1. Council will endeavour to appoint external independent members that bring a range of complementary skills to the Advisory Committee.
2. Council will aim towards encouraging diversity within the selection of Membership of the Advisory Committee.
3. External independent members are responsible for:

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- Actively participating in meetings by providing insights, feedback, and specialist knowledge relevant to food and agribusiness.
 - Representing the views and needs of the local food and agribusiness community.
 - Engaging with stakeholders and reporting relevant community feedback to the Committee.
 - Reviewing meeting materials prior to meetings to ensure informed contributions.
 - Supporting the development of recommendations, priorities, and initiatives within the Committee's scope.
 - Upholding the principles of good governance, including confidentiality, respectful conduct, and avoidance of conflicts of interest.
4. An annual review of external independent members' performance and participation will be conducted by Council officers, the Chairperson and the Co-Chairperson. This review will consider:
- Attendance at scheduled meetings (members must attend at least 75% of meetings).
 - Active participation, including contribution to discussions and fulfilment of responsibilities.
 - Timely completion of any agreed actions or follow-up items.
 - Adherence to governance requirements, including confidentiality and conflict-of-interest obligations.
5. Where a member fails to meet expected participation or attendance requirements, Council may:
- Issue a written reminder outlining expectations.
 - Request a meeting with the member to discuss performance concerns.
 - Conclude the member's appointment early and initiate an Expression of Interest process to fill the vacancy.

7. Conduct of meetings

1. The Food and Agribusiness Advisory Committee will meet four times a year with special meetings called if required. In the event that several members cannot attend a scheduled meeting, the meeting is to be rescheduled.
2. Agendas of meetings will be forwarded to members at least three working days before the meeting. Minutes of meetings will be forwarded to members at least five working days after the meeting.
3. A quorum will be a majority of the total number of positions comprising the Advisory Committee. Quorum requirements comply with Clause 3.3 of Cardinia Shire Council Governance Rules (2024).
4. It is preferable that decisions of the Food and Agribusiness Advisory Committee are made by consensus; however, there may be circumstances where a matter is decided by a vote.
5. Minutes of meetings will be kept as an official Council document. Minutes will record attendance, conflicts of interest, and decisions in accordance with Council Governance Rules and will be stored in Council's corporate system.

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8. Conflict of Interest and Confidentiality

1. The Local Government Act identifies direct and indirect conflicts of interest which requires disclosure as and when they arise. Members of the Food and Agribusiness Advisory Committee must be fully aware of their responsibilities regarding the management of interests in relation to the discharge of their duties.
2. Any matter deemed by a member to represent a Conflict of Interest shall be reported to the Chairperson either prior to a meeting or before the specific item is discussed and dealt with in line with the Act and any relevant Council policies or guidelines.
3. It is envisaged that members will be provided with information that is not available in the public realm. It will be critical that committee members are seen as a group that can be trusted with confidential information. The Food and Agribusiness Advisory Committee's ability to fulfill its purpose will be severely hampered if that trust is undermined. Given the level of confidentiality that will be associated with some of the information provided to members, any discussion with non-committee members is limited to information already available to the public.
4. Confidential discussion will not be disclosed beyond the Advisory Committee without the Chair's prior approval.
5. All members must declare any conflicts of interest in the agenda and/or meeting minutes when a conflict arises. The declaration will be recorded in the meeting minutes and in Council's Conflict of Interest Register. The member declaring the conflict must leave the meeting during discussion and decision-making on the relevant item. These requirements are in accordance with Cardinia Shire Council Governance Rules (Chapter 4) and the Local Government Act 2020.
6. The Chairperson will ensure compliance with these requirements at each meeting.

9. Extent of authority

1. The role of the Food and Agribusiness Advisory Committee is to provide advice, and it may only act within the terms of reference and procedural arrangements endorsed by Council.
2. Council will ultimately determine actions, having regard to the advice of the Food and Agribusiness Advisory Committee.
3. The Food and Agribusiness Advisory Committee is not intended as a definitive tool of consultation for food and agribusiness, and Council will consult with other stakeholders outside of the group as necessary.
4. Committee activities will comply with the Cardinia Shire Council Governance Rules Chapter 8 – Election period policy.
5. Committee activities will comply with the Cardinia Shire Council Governance Rules Section 3.22 – Rescission motion.
6. The Food and Agribusiness Advisory Committee has no authority to:
 - expend moneys on behalf of Council.
 - commit Council to any arrangement.
 - consider any matter outside its specific reference.
 - direct Council officers in the performance of their duties.

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10. Reporting to Council

1. Any matter contained within the minutes of the Food and Agribusiness Advisory Committee meeting requiring action of Council will in the first instance be introduced to Council by a Councillor who is a member of the group or, if unavailable, by a nominated Council representative.
2. The Councillor and/or the officer resourcing the Food and Agribusiness Advisory Committee will communicate details of Council's consideration of the reference group's minutes to the committee at its next meeting.

11. Working Groups

Working groups may be established where key development projects are planned in relation to food and agribusiness.

- Each working group will be formed from a pool of people with specialist skills.
- Specific briefs and terms of reference will be established for each working group to deliver sound consultation processes and correct representation for the project at hand.
- Working groups will be established to complete specific tasks within a finite period with clearly defined objectives, roles and responsibilities.
- Members from the Food and Agribusiness Advisory Committee will be represented on each working group.

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7.1.3 RESPONSE TO TWO PETITIONS - REQUEST TO SEAL LENNE STREET AND SUTHERLAND ROAD, BEACONSFIELD UPPER

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>2.1 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>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>5. Responsible Leaders</p> <p>5.1 Customer focus - We deliver customer-centred 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>

Recommendation

That Council:

1. Approves the commencement of the initial consultation process for a proposed Special Charge Scheme (SCS) for the sealing of Lenne Street, Beaconsfield Upper.
2. Approves the commencement of the initial consultation process for a proposed Special Charge Scheme (SCS) for the sealing of Sutherland Road, Beaconsfield Upper.
3. Requests officers to notify the lead petitioners for Lenne Street Beaconsfield and Sutherland Road, Beaconsfield Upper of Council's decisions.

Executive Summary

At the Council Meeting 17 November 2025 (Agenda Items 9.1 and 9.2), two petitions were presented requesting the road sealing of Lenne Street and Sutherland Road, Beaconsfield Upper. It included the provision of appropriate drainage and acknowledged that a Special Charge contribution would apply. The petitions contained 41 signatures for Lenne Street, and 20 signatures for Sutherland Road, Beaconsfield Upper.

Both roads are included on the proposed priority list under the *Residential Road Sealing Special Charge Scheme (RRS SCS) Program*, subject to Council approval of March Council Meeting, following assessment under Council's unsealed road network prioritisation based on road hierarchy, maintenance costs and emergency service access.

It is recommended that a questionnaire outlining the estimated costs for each road be issued to the affected property owners to determine the level of support for progressing a Special Charge Scheme.

Background

Council previously included Lenne Street and Sutherland Road, Beaconsfield Upper in Package 23 - Stoney Creek 2 Catchment under the *Sealing the Hills* Program. The scheme did not proceed following federal funding reductions confirmed in April 2023, impacting all SCS projects that had progressed.

Following the discontinuation of the *Sealing the Hills* program, Council re-prioritised its unsealed road network through the *Residential Road Sealing Special Charge Scheme (RRS SCS) Program* having regard to road safety and ongoing maintenance requirements. Lenne Street, Beaconsfield Upper ranked high, while Sutherland Road ranked medium-high on the prioritisation list. Subject to a Council resolution to proceed, the proposed Special Charge Scheme for Lenne Street is anticipated to be initiated within approximately four years, with Sutherland Road anticipated to be initiated within approximately fifteen years, or earlier depending on the progression of higher-priority road schemes.

At Council Meeting 17 November 2025 (Items 9.1 and 9.2), two petitions were tabled requesting the sealing of Lenne Street and Sutherland Road, Beaconsfield Upper, including the provision of appropriate drainage. Both petitions acknowledged that Special Charge contributions would apply to affected property owners.

The petitioners raised the following concerns:

- Dust impacts on nearby homes, the primary school, health and gardens and hazardous road conditions.
- Erosion and potholes pose safety risks for motorists, cyclists, and pedestrians.
- Drainage issues cause water pooling and property access difficulties following rainfall.
- Increased maintenance costs for Council and residents incurred due to frequent grading and repairs.

The petitioners requested that both roads be included in the next capital works program and that Council provide a clear timeframe for delivery.

Council officers have reviewed both the requests submitted by the lead petitioners.

Lenne Street, Beaconsfield Upper:

Lenne Street, Beaconsfield Upper (map outlined in Figure 1) is a Council maintained 4C - Local Access unsealed road of approximately 380m in length. The road functions as a two-way, undivided carriageway with table drains on both sides, with discharge to underground drainage along one side of the road.

Under the planning scheme, Lenne Street is subject to the Bushfire Management Overlay – Schedule 1 (BMO1). The road services 26 residential lots, equating to an indicative density of 68 lots per kilometre. Between 2018 and 2025, Council received approximately 34 customer requests for re-grading and associated maintenance works, primarily relating to potholes and drainage issues.

Discussion

The two petitions submitted to Council on 17 November 2025 outline resident concerns regarding dust, safety, drainage and ongoing maintenance issues along Lenne Street and Sutherland Road. Both roads are included on the proposed priority list under Council's Residential Road Sealing Special Charge Scheme (RRS SCS) Program, with differing delivery timeframes based on their prioritisation. To determine the level of landowner support for progressing a Special Charge Scheme (SCS) for each road, it is proposed that a questionnaire be issued to affected property owners outlining estimated costs and seeking feedback. This will assist Council in confirming community willingness to contribute and planning the SCS program delivery.

Policy Implications

The proposed Special Charge Scheme arising from the two petitions to seal Lenne Street and Sutherland Road, Beaconsfield Upper, will be developed in accordance with the provisions of the Local Government Act 2020 and Cardinia Council's Special Rate and Charge Policy.

The scheme is based on demonstrated community benefit, including improvements to road safety, public health and local amenity, and reflects support from the affected property owners through the petitions received.

Section 163 of the *Local Government Act 2020* provides that Council may not recover a greater portion of the cost of the works than that calculated in accordance with the Act. Any proposed Special Charge Scheme will be structured to ensure compliance with this legislative requirement and Council's adopted policy framework.

Climate Emergency Consideration

The road sealing SCS projects will consider climate emergency reduction measures such as:

- minimising tree removal through innovative road design
- use of LED lighting to reduce energy emissions
- utilising local contractors and local road & drainage construction materials to minimise travel
- investigating the reuse and use of recycled road construction materials

Consultation/Communication

Extensive community consultation was previously undertaken with affected property owners as part of the Sealing the Hills Program, with 100% support of responses received from Lenne Street and Sutherland Road, Beaconsfield Upper. The sealing works would have proceeded under the program had funding not been discontinued.

Two petitions have been received from property owners on Lenne Street and Sutherland Road requesting road sealing and drainage works, demonstrating recent community support.

Should Council resolve to commence the Special Charge Scheme process, further consultation will be undertaken in accordance with statutory requirements, including formal notification to both petitioners of Lenne Street and Sutherland Road, Beaconsfield Upper.

A subsequent report will be presented to Council outlining the outcomes of the consultation and the level of support, to enable Council to make an informed decision on whether to proceed with the scheme.

Risk Assessment

Key risks associated with the proposal include cost escalation following detailed design, and potential objections during the statutory consultation process. These risks will be managed through early engagement with affected property owners, transparent communication regarding costs and benefits, and adherence to Council policy and legislative requirements.

Financial and Resource Implications

Financial Implications

No financial commitment is incurred at this stage. Current expenditure is limited to investigation and consultation, including preliminary assessment and community engagement. If progressed, construction would be funded primarily through the implementation of a Special Charge Scheme (SCS), with any Council contribution subject to budget consideration.

Should Council resolve to proceed beyond initial consultation, construction would be funded through a SCS, with contributions levied on benefiting properties in accordance with Council's Special Rate and Charge Policy.

A recommendation on Council's contribution, if any, would be determined following detailed consideration of these schemes.

Sealing Lenne Street and Sutherland Road, Beaconsfield Upper is expected to reduce long term maintenance costs associated with erosion, the absence of formal drainage and would support Council's obligations under the *Road Management Act 2004*.

Resource Implications

No additional resources are required at this stage beyond officer time associated with the investigation and consultation. Should Council resolve to proceed, the progression of the two petitions and potential Special Charge Schemes may have resource implications for project delivery, which would be subject to consideration through the existing annual budget and workforce planning processes.

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 1** - Petition - Request to asphalt Lenne Street Upper Beaconsfield - John Carney and **Confidential Attachment 2** - Petition - Request to seal Sutherland Road Upper Beaconsfield - Chris Horbury is designated confidential information pursuant to the *Local Government Act 2020*, 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..

Attachments

1. Confidential Attachment 1 - Petition - Request to asphalt Lenne Street Upper Beaconsfield - John Carney [7.1.3.1 - 5 pages]
2. Confidential Attachment 2 - Petition - Request to seal Sutherland Road Upper Beaconsfield - Chris Horbury [7.1.3.2 - 2 pages]

7.1.4 AUDIT & RISK COMMITTEE REPORT

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 5.7 Governance - We maintain a high level of transparent, accountable, unbiased and representative governance.

Recommendation

That Council:

- Notes the contents of this report and acknowledge the information provided; and,
- Appoints Leanna La Combre for a further 4-year term ending 20 February 2030.

Executive Summary

This report summarises the activities carried out by the Audit and Risk Committee (ARC) in compliance with its purpose as set out in the Act. Those responsibilities are mapped to the Committee's workplan and distributed evenly across the Committee's annual calendar of meetings.

At each meeting the committee verifies that the agenda includes all the items scheduled for that meeting and that any carry over items are addressed before the start of the next calendar period. From the start of calendar 2026 the annual workplan is now based on a calendar year rather than the financial year. This was done to better align with other key organisational planning timelines. The balanced allocation of workplan items to each ARC meeting was also improved.

The headline workplan topics are listed below. Specific duties and responsibilities are unchanged from previous reports to Council.

- External Audit
- Financial reporting and performance reporting framework
- Internal Control/Data Analytics
- Ethical and Statutory Compliance
- Internal Audit
- Fraud Prevention Systems and Controls
- Risk Management
- Compliance Management
- Reporting to Council
- Other items not specified in the act which enhance overall governance and oversight

This report covers ARC meetings held in August 2025 (annual financial and performance reporting), September 2025 and December 2025.

The committee again acknowledges the timely and high quality support of Council's executives and officers which ensures the effective functioning of the Audit and Risk Committee. Effective August 2025, meetings are now recorded as an administrative aid to the accurate minuting of proceedings. Member approval to record proceedings is sought at commencement of each meeting.

In summarising it's activities during the reporting period, it is my view that the committee is in a position to provide Council with assurance that the overarching governance requirements of the Local Government Act are being met and applied.

Leanna La Combre was appointed to the Cardinia Audit and Risk Committee on 21 February 2022 for a four year term. On completion of their initial term, the ARC Charter allows for members to be appointed for one additional 4-year term. Leanna has provided relevant skills and expertise to Councils ARC, underpinned by her relevant work experience as a legal professional. It is the recommendation of the current Councillor members on the ARC that Leanna's appointment be extended for a further 4 years to 20 February 2030.

Discussion

The committee comprises three independent members and two Councillor members. There were no changes in committee membership during the period reported on.

Meeting Attendance			
	Aug 25	Sep 25	Dec 25
Vince Philpott (chairperson)	✓	✓	✓
Leanna La Combre	✓	✓	✓
Kylie Maher	✓	✓	✓
Cr Trudi Paton	✓	✓	✓
Cr David Nickell	✓	✓	✓
Mayor has standing invitation to attend meetings as observer if not appointed as councillor member			
Cr Jack Kowarzik		✓	
Cr Brett Owen			✓

Internal Audit

Our newly appointed internal audit service provider, Aster Advisory, completed their comprehensive on-boarding and presented two key outcomes of that process to the committee at its September meeting. The first outcome of their on-boarding efforts is a comprehensive Business Function Risk and Assurance Map (BFRAM). The BFRAM is a whole of organisation review to help identify the level of audit and assurance activities associated with the business function areas that present risk to the organisation.

The key mapping elements are intended to:

- Highlight each of the key business function areas of the organisation, by Division and Department;
- Identify the inherent risk associated with each of these functions
- Determine what, if any, 2nd and 3rd line audit and assurance functions are undertaken covering these business functions;
- Identify if there is any high/medium rated gaps in assurance for those Functions

The BFRAM directly informs the development of the 4-year Strategic Internal Audit Plan (SIAP) which is the second outcome generated by Aster in collaboration with the Executive. As ARC Chair I also participated in developing the SIAP which was received and endorsed by the committee at the September ARC meeting.

The BFRAM and SIA together form an essential platform for the internal audit function to assess the integrity of council’s framework of internal controls.

The following reports were presented to ARC by Aster during the reporting period.

Internal Audit Reporting	Report to ARC	Overall Control Rating
Business Framework Risk and Assurance Map - Observations	Sep 25	<ul style="list-style-type: none"> • In next 4 years target core higher inherent risk sector activities which have received limited previous assurance coverage such as – Risk Management, HR Management, Volunteer Management, Pools and Building Safety, Planning Enforcement. • Inclusion of other risk or governance areas based on reassessment, such as Developer Contributions, Asset Management, Contract Management, Payroll, OHS, and Procure to Pay. <p>Inclusion of technology related audit integrated with IT assurance from external audit.</p>
Strategic Internal Audit Plan 2025/26-2028/29	Sep 25	<p>In addition to the BFRAM the following broad themes were considered in the development of the SIAP:</p> <ul style="list-style-type: none"> • Financial Sustainability • Cost Shifting • Increasing Regulatory Requirements • Navigating Organisational Change • Digital Transformation • Adoption of Artificial Intelligence (AI) <p>The audits proposed for 25/26 are:</p> <ul style="list-style-type: none"> • Risk Management • Volunteer Management • Building Maintenance • Planning Enforcement <p>Planned scopes of work for each audit are considered by ARC and amended where necessary.</p>
Risk Management	Dec 25	<p>The maturity level of Risk Management processes and key controls. is rated as ‘Developing’. While many of the key controls are in place, they lack the expected level of robustness, repeatability and control, with dependence placed on knowledge of key staff and risk owners. Several areas require improvement across the risk lifecycle, especially redefining responsibilities for risk management and operationalising risk management practices uniformly across Divisions and processes to identify and manage strategic and operational risks, ensuring these are integrated with Council Plan and service planning, as well as monitoring and reporting of risks at appropriate levels within Council. Although a risk appetite is documented in the Policy, this has not been practically implemented and there is limited awareness at the operational level. This presents an opportunity for Council to reset and operationalise risk management across all levels of Council, and empower management with less reliance on the Risk Team to apply aspects of the risk management framework.</p> <p>This will require training and awareness programs to help ensure consistent and appropriate practices.</p>

Key Recommendations	Priority
Risk Profiles and Assessment: Re-assess your strategic risks with consideration of your new Council Plan and strategic objectives, as well as profile of operational risks based on business / service planning.	High
Risk Appetite and Tolerance: Update risk appetite statements and tolerance thresholds, and apply these to your strategic risks.	Medium
Risk Monitoring and Reporting: Strengthen the monitoring and reporting of risks to the executive and Audit & Risk Committee, including the detail provided in risk reporting, as well as the frequency of undertaking deep-dives.	Medium
Responsibility and Capability: Establish a structured risk management training and awareness program.	High

In response to the audit report on Risk Management, it is the committee’s view that the pathway to improvement is best driven by Council. To facilitate this approach it is suggested that our internal audit service provider’s risk management specialists facilitate a Risk focused workshop for Council and Executive Leadership Team structured around these audit report findings with the objectives of agreeing risk appetites, allocating risk responsibilities and mapping the pathway to improvement.

External Audit - Victorian Auditor General Office (VAGO) Closing Report for their audit of 2024-25 Financial Report and Performance Statement

The VAGO audit focused on the following financial report balances, disclosures and areas that they rated as higher risk for material misstatement in the financial report:

- Fair Value of non-financial assets, including AASB 13 amendments
- Government grants
- Developer contributions Monetary and non- monetary
- Reliance on IT systems and third-party service providers
- Changes to councillors following general elections

VAGO found no issues or areas of concern in any of the focus areas and did not identify any unadjusted immaterial audit differences nor any material audit differences. Audit procedures did not identify any specific financial report and performance statement areas of fraud risk or regulatory non-compliance nor any material issues concerning waste, probity, or lack of financial prudence. Overall, VAGO found Cardinia Shire’s material accounting policies, material transactions and events that occurred during the financial year are in accordance with the Australian accounting standards.

VAGO closing report stated they can provide reasonable assurance that the financial report and performance statement is presented fairly under the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2020.

Internal Controls - Review of key corporate policies

The Audit and Risk Committee Work Plan requires a review of the adequacy and effectiveness of key policies, over a rolling 3-year policy and strategy review program. The process for reviewing policies firstly identifies those that relate to matters essential to effective governance. The policies are then generally reviewed by ELT prior to being presented to the Audit and Risk Committee. Since my last biannual report to Council the following key policies were reviewed by the committee:

- Business Continuity Planning policy
- Public Transparency policy

Integrated Planning Framework

The Local Government Act 2020 (the Act) requires councils to prepare a Long-Term financial Plan in the year following a general election. A review of the following plans is an ARC

responsibility to both ensure legislative compliance and also to inform ARC's approach to risk management and strategic internal audit planning:

- Council Plan – reflects the community's priorities and provides a roadmap for Council to deliver on the long-term Community Vision 2040
- Asset Management Plan – sets out how Council assets are to be managed to achieve the Council Plan objectives and Community Vision statement
- Long Term Financial Plan – outlines the funding commitments needed to support delivery of key strategic plans including the Council Plan and Asset Plan

Risk Management

At each ARC meeting the committee reviews the following reports:

- Operational risk report – High & Extreme risks
- Strategic Risk report
- OHS report to ELT – including progress reporting towards complying with new Psychosocial Risk Management legislation
- Claims report
- ELT Operational & Strategic risk meeting minutes

The previous report to Council advised that ARC intends taking advantage of numerous organisational changes in order to progress risk management maturity across Council.

Foremost amongst those initiatives is increasing the linkage of risk management to the achievement of Council's core objectives and increased testing and visibility on related controls effectiveness. Development of the BFRAM and SIAP were key steps in progressing those initiatives and this led to prioritising the audit of Council's overall risk management processes. ARC will monitor progress against the delivery of recommendations arising from that audit which are all aimed at improving the level of risk management maturity.

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

7.2 Town Planning Reports

7.2.1 T250469 PA - DEVELOPMENT OF THIRTY-THREE (33) DWELLINGS AT 13-15 MAHON AVENUE, BEACONSFIELD

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>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

PART A

That Council resolve to issue a Notice of Decision to grant Planning Permit application T250469 for the development of two or more dwellings (33 dwellings) at 13-15 Mahon Avenue, subject to conditions:

Compliance with documents approved under this permit

1. At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the responsible authority.

Approved and endorsed plans – changes required

2. Before the development starts, plans must be approved and endorsed by the responsible authority. The plans must:
 - a. Be prepared to the satisfaction of the responsible authority;
 - b. Be drawn to scale with dimensions;
 - c. Be submitted to the responsible authority in electronic form; and
 - d. Be generally in accordance with the plans prepared by Colab Architecture forming part of the application and identified as revision 3, dated 24 February 2026, but amended to show the following details:
 - i. A combined streetscape elevation view of units 1/2 and 32/33.
 - ii. Windows added on the south-west elevation of unit 2 (bedroom and stairwell entry).
 - iii. Garden Area plan (TP07) updated to omit footpaths from the Garden Area calculation.

Amended landscape plan

3. Before the development starts, plans must be approved and endorsed by the responsible authority. The plans must:
 - a. Be prepared to the satisfaction of the responsible authority;
 - b. Be drawn to scale with dimensions;

- c. Be submitted to the responsible authority in electronic form; and
- d. Be generally in accordance with the plans prepared by MEMLA forming part of the application and identified as revision B, dated 21 January 2026, but amended to show the following details:
 - i. Landscaping updated to reflect revision 3 of the architectural plans.

Drainage plans

- 4. Before the development starts, drainage plans must be submitted to and approved by the responsible authority. The plans must:
 - a. Provide a stormwater detention system to the satisfaction of the Responsible Authority.
 - b. Show connection to a suitable piped stormwater system to the satisfaction of the relevant authority.

The stormwater detention system will become the responsibility of the property owner or body corporate to maintain to the satisfaction of the responsible authority.

Layout not altered

- 5. The layout of the development must not be altered from the layout on the approved and endorsed plans without the written consent of the responsible authority.

Parking and access

- 6. Before the development is occupied:
 - a. All proposed areas set aside on the approved plan/s for access, circulation and car parking must be constructed with concrete, asphalt or other approved hard surfacing material, drained and the parking areas delineated to the satisfaction of the responsible authority. Once constructed, these areas must be maintained to the satisfaction of the responsible authority.
 - b. A heavy duty vehicle crossing as shown on the approved plans must be constructed to the approval and satisfaction of the Responsible Authority.
 - c. Each parking space must be allocated and marked for each dwelling. Visitor spaces must be line marked with wording 'Visitor' and signed accordingly, to the satisfaction of the Responsible Authority.
- 7. All car parking spaces must be designed to allow all vehicles to drive forwards when entering and leaving the site.

Waste Management Plan

- 8. Waste management and collection must be carried out by a private contractor engaged by the owners and occur in accordance with the requirements of the approved waste management plan (prepared by Waste Space Solutions, dated 20 January 2026) to the satisfaction of the responsible authority.
- 9. Before the development commences, the owner of the land must enter into an agreement with the responsible authority under section 173 of the *Planning and Environment Act 1987*.

The agreement must provide for the following:

- a. The owners acknowledge that all refuse and recycling collection must be carried out by way of a private contractor engaged by the owners and occur in accordance with the Waste Management Plan approved and endorsed under Planning Permit T250469.

- b. The owner of the land must pay all the responsible authority's reasonable legal costs and expenses of this agreement, including preparation, execution and registration on title.

Landscaping completion and maintenance

10. Within three (3) months of a Certificate of Occupancy being issued under the *Building Act 1993*, the landscaping works shown on the endorsed plan/s must be carried out and completed to the satisfaction of the responsible authority.
11. The landscaping shown on the endorsed plan/s must be maintained to the satisfaction of the responsible authority including replacing any dead, diseased or damaged plants.

Tree protection

12. Before the development commences (including demolition and earthworks), a tree protection fence must be erected around the existing street trees to be retained outside the canopy zone of the tree to define a "Tree Protection Area". The fence must be constructed of star pickets and chain mesh or similar to the satisfaction of the responsible authority. The tree protection fence must remain in place until construction is completed. No vehicular or pedestrian access, trenching or soil excavation is to occur within the Tree Protection Area without the written consent of the responsible authority. No storage or dumping of tools, equipment or waste is to occur within the Tree Protection Area. Any pruning that is required to be done to the canopy or roots of any tree to be retained is to be done with permission by Council's Arborist by a qualified arborist to Australian Standard – Pruning of Amenity Trees AS4373-2007.

CEMP (Engineering)

13. At least 14 days before any works start, a site specific Construction Environmental Management Plan (CEMP) to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved the CEMP will be endorsed and will then form part of the permit. All works must be undertaken in accordance with the approved CEMP. The CEMP must address all environmental risks and include:
 - a. Temporary stormwater management including sedimentation control,
 - b. Provision of pollution and contamination controls including noise and dust,
 - c. Location of stockpiles and stockpile management,
 - d. Location of site office and facilities
 - e. Equipment, materials and goods management.
 - f. Tree protection zones, trees to be retained and trees to be removed.

Stormwater management

14. Before the development is occupied, the stormwater management/detention system must be constructed and commissioned to the satisfaction of the responsible authority.
15. Stormwater must not be discharged from the subject land other than by means of an underground pipe drain discharged to an outlet in the street or to an underground pipe drain to the satisfaction of the responsible authority.
16. Stormwater works must be provided on the subject land so as to prevent overflows onto adjacent properties.

Earthworks and site management

17. Earthworks must be undertaken in a manner that minimises soil erosion. Exposed areas of soil must be stabilised to prevent soil erosion. The time for which soil remains

exposed and unestablished must be minimised to the satisfaction of the responsible authority.

18. Sediment control measures must be undertaken during construction to the satisfaction of the responsible authority to ensure that the development subject land is adequately managed in such a way that no mud, dirt, sand, soil, clay or stones are washed into or allowed to enter the stormwater drainage system.
19. The slope of batters, both cut and fill, must not exceed 2:1 (horizontal: vertical) or, where this is not practicable, batters must be stabilised by other means to the satisfaction of the responsible authority.

Amenity, Design & Services

20. All waste bins and residential waste must be stored within the specified bin storage area for each dwelling (or similar screened location) on an ongoing basis to the satisfaction of the responsible authority.
21. All waste must be stored effectively to prevent odours from affecting neighbouring properties.
22. All pipes, fixtures, fittings vents, plant and equipment servicing any building on the site (excluding storm water down pipes, guttering and rain heads) must be concealed in service ducts or otherwise hidden from view to the satisfaction of the responsible authority.
23. Any external lighting must be designed, baffled and located so as to not detrimentally affect the adjoining land to the satisfaction of the responsible authority.
24. All utility services including water, electricity, sewerage, telephone and other telecommunication facilities for the proposed dwellings must be installed underground. All above ground meters must be located in a screened location to the satisfaction of the responsible authority.
25. Before the development is occupied:
 - a. Lighting must be provided near the front entrance and garage of each dwelling to the satisfaction of the responsible authority.
 - b. All screening and other measures to prevent overlooking as shown on the approved plans must be installed to the satisfaction of the responsible authority. Once installed the screening and other measures must be maintained to the satisfaction of the responsible authority. The use of obscure film or spray fixed to transparent glass is not acceptable as 'obscure glazing'.
 - c. The dwellings must be connected to a reticulated water supply, sewerage, drainage and underground electricity to the requirements of the relevant servicing authority.
 - d. Power and telephone lines to all new dwellings must be placed underground from the main point of service supplied by the relevant authority outside the boundaries of the subject land.
 - e. Mailboxes must be provided to the satisfaction of the responsible authority and Australia Post.
 - f. A clothesline must be provided for each dwelling and must be located so as not to be detrimental to the visual amenity of the neighbourhood.

Residential Reticulated Gas Service Connection

26. Any new dwelling allowed by this permit must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the relevant planning scheme). This

condition continues to have force and effect after the development authorised by this permit has been completed.

Commencement of permit

27. This permit will operate from the issued date of this permit.

Expiry – Development

28. This permit as it relates to development (buildings and works) will expire if one of the following circumstances applies:

- a. The development is not started within 3 years of the issued date of this permit.
- b. The development is not completed within 5 years of the issued date of this permit.

In accordance with section 69 of the *Planning and Environment Act 1987*, an application may be submitted to the responsible authority for an extension of the periods referred to in this condition.

Notes

- A Building Permit may be required before the development commences. For more information, contact Council's Building Department or a Registered Building Surveyor.

PART B

If the matter is subject to VCAT proceedings, the Manager Planning & Design/Coordinators Statutory Planning are delegated to instruct, negotiate and agree to mediated planning outcomes on the decision if it is in alignment with the general intent of the Council decision and the agreed position of all parties to the VCAT proceeding.

Executive Summary

Planning Permit application T250469 has been submitted to Council seeking approval for the development of thirty-three (33) dwellings at 13-15 Mahon Avenue, Beaconsfield. The proposal demonstrates compliance with all applicable objectives of Clause 55 provisions.

Planning Scheme amendment VC267 gazetted on 5th March 2025 introduced a deemed-to-comply assessment pathway under Clause 55 for multi-dwelling applications and residential buildings. The introduction of the new codified pathway removes consideration of the Municipal Planning Strategy, Planning Policy Framework, the purpose and decision guidelines of the relevant zone and Clause 65 if all applicable Standards are met.

Where a standard is met, the corresponding objective is deemed to be met. An application that complies with an objective cannot be refused on those grounds. In such cases, third-party appeal rights do not apply.

Application details:

Application no.:	T250469
Applicant:	1315MAB PTY LTD C/O Urban Planning Collective
Land:	L1 LP46245 V8443 F934 13-15 Mahon Avenue, Beaconsfield VIC 3807

Proposal:	Buildings and works for the construction of two or more dwellings (33 dwellings)
Planning controls:	General Residential Zone – Schedule 1
Notification & objections:	Public notification undertaken in accordance with Section 52(1) of the <i>Planning and Environment Act 1987</i> through the distribution of letters and a sign erected on-site for fourteen days. Thirteen (13) objections have been received at the date of this report.
Key planning considerations:	<ul style="list-style-type: none"> • Compliance with General Residential Zone requirements. • Compliance with the standards and objectives of Clause 55. • Provision and design of car parking. • Waste management.
Recommendation:	Notice of Decision to grant a Planning Permit.

Background

The site has a valid planning permit for the construction of 16 dwellings under Planning Permit T140068-2, originally issued in 2015 for 11 dwelling and later amended in 2024 for five additional dwellings.

Previous applications for a higher number of dwellings were refused by Council and upheld by VCAT, including:

- T040091 for the development of 23 units refused by Council 5 July 2004 and upheld by the Tribunal.
- T210902 appealed under Section 79 of the *Planning and Environment Act 1987* for the development of 31 dwellings. Council formed a position of refusal on 5 September 2022 and this position was upheld by the Tribunal.

Discussion

The application proposes a combination of single, two and three-bedroom dwellings to be delivered in detached, terrace and apartment-style formats. Dwellings are a contemporary design with the use of a mixture of brick finishes and vertical cladding.

The development is anchored by a central accessway that runs the length of the site where shared parking, bin storage and communal open space is accessed. A total of 42 parking spaces is provided including 6 visitor spaces distributed centrally through the site.

The application was subject to public notice in October 2025 where thirteen (13) objections were received. Grounds of the objections include an overdevelopment of the site, poor response to neighbourhood character, parking and congestion concerns in addition to other environmental and general amenity concerns.

During the assessment of the proposal, Planning Scheme Amendment VC277 was gazetted to all Victorian planning schemes introducing the use of Public Transport Accessibility Level (PTAL) as a methodology to determine an areas access to public transport. The new

methodology results in new categorisation of land and statutory parking rates. The amendment was gazetted with immediate effect on 18 December 2025, resulting in a reduced parking requirement for the proposal.

A Section 57A amendment to the application submitted 23 January 2026 made a series of minor changes to the proposal consisting of pedestrian connectivity improvements, reduction of ground floor levels for a group of dwellings and provision of additional design detail.

A further amendment under Section 50 (submitted 24 February 2026) made minor changes to the footprint of units 22, 23 and 28, resulting in increased minimum setbacks from the southern title boundary.

The proposal demonstrates compliance with all applicable objectives of the new codified Clause 55 provisions.

Where a standard is met, the corresponding objective is deemed to be met. An application that complies with an objective cannot be refused on those grounds. In such cases, third-party appeal rights do not apply.

Confidential Attachments

The **Confidential Attachment 4** (listed in Attachments section) – T250469 PA - Objections (unredacted)– is designated confidential information pursuant to the *Local Government Act 2020*, 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..

Attachments

1. Attachment 1 - T250469 PA - Officer Report [7.2.1.1 - 22 pages]
2. Attachment 2 - T250469 PA - Clause 55 Assessment [7.2.1.2 - 34 pages]
3. Attachment 3 - T 250469 PA - Development Plans [7.2.1.3 - 30 pages]
4. Confidential Attachment 4 - T250469 PA - Objections [7.2.1.4 - 45 pages]

PLANNING PERMIT DELEGATE REPORT



Application Details

Proposal:	Buildings and works for the construction of two or more dwellings (33 dwellings)	
Application Number:	T250469	
Property Number:	1509450600	
Address:	L1 LP46245 V8443 F934 13-15 Mahon Avenue, Beaconsfield VIC 3807	
Applicant:	1315MAB PTY LTD C/O Urban Planning Collective	
Date Received:	05 August 2025	
Statutory Days:	0 (as of 25 February 2026)	
Planner:	Dean Haeusler	
Full Application Documents:	T250469 PA - Decision documents.pdf	
Decision	<input checked="" type="checkbox"/> Notice of Decision to Grant a Permit	
Delegate Report Link	T250469 PA - Delegate Report.docx	
	<input checked="" type="checkbox"/> No (amended plans required)	
Decision to be sent internally:	<input type="checkbox"/> Subdivisions (all applications relating to subdivisions, easements, restrictions, etc.)	<input type="checkbox"/> Waste Department (all applications with Waste Management Plans)
	<input type="checkbox"/> Environment (all applications with Environment referral responses)	<input type="checkbox"/> Development Contributions (applications on land affected by a DCPO – send to DCP team)
	<input checked="" type="checkbox"/> Landscape Planning (all applications with Landscape Plan – send to development.landscape@cardinia.vic.gov.au)	
	<input type="checkbox"/> Not Required	<input type="checkbox"/> Other, specify:
Decision to be sent externally:	<input type="checkbox"/> Yes, specify below:	<input checked="" type="checkbox"/> No

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Application Processing

Can the application be decided under delegation?	<input checked="" type="checkbox"/> No ; Ten or more objections received in an urban zone.
Have any amendments been made to the application?	<p><input checked="" type="checkbox"/> Yes</p> <p>10th October 2025 - Section 50 amendment received to alter the design of dwellings 15 – 18 to reduce construction impact on neighbouring vegetation.</p> <p>23rd January 2026 - Section 57A amendment received to amend the development plans by:</p> <ul style="list-style-type: none"> • Dimensioning distances from neighbouring dwellings to the title boundary. • Reducing finished floor level of dwellings 1, 4, 5,7, 10 and 12; • Providing an additional overshadowing diagram for 4pm; • Showing the location of electricity meters; • Dimensioning rooftop solar energy capacity; • Show pathways between dwellings and shared storage area. <p>25 February 2026 – Section 50 amendment received to make minor amendments to units 22, 23 and 28. The changes consist of:</p> <ul style="list-style-type: none"> • Amending the footprint of unit 23 to increase the minimum south boundary setback from 0 metres to 1.31 metres and increase the first floor setback (Unit 22) to 2.08 metres. • Reduce the depth of the master bedroom of unit 28 to increase the minimum southern boundary setback from 1.49 metres to 1.89 metres.

Proposal

Description of proposal:
<p>Approval is sought for the construction of thirty-three dwellings (33) at 13-15 Mahon Avenue, Beaconsfield consisting of:</p> <ul style="list-style-type: none"> • Ten (10) single bedroom dwellings; • Twenty (20) two-bedroom dwellings; and • Three (3) three-bedroom dwellings. <p>The development will consist of detached, terrace and unit formats, with eleven first floor apartments. Three detached dwellings will be constructed toward the eastern boundary of the development.</p>

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A mixture of architectural styles and features are proposed across the single and two storey development that incorporate traditional tiled gable roofing along with more contemporary flat and skillion roof designs. A combination of brick and vertical cladding is proposed on building elevations that are generally muted, earthy tones. A maximum building height of 8.57m is proposed above natural ground level.

The dwellings are separated by a central driveway that provides access through the development. Five dwellings include integrated garages while the remainder are serviced by at-grade shared parking. Six visitor spaces are provided centrally on the site.

Building site coverage occupies 25.7% of the lot while approximately 48% of the land is reserved for Garden Area.

Due to accessibility constraints, private waste collection has been proposed to service the development for collection of all forms of waste including hard rubbish. A 6.35 metre rear loading vehicle will service five common bin storage/collection points on a weekly basis.

A survey of vegetation on the site and neighbouring land identifies a range of exotic and native trees. Two on-site trees are proposed to be retained while some assessed trees on adjoining land trees will experience minor levels of construction encroachment from the development. The arborist assessment determines that all impacted trees are expected to remain viable.

Tree number	Species	On/off site	Incursion (%)	Arborist comments
1	Fraxinus angustifolia subsp. angustifolia	Offsite	< 10	Minor incursion, acceptable encroachment
2	Acer negundo	Offsite	< 10	Minor incursion, acceptable encroachment
3	Cupressus leylandii	Offsite	None	Removed by owner since original survey.
4	Corymbia citriodora	Offsite	None	No tree incursion.
5	Eucalyptus nicholii	Offsite	9.35	Minor incursion, acceptable encroachment
6*	Callistemon viminalis	Offsite	None	No tree incursion.
7*	Unknown	Offsite	7.31, 5.70	Minor incursion, acceptable encroachment
8*	Callistemon viminalis	Offsite	9.82, 7.18	Minor incursion, acceptable encroachment

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9	Syzygium smithii	Offsite	6.81	Minor incursion, acceptable encroachment
10	Eucalyptus radiata	Onsite	2.42	Minor incursion, acceptable encroachment
11	Gleditsia triacanthos	Offsite	None	No tree incursion.
12	Eucalyptus caesia	Offsite	< 10	Minor incursion, acceptable encroachment
13*	Eucalyptus caesia	Offsite	< 10	Minor incursion, acceptable encroachment
14	Corymbia maculata	Onsite	3.37	Minor incursion, acceptable encroachment
15	Pittosporum undulatum	Offsite	None	No tree incursion
16	Pittosporum Undulatum, Acacia Sp, Cotoneaster Glaucohyllus,	Offsite (Road reservation)	None	No tree incursion

* Denotes trees assessed in groups.

Images of relevant plans:

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Figure 1: Layout plan (Ground level)



Figure 2: Layout plan (First floor)



Figure 3: Unit 1, 3, 32 and 33 south west (streetscape) elevation

DELEGATE REPORT



Figure 4: Unit 1 - 12 north-west elevation

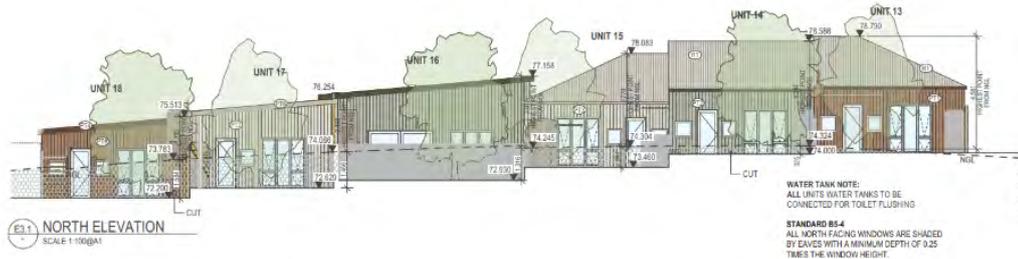


Figure 5: Unit 13-18 north elevation



Figure 6: Unit 19, 20 and 21 south east elevation



Figure 7: Unit 22 - 27 south elevation

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Figure 8: Units 28-33 (South elevation)

Land Details

<p>Description of site and surrounding area:</p>	<p>The site is located within an established area of Beaconsfield, an activity centre situated on the western border with Casey City Council that links Officer to Berwick and the Princes Freeway.</p> <p>The site is approximately 6700 square metres, in an irregular shape and burdened by a sewerage and drainage easement along the eastern boundary. The site is located at an elevated ridge with a maximum level of 74.8 AHD, falling moderately to Mahon Avenue, with a more acute fall to the south-east corner of the land.</p> <p>The site is predominantly clear of vegetation with two trees remaining on-site.</p> <p>The developed area surrounding the site is characterised by a mixture of single and double storey detached dwellings developed in the late 20th century. Lot sizes range between 600–900 m² (with the exception of the subject site and 11 Mahon Avenue).</p> <p>Dwellings generally have large footprints with setbacks from all boundaries and established landscaping. There are consistent themes of hipped roof form and brick veneer.</p> <p>There are few examples of unit development within vicinity of the site however 3 Mahon Avenue is developed with four units.</p> <p>Land surrounding the subject site is identified as:</p> <p>NORTH</p> <p>Residential properties, each containing detached single and double storey dwellings with access from Mahon Avenue or Wilma Court.</p> <p>EAST</p> <p>Rural residential properties within the Glismann Road Structure Plan. The land has recently been rezoned for greater in-fill development.</p> <p>SOUTH</p>
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Permit/Site History:	<p>1.3 hectare residential property containing a single dwelling and outbuildings</p> <p>WEST</p> <p>Mahon Avenue; single storey brick veneer dwelling.</p>
Permit/Site History:	<p>The history of the site includes:</p> <ul style="list-style-type: none"> • Planning Permit application T040091 refused on 5 July 2004 for 'multi-unit development (23 units)'. • Planning Permit T140068 issued on 19 February 2015 for 'development of the land for twelve (12) dwellings'. <ul style="list-style-type: none"> ○ Endorsed plans under planning permit T140068 issued on 16 October 2018. ○ Amended Planning Permit T140068-1 issued on 25 July 2018 to amend the endorsed plans and Condition 1. ○ 1st Extension of Time to T140068 issued on 15 February 2017 to extend the date of commencement. ○ 2nd Extension of Time to T140068 issued on 27 February 2019 to extend the date of commencement. ○ Amended Plans issued under Secondary Consent for T140068 issued on 1 April 2019. ○ 3rd Extension of Time to T140068-1 issued 15 March 2021 extending the commencement date to 19 February 2023. ○ A 4th Extension of time to T140068-1 was issued 16 February 2023 granting a further year, extending commencement to 19 February 2024. ○ A 5th Extension of time to T140068-2 was issued 5th April 2024 granting a further year extension, extending commencement to 19 February 2025. ○ Amended Planning Permit T140068-2 to add five further dwellings was issued 17 June 2024. • Planning Permit T160680 issued on 12 December 2016 for 'twelve (12) lot subdivision'. <ul style="list-style-type: none"> ○ 1st Extension of Time to T160680 issued on 8 April 2019 to extend the date of commencement. • Planning Permit application T210902, for 'buildings and works associated with the construction of thirty-one (31) dwelling' was appealed by the applicant to the Victorian Civil and Administrative Tribunal (VCAT). Council formed a position to refuse to grant a permit primarily on neighbourhood character grounds and this was upheld by the Tribunal.
Aerial photo of site:	

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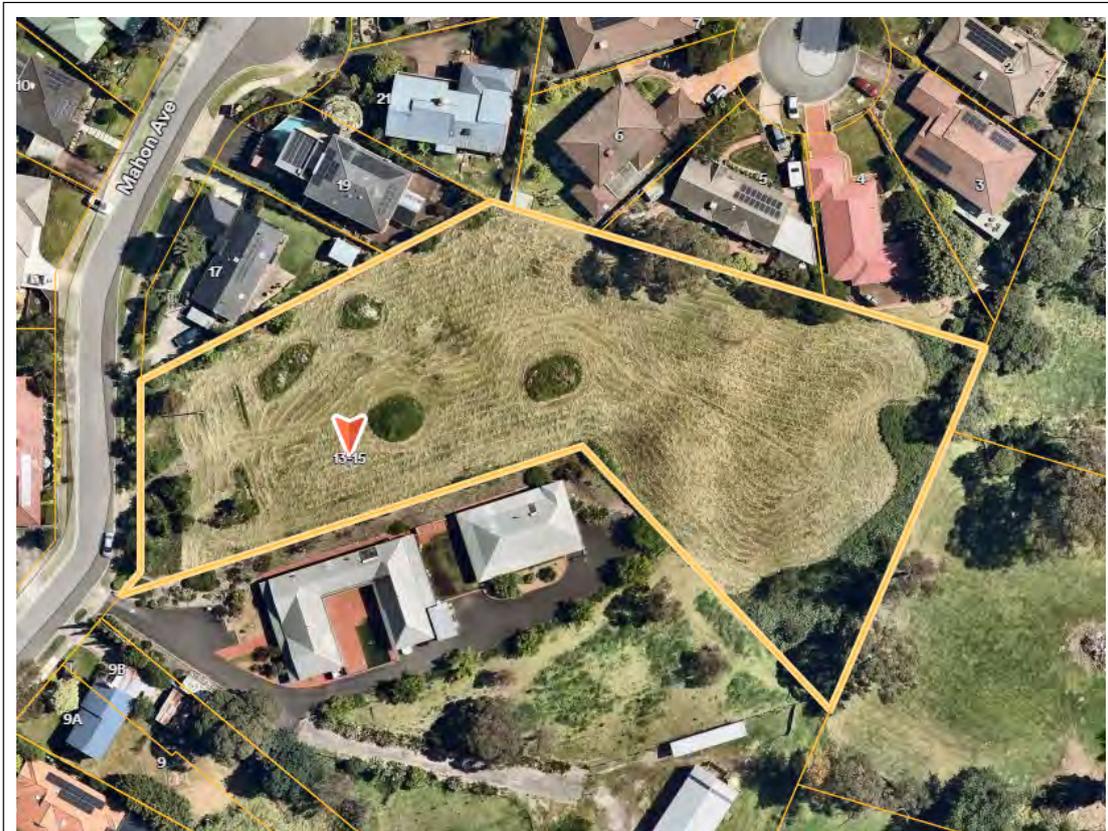


Figure 9: Subject site (NearMap, 12 December 2025)

Aerial photo of surrounding area:

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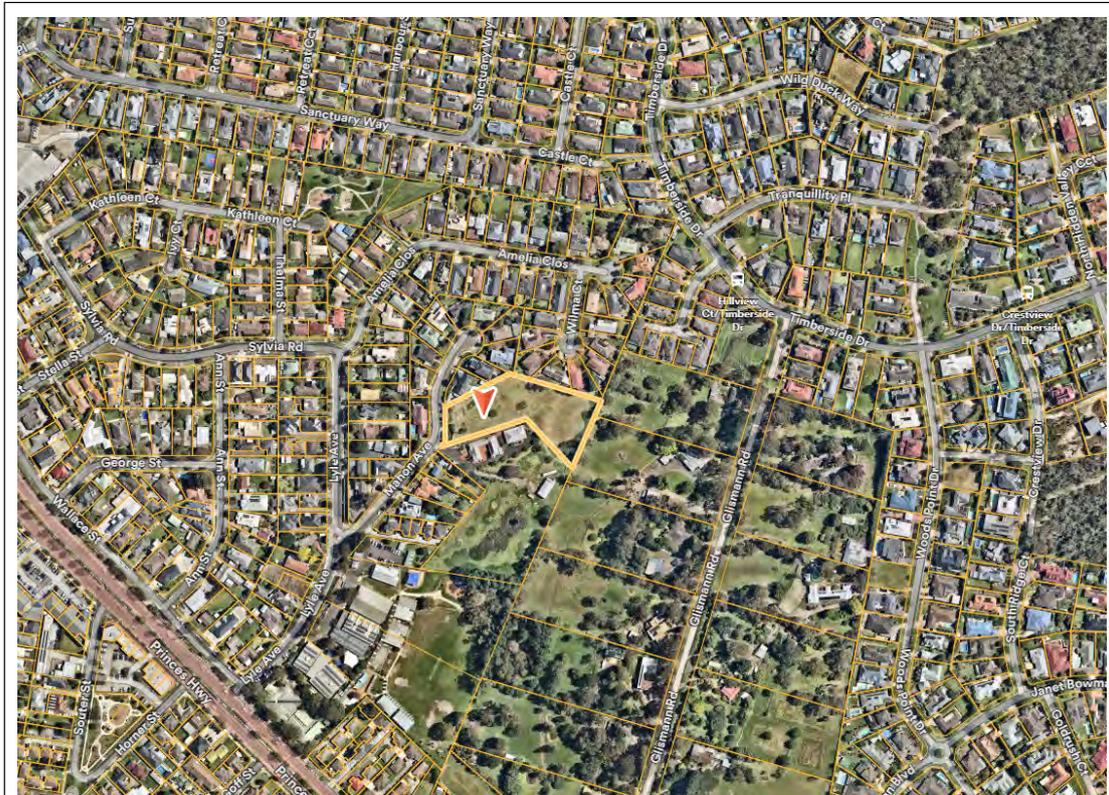


Figure 10: Surrounding area (NearMap, 12 December 2025)

Aboriginal Cultural Sensitivity:	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes, a CHMP is:	
		<input type="checkbox"/> Not required	<input type="checkbox"/> Required
Zoological/Botanical significance?	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Zoological	<input type="checkbox"/> Botanical
Restrictive covenants or section 173 agreements:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Yes, list/describe below:	
		Would the grant of a permit breach a restriction?	
		<input type="checkbox"/> No	<input type="checkbox"/> Yes,

Planning Provisions

Zoning:	General Residential Zone - Schedule 1
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Overlays:	None
Other Provisions / Documents:	<p>Other provisions and documents relevant to the assessment of the application include:</p> <ul style="list-style-type: none"> • Clause 52.06 – Car Parking • Clause 53.03 – Residential Reticulated Gas Service Connection • Clause 55 – Two or More Dwellings on a Lot and Residential Buildings • Clause 71.02-3 – Integrated Decision Making <p>Note: Pursuant to Amendment VC282 and Clause 55. the proposal does not require assessment against the Municipal Planning Strategy, Planning Policy Framework (including Local Planning Policy Framework) and Clause 65.</p>

Permit Triggers

A permit is required for the following reasons:
<p>General Residential Zone:</p> <p>Clause 32.08-7 – A permit is required to construct two or more dwellings on a lot.</p>

Notice

<p>Notice of the application was given pursuant to section 52 of the <i>Planning and Environment Act 1987</i>, by:</p> <ul style="list-style-type: none"> • Sending notices. • Placing 1 sign on site.
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Objections/Submissions

<p>Council has received 13 objections. The key issues raised include:</p> <ul style="list-style-type: none"> • Car parking • traffic volume and safety • Waste management • Loss of green space, tree canopy and biodiversity • Construction impacts (noise, dust) • Stormwater impacts

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- Loss of neighbourhood character
- Property value
- Inconsistent with density and parking limits of the planning scheme.
- Limited community consultation.
- Overlooking
- Loss of residential amenity
- Previous Tribunal decisions.

External Referrals/Notice

Referral Authority	Type	Advice/response/conditions:
None		N/A

Internal Referrals

Internal Referral Department	Advice/response/conditions:
Engineering	Supported, subject to conditions
Landscape development	Supported, subject to conditions.
Traffic Engineering	Supported, subject to conditions.
Waste	Supported.

Assessment

The application is for the construction of two or more dwellings on a lot (33 dwellings), which requires a planning permit under the provisions of the General Residential Zone – Schedule 1:

The key considerations of this application relate to:

- The development's response to the provisions of the General Residential Zone (GRZ1).
- Compliance with Clause 52.06 (Car Parking).
- Assessment against the objectives and standards of Clause 55 – *Two or More Dwellings on a Lot and Residential Buildings*.
- Grounds of objections received.

An assessment of these matters is provided below.

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Clause 32.08 - General Residential Zone - Schedule 1 (GRZ1)

The subject site is zoned General Residential Zone, with key purposes including:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To encourage development that is responsive to the neighbourhood character of the area.*
- *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.*
- *To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.*

Under the GRZ1, a permit is required for the construction of two or more dwellings on the lot pursuant to Clause 32.08-7 of the Cardinia Planning Scheme.

The site is required to provide 35% of the Garden Area pursuant to Clause 32.08-4. The proposal provides for 43.64% garden area, meeting the requirement. The dwellings have a maximum height of 8.57 metres and 2 storeys, meeting the mandatory height requirement of 11 metres and 3 storeys.

The purpose and decision guidelines of the zone are not applicable to the proposed development as the application meets all applicable objectives and standards of Clause 55, as assessed under the newly codified Townhouse and Low-Rise Code introduced by planning scheme amendment VC267, gazetted 6 March 2025.

Noting that a detailed Clause 55 assessment provided at Appendix 1 in the report, the proposal demonstrates compliance with all measures relating to neighbourhood character, liveability, external amenity and sustainability, providing a functional and diverse range of housing options in a well serviced area of Beaconsfield.

Clause 55 – Two or More Dwellings on a Lot and Residential Buildings

Aside from implementing the MPS and PPF, the purposes of Clause 55 are:

- *'To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To encourage residential development that provides reasonable standards of amenity for existing and new residents.*
- *To encourage residential development that responds to the site and the surrounding area.'*

Under the provisions of the Clause 55, a development must meet all applicable objectives. Where a standard is met:

- The corresponding objective is deemed to be met;
- The responsible authority is not required to consider the corresponding decision guidelines;
- The responsible authority is not required to consider any other policy or decision guideline in the Planning Scheme, including matters under section 60 of the *Planning and Environment Act 1987*.

This application includes a comprehensive site description and a detailed design response, satisfying Clause 55.01. A full assessment against the standards of Clause 55 is provided in Appendix 1.

In summary, the proposed development meets the objectives of Clause 55. Based on compliance with the codified provisions, the dwellings are deemed to offer an appropriate internal amenity, private open space, solar access, and integration with the surrounding neighbourhood based. The

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proposal aligns with the intent of the Townhouse and Low-Rise Code and supports the broader planning objectives of the Cardinia Planning Scheme.

Clause 52.06- Car Parking

Clause 52.06 seeks to ensure provision of an appropriate number of parking spaces having regard to likely demand generated while also supporting the use of sustainable transport alternatives. The provision also ensures car parking is designed in such a way that is safe it enables safe and efficient use.

During the assessment of the application, Planning Scheme Amendment VC277 was gazetted to all Victorian Planning Schemes introducing a new assessment model known as Public Transport Accessibility Level (PTAL). The methodology resulted in the creation of four categories based on the PTAL score, with parking rates depending on the category.



Figure 11: PTAL mapping (VicPlan)

The subject site is designated Category 1 with a parking rate of 1.2 spaces per dwelling. The map shown above denotes PTAL scores for the Beaconsfield area, a darker colour represents higher public transport accessibility and lower parking rates.

Pre - VC277 parking rate:

- 1 space per dwelling or 2 spaces per dwelling (3+ bedrooms); plus
- 1 visitor space per five dwellings

41 spaces required.

Post - VC277 parking rate:

1.2 spaces per dwelling.

39.6 spaces, rounded to 39.

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Based on the new requirements, the development complies with statutory parking rates plus three surplus spaces.

The design also satisfies the relevant Design Standards under Clause 52.06-9, including:

Design Standard 1- Accessways

- The proposed accessway is at least 3 metres wide throughout, meeting the minimum width requirement.
- At changes of direction, the accessway provides an internal radius of at least 4 metres, or maintains a width of at least 4.2 metres, ensuring safe vehicle movement.
- The accessway design allows vehicles parked in the last space to exit in a forward direction with one manoeuvre, complying with the standard for dead-end layouts and is designed to ensure all vehicles can exit in a forward direction, supporting safe and efficient traffic flow.
- A passing area is provided at the entrance, measuring 6.35 metres wide and approximately 8 metres long, which satisfies the requirement for developments with ten or more car spaces.
- The accessway includes a corner splay that is at least 50% clear of visual obstructions, extending 2 metres along the frontage road and 2.5 metres along the exit lane, ensuring visibility of pedestrians and safe exit conditions. Overall, the proposal meets the car parking provision and design requirements of Clause 52.06 and supports safe, functional, and efficient vehicle access and movement within the site.

Design Standard 3 – Gradients

The proposed accessway complies with the gradient requirements of Design Standard 3. Within 5 metres of the site frontage, the accessway maintains a gradient of no steeper than 1:10 (10%), ensuring safe conditions for both pedestrians and vehicles. The design has appropriately considered the slope of the land and the vehicle wheelbase requirements, allowing for smooth and safe entry and exit movements. The remainder of the accessway steepens to 1:5 (20%) before leveling out.

Design Standard 5 – Urban Design

The proposed car parking layout ensures that ground-level parking, garage doors, and accessways do not visually dominate the public realm. Garages are recessed and parking areas are separated with landscaping or built form. Landscaping along the shared accessway and within private open spaces softens the appearance of hard surfaces and enhances the streetscape. The design treats the accessway as a key entry point, with clear sightlines and separation from pedestrian areas. The layout maximises on-site parking efficiency without compromising visual amenity.

Design Standard 6 – Safety

The car parking areas are designed to be safe and functional. Natural surveillance is maximised through window placement facing the accessway and visitor parking area. Pedestrian access from Mahon Avenue is direct and convenient, with clear paths leading to each dwelling. Pedestrian routes are well-defined, however there is reliance on shared use for some sections of the accessway. Given the low-speed environment, some shared use is considered acceptable.

Design Standard 7 – Landscaping

The car parking layout incorporates water-sensitive urban design (WSUD) through the inclusion of rain gardens adjacent to the accessway. Landscaping is used effectively to provide shade, shelter, and visual relief from hard surfaces. Trees and understorey planting are distributed throughout the site, including near car parking areas.

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Clause 53.03 – Residential Reticulated Gas Service Connection

Purpose:

- *To prohibit residential reticulated gas connections to new dwellings, new apartment developments and new residential subdivisions.*

Clause 53.03 seeks to limit the connection of new residential developments to reticulated gas services. None of the exemptions listed under Clause 53.03-1 apply to the proposed development. As such, the mandatory conditions outlined in Clause 53.03-2 will be included on any planning permit, prohibiting connection to reticulated gas.

Response to objectors' concerns

Objector Concerns	Response	Objector Appeal Rights
Overdevelopment and site capacity.	There is no prescribed limit on dwellings per lot or dwelling density. The proposal complies with all relevant objectives and standards of Clause 55, including site coverage (Clause 55.03-3) and Garden Area.	No third-party appeal rights
Not responsive to neighbourhood character	The proposal complies with setback, height, and neighbourhood character objectives outlined including Standard B2-1 (Street setback), B2-2 (Building Height) and B2-3 (Side and rear setbacks) and B2-4 (Wall of Boundaries) of Clause 55.	No third-party appeal rights.
Traffic safety, On-Street Parking and emergency service access	The proposal provides surplus car parking and meets statutory requirements. Design standards are also achieved, with sufficient access to support the needs of the housing development.	No third-party appeal rights
Drainage and Stormwater Management: Concerns were raised about increased runoff	The application has been reviewed by Council's Development Engineering. Conditions relating to drainage and stormwater management will be included in the planning permit to ensure compliance with relevant standards.	No third-party appeal rights
Vegetation loss, canopy cover and biodiversity.	The arborist report identifies two trees on-site that are proposed to be retained. An assessment of impact to neighbouring trees has also been undertaken, confirming minor encroachment to neighbouring trees and no loss. Through the landscape plan submitted, the proposal will increase existing canopy coverage significantly, with 20.4% of the site contributing	No third-party appeal rights.

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	to canopy coverage, exceeding the tree canopy objective of the scheme.	
Waste management	The waste management plan demonstrates that a private waste collection vehicle can service the site adequately. While Council prefers the use of its own collection service, there is inadequate space along the road reservation to accommodate bin collection.	No third-party appeal rights.
Construction impacts (noise, dust)	Amenity impacts as a consequence of construction works fall outside the scope of this assessment. The development will be required to abide by relevant EPA & local law requirements for construction and site management. Temporary traffic disruptions are an unavoidable consequence of site development.	No third-party appeal rights.
Limited community consultation	Public notice has been given in accordance with Section 52(1) of the <i>Planning and Environment Act 1987</i> through erection of signage and distribution of letters to adjoining owners and occupiers.	Third-party appeal rights are available in limited circumstances.
Overlooking	Following an amendment to the application on 23 January 2026, the application complies with overlooking Standards B4-4 by reducing finished floor levels below 800mm above ground level at the title boundary. Overlooking has also been managed through the use of obscured glazing and 1.75m screens.	No third-party appeal rights.
Impacts to property value.	The effects of a proposal on property value is not a valid consideration.	Invalid ground.
Previous Tribunal decisions.	The site has a complex planning application history that resulted in two applications progressed to the Tribunal. The refusal of these applications were upheld by the Tribunal and no permit was granted. Despite the relevant site history, Council is required to assess each application on its merits against the relevant controls and considerations that apply at the time. Noting that the State Government has introduced substantial changes to the planning controls that limit Councils discretion in assessing these proposals.	No third-party appeal rights.

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Note: Planning Scheme amendment VC267 introduces a deemed-to-comply assessment pathway under Clause 55. Where all applicable standards are met, the application is considered compliant and cannot be refused on those grounds. In such cases, third-party appeal rights do not apply.

Conclusion

The introduction of the new codified pathway removes consideration of the Municipal Planning Strategy, Planning Policy Framework, the purpose and decision guidelines of the relevant zone and Clause 65 if all applicable Standards are met. Where a standard is met, the corresponding objective is deemed to be met.

The proposal demonstrates compliance with the relevant provisions of the Cardinia Planning Scheme and the *Planning and Environment Act 1987* and should therefore be approved.

Recommendation

It is recommended that Council issues a notice of decision to grant a permit for the land known and described as L1 LP46245 V8443 F934, 13-15 Mahon Avenue Beaconsfield as per the following table and subject to the below conditions.

Planning scheme clause	Matter for which the permit has been granted
32.08-7	Construct two or more dwellings on a lot

Conditions (and notes)

Compliance with documents approved under this permit

1. At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the responsible authority.

Approved and endorsed plans – changes required

2. Before the development starts, plans must be approved and endorsed by the responsible authority. The plans must:
 - a. Be prepared to the satisfaction of the responsible authority;
 - b. Be drawn to scale with dimensions;
 - c. Be submitted to the responsible authority in electronic form; and
 - d. Be generally in accordance with the plans prepared by Colab Architecture forming part of the application and identified as revision 3, dated 24 February 2026, but amended to show the following details:
 - i. A combined streetscape elevation view of units 1/2 and 32/33.
 - ii. Windows added on the south-west elevation of unit 2 (bedroom and stairwell entry).

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- iii. Garden Area plan (TP07) updated to omit footpaths from the Garden Area calculation.

Amended landscape plan

3. Before the development starts, plans must be approved and endorsed by the responsible authority. The plans must:
 - a. Be prepared to the satisfaction of the responsible authority;
 - b. Be drawn to scale with dimensions;
 - c. Be submitted to the responsible authority in electronic form; and
 - d. Be generally in accordance with the plans prepared by MEMLA forming part of the application and identified as revision B, dated 21 January 2026, but amended to show the following details:
 - i. Landscaping updated to reflect revision 3 of the architectural plans.

Drainage plans

4. Before the development starts, drainage plans must be submitted to and approved by the responsible authority. The plans must:
 - a. Provide a stormwater detention system to the satisfaction of the Responsible Authority.
 - b. Show connection to a suitable piped stormwater system to the satisfaction of the relevant authority.

The stormwater detention system will become the responsibility of the property owner or body corporate to maintain to the satisfaction of the responsible authority.

Layout not altered

5. The layout of the development must not be altered from the layout on the approved and endorsed plans without the written consent of the responsible authority.

Parking and access

6. Before the development is occupied:
 - a. All proposed areas set aside on the approved plan/s for access, circulation and car parking must be constructed with concrete, asphalt or other approved hard surfacing material, drained and the parking areas delineated to the satisfaction of the responsible authority. Once constructed, these areas must be maintained to the satisfaction of the responsible authority.
 - b. A heavy duty vehicle crossing as shown on the approved plans must be constructed to the approval and satisfaction of the Responsible Authority.
 - c. Each parking space must be allocated and marked for each dwelling. Visitor spaces must be line marked with wording 'Visitor' and signed accordingly, to the satisfaction of the Responsible Authority.
7. All car parking spaces must be designed to allow all vehicles to drive forwards when entering and leaving the site.

Waste Management Plan

8. Waste management and collection must be carried out by a private contractor engaged by the owners and occur in accordance with the requirements of the approved waste

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management plan (prepared by Waste Space Solutions, dated 20 January 2026) to the satisfaction of the responsible authority.

9. Before the development commences, the owner of the land must enter into an agreement with the responsible authority under section 173 of the *Planning and Environment Act 1987*.

The agreement must provide for the following:

- (a) The owners acknowledge that all refuse and recycling collection must be carried out by a private contractor engaged by the owners and occur in accordance with the Waste Management Plan approved and endorsed under Planning Permit T250469.

The owner of the land must pay all the responsible authority's reasonable legal costs and expenses of this agreement, including preparation, execution and registration on title.

Landscaping completion and maintenance

10. Within three (3) months of a Certificate of Occupancy being issued under the *Building Act 1993*, the landscaping works shown on the endorsed plan/s must be carried out and completed to the satisfaction of the responsible authority.
11. The landscaping shown on the endorsed plan/s must be maintained to the satisfaction of the responsible authority including replacing any dead, diseased or damaged plants.

Tree protection

12. Before the development commences (including demolition and earthworks), a tree protection fence must be erected around the existing street trees to be retained outside the canopy zone of the tree to define a "Tree Protection Area". The fence must be constructed of star pickets and chain mesh or similar to the satisfaction of the responsible authority. The tree protection fence must remain in place until construction is completed. No vehicular or pedestrian access, trenching or soil excavation is to occur within the Tree Protection Area without the written consent of the responsible authority. No storage or dumping of tools, equipment or waste is to occur within the Tree Protection Area. Any pruning that is required to be done to the canopy or roots of any tree to be retained is to be done with permission by Council's Arborist by a qualified arborist to Australian Standard – Pruning of Amenity Trees AS4373-2007.

CEMP (Engineering)

13. At least 14 days before any works start, a site specific Construction Environmental Management Plan (CEMP) to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved the CEMP will be endorsed and will then form part of the permit. All works must be undertaken in accordance with the approved CEMP. The CEMP must address all environmental risks and include:
- Temporary stormwater management including sedimentation control,
 - Provision of pollution and contamination controls including noise and dust,
 - Location of stockpiles and stockpile management,
 - Location of site office and facilities
 - Equipment, materials and goods management.
 - Tree protection zones, trees to be retained and trees to be removed.

Stormwater management

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14. Before the development is occupied, the stormwater management/detention system must be constructed and commissioned to the satisfaction of the responsible authority.
15. Stormwater must not be discharged from the subject land other than by means of an underground pipe drain discharged to an outlet in the street or to an underground pipe drain to the satisfaction of the responsible authority.
16. Stormwater works must be provided on the subject land so as to prevent overflows onto adjacent properties.

Earthworks and site management

17. Earthworks must be undertaken in a manner that minimises soil erosion. Exposed areas of soil must be stabilised to prevent soil erosion. The time for which soil remains exposed and unestablished must be minimised to the satisfaction of the responsible authority.
18. Sediment control measures must be undertaken during construction to the satisfaction of the responsible authority to ensure that the development subject land is adequately managed in such a way that no mud, dirt, sand, soil, clay or stones are washed into or allowed to enter the stormwater drainage system.
19. The slope of batters, both cut and fill, must not exceed 2:1 (horizontal: vertical) or, where this is not practicable, batters must be stabilised by other means to the satisfaction of the responsible authority.

Amenity, Design & Services

20. All waste bins and residential waste must be stored within the specified bin storage area for each dwelling (or similar screened location) on an ongoing basis to the satisfaction of the responsible authority.
21. All waste must be stored effectively to prevent odours from affecting neighbouring properties.
22. All pipes, fixtures, fittings vents, plant and equipment servicing any building on the site (excluding storm water down pipes, guttering and rain heads) must be concealed in service ducts or otherwise hidden from view to the satisfaction of the responsible authority.
23. Any external lighting must be designed, baffled and located so as to not detrimentally affect the adjoining land to the satisfaction of the responsible authority.
24. All utility services including water, electricity, sewerage, telephone and other telecommunication facilities for the proposed dwellings must be installed underground. All above ground meters must be located in a screened location to the satisfaction of the responsible authority.
25. Before the development is occupied:
 - a. Lighting must be provided near the front entrance and garage of each dwelling to the satisfaction of the responsible authority.
 - b. All screening and other measures to prevent overlooking as shown on the approved plans must be installed to the satisfaction of the responsible authority. Once installed the screening and other measures must be maintained to the satisfaction of the responsible authority. The use of obscure film or spray fixed to transparent glass is not acceptable as 'obscure glazing'.
 - c. The dwellings must be connected to a reticulated water supply, sewerage, drainage and underground electricity to the requirements of the relevant servicing authority.

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- d. Power and telephone lines to all new dwellings must be placed underground from the main point of service supplied by the relevant authority outside the boundaries of the subject land.
- e. Mailboxes must be provided to the satisfaction of the responsible authority and Australia Post.
- f. A clothesline must be provided for each dwelling and must be located so as not to be detrimental to the visual amenity of the neighbourhood.

Residential Reticulated Gas Service Connection

26. Any new dwelling allowed by this permit must not be connected to a reticulated gas service (within the meaning of clause 53.03 of the relevant planning scheme). This condition continues to have force and effect after the development authorised by this permit has been completed.

Commencement of permit

27. This permit will operate from the issued date of this permit.

Expiry – Development

28. This permit as it relates to development (buildings and works) will expire if one of the following circumstances applies:

- a. The development is not started within 3 years of the issued date of this permit.
- b. The development is not completed within 5 years of the issued date of this permit.

In accordance with section 69 of the *Planning and Environment Act 1987*, an application may be submitted to the responsible authority for an extension of the periods referred to in this condition.

Notes

- A Building Permit may be required before the development commences. For more information, contact Council’s Building Department or a Registered Building Surveyor.

Sign Off and Approval

Planner	Dean Haeusler
Signature	
Date	18 February 2026

Clause 55 – Two or more dwellings on a lot and residential buildings

Application Number: T250469

Address: 13-15 Mahon Avenue, Beaconsfield

A development must meet all of the applicable objectives contained in this clause.

If a development meets a standard:

- The corresponding objective is deemed to be met;
- The responsible authority is not required to consider the corresponding decision guidelines.

If a development does not meet a standard, the responsible authority must consider the applicable decision guidelines in determining whether the corresponding objective is met.

Where all the applicable standards are met, there will be no third party right of appeal (objector appeal).

Clause 55.01 – Application Requirements		
An application must be accompanied by: <ul style="list-style-type: none"> • A neighbourhood and site description. • A design response. • A written statement outlining which standards are met and which are not met. If a standard is not met, the written statement must include an explanation of how the development meets the corresponding objective having regard to the corresponding decision guidelines. 	Clause 55.01-1 – Neighbourhood and Site Description Clause 55.01-2 – Design Response	<p>Complies</p> <p>Appropriate application material was submitted in accordance with Clause 55.01.</p>

Clause 55.02 – Neighbourhood Character and Infrastructure						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.02-1 – Street Setback Objectives</p> <p><i>To ensure that the setbacks of buildings from a street respond to the existing or preferred neighbourhood character and make efficient use of the site.</i></p>	<p>Standard B2-1</p> <p>Walls of buildings are set back from streets:</p> <ul style="list-style-type: none"> At least the distance specified in a schedule to the zone if the distance specified in the schedule is less than the distance specified in Table B2-1; or If no distance is specified in a schedule to the zone, the distance specified in Table B2-1. <p>Porches, pergolas and verandahs that are less than 3.6 metres high and eaves may encroach not more than 2.5 metres into the setbacks of this standard.</p> <p>See Table B2-1 Street setback</p>	☒	☒	<p>Complies.</p> <p>The development has a minimum building setback of 6.038 metres (unit 32) from the front title boundary.</p>	<p><i>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</i></p> <p><i>The design response.</i></p> <p><i>Whether the siting of the building is constrained by the shape, dimensions, slope or other conditions of the site.</i></p> <p><i>Whether a different setback would be more appropriate taking into account the prevailing setbacks of existing buildings on nearby lots.</i></p> <p><i>The visual impact of the building when viewed from the street and from adjoining properties.</i></p> <p><i>Whether a different setback affects the ability to retain or plant canopy trees.</i></p>	No.
<p>Clause 55.02-2 – Building Height Objective</p> <p>To ensure that the height of buildings respond to the existing or preferred neighbourhood character.</p>	<p>Standard B2-2</p> <p>The maximum building height does not exceed the maximum height specified in the zone, schedule to the zone or an overlay that applies to the land.</p> <p>If no maximum height is specified in the zone, schedule to the zone or an overlay, the maximum building height does not exceed 9 metres, unless the slope of the natural ground level at any</p>	☒	☒	<p>Complies.</p> <p>Maximum dwelling height of 8.57 metres proposed (Unit 21 south-east elevation).</p> <p>No building exceeds two storeys.</p>	<p><i>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</i></p> <p><i>Any maximum building height specified in the zone, a schedule to the zone or an overlay applying to the land.</i></p> <p><i>The design response.</i></p> <p><i>The effect of the slope of the site on the height of the building.</i></p>	No.

Clause 55.02 – Neighbourhood Character and Infrastructure						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	cross section wider than 8 metres of the site of the building is 2.5 degrees or more, in which case the maximum building height does not exceed 10 metres.				<p><i>The relationship between the proposed building height and the height of existing adjacent buildings.</i></p> <p><i>The visual impact of the building when viewed from the street and from adjoining properties.</i></p>	
<p>Clause 55.02-3 – Side and Rear Setbacks Objective</p> <p>To ensure that the height and setback of a building from a boundary responds to the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings or small second dwellings.</p>	<p>Standard B2-3</p> <p>A new building not on or within 200mm of a boundary is set back from side or rear boundaries in accordance with either B2-3.1 or B2-3.2.</p> <p>Standard B2-3 is met if the building is set back in accordance with either B2-3.1 or B2-3.2, rather than needing to comply with both of these provisions:</p> <p>B2-3.1:</p> <p><i>The building is set back at least 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.</i></p> <p>B2-3.2:</p> <p><i>If the boundary is not to the south of the building, the building is set back at least 3 metres up to a height not exceeding 11 metres and at least 4.5 metres for a height over 11 metres.</i></p>	☒	☒	<p>Complies.</p> <p>Unit 22 (shown below) appears to indicate that the southern wall is non-compliant with the Standard, however, as the southern face of the building (highlighted in red) is recessed from the closest alignment of the fence, the unit wall exceeds B2-3.1.</p> <p>All other dwellings meet or exceed B2-3.1 with allowable encroachments from building eaves.</p>	<p><i>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</i></p> <p><i>The design response.</i></p> <p><i>The impact on the amenity of the habitable room windows and private open space of existing dwellings or small second dwellings.</i></p> <p><i>Whether the wall is opposite an existing or simultaneously constructed wall built to the boundary.</i></p> <p><i>Whether the wall abuts a side or rear lane.</i></p> <p><i>Whether a different setback in a rear yard affects the ability to retain or plant canopy trees.</i></p>	No.

Clause 55.02 – Neighbourhood Character and Infrastructure						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	<p><i>If the boundary is to the south of the building, the building is set back at least 6 metres up to a height not exceeding 11 metres and at least 9 metres for a height over 11 metres between south 30 degrees west to south 30 degrees east.</i></p> <p>Sunblinds, verandahs, porches, eaves, facias, gutters, masonry chimneys, flues, pipes, domestic fuel or water tanks, and heating or cooling equipment or other services may encroach not more than 0.5 metres into the side and rear setbacks.</p> <p>Landings that have an area of not more than 2 square metres and less than 1 metre high, stairways, ramps, pergolas, shade sails and carports may encroach into the side and rear setbacks.</p>					

Clause 55.02 – Neighbourhood Character and Infrastructure						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.02-4 – Walls on boundaries objective</p> <p>To ensure that the location, length and height of a wall on a boundary responds to the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings and small second dwellings.</p>	<p>Standard B2-4</p> <p>A new wall constructed on or within 200mm of a side or rear boundary of a lot or a carport constructed on or within 1 metre of a side or rear boundary of a lot does not abut the boundary for a length that exceeds the greater of the following distances:</p> <ul style="list-style-type: none"> 10 metres plus 25 per cent of the remaining length of the boundary of an adjoining lot, or The length of existing or simultaneously constructed walls or carports abutting the boundary on an abutting lot. <p>A new wall or carport may fully abut a side or rear boundary where slope and retaining walls or fences would result in the effective height of the wall or carport being less than 2 metres on the abutting property boundary.</p> <p>A building on a boundary includes a building set back up to 200mm from a boundary.</p> <p>The height of a new wall constructed on or within 200mm of a side or rear boundary or a carport constructed on or within 1 metre of a side or rear boundary does not exceed an average of 3.2 metres with no part higher than</p>	☒	☒	<p>Complies.</p> <p>Unit 29 is constructed on the southern boundary for a length of approximately 3.55 metres. The maximum wall height is approximately 3.4 metres, meeting the Standard.</p> 	<p><i>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</i></p> <p><i>The design response.</i></p> <p><i>The extent to which walls on boundaries are part of the neighbourhood character.</i></p> <p><i>The impact on the amenity of existing dwellings or small second dwellings.</i></p> <p><i>The opportunity to minimise the length of walls on boundaries by aligning a new wall on a boundary with an existing wall on a lot of an adjoining property.</i></p> <p><i>The orientation of the boundary that the wall is being built on.</i></p> <p><i>The width of the lot.</i></p> <p><i>The extent to which the slope and retaining walls or fences reduce the effective height of the wall.</i></p> <p><i>Whether the wall abuts a side or rear lane.</i></p> <p><i>The need to increase the wall height to screen a box gutter.</i></p>	No.

Clause 55.02 – Neighbourhood Character and Infrastructure						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	3.6 metres unless abutting a higher existing or simultaneously constructed wall.					
<p>Clause 55.02-5 – Site coverage objective</p> <p>To ensure that the site coverage responds to the existing or preferred neighbourhood character and responds to the features of the site.</p>	<p>Standard B2-5</p> <p>The site area covered by buildings does not exceed:</p> <ul style="list-style-type: none"> <i>The maximum site coverage specified in a schedule to the zone; or</i> <i>If no maximum site coverage is specified in a schedule to the zone, the percentage specified in Table B2-5.</i> <p>If the maximum site coverage is specified in a schedule to a zone, it must be greater than the percentage specified in Table B2-5.</p> <p>See Table B2-5 Site Coverage</p>	☒	☒	<p>Complies.</p> <p>Max site coverage is 65% for the General Residential Zone. Proposed site coverage (site covered by buildings) is 26%.</p>	<p><i>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</i></p> <p><i>The design response.</i></p> <p><i>The existing site coverage and any constraints imposed by existing development or the features of the site.</i></p> <p><i>The site coverage of adjacent properties.</i></p> <p><i>The effect of the visual bulk of the building and whether this is acceptable in the neighbourhood.</i></p> <p><i>Whether a different area of site coverage affects the ability to retain or plant canopy trees.</i></p>	No.
<p>Clause 55.02-6 – Access objective</p> <p>To ensure the number and design of vehicle crossovers responds to the neighbourhood character.</p>	<p>Standard B2-6</p> <p>The width of accessways or car spaces (other than to a rear lane) does not exceed:</p> <ul style="list-style-type: none"> <i>33 per cent of the street frontage; or</i> 	☒	☒	<p>Complies.</p> <p>The accessway is 6.36 metres wide along a frontage of 39.58 metres, equating to 16.07%.</p>	<p><i>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</i></p> <p><i>The design response.</i></p> <p><i>The reduction of on-street car parking spaces.</i></p>	No.

Clause 55.02 – Neighbourhood Character and Infrastructure							
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal	
	<ul style="list-style-type: none"> 40 per cent of the street frontage if the width of the street frontage is less than 20 metres. <p>The number of access points to a road in a Transport Zone 2 or a Transport Zone 3 is not increased.</p> <p>The location of a vehicle crossover or accessway does not encroach the tree protection zone of an existing tree, that is proposed to be retained in a road by more than 10 per cent.</p>				<p>Whether a different accessway width, number of access points or encroachment of an existing tree affects the ability to retain or plant canopy trees on the site or footpath.</p>		
<p>Clause 55.02-7 – Tree canopy objective</p> <p>To provide tree canopy that responds to the neighbourhood character of the area and reduces the visual impact of buildings on the streetscape.</p> <p>To preserve existing canopy cover and</p>	<p>Standard B2-7</p> <p>Provide a minimum canopy cover as specified in Table B2-7.1.</p>	☒	☒	<p>Complies.</p> <p>20.4% of the site area (1393m²) will contribute to canopy coverage that consist of a combination of type A, B and C trees listed in table B2-7.2.</p> <p>A mature tree along the eastern boundary and small eucalypt within the site frontage are also to be retained, contributing to total coverage.</p>	<p><i>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</i></p> <p><i>The site context and design response.</i></p> <p><i>The extent to which the existing and proposed canopy trees contribute to a greener environment and reduce urban heat.</i></p> <p><i>Whether the growth characteristics of existing trees and proposed canopy trees will provide the required canopy cover.</i></p>	No.	
	Table B2-7.1 Canopy Cover						
	Site Area						Canopy Cover
	1000 square metres or less						10% of site area
	More than 1000 square metres	20% of site area					

Clause 55.02 – Neighbourhood Character and Infrastructure						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>support the provision of new canopy cover.</p> <p>To ensure new canopy trees are climate responsive, support biodiversity, wellbeing and amenity, and help reduce urban heat.</p>	<p>Existing trees to be retained meet all of the following:</p> <ul style="list-style-type: none"> • <i>Has a height of at least 5 metres,</i> • <i>Has a trunk circumference of 0.5 metres or greater at 1.4 metres above ground level,</i> • <i>Has a trunk that is located at least 4 metres from proposed buildings.</i> <p>The minimum canopy cover is met using any combination of trees specified in Table B2-7.2.</p> <p>Existing trees that are retained can be used in calculating canopy cover.</p> <p>Provide at least one new or retained tree in the front setback and the rear setback.</p> <p>Trees are located in either:</p> <ul style="list-style-type: none"> • <i>An area of deep soil as specified in Table B2-7.2; or</i> • <i>A planter as specified in Table B2-7.2.</i> <p>Any tree required to be planted under this standard must be of species to the satisfaction of the responsible authority, having regard to the location and relevant geographic factors.</p> <p>See Table B2-7.2</p>			<p>A minimum of one tree has been provided within the front and rear setbacks of the property.</p> <p>Council’s landscape development unit are satisfied that the species are site appropriate.</p>	<p><i>The suitability of the planting location, deep soil areas and planter soil volume for proposed canopy trees.</i></p> <p><i>Whether the species of canopy tree is suited to the soil conditions of the site.</i></p>	

Clause 55.02 – Neighbourhood Character and Infrastructure						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.02-8 – Front fences objective</p> <p>To encourage front fence design that responds to the existing or preferred neighbourhood character.</p>	<p>Standard B2-8</p> <p>A front fence within 3 metres of a street is:</p> <ul style="list-style-type: none"> <i>The maximum height specified in a schedule to the zone, or</i> <i>If no maximum height is specified in a schedule to the zone, the maximum height specified in Table B2-8.</i> 	☒	☒	<p>Complies.</p> <p>No front fence proposed within three metres of the front boundary.</p>	<p><i>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</i></p> <p><i>The design response.</i></p> <p><i>The setback, height and appearance of front fences on adjacent properties.</i></p> <p><i>The extent to which slope and retaining walls reduce the effective height of the front fence.</i></p> <p><i>Whether the fence is needed to minimise noise intrusion.</i></p>	No.
	Table B2-8 Maximum front fence height					
	Street Context	Maximum front fence height				
	Streets in a Transport Zone 2	2 metres				
Other streets	1.5 metres					

Clause 55.03 – Liveability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.03-1 – Dwelling diversity objective</p> <p>To encourage a range of dwelling sizes and types in developments of ten or more dwellings.</p> <p>(Does not apply to a development of less than 10 dwellings)</p>	<p>Standard B3-1</p> <p><i>Developments include at least:</i></p> <ul style="list-style-type: none"> • <i>One dwelling that contains a kitchen, bath or shower, bedroom and a toilet and wash basin at ground floor level for every 10 dwellings.</i> • <i>One dwelling that includes no more and no less than 2 bedrooms for every 10 dwellings.</i> • <i>One dwelling that includes no more and no less than 3 bedrooms for every 10 dwellings.</i> 	☒	☒	<p>Complies.</p> <p>The development consists of 10 one-bedroom units, 20 two-bedroom units and 3 three-bedroom units.</p> <p>22 dwellings contain a kitchen, bathroom and toilet at ground level, ensuring diverse needs and accessibility are prioritised.</p>	<p><i>Before deciding on an application, the responsible authority must consider whether the development provides a range of dwelling sizes and types to meet diverse household needs.</i></p>	No.
<p>Clause 55.03-2 – Parking location objective</p> <p>To minimise the impact of vehicular noise within developments on residents.</p>	<p>Standard B3-2</p> <p>Habitable room windows with sill heights of less than 3 metres above ground level are setback from accessways and car parks by at least:</p> <ul style="list-style-type: none"> • <i>1.5 metres; or</i> • <i>If there is a solid fence with a height of at least 1.5 metres between the accessway or car park and the window, 1 metre; or</i> • <i>1 metre where window sills are at least 1.5 metres above ground level.</i> 	☒	☒	<p>Complies.</p> <p>All habitable room windows at ground level are a minimum 1.5 metres from the accessway or carpark by a combination of landscaping and footpaths.</p>	<p>Before deciding on an application, the responsible authority must consider the design response.</p>	No.

Clause 55.03 – Liveability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	This standard is met if an accessway or relevant car parking space is used exclusively by the resident of the building with the habitable room.					
<p>Clause 55.03-3 – Street integration objective</p> <p>To integrate the layout of development with the street to support the safety and amenity of residents.</p>	<p>Standard B3-3</p> <p>Where a development fronts a street, a vehicle accessway or abuts public open space:</p> <ul style="list-style-type: none"> <i>Passive surveillance is provided by a direct view from a balcony or a habitable room window to each street, vehicle accessway and public open space.</i> <i>The total cumulative width of all site services to be located within 3 metres of a street, do not take up more than 20 per cent of the width of the frontage and are screened from view from the street or located behind a fence. Screens or fences are to provide no more than 25 per cent transparency.</i> <p>Lighting is provided to all external accessways and paths.</p> <p>Mailboxes are provided for each dwelling and can be communally located.</p>	☒	☒	<p>Complies, subject to condition.</p> <p>Passive surveillance is provided from habitable room windows to Mahon Avenue. Habitable rooms and internal-facing balconies provide surveillance to the accessway.</p> <p>Mailboxes are communally located adjacent to the vehicle entry. There are no site services within 3 metres of the street.</p> <p>Internal lighting has not been shown on the development plans but can be resolved via condition of permit.</p>	<p><i>Any relevant neighbourhood character objective, policy or statement set out in this scheme.</i></p> <p><i>The design response.</i></p>	No.

Clause 55.03 – Liveability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.03-4 – Entry objectives</p> <p>To provide each dwelling, apartment development or residential building with its own sense of identity.</p> <p>To provide entries with weather protection, safe design, natural light and ventilation.</p>	<p>Standard B3-4</p> <p><i>Dwellings (other than a dwelling in or forming part of an apartment development) and residential buildings</i></p> <p>Each dwelling and each residential building has a ground level entry door that:</p> <ul style="list-style-type: none"> • Has a direct line of sight from a street, accessway or shared walkway. • Is not accessed through a garage. • Has an external covered area of at least 1.44 square metres with a minimum dimension of least 1.2 metres over the entry door. <p><i>Apartment development and residential building with a shared entry</i></p> <p>An apartment development and each residential building has:</p> <ul style="list-style-type: none"> • <i>A ground level entry door, gate or walkway with a direct line of sight from a street, accessway or shared walkway.</i> • <i>An external covered area of at least 1.44 square metres with a minimum dimension of least 1.2</i> 	☒	☒	<p>Complies.</p> <p>All entries to dwellings have a direct line of sight to the street or accessway that affords a sense of safety.</p> <p>All dwellings are provided with covered areas at entry through the use of recessed porches or first floor balconies to provide weather protection.</p>	<p><i>Whether the entry is visible and easily identifiable from streets and other public areas.</i></p> <p><i>Whether the entry provides shelter, a sense of address and a transitional space around the entry.</i></p>	No.

Clause 55.03 – Liveability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	<p><i>metres over the entry door to the building.</i></p> <ul style="list-style-type: none"> <i>Shared corridors and common areas have at least one source of natural light and natural ventilation.</i> 					
<p>Clause 55.03-5 – Private open space objectives</p> <p>To provide adequate private open space for the reasonable recreation and service needs of residents.</p>	<p>Standard B3-5</p> <p>A dwelling or residential building has private open space of an area and dimensions specified in a schedule to the zone.</p> <p>If no area or dimension is specified in a schedule to the zone, a dwelling or residential building has private open space with direct access from a living area, dining area or kitchen consisting of:</p> <ul style="list-style-type: none"> <i>An area of 25 square metres of secluded private open space, with a minimum dimension of 3 metres width; or</i> <i>A balcony with at least the area and dimensions specified in Table B3-5; or</i> <i>An area on a podium or similar of at least 15 square metres, with a minimum dimension of 3 metres width; or</i> 	☒	☒	<p>Complies.</p> <p>Dwellings with ground level access to Secluded Private Open Space (SPOS) are provided with a minimum 28 square metres. First floor apartments are provided with a minimum 10 square metres that meet minimum dimension requirements.</p> <p>All SPOS areas can be readily accessed from living areas.</p> <p>Ground level SPOS nominates areas for clothes drying.</p>	<p><i>The design response.</i></p> <p><i>The useability of the private open space, including its size and accessibility.</i></p> <p><i>The availability of and access to public or communal open space.</i></p> <p><i>The orientation of the lot to the street and the sun.</i></p>	No.

Clause 55.03 – Liveability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	<ul style="list-style-type: none"> An area on a roof of at least 10 square metres, with a minimum dimension of 2 metres width. <p>If the area and dimensions of the private open space or secluded private open space is specified in a schedule to the zone;</p> <ul style="list-style-type: none"> The area and dimensions specified in the schedule must be 25 square metres or less; and The area and dimensions specified for a podium, balcony or an area on a roof must be less than the area and dimensions specified in this standard. <p>If a cooling or heating unit is located in the secluded private open space or private open space the required area is increased by 1.5 square metres.</p> <p>Where ground level private open space is provided an area for clothes drying is provided.</p> <p>See Table B3-5 Private open space for a balcony</p>					
<p>Clause 55.0-3-6 – Solar access to open space objective</p>	<p>Standard B3-6</p> <p>The southern boundary of secluded private open space is set back from any wall on the north of the space at</p>	☒	☒	<p>Complies.</p> <p>Southern boundaries of SPOS exceeds minimum depth requirements for each dwelling</p>	<p><i>The design response.</i></p>	<p><i>No.</i></p>

Clause 55.03 – Liveability								
Clause and Objective	Standard			Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
To allow solar access into the secluded private open space of new dwellings and residential buildings.	least (2 + 0.9h) metres, where ‘h’ is the height of the wall.					where applicable to ensure adequate solar access.	<i>The useability and amenity of the secluded private open space based on the sunlight it will receive.</i>	
<p>Clause 55.03-7 – Functional layout objective</p> <p>To ensure dwellings provide functional areas that meet the needs of residents.</p>	<p>Standard B3-7</p> <p>Bedrooms:</p> <ul style="list-style-type: none"> Meet the minimum internal room dimensions specified in Table B3-7.1; and <p>Provide an additional area of at least 0.8 square metres to accommodate a wardrobe.</p>			☒	☒	<p>Complies.</p> <p>Minimum internal bedroom dimensions for all dwellings is met, with additional provision for wardrobes.</p> <p>All living areas exceed minimum dimensions and areas.</p>	<p><i>The design response.</i></p> <p><i>The useability and amenity of habitable rooms.</i></p>	No.
	Table B3-7.1 Bedroom dimensions							
	Bedroom Type	Minimum Width	Minimum Depth					
	Main Bedroom	3 metres	3.4 metres					
	All other bedrooms	3 metres	3 metres					

Clause 55.03 – Liveability								
Clause and Objective	Standard			Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	Living areas (excluding dining and kitchen areas) meet the minimum internal room dimensions specified in Table B3-7.2.							
	Table B3-7.2 Living area dimensions							
	Dwelling Type	Minimum Width	Minimum Area					
	Studio and 1 bedroom dwelling	3.3 metres	10sqm					
	2 or more bedroom dwelling	3.6 metres	12sqm					

Clause 55.03 – Liveability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.03-8 – Room depth objective</p> <p>To allow adequate daylight into single aspect habitable rooms.</p>	<p>Standard B3-8</p> <p>The depth of a single aspect habitable room does not exceed 2.5 times the ceiling height measured from the external surface of the habitable room window to the rear wall of the room.</p> <p>The depth of a single aspect, open plan, habitable room may be increased to 9 metres if all the following requirements are met:</p> <ul style="list-style-type: none"> • <i>The room combines the living area, dining area and kitchen; and</i> • <i>The kitchen is located furthest from the window; and</i> • <i>The ceiling height is at least 2.7 metres measured from finished floor level to finished ceiling level, this excludes where services are provided above the kitchen; and</i> • <i>An overhang extends no more than 2m beyond the window of the single aspect habitable room.</i> <p>In Clause 55.03-8 a single aspect habitable room is a habitable room with windows on only one wall.</p>	☒	☒	<p>Complies.</p> <p>The depth of all habitable rooms are compliant with the standard to ensure adequate levels of daylight can be achieved.</p>	<p><i>The design response.</i></p> <p><i>The extent to which the habitable room is provided with reasonable daylight access through the number, size, location and orientation of windows.</i></p> <p><i>The useability, functionality and amenity of the dwelling based on the layout, siting, size and orientation of habitable rooms.</i></p> <p><i>Any overhang above habitable room windows that limits daylight access.</i></p>	No.

Clause 55.03 – Liveability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.03-9 – Daylight to new windows objective</p> <p>To allow adequate daylight into new habitable room windows</p>	<p>Standard B3-9</p> <p>Dwelling (other than a dwelling in or forming part of an apartment development)</p> <p>A window in an external wall of the building is provided to all habitable rooms.</p> <p>Habitable rooms in a dwelling have a window that faces:</p> <ul style="list-style-type: none"> <i>An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot; or</i> <i>A verandah provided it is open for at least one third of its perimeter; or</i> <i>A carport provided it has two or more open sides and is open for at least one third of its perimeter.</i> <p>Dwelling in or forming part of an apartment development</p> <p>A window in an external wall of the building is provided to all habitable rooms.</p> <p>Where daylight to a bedroom is provided from a smaller secondary</p>	☒	☒	<p>Complies.</p> <p>A window is provided for all habitable rooms to each dwelling with adequate daylight available from all room windows.</p>	<p><i>The design response.</i></p> <p><i>The extent to which habitable rooms are provided with reasonable daylight access through the number, size, location and orientation of windows.</i></p> <p><i>The useability and amenity of the dwelling based on the layout, siting, size and orientation of habitable rooms.</i></p> <p><i>Whether there are other windows in the habitable room which have access to daylight.</i></p>	No.

Clause 55.03 – Liveability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	area within the bedroom, the secondary area is to have: <ul style="list-style-type: none"> A minimum width of 1.2 metres. A maximum depth of 1.5 times the width, measured from the external surface of the window. A window clear to the sky. 					
<p>Clause 55.03-10 – Natural ventilation objectives</p> <p>To encourage natural ventilation of dwellings.</p> <p>To allow occupants to effectively manage natural ventilation of dwellings.</p>	<p>Standard B3-10</p> <p><i>Dwelling (other than a dwelling in or forming part of an apartment development)</i></p> <p>Dwellings have openable windows, doors or other ventilation devices in external walls of the building that provide:</p> <ul style="list-style-type: none"> A maximum breeze path through the dwelling of 18 metres. A minimum breeze path through the dwelling of 5 metres. Ventilation openings with approximately the same size. <p>The breeze path is measured between the ventilation openings on different orientations of the dwelling.</p> <p><i>Dwelling in or forming part of an apartment development</i></p>	☒	☒	<p>Complies.</p> <p>Sliding or winding windows/doors are provided for each habitable room with breeze paths that comply with maximum requirements, ensuring adequate natural ventilation for occupants. Breeze path compliance has been demonstrated at TP40 – 42.</p>	<p><i>The design response.</i></p> <p><i>The size, orientation, slope and wind exposure of the site.</i></p> <p><i>The extent to which the orientation and layout of the dwelling maximises opportunities for cross ventilation.</i></p> <p><i>Whether an alternative design meets the relevant objectives having regard to the amenity of the dwelling and site context.</i></p>	No.

Clause 55.03 – Liveability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	<p>At least 40 per cent of dwellings have openable windows, doors or other ventilation devices in external walls of the building that provide:</p> <ul style="list-style-type: none"> • <i>A maximum breeze path through the dwelling of 18 metres.</i> • <i>A minimum breeze path through the dwelling of 5 metres.</i> • <i>Ventilation openings with approximately the same size.</i> <p>The breeze path is measured between the ventilation openings on different orientations of the dwelling.</p>					
<p>Clause 55.03-11 – Storage objective</p> <p>To provide adequate storage facilities for each dwelling.</p>	<p>Standard B3-11</p> <p>Dwelling (other than a dwelling in or forming part of an apartment development)</p> <p>Each dwelling has exclusive access to at least 6 cubic metres of externally accessible storage space.</p> <p>Dwelling in or forming part of an apartment development</p> <p>Each dwelling has exclusive access to storage at least the total minimum storage volume that is specified in Table B3-11.</p> <p>See Table B3-11 Storage</p>	☒	☒	<p>Complies.</p> <p>A combination of internal and external storage is provided for dwellings and apartment dwellings.</p>	<p><i>The design response.</i></p> <p><i>The useability, functionality and location of storage facilities provided for the dwelling.</i></p>	<i>No.</i>

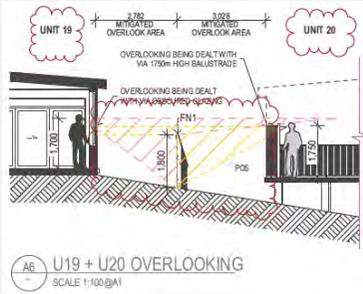
Clause 55.03 – Liveability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.03-12 – Accessibility for apartment developments objective</p> <p>To ensure the design of dwellings meets the needs of people with limited mobility.</p> <p><i>(Does not apply to the construction or extension of:</i></p> <ul style="list-style-type: none"> <i>A dwelling that is not in, or does not form part of, an apartment development; or</i> <i>A residential building.)</i> 	<p>Standard B3-12</p> <p>At least 50 per cent of dwellings in or forming part of an apartment development have:</p> <ul style="list-style-type: none"> <i>A clear opening width of at least 850mm at the entrance to the dwelling and main bedroom.</i> <i>A clear path with a minimum width of 1.2 metres that connects the dwelling entrance to the main bedroom, an adaptable bathroom and the living area.</i> <i>A main bedroom with access to an adaptable bathroom.</i> <i>At least one adaptable bathroom that meets all of the requirements of either Design A or Design B specified in Table B3-12.</i> <p>See Table B3-12 Bathroom design</p>	☒	☒	<p>Complies.</p> <p>Dwellings have been inclusively designed for occupants with limited mobility. Door openings, pathways and bathrooms have adequate dimensions and circulated for adequate accessibility.</p>	N/A	No.

Clause 55.04 – External Amenity						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.04-1 – Daylight to existing windows objective</p>	<p>Standard B4-1</p> <p>Buildings opposite an existing habitable room window provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky. The calculation of the area may include land on the abutting lot.</p> <p>Walls or carports more than 3 metres in height opposite an existing habitable room window are set back from the window at least 50 per cent of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.</p> <p>Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window.</p>	☒	☒	<p>Complies.</p> <p>Reasonable daylight to existing windows of neighbouring dwellings is protected and there are no habitable room windows within 1 metre of common boundaries.</p>	<p><i>The design response.</i></p> <p><i>The extent to which the existing dwelling or small second dwelling has provided for reasonable daylight access to its habitable rooms through the siting and orientation of its habitable room windows.</i></p> <p><i>The impact on the amenity of existing dwellings or small second dwellings.</i></p>	No.
<p>Clause 55.04-2 – Existing north-facing windows objective</p> <p>To allow adequate solar access to existing north-facing habitable room windows.</p>	<p>Standard B4-2</p> <p>Where a north-facing habitable room window of a neighbouring dwelling or small second dwelling is within 3 metres of a boundary on an abutting lot:</p> <ul style="list-style-type: none"> <i>A new building is to be set back from the boundary by at least 1 metre, plus 0.6 metres for every metre of height</i> 	☒	☒	<p>Not applicable.</p> <p>The dwelling at 11 Mahon Avenue is a minimum 5.6 metres from the common boundary.</p>	<p><i>The design response.</i></p> <p><i>Existing sunlight to the north-facing habitable room window of the existing dwelling or small second dwelling.</i></p> <p><i>The impact on the amenity of existing dwellings or small second dwellings.</i></p>	No.

Clause 55.04 – External Amenity						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	<p><i>over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres. This setback is to be provided for a distance of at least 3 metres from the edge of each side of the window.</i></p> <ul style="list-style-type: none"> <i>For new buildings that meet the Standard B2-3.2 setback, the building is set back from the boundary by at least 6 metres up to a height not exceeding 11 metres and at least 9 metres for a height over 11 metres between south 30 degrees west to south 30 degrees east. This setback is to be provided for a distance of at least 3 metres from the edge of each side of the window.</i> <p>For this standard a north-facing window is a window with an axis perpendicular to its surface oriented from north 20 degrees west to north 30 degrees east.</p>					
<p>Clause 55.04-3 – Overshadowing secluded private open space objective</p> <p>To ensure buildings do not significantly overshadow existing</p>	<p>Standard B4-3</p> <p>The area of secluded private open space that is not overshadowed by the new development is greater than 50 per cent, or 25 square metres with a minimum dimension of 3 metres, whichever is the lesser area, for a minimum of five hours between 9 am and 3 pm on 22 September.</p>	☒	☒	<p>Complies.</p> <p>The development will generate minor overshadowing impacts to 11 Mahon Avenue that will have no material impact to secluded open space areas that are primarily located south and east of the dwelling at 11 Mahon Avenue.</p>	<p><i>The design response.</i></p> <p><i>The impact on the amenity of existing dwellings or small second dwellings.</i></p> <p><i>Existing sunlight penetration to the secluded private open space of the existing dwelling or small second dwelling.</i></p>	No.

Clause 55.04 – External Amenity						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
secluded private open space.	If existing sunlight to the secluded private open space of an existing dwelling or small second dwelling is less than the requirements of this standard, the amount of sunlight will not be further reduced.			 <p>Figure 1: 3pm overshadowing of 11 Mahon Avenue</p>	<p><i>The time of day that sunlight will be available to the secluded private open space of the existing dwelling or small second dwelling.</i></p> <p><i>The effect of a reduction in sunlight on the existing use of the existing secluded private open space.</i></p>	
<p>Clause 55.04-4 – Overlooking objective</p> <p>To limit views into existing secluded private open space and habitable room windows.</p>	<p>Standard B4-4</p> <p>In Clause 55.04-4 a habitable room does not include a bedroom.</p> <p>A habitable room window, balcony, podium, terrace, deck or patio is located and designed to avoid direct views into the secluded private open space of an existing dwelling or small second dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views are measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.</p> <p>A habitable room window, balcony, terrace, deck or patio that is located with a direct view into a habitable room</p>	☒	☒	<p>Complies.</p> <p>Habitable room windows (excluding bedroom windows) and decking are obscured through the use of frosted glazing (shown as GL2) and 1.75 metre balustrading to mitigate against overlooking.</p> <p>The proposal has been amended to reduce the floor level of dwellings 1, 4, 5, 7, 10 and 12 to ensure floor levels are less than 800mm above natural ground level.</p>	<p><i>The design response.</i></p> <p><i>The impact on the amenity of the secluded private open space or habitable room window.</i></p> <p><i>The existing extent of overlooking into the secluded private open space and habitable room windows of existing dwellings or small second dwellings.</i></p> <p><i>The internal daylight to and amenity of the proposed dwelling, residential building or small second dwelling.</i></p>	No.

Clause 55.04 – External Amenity						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	<p>window of an existing dwelling or small second dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio:</p> <ul style="list-style-type: none"> • <i>Is offset a minimum of 1.5 metres from the edge of one window to the edge of the other; or</i> • <i>Has sill heights of at least 1.7 metres above floor level; or</i> • <i>Has fixed, obscure glazing in any part of the window below 1.7 metre above floor level; or</i> • <i>Has permanently fixed external screens to at least 1.7 metres above floor level and be no more than 25 per cent transparent; or</i> • <i>Has fixed elements that prevent the direct view, such as horizontal ledges or vertical fins.</i> <p>Obscure glazing in any part of the window below 1.7 metres above floor level may be openable provided that there are no direct views as specified in this standard.</p> <p>Screens used to obscure a view are:</p> <ul style="list-style-type: none"> • <i>Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels.</i> • <i>Permanent, fixed and durable.</i> 					

Clause 55.04 – External Amenity						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	<ul style="list-style-type: none"> Designed and coloured to blend in with the development. <p>This standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.</p>					
<p>Clause 55.04-5 – Internal views objective</p> <p>To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development.</p>	<p>Standard B4-5</p> <p>In Clause 55.04-5 a habitable room does not include a bedroom.</p> <p>Within the development, a habitable room window, balcony, terrace, deck or patio that is located with a direct view into the secluded private open space of another dwelling:</p> <ul style="list-style-type: none"> Is offset a minimum of 1.5 metres from the edge of the secluded private open space; or Has a sill height of at least 1.7 metres above floor level; or Has a fixed, visually obscure balustrade to at least 1.7 metre above floor level; or Has permanently fixed external screens to at least 1.7 metres above floor level; or. 	☒	☒	<p>Complies.</p> <p>To mitigate internal views between units 19, 20 and 21, a mixture of obscured glazing and 1750mm balustrading are proposed.</p>  <p>Figure 2: Internal views between dwelling 19 and 20</p>	<p>Before deciding on an application, the responsible authority must consider the design response.</p>	No.

Clause 55.04 – External Amenity						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	<ul style="list-style-type: none"> Has fixed elements that prevent the direct view, such as horizontal ledges or vertical fins. <p>Direct views are measured at a height of 1.7 metres above floor level and within:</p> <ul style="list-style-type: none"> A 45 degree horizontal angle from the edge of the new window or balcony. A 45 degree angle in the downward direction. <p>Screens provided for overlooking are no more than 25 per cent transparent. Screens may be openable provided that this does not allow direct views as specified in this standard.</p>			 <p>Figure 3: Internal views between dwelling 20 and 21</p>		

Clause 55.05 – Sustainability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.05-1 – Permeability and stormwater management objective</p> <p>To reduce the impact of increased stormwater run-off on the drainage system and</p>	<p>Standard B5-1</p> <p>The site area covered by the pervious surfaces is at least 20 percent of the site.</p> <p>The development includes a stormwater management system designed to:</p> <ul style="list-style-type: none"> Meet the best practice quantitative performance objectives for stormwater quality specified in the Urban stormwater management 	☒	☒	<p>Complies.</p> <p>A STORM rating of 100% is achieved through the implementation of a 2000lt rainwater tank for each dwelling and one for every two apartments that will be connected to toilet flushing.</p>	<p><i>The design response.</i></p> <p><i>The capacity of the site to incorporate stormwater retention and reuse.</i></p> <p><i>The existing site coverage and any constraints imposed by existing development.</i></p> <p><i>The capacity of the drainage network to accommodate additional stormwater.</i></p>	No.

Clause 55.05 – Sustainability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>downstream waterways.</p> <p>To facilitate on-site stormwater infiltration.</p> <p>To encourage stormwater management that maximises the retention and reuse of stormwater.</p> <p>To contribute to urban cooling.</p>	<p><i>guidance (EPA Publication 1739.1, 2021) of:</i></p> <ul style="list-style-type: none"> ○ <i>Suspended solids 80% reduction in mean annual load.</i> ○ <i>Total phosphorus and Total Nitrogen 45% reduction in mean annual load.</i> ○ <i>Litter 70% reduction of mean annual load.</i> <p><i>Note:</i></p> <p>A certificate generated from a stormwater assessment tool including Stormwater Treatment Objective - Relative Measurement (STORM), Model for Urban Stormwater Improvement Conceptualisation (MUSIC) or an equivalent product accepted by the responsible authority may be used to demonstrate the performance objectives for stormwater quality are met.</p> <ul style="list-style-type: none"> • <i>Direct flows of stormwater into treatment areas, garden areas, tree pits and permeable surfaces, with drainage of residual flows to the legal point of discharge.</i> 			<p>23.8 metre square rainwater gardens (min 950mm deep) is also proposed that are designed to collect rainwater from the driveway.</p>		
<p>Clause 55.05-2 – Overshadowing domestic solar</p>	<p>Standard B5-2</p> <p>Any part of a new building that will reduce the sunlight at any time between 9am and 4 pm on 22 September to an existing</p>	☒	☒	<p>Complies.</p> <p>Overshadowing diagrams have been modelled for the hours of 9am – 4pm. The diagrams demonstrate</p>	<p><i>Before deciding on an application, the responsible authority must consider whether the domestic solar energy system has been sited to</i></p>	No.

Clause 55.05 – Sustainability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>energy systems objective</p> <p>To ensure that the height and setback of a building from a boundary allows reasonable solar access to existing domestic solar energy systems on the roofs of buildings.</p>	<p>domestic solar energy system on the roof of a building on an adjoining lot be set back from the boundary to that lot by at least 1 metre at 3.6 metres above ground level, plus 0.3 metres for every metre of building height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.</p> <p>This standard applies to an existing building in a Township Zone, General Residential Zone or Neighbourhood Residential Zone.</p> <p>In Clause 55.05-2 domestic solar energy system means a domestic solar energy system that existed at the date the application was lodged.</p>			no overshadowing of domestic rooftop facilities.	<i>optimise efficiency and protection from overshadowing.</i>	
<p>Clause 55.05-3 - Rooftop solar energy generation area objective</p> <p>To support the future installation of appropriately sited rooftop solar energy systems for a dwelling.</p> <p><i>(Does not apply to an apartment development or residential building.)</i></p>	<p>Standard B5-3</p> <p>In Clause 55.05-3 rooftop solar energy area means an area provided on the roof of a dwelling to enable the future installation of a solar energy system.</p> <p>An area on the roof is capable of siting a rooftop solar energy area for each dwelling which:</p> <ul style="list-style-type: none"> • <i>Has a minimum dimension of 1.7 metres.</i> • <i>Has a minimum area in accordance with Table B5-3.</i> 	☒	☒	<p>Complies.</p> <p>Adequate rooftop capacity for rooftop energy facilities has been demonstrated for all dwellings.</p> <p>The Standard does not apply to apartments.</p>	<p><i>The design response.</i></p> <p><i>The size and orientation of the building.</i></p> <p><i>The availability of solar access to the rooftop.</i></p> <p><i>The extent to which the rooftop solar energy generation area is overshadowed by existing buildings, other permanent structures or equipment on the rooftop.</i></p>	No.

Clause 55.05 – Sustainability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	<ul style="list-style-type: none"> Is oriented to the north, west or east. Is positioned on the top two thirds of a pitched roof. Can be a contiguous area or multiple smaller areas. Is free of obstructions on the roof of the dwelling within twice the height of each obstruction (H), measured horizontally (D) from the centre point of the base of the obstruction to the nearest point of the rooftop solar energy area. <p>Obstructions located south of all points of the rooftop solar energy area are not subject to the horizontal distance requirements.</p> <p>See Table B5-3 Minimum rooftop solar energy generation area.</p> <p>This standard does not apply to apartments and residential buildings.</p>					
<p>Clause 55.05-4 – Solar protection to new north-facing windows objective</p> <p>To encourage external shading of north facing</p>	<p>Standard B5-4</p> <p>North facing windows are shaded by eaves, fixed horizontal shading devices or fixed awnings with a minimum horizontal depth of 0.25 times the window height.</p>	☒	☒	<p>Complies.</p> <p>Eaves are integrated into the design of most dwellings with north-facing windows. The use of spectrally selective glazing is also used to maximum light and reduce heat gain.</p>	<p><i>The design response.</i></p> <p><i>The size and orientation of the lot.</i></p> <p><i>The type and useability of external solar shading devices, including alternative design responses.</i></p>	No.

Clause 55.05 – Sustainability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
windows to minimise summer heat gain.						
<p>Clause 55.05-5 – Waste and recycling objectives</p> <p>To ensure dwellings are designed to facilitate waste recycling.</p> <p>To ensure that waste and recycling facilities are accessible and are of sufficient size to manage organic and general waste, and mixed and glass recycling.</p> <p>To ensure that waste and recycling facilities are designed and managed to minimise impacts on residential amenity.</p>	<p>Standard B5-5 <i>Dwelling (other than a dwelling in or forming part of an apartment development)</i></p> <p>The development includes an individual bin storage area for each dwelling, or a shared bin storage area for use by each dwelling, of at least the applicable area, depth and height specified in Table B5-5.1.</p> <p>See Table B5-5.1 Bin storage</p> <p>If the development includes a shared bin storage area:</p> <ul style="list-style-type: none"> • <i>The shared bin storage area:</i> <ul style="list-style-type: none"> ○ <i>Is located within 40 metres of a kerbside collection point.</i> ○ <i>Includes a tap for bin washing.</i> • <i>There is a continuous path of travel free of steps and obstructions from dwellings to the bin storage area.</i> <p>Where access is provided for private bin collection on the land the design of access ways must allow the vehicle to enter and exit in a forward direction.</p>	☒	☒	<p>Complies.</p> <p>Five shared bin storage areas are provided for a total 51.9 square metres, meeting the combined area requirements for dwellings and apartments.</p> <p>Storage areas are distributed throughout the site and readily accessible from dwellings.</p> <p>No bin washing facilities have been shown.</p> <p>Each dwelling has been provided with adequate internal waste storage.</p>	<p><i>The design response, including a Waste Management Plan.</i></p> <p><i>Any relevant waste and recycling objective, policy or statement set out in this planning scheme.</i></p> <p><i>The functionality and accessibility of waste and recycling facilities, including for people with limited mobility.</i></p> <p><i>Whether facilities are provided for on-site reuse or management of food and garden organics through composting or other waste recovery.</i></p> <p><i>Whether waste and recycling facilities are designed to meet the better practice design options specified in Waste management and recycling in multi-unit developments (Sustainability Victoria, 2019).</i></p>	No.

Clause 55.05 – Sustainability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
	<p>Each dwelling includes an internal waste and recycling storage space of at least 0.07 cubic metres with a minimum depth of 250 millimetres.</p> <p><i>Dwelling in or forming part of an apartment development</i></p> <p>The development includes a shared bin storage area for use by each dwelling of at least the applicable area, depth and height specified in Table B5-5.2.</p> <p><u>See Table B5-5.2 Apartment bin storage.</u></p> <p>Enclosed bin storage areas are ventilated by:</p> <ul style="list-style-type: none"> • <i>Natural ventilation openings to the external air with an area of at least 5 per cent of the area for bin storage area; or</i> • <i>A mechanical exhaust ventilation system.</i> <p>A tap and drain is provided to wash bins.</p> <p>A continuous path of travel is provided from each dwelling to bin storage areas.</p> <p>Each dwelling includes an internal waste and recycling storage space of at least 0.07 cubic metres with a minimum depth of 250 millimetres.</p>					

Clause 55.05 – Sustainability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<p>Clause 55.05-6 – Noise impacts objective</p> <p>To minimise the impact of mechanical plant noise located in the development.</p>	<p>Standard B5-6</p> <p>Mechanical plant, including mechanical car storage and lift facilities are not located immediately adjacent to bedrooms of new or existing dwellings or small second dwellings, unless a solid barrier is in place to provide a line of sight barrier to transmission of noise and the location of all relevant bedrooms.</p>	☒	☒	<p>Complies.</p> <p>Dwelling A/C units are well separated from adjoining dwellings. A condition will be applied to ensure equipment is shown along with any necessary screening prior to the endorsement of plans.</p>	<p><i>The design response.</i></p> <p><i>Whether the impact of potential noise sources within a development have been mitigated through design, location and siting.</i></p> <p><i>Whether an alternative design meets the relevant objectives having regard to the amenity of the dwelling or small second dwelling and the site context.</i></p>	No.
<p>Clause 55.-05-7 – Energy efficiency for apartment development objectives</p> <p>To achieve energy efficient dwellings and buildings.</p> <p>To ensure dwellings achieve adequate thermal efficiency.</p> <p><i>(Does not apply to the construction or extension of:</i></p> <ul style="list-style-type: none"> <i>A dwelling that is not in, or does not form part of, an apartment</i> 	<p>Standard B5-7</p> <p>Dwellings in or forming part of an apartment development located in a climate zone identified in Table B5-7 do not exceed the maximum NatHERS annual cooling load.</p> <p>See NatHERS Table</p> <p>Note:</p> <p><i>Refer to NatHERS zone map, Nationwide House Energy Rating Scheme (Commonwealth Department of Environment and Energy).</i></p>	☒	☒	<p>Complies.</p> <p>All apartments are designed to meet natHERS maximum cooling load of 21 in accordance with Climate Zone 62 (Moorabbin). The modelled dwellings (unit 8, 25 and 29) meet or exceed requirements with 16.3, 11.4 and 21 respectively.</p>	<p><i>The design response.</i></p> <p><i>The size, orientation and layout of the site.</i></p> <p><i>The availability of solar access to north-facing windows on the site.</i></p> <p><i>The annual cooling load for each dwelling.</i></p>	No.

Clause 55.05 – Sustainability						
Clause and Objective	Standard	Standard met?	Objective met?	Comments	Decision Guidelines	Objector right of appeal
<i>development; or</i> <ul style="list-style-type: none"> <i>A residential building.)</i> 						





(COLLAB) ARCHITECTS
 TOWN PLANNING
 TP05
 03

PROJECT
 15-15 Unit Development
 15-15 Unit Development
 Braxosfield VIC 3087

SCALE
 24/02/2026 21,000 @A1

1:200
 24/02/2026 21,000 @A1

NO.	REVISION	DATE
1	ISSUED FOR PERMIT	24/02/2026
2	ISSUED FOR PERMIT	24/02/2026
3	ISSUED FOR PERMIT	24/02/2026



ABR GARDEN AREA	AREA
ZONE	6.850
TOTAL SITE AREA	1.359
GROUND FLOOR FOOTPRINT	281.47%
GARDEN AREA	173.23%
FIRST FLOOR OVER HANG	173.23%
BALCONY DECK OVERHANG	173.23%
AREA LESS THAN 3M WIDE NOT COUNTED	

PROJECT: Maji Unit Development
 13-15 Mahon Avenue
 Balaclava VIC 3807
 DRAWN: 24/02/2025 21:03 @A1
 SCALE: 1:200
 SHEET: 03 OF 03
 TOWN PLANNING TP07
 ARCHITECTS: (COLAB) ARCHITECTS



PROJECT: **Manly Light Development**
 13-15 Manly Road
 Brookfield VIC 3607
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 DATE: 24/02/2025 21:00
 SCALE: 1:200 @A1
 TOWN PLANNING
 TP08
 (COLLAB) ARCHITECTS
 1/115 COLLAB DRIVE
 MELBOURNE VIC 3000
 PH: 03 9594 1111
 WWW.COLLABARCHITECTS.COM.AU





PROJECT: 1511 Mahon Development
1511 Mahon Road
Barnesford VIC 3807

DATE: 24/02/2026
SCALE: 1:200
PROJECT NO.: 2402/2026
PROJECT NAME: GROUND FLOOR PLAN

ARCHITECT: COLLAB ARCHITECTS
1511 MAHON ROAD
BARNESFORD VIC 3807
PH: 03 5241 1111
WWW.COLLABARCHITECTS.COM.AU

TOWN PLANNING TP10

SCALE: 1:200
DATE: 24/02/2026
PROJECT NO.: 2402/2026
PROJECT NAME: GROUND FLOOR PLAN



COLLAB ARCHITECTS
1111 1111 1111
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1111 1111 1111

TP12

TOWN PLANNING

ROOF PLAN

SCALE 1:200 @A1

DATE 24/02/2025

PROJECT Multi Unit Development
13-15 Mahon Avenue
Bassendean VIC 3887

CLIENT [REDACTED]

DESIGNER [REDACTED]

DATE 24/02/2025

SCALE 1:200

PROJECT Multi Unit Development
13-15 Mahon Avenue
Bassendean VIC 3887

CLIENT [REDACTED]

DESIGNER [REDACTED]

DATE 24/02/2025

SCALE 1:200

PROJECT Multi Unit Development
13-15 Mahon Avenue
Bassendean VIC 3887

CLIENT [REDACTED]

DESIGNER [REDACTED]

DATE 24/02/2025

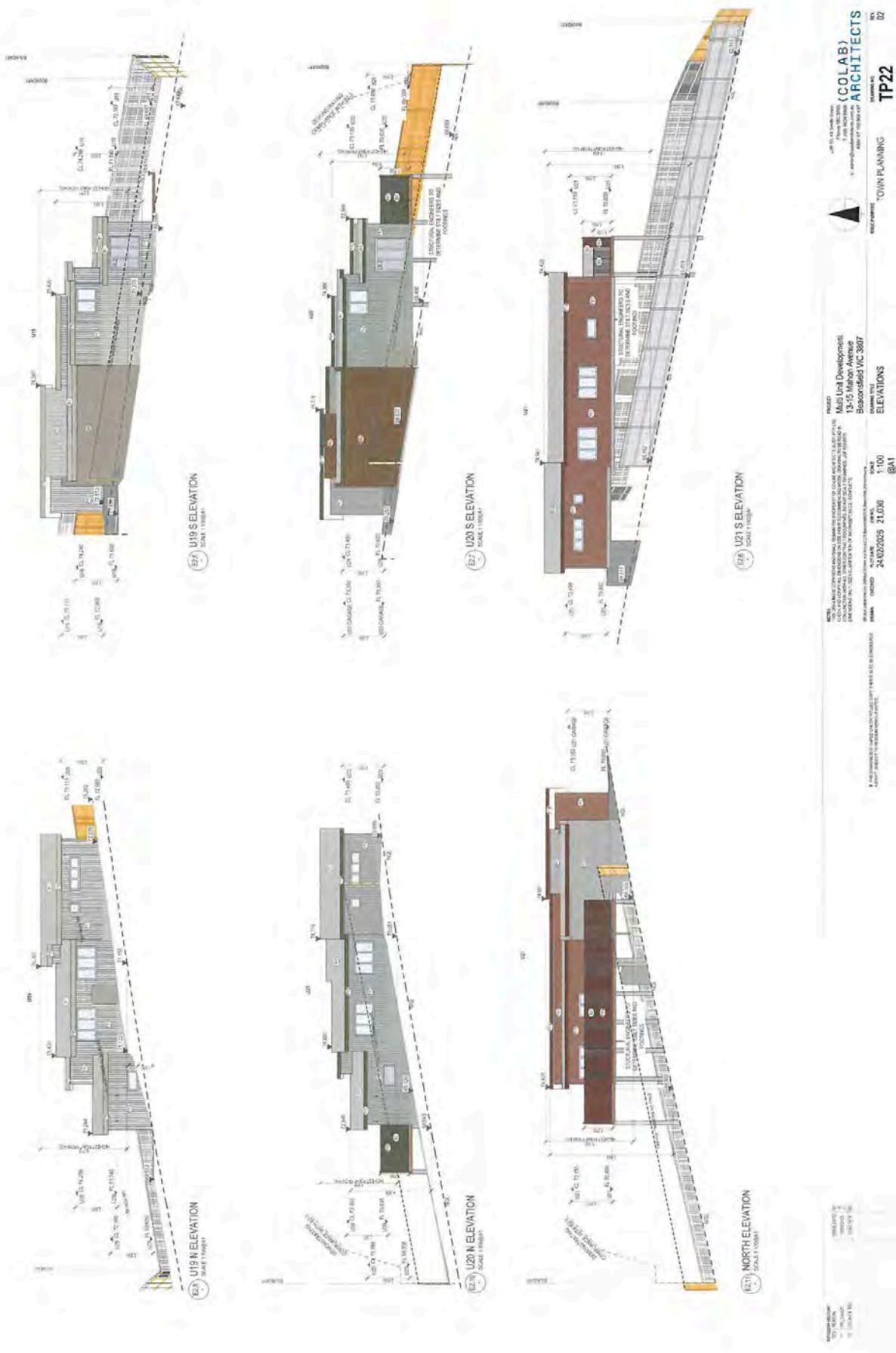
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PROJECT: Multi Unit Development
 15215 Johnson Avenue
 Charlotte, NC 28277
 ARCHITECTS: (COLLAB) ARCHITECTS
 TOWN PLANNING: TP21

PREPARED BY: [Name]
 DATE: 24/02/2025
 SCALE: 1:100 @A1
 SHEET: ELEVATIONS

(COLLAB) ARCHITECTS
 15215 JOHNSON AVENUE
 CHARLOTTE, NC 28277
 TEL: 704.531.1234
 WWW.COLLABARCHITECTS.COM





PROJECT: Multi Unit Development
 13-15 Mahon Avenue
 Beaconsfield VIC 3807

CLIENT: (COLLAB) ARCHITECTS
 100-102 Victoria Street
 Melbourne VIC 3000

DATE: 24/02/2025
SCALE: 1:100
PROJECT NO.: TP24

DESCRIPTION: ELEVATIONS @A1

REVISIONS:
 01: Initial Design
 02: Final Design



PROJECT: Mail Unit Development
1515 S. BROADWAY
Raleigh, NC 27607

DATE: 24/02/2026
SCALE: 1:100
SHEET: @A1

ARCHITECT: COLAB ARCHITECTS
1515 S. BROADWAY
RALEIGH, NC 27607
TEL: 919.286.1111
WWW.COLABARCHITECTS.COM

DATE: 24/02/2026
SCALE: 1:100
SHEET: @A1

PROJECT: Mail Unit Development
1515 S. BROADWAY
Raleigh, NC 27607

ARCHITECT: COLAB ARCHITECTS
1515 S. BROADWAY
RALEIGH, NC 27607
TEL: 919.286.1111
WWW.COLABARCHITECTS.COM

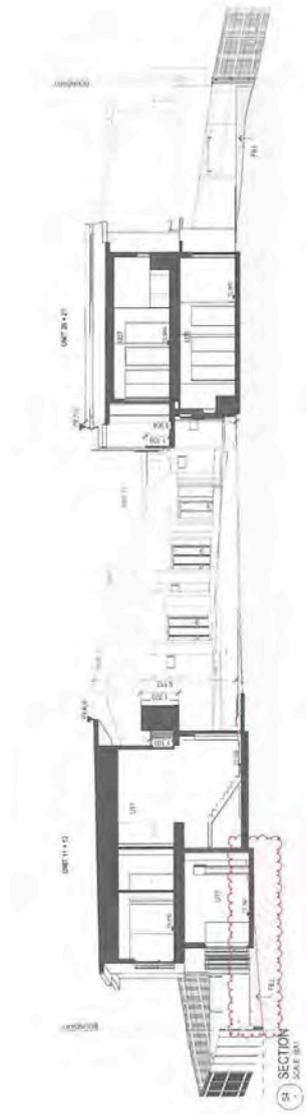


(COLAB) ARCHITECTS
 ARCHITECTS
 TOWN PLANNING TP30
 02

PROJECT: Multi Unit Development
 1-15 Midway Road
 Broomfield, CO 80020
 2402/2026 21.030
 1:100 @A1
 SECTIONS

WEBSITE: www.colabarchitects.com
 PHONE: 303.440.1000
 FAX: 303.440.1001
 EMAIL: info@colabarchitects.com
 1200 14th Street, Suite 100, Broomfield, CO 80020

SECTION SCALE 1/4" = 1'-0"
 SECTION SCALE 1/4" = 1'-0"
 SECTION SCALE 1/4" = 1'-0"

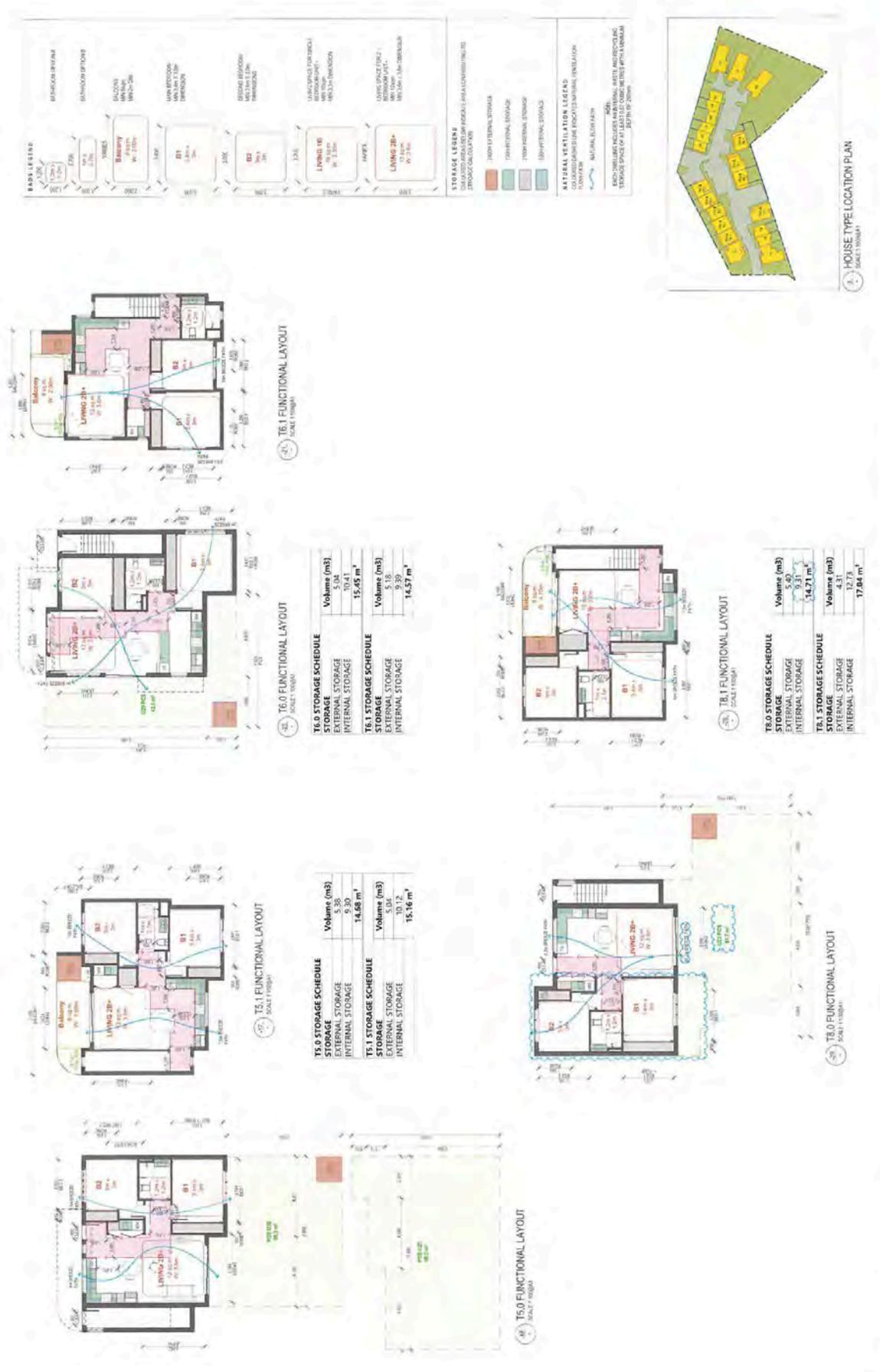



 TOWN PLANNING
TP31
 02

PROJECT
 Multi Unit Development
 24/02/2025
 21,000
 1:100
 @A1
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PREPARED BY
 ARCHITECTS
 (COLLAB)
 ARCHITECTS

SHEET NO.
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HOUSE TYPE LOCATION PLAN
SCALE: 1:1000

TP41
TOWN PLANNING

(COLLAB) ARCHITECTS
13-15 Mabrouk Avenue
Broomfield VIC 3087
Phone: 03 9479 1100
Email: info@collob.com.au

Multi Unit Development
13-15 Mabrouk Avenue
Broomfield VIC 3087
Scale: 1:100, 1:1000
Date: 24/02/2026 21:09
@AI

COLOUR & MATERIALS SCHEDULE

COLOUR SCHEME 1	COLOUR SCHEME 2	COLOUR SCHEME 3	GLAZING SCHEDULE	FENCE SCHEDULE
<p>EXTERIOR FINE BRICK BRICKWORK: FINE BRICK COLOUR: FINE BRICK FINISH: FINE BRICK COORDINATING MATERIALS: FINE BRICK</p>	<p>EXTERIOR FINE BRICK BRICKWORK: FINE BRICK COLOUR: FINE BRICK FINISH: FINE BRICK COORDINATING MATERIALS: FINE BRICK</p>	<p>EXTERIOR FINE BRICK BRICKWORK: FINE BRICK COLOUR: FINE BRICK FINISH: FINE BRICK COORDINATING MATERIALS: FINE BRICK</p>	<p>SHIMMING FINE BRICK BRICKWORK: FINE BRICK COLOUR: FINE BRICK FINISH: FINE BRICK COORDINATING MATERIALS: FINE BRICK</p>	<p>SHIMMING FINE BRICK BRICKWORK: FINE BRICK COLOUR: FINE BRICK FINISH: FINE BRICK COORDINATING MATERIALS: FINE BRICK</p>
<p>EXTERIOR FINE BRICK BRICKWORK: FINE BRICK COLOUR: FINE BRICK FINISH: FINE BRICK COORDINATING MATERIALS: FINE BRICK</p>	<p>EXTERIOR FINE BRICK BRICKWORK: FINE BRICK COLOUR: FINE BRICK FINISH: FINE BRICK COORDINATING MATERIALS: FINE BRICK</p>	<p>EXTERIOR FINE BRICK BRICKWORK: FINE BRICK COLOUR: FINE BRICK FINISH: FINE BRICK COORDINATING MATERIALS: FINE BRICK</p>	<p>SHIMMING FINE BRICK BRICKWORK: FINE BRICK COLOUR: FINE BRICK FINISH: FINE BRICK COORDINATING MATERIALS: FINE BRICK</p>	<p>SHIMMING FINE BRICK BRICKWORK: FINE BRICK COLOUR: FINE BRICK FINISH: FINE BRICK COORDINATING MATERIALS: FINE BRICK</p>
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TOWN PLANNING
TP49
 15-15 Mabro Avenue
 Bicester OX4 2JG
 TEL: 01295 252525
 FAX: 01295 252526
 WWW: www.colabarchitects.co.uk

PROJECT:
 Multi-Unit Development
 15-15 Mabro Avenue
 Bicester OX4 2JG

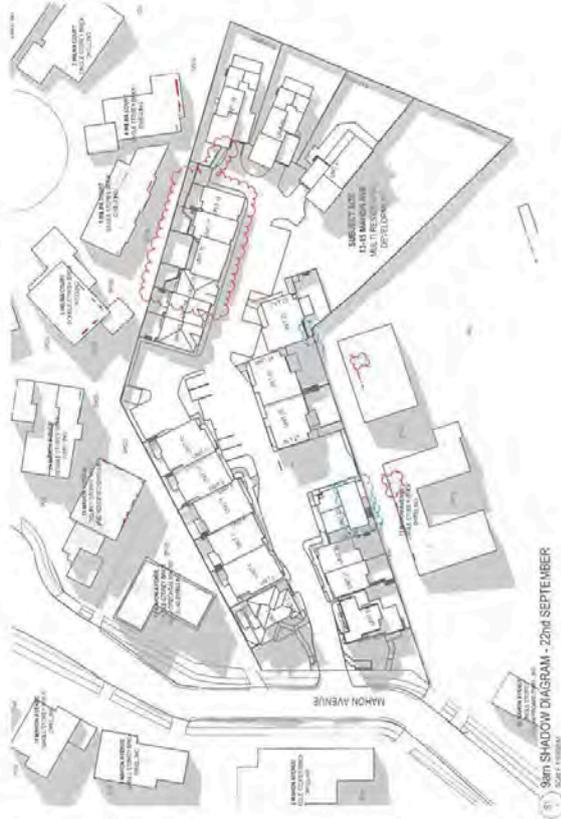
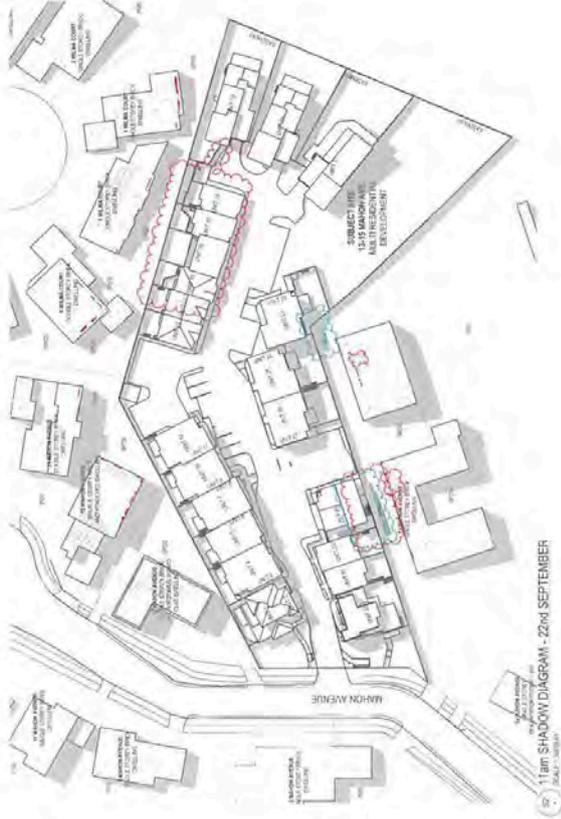
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MATERIAL AND COLOUR SCHEDULE

DATE:
 24/02/2026

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 @A1

DRAWING NO:
 2402/2026

SHEET NO:
 01



SHADOW DIAGRAM LEGEND

- SHADOWS CAST BY EXISTING BUILDINGS
- SHADOWS CAST BY PROPOSED DEVELOPMENT
- ADDITIONAL OVERSHADOWING BY PROPOSED STRUCTURES
- PROPOSED DEVELOPMENT
- PROPOSED DEVELOPMENT FOOTPRINTS
- MULTI-LEVEL CAR PARK
- RECREATION

PROJECT: Multi Unit Development
13-15 Mahon Avenue
Bayswater VIC 3087

CLIENT: SHADOWS

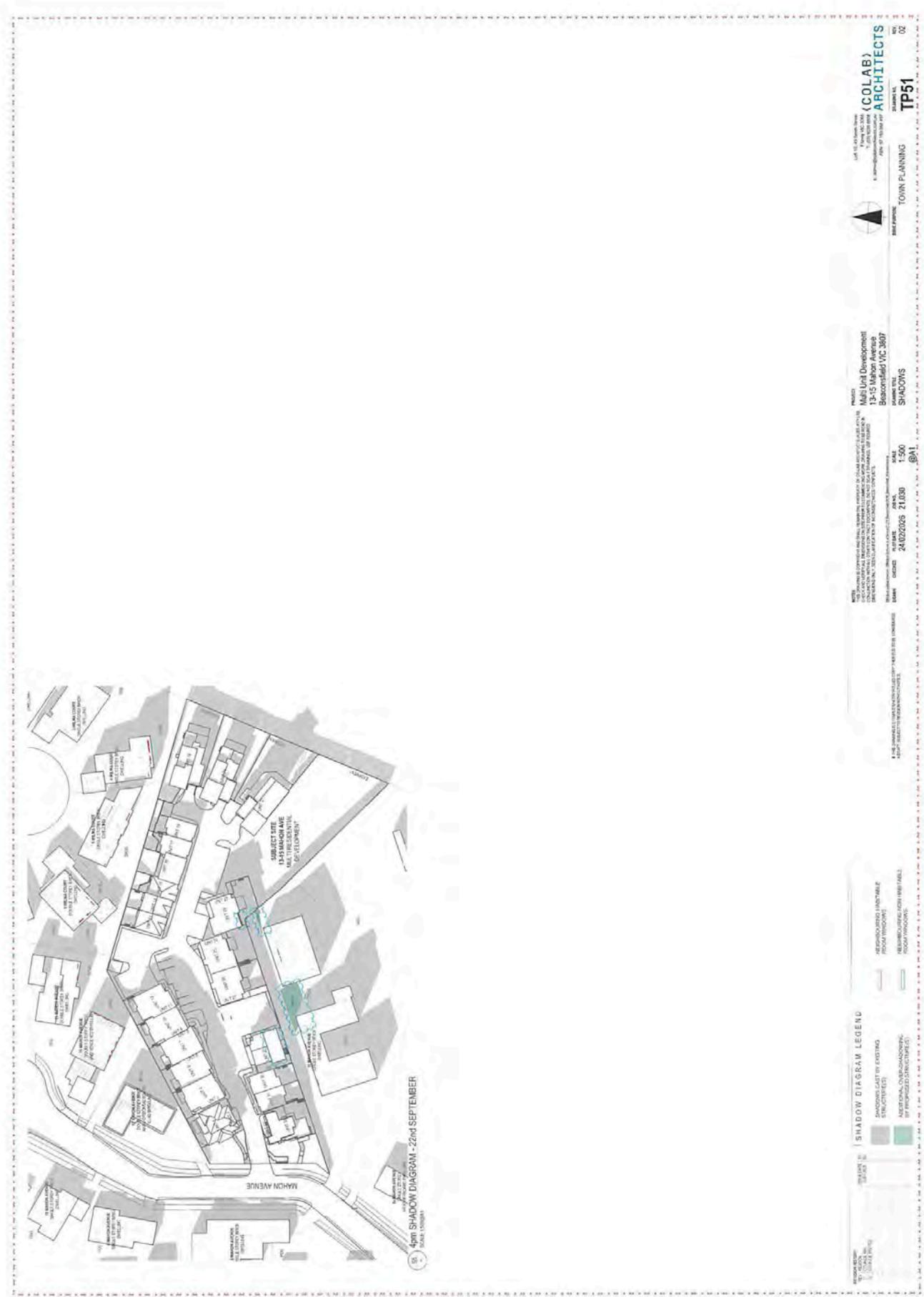
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SCALE: 1:500

ARCHITECTS: (COLAB) ARCHITECTS

TOWN PLANNING: TP50

DATE: 03







7.3.1 RECONCILIATION ACTION PLAN 2026-28

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:	1. Thriving Communities 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.

Recommendation

That Council endorses the Innovate Reconciliation Action Plan 2026-28.

Executive Summary

The Innovate Reconciliation Action Plan 2026–2028 (the RAP) is Cardinia Shire Council’s third RAP endorsed by Reconciliation Australia. It aims to strengthen reconciliation through initiatives focused on relationships, respect, and opportunities, aligning with Council’s vision of a welcoming and inclusive community.

Cardinia Shire is located on the traditional lands of the Bunurong and Wurundjeri peoples, whose cultural heritage and knowledge continue to shape the region.

Developed through extensive consultation with First Nations communities, the RAP embeds cultural values and Traditional Owner knowledge into Council’s work.

The RAP reflects Council’s commitment to reconciliation, cultural identity, and equitable participation for Aboriginal and Torres Strait Islander peoples and delivers on the Council Plan 2025-2029 initiative *1.12 Reconciliation: We engage with our first nations communities to develop and implement Reconciliation Action Plans 2025-2027*.

Background

The RAP will be Cardinia Shire Council's third RAP and second utilising the ‘Innovate RAP’ template through Reconciliation Australia. An Innovate RAP is designed to move beyond foundational approaches to reconciliation and assist organisations in delivering innovative reconciliation initiatives. The Innovate RAP continues to focus on the core pillars identified by Reconciliation Australia of, relationships, respect, and opportunities.

The RAP aligns with Councils vision to foster a community that is welcoming, inclusive, and respectful towards First Nations Australians and delivers on the Council Plan 2025-2029 initiative *1.12 Reconciliation: We engage with our first nations communities to develop and implement Reconciliation Action Plans 2025-2027*.

Cardinia Shire encompasses the traditional lands of the Bunurong and Wurundjeri people of the Kulin Nation. Our Traditional Owners have deep connections and knowledge of cultural heritage, including traditional practices, language, stories, cultural sites, and natural landscapes.

According to 2021 Census data, 1,145 Cardinia Shire residents identified as Aboriginal or Torres Strait Islander, which reflects a 30% growth from the 2016 census data. Aboriginal and Torres Strait

Islander People make up 1% of the population in Cardinia Shire compared to an average of 0.7% in Greater Melbourne. The number of First Nations residents has more than doubled in the ten years to 2021.

The RAP has received endorsement from Reconciliation Australia, confirming that the plan meets the national framework requirements for an Innovate RAP.

The plan contains 16 actions with 89 deliverables across the two-year period developed by the RAP Internal Working Group, comprising of managers and staff from 9 business units. This collaborative effort highlights the shared commitment through Councils reconciliation journey.

The extensive consultation process for the RAP was delivered in the first half of 2025 and included consultation with Traditional Owner Groups, Aboriginal Controlled Organisations and First Nations community members. All groups had the opportunity to input into the actions and provide feedback on the draft document prior to it being forwarded to Reconciliation Australia for endorsement.

The main themes that emerged from these consultations included, cultural sensitivity and inclusion, stronger relationships, expanded opportunities for First Nations people, greater respect and recognition and ongoing community education. These themes have been addressed via the deliverables within the RAP under the Reconciliation Australia action areas of Relationships, Respect Opportunities and Governance.

Policy Implications

Reconciliation action planning is an initiative under the *Thriving Communities* strategic objective of the Council Plan 2025-2029. The RAP complements Council's goal to foster cultural identity, inclusive services, environmental stewardship, economic participation, and transparent governance.

Financial and Resource Implications

No additional resources are required to deliver on the reconciliation action plan beyond existing budget allocations. Individual business units have incorporated and aligned RAP actions into their business planning process.

Climate Emergency Consideration

The RAP acknowledges the deep and ongoing connection that Aboriginal and Torres Strait Islander peoples have to land, water, and Country. The RAP aligns with Climate Emergency considerations by embedding cultural values and Traditional Owner knowledge to guide environmental projects, cultural heritage, and land care practices.

Consultation/Communication

Comprehensive community engagement was delivered between February and July 2025, with a key focus on First Nations voices, strengthening relationships with Aboriginal and Torres Strait Islander communities, and deepening community understanding of First Nations cultures and histories.

Feedback and recommendations from both the Bunurong Land Council Aboriginal Corporation and the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation have been respectfully considered and incorporated into the final document where appropriate.

Community members were invited to contribute to the development of the actions as well as review the draft Innovate Reconciliation Action Plan 2026-28 to provide any additional feedback on enhancing the plan.

The engagement channels included online surveys through Creating Cardinia portal, printed information through newspapers, posters and postcards promoting and leading to the questionnaire, a range of face-to-face events with diverse community members and organisations.

The engagement reach included

- Traditional Owners and Elders: Bunurong, Boonwurrung, Wurundjeri Woi Wurrung
- Koorie students: 50+ students
- Gathering places: 290+ attendees (Casey, Willum Warrain, Kingston)
- Youth Services: Bush food sessions
- Community Panel
- Council groups: Over 60 members across advisory networks
- Pop-up events: 40+ families engaged
- Health and early years providers
- Internal Council staff

The consultation feedback was consolidated to create opportunities to meet community needs and placed under the themes below.

Cultural sensitivity and inclusion

- Embed cultural safety across Council services.
- Increase First Nations representation in decisions.
- Build partnerships to co-design programs.

Stronger relationships

- Regular engagement with Traditional Owners and First Nations communities
- More storytelling and cultural events.

Expanded opportunities

- Traineeships and employment pathways.
- Greater access to health services.
- Cultural education and on-Country programs.

Greater respect and recognition

- Signage and dual naming of landmarks.
- Normalise Acknowledgement of Country.
- Promote Indigenous art and cultural history.

Ongoing community education

- Local history projects and cultural events.
- Cultural safety training for staff and community.
- Combat misinformation and celebrate key dates.

Internal consultation also occurred with the RAP working group which is comprised of representation from 14 Business units.

Reconciliation Australia reviewed the Councils draft Innovate Reconciliation Action Plan 2026-28 and have provided formal endorsement.

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 engagement and development of the Innovate Reconciliation Action Plan 2026-28 and identified several recommendations:

- Design aboriginal-led engagement and support self-determination.
- When engaging Aboriginal and Torres Strait Islanders ensure family friendly information and engagement methods, consider family in the broader sense including aunties, uncles, cousins, grandparents
- Utilise the Victorian Aboriginal Torres Strait Islander cultural safety framework
- Use established and trusted networks when engaging with Aboriginal and Torres Strait Islanders.
- Create safe spaces in consideration of a range of intersectionality's including LGTBIQ+ through engagement process.

Attachments

1. Attachment 1 - Innovate Reconciliation Action Plan 2026-28 [7.3.1.1 - 40 pages]

Cardinia Shire Council

**Innovate Reconciliation Action Plan
March 2026 – February 2028**



Image credits

Page 3	NAIDOC week staff cultural awareness session – Gunuwarra Art & Education, Cardinia Civic Centre 2024
Page 4 -5	Welcome to Country Bunurong Land Council Reconciliation Week event, Cardinia Civic Centre 2024
Page 11	Djarlo Dance Group – Reconciliation Week event, Cardinia Cultural Centre 2025
Page 12	Bergun Trail signage and artwork, Bergun Trail 2024
Page 13	Djarlo Dance Group – Reconciliation Week event, Cardinia Cultural Centre 2025
Page 14	Josh Muir “Forever I Live” exhibition, Cardinia Cultural Centre 2025
Page 15	Djirri Djirri Wurundjeri women’s dance group – Reconciliation Week event. Hills Hub, Emerald 2025
Page 18	Welcome to Country – Bunurong Land Council – Aboriginal meeting place and bush school, Koo Wee Rup 2025
Page 19	Welcome to Country – Bunurong Land Council – Reconciliation Week event, Cardinia Civic Centre 2023
Page 25	Marra Marra Our Counties Song exhibition, Cardinia Cultural Centre 2025
Page 31	Robert Michael Young – Coloured in Country installation, Cardinia Cultural Centre 2025-2026
Page 35	Welcome to Country – Bunurong Land Council – Aboriginal meeting place and bush school, Koo Wee Rup 2025
Page 39	Cardinia Civic Centre – Reconciliation Week event, Cardinia Civic Centre 2025

Acknowledgements

Cardinia Shire Council respectfully acknowledges Bunurong and Wurundjeri People of the Kulin Nation and pay our respects to their Elders past and present.

We acknowledge the contributions of all who supported the development of our third Reconciliation Action Plan.

We extend our deep gratitude to the Traditional Custodians of the lands across our municipality, the Bunurong Land Council Aboriginal Corporation and the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation, for their continued partnership throughout the development of this Plan. We especially acknowledge Jillian West and Alexandra Prouse from Nomuckerlener First Nations Training, Consulting and Mentoring for their wisdom and support.

We thank the many Aboriginal and Torres Strait Islander community members, including Koorie students and school leaders, whose voices have shaped this plan.

We also thank the Department of Education and Peter Dye, Koorie Engagement Support Officer, for their strong advocacy and coordination in supporting youth participation and leadership.

Our appreciation extends to the Aboriginal gathering places, Kooweerup Regional Health Service, and the many community members, partners, and stakeholders who shared their stories, perspectives, and aspirations for reconciliation in Cardinia Shire.

We also recognise the dedication and commitment of our Reconciliation Action Plan Working Group, including Councillors, Council officers, and senior leaders, whose leadership and collaboration have been vital in shaping a meaningful and actionable plan.

Your contributions are deeply valued and have helped ensure this plan reflects the voices of community and works towards strengthening reconciliation in Cardinia Shire.





Contents

Page 6-5	Shared Country, Shared Responsibility - Art Narrative
Page 8	Artist Profile
Page 9	Mayor's message
Page 10	Statement from CEO of Reconciliation Australia
Page 11	Our vision for reconciliation
Page 12	Our business
Page 16	Our Reconciliation Action Plan
Page 18	Developing our Reconciliation Action Plan
Page 20	Relationships
Page 26	Respect
Page 32	Opportunities
Page 36	Governance



Shared Country, Shared Responsibility - Art Narrative

This artwork represents the living landscape of Cardinia Shire — a place where waterways, coastlines, bushland and mountain ranges are deeply interconnected. Stretching from the ocean's edge to the Dandenong Ranges, the scene reflects not only geographical diversity but also the enduring cultural presence of Aboriginal peoples whose knowledge, stories and stewardship have shaped this Country for tens of thousands of years.

At the heart of the artwork is the concept of Caring for Country — a cultural responsibility held by Aboriginal communities that recognises land, water, sky, plants, animals and people as inseparable. Country is not simply a place; it is identity, memory, law, spirituality and belonging. Through this lens, the landscape is alive, and the wellbeing of people is directly linked to the wellbeing of the environment. The artwork invites viewers to understand that Caring for Country is both an ancient practice and a shared modern responsibility.

Gum leaves weave throughout the composition, symbolising resilience, healing and continuity. Eucalyptus trees are vital to Australian ecosystems and hold deep cultural value in Aboriginal knowledge systems, providing medicine, shelter, tools and spiritual meaning. Their presence represents strength and the ongoing renewal of life.



Scar trees are depicted as powerful reminders of living cultural heritage. These trees bear the marks of bark removal by Aboriginal peoples who respectfully used natural resources to create canoes, shields and containers. Scar trees are not relics of the past; they are evidence of sustainable practices and ongoing cultural connection to land. They speak to a history of innovation, adaptation and respect for natural systems.

Shell middens appear along the coastal and riverine areas of the artwork. These layered shell deposits are archaeological and cultural sites that reveal thousands of years of gathering, sharing and community life. Middens are records of seasonal knowledge, food practices and social connection, reminding viewers that Aboriginal history is embedded in the landscape itself.



The inclusion of rare and significant native species highlights the delicate balance of biodiversity and the importance of environmental guardianship:

Southern Brown Bandicoot

- a small, nocturnal marsupial known for its shy nature and vital role in soil health. By digging for food, it naturally aerates the ground and disperses seeds, contributing to ecosystem regeneration. Its presence symbolises quiet but essential contributions to environmental wellbeing.



Helmeted Honeyeater

- Victoria's bird emblem and one of Australia's rarest birds. Recognisable by its bright yellow plumage and distinctive "helmet," it represents hope, resilience and the success that can come from dedicated conservation efforts. Its survival depends on healthy wetland habitats, underscoring the importance of habitat protection.

Ant-blue Butterfly- delicate yet significant, this butterfly relies on specific native plant species to survive. It symbolises interdependence within nature, reminding us that even the smallest species play crucial roles in maintaining ecological balance.



Together, these animals illustrate the richness of Country and the responsibility to protect it. Their vulnerability also reflects the broader impacts of environmental change and the need for collective stewardship.

This artwork ultimately expresses that Caring for Country is everyone's responsibility. While Aboriginal communities have upheld these practices for millennia, reconciliation calls for shared understanding and action. Respecting cultural knowledge, protecting biodiversity, and nurturing sustainable relationships with land and water are not only environmental responsibilities — they are pathways to stronger communities, deeper respect and a more inclusive future.

Through colour, symbolism and story, the piece honours the past, acknowledges the present, and looks toward a future where cultural recognition and environmental care walk hand in hand. It stands as a visual commitment to learning from Aboriginal wisdom and working together to ensure that Country continues to thrive for generations to come.



Artist profile

Bitja (Dixon Patten) is a proud Gunnai, Gunditjmara, Dhudhuroa and Yorta Yorta man with blood connection to Wiradjuri, Yuin, Wemba Wemba, Gweagal, Wadi Wadi, Monaro and Djab Wurrung.

He is an artist, designer, mentor, influencer and a strong community advocate.

Bitja's artistic practice is informed through a strong cultural value that his family and community have imprinted into his mind, heart, and spirit and the narratives often delve deep into familial history, often in celebration but also in search of healing.

Bitja's exploration of culture and connection and his willingness to share and learn are informed by the art of Deep Listening, or in his native Yorta Yorta language 'Gulpa Ngawul'.

This practice has guided many of Dixon's expressions by uncovering the layers, exploring trauma, exploring grief, reclaiming culture, bridging gaps, being accountable, learning to understand and also challenge systems, influencing spaces and learning to celebrate self.

He takes his role as a storyteller seriously and feels humbled to continue this strong aspect of Aboriginal culture.

Mayor's message

On behalf of Cardinia Shire Council, we are proud to present our third Reconciliation Action Plan (RAP) 2026 - 28. This plan will outline how we will contribute to reconciliation, strengthen relationships, demonstrate respect, and provide opportunities for collaboration with our Aboriginal and Torres Strait Islander communities in Cardinia Shire.

Reconciliation is not a one-time event, it is an ongoing journey that requires humility, transparency, and partnership with community. Throughout the development of our RAP, we have received input from Traditional Owners, Aboriginal and Torres Strait Islander community members and our wider community. We have developed a well-rounded plan that outlines tangible actions and initiatives to help us build on reconciliation across the Shire.

Cardinia Shire Council is committed to creating a community where Aboriginal and Torres Strait Islander cultures are visible and celebrated. Our RAP aligns closely with our Council Plan 2025-29 and reflects our shared responsibility to embed Aboriginal and Torres Strait Islander cultural values across all areas of Council, from service delivery and infrastructure to planning and community partnerships.

Our RAP recognises our ongoing commitment towards creating opportunities for learning and growth for our next generation enabling young people to develop a broader cultural understanding and connection to place within our Shire.

On behalf of Cardinia Shire Council, I extend gratitude to the Traditional Owner groups, community members, and Council staff who have contributed to the development of our third Reconciliation Action Plan. Your insights and leadership continue to guide our path forward.

Together, let us continue this journey of reconciliation, one grounded in respect, strengthened by relationships, and focused on a future where all people feel seen, heard, and valued.

Cr Brett Owen
Mayor 2025-26
Cardinia Shire Council



Statement from CEO of Reconciliation Australia



Reconciliation Australia commends Cardinia Shire Council on the formal endorsement of its Innovate Reconciliation Action Plan (RAP).

Commencing an Innovate RAP is a crucial and rewarding period in an organisation's reconciliation journey. It is a time to build strong foundations and relationships, ensuring sustainable, thoughtful, and impactful RAP outcomes into the future.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement.

This Innovate RAP is both an opportunity and an invitation for Cardinia Shire Council to expand its understanding of its core strengths and deepen its relationship with its community, staff, and stakeholders.

By investigating and understanding the integral role it plays across its sphere of influence, Cardinia Shire Council will create dynamic reconciliation outcomes, supported by and aligned with its business objectives.

An Innovate RAP is the time to strengthen and develop the connections that form the lifeblood of all RAP commitments. The RAP program's framework of relationships, respect, and opportunities emphasises not only the importance of fostering consultation and collaboration with Aboriginal and Torres Strait Islander peoples and communities, but also empowering and enabling staff to contribute to this process, as well.

With over 5.5 million people now either working or studying in an organisation with a RAP, the program's potential for impact is greater than ever. Cardinia Shire Council is part of a strong network of more than 3,000 corporate, government, and not-for-profit organisations that have taken goodwill and intention, and transformed it into action.

Implementing an Innovate RAP signals Council's readiness to develop and strengthen relationships, engage staff and stakeholders in reconciliation, and pilot innovative strategies to ensure effective outcomes.

Getting these steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Cardinia Shire Council on your Innovate RAP and I look forward to following your ongoing reconciliation journey.

Karen Mundine
Chief Executive Officer
Reconciliation Australia



Our vision for reconciliation

Our vision for reconciliation is a community that is welcoming, inclusive and respectful where Aboriginal and Torres Strait Islander voices are heard, valued, and reflected in decision-making across all levels of Council.

We acknowledge the deep and unbroken connection of the Bunurong and Wurundjeri peoples to the lands and waterways across Cardinia Shire and commit to walking alongside Traditional Custodians to embed cultural values into our policies, services, infrastructure, and workplace.

We acknowledge the painful legacy of colonisation. We recognise that reconciliation requires confronting our shared histories with honesty and humility and working to achieve healing and justice with Aboriginal and Torres Strait Islander peoples.

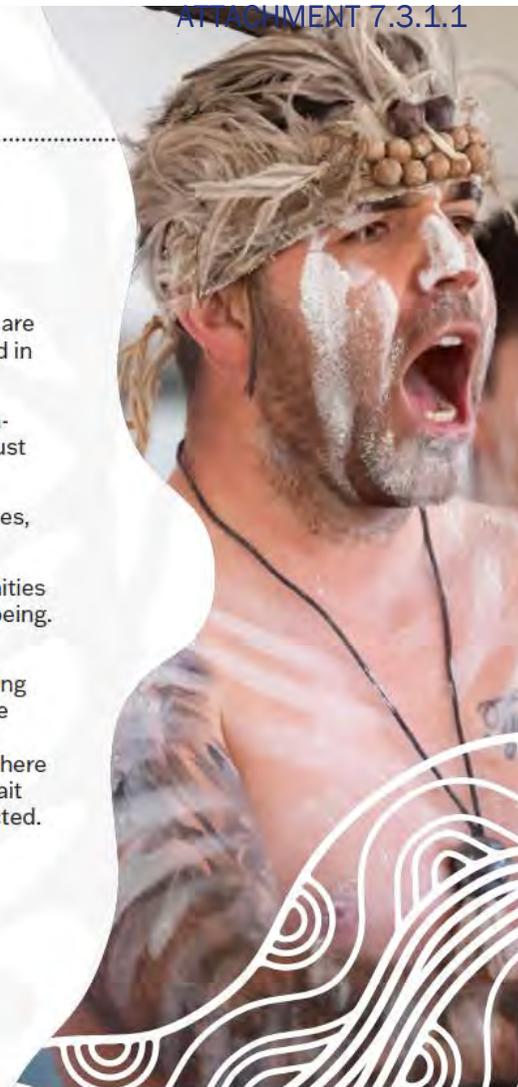
We are committed to working collaboratively to foster understanding of First Nations histories and vibrant culture. Our goal is to enhance equity, connection to culture and Country, positive health outcomes, leadership opportunities, and self-determination for Aboriginal and Torres Strait Islander community members.

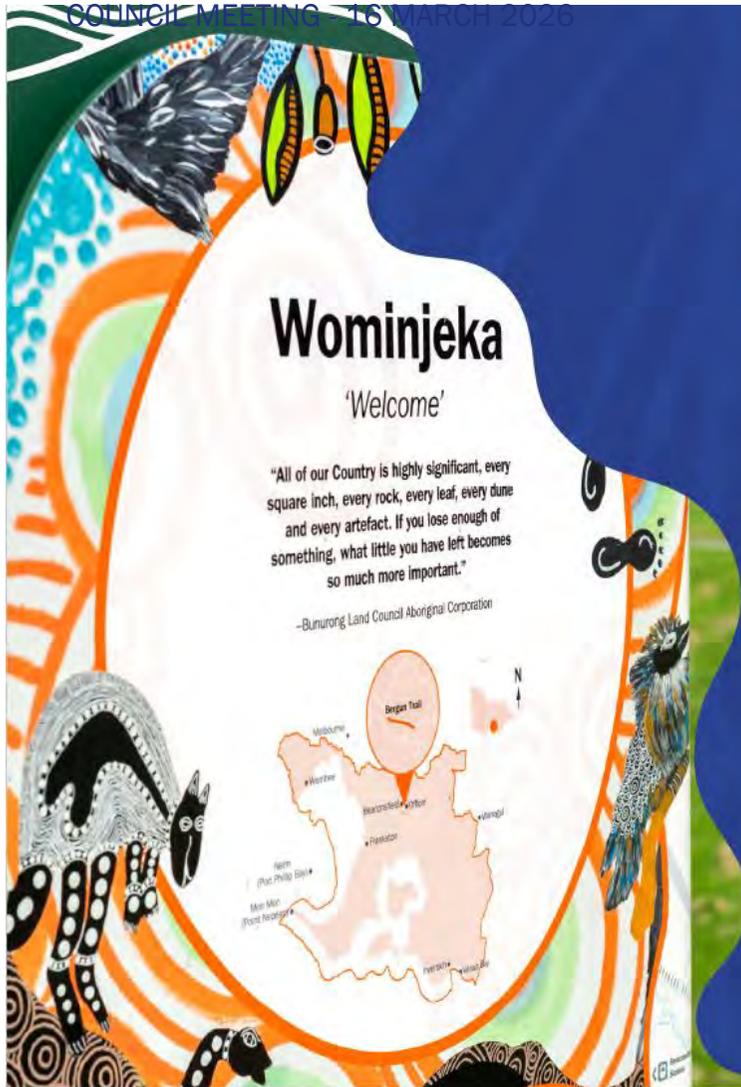
Statement of Reconciliation

Through our Reconciliation Action Plan, we are building a future where:

- Aboriginal and Torres Strait Islander peoples are empowered, celebrated, and actively involved in shaping the future of Cardinia Shire.
- Relationships between First Nations and non-Indigenous peoples are grounded in truth, trust and mutual respect.
- Cultural safety is upheld across our workplaces, community services, and public spaces.
- All people have equitable access to opportunities to support positive physical and mental wellbeing.

We are committed to learning from the past, acting with integrity in the present, and shaping a future where reconciliation is a shared journey. We are proud to play our part in creating a community where everyone belongs, and Aboriginal and Torres Strait Islander people feel safe, respected, and connected.





Our business

Cardinia Shire Council is a local government authority (LGA) located approximately 55 kilometres south-east of Melbourne's central business district. Covering an area of 1,280 square kilometres, the Shire includes urban growth areas, rural townships, foothill villages and rich agricultural landscapes. Cardinia Shire is one of Victoria's fastest-growing municipalities, with an estimated population of 132,289 in 2025, projected to exceed 167,000 by 2046.

As of the 2021 Census, 1,145 residents identified as an Aboriginal and/or Torres Strait Islander person, making up 1% of the total population, double the proportion recorded in 2011. This is higher in Cardinia Shire than the average across interface councils and Greater Melbourne.

Cardinia Shire is home to people from more than 117 cultural backgrounds, with 18% of residents speaking a language other than English at home. The Shire includes three key regions: our growing urban corridor (Beaconsfield, Pakenham and Officer), scenic hills villages (Emerald, Cockatoo, Gembrook), and productive southern rural areas (Lang Lang, Koo Wee Rup). Council provides a broad range of essential community services, infrastructure projects, programs, and activities to promote the wellbeing, sustainability, and prosperity of our diverse and expanding population. These services support residents across all life stages, from newborns to seniors, and extend to businesses, industries, and community organisations.

Council Mission 2025–29

We partner with our community to build a better Cardinia – where diversity and culture thrives, productive land and natural environments are protected, we look after today, and we plan for the future.

Community Vision 2040

“We acknowledge that we are on the traditional land of the Bunurong and Wurundjeri people.

We understand, value and incorporate these contributions, past and present. We empower everyone to have a voice. We speak with the optimism and insight of our people, the energy of our community members and the wisdom of all those that came before us.

We support all people of Cardinia so that they are strong, resilient, safe, socially connected and physically and mentally well. We do this by strengthening community cohesion through engagement and advocacy.

We care for our country. We take preventative and mitigative actions on climate change in our community, environment, and the planet in everything we do.

We are sustainable in the way we live, we work close to home, we grow food, and we make valuable contributions to the nation. We protect our community, farms, industries, landscapes and biodiversity to ensure they are resilient.

We provide fit for purpose infrastructure and services that cater for the growth of the community. Growth will be managed prudently and sustainably so that it enables our progress towards community priorities.

Through advocacy and community engagement, the infrastructure, local community and healthcare services are in place to meet our needs.”





Legislative and strategic alignment

Cardinia Shire Council is committed to upholding the rights and dignity of all people, including First Nations communities, through its responsibilities under Australian and Victorian law. These laws reflect Australia's commitment to international human rights and anti-discrimination principles, and guide councils to create inclusive, respectful and equitable environments.

Key legislation such as the Local Government Act 2020 and Gender Equality Act 2020 requires council to ensure that services, spaces and decisions are fair and accessible to everyone. Council must also take action to prevent family violence, promote inclusion for people with disability, and consider the impacts of climate change.

By aligning with these laws, Cardinia Shire Council strengthens its role as a partner in reconciliation, ensuring that its programs, services and policies support equity, cultural safety, and meaningful participation for Aboriginal and Torres Strait Islander peoples.

This Reconciliation Action Plan aligns with the Council Plan 2025–29, particularly the strategic objective of Thriving Communities. While it supports all five strategic objectives—Thriving Communities, Vibrant Places, Adaptive Environments, Prosperous Economies, and Responsible Leaders—it is recognised as a key initiative under Thriving Communities. Through this RAP, Council is strengthening relationships with Aboriginal and Torres Strait Islander peoples, enhancing cultural visibility, and improving access to culturally appropriate services. These efforts directly contribute to community identity, wellbeing, liveability, and inclusive service delivery — embedding reconciliation as a core part of how we serve our diverse and growing municipality.

Our workplace

Cardinia Shire employs 627 people through full-time, part-time, and contracted roles.

Council acknowledges the importance of Aboriginal and Torres Strait Islander employment and is committed to building a culturally safe and inclusive workplace. Cultural identification is not currently captured during the recruitment process; however, Council is working towards reviewing and improving its internal processes to ensure that data collection reflects intersectionality in a culturally safe, respectful, and meaningful way. This will help better understand and support the diverse experiences and identities within our workforce and strengthen our commitment to equity and inclusion.

Council's sphere of influence extends across internal staff, councillors, local community members, Traditional Owner groups, schools, local service providers, industry partners, and regional and state government. As we grow, we remain focused on balancing environmental conservation, infrastructure development, and community wellbeing, while embedding reconciliation and cultural values into the heart of our organisation.



Our Reconciliation Action Plan

Cardinia Shire Council is proud to present our third Reconciliation Action Plan (RAP), which reflects our ongoing commitment to reconciliation, respect, equity, and building meaningful relationships with Aboriginal and Torres Strait Islander peoples as outlined in our Mission and Vision. This RAP has been developed through deep listening and extensive community engagement, ensuring that the voices of First Nations community members, Traditional Owners, and stakeholders have guided our priorities and actions. It builds on the strong foundations of our previous RAPs and reflects the insights, achievements, and challenges we've encountered along the way.

Since 2015 Cardinia Shire Council has made significant progress in embedding reconciliation. We have strengthened partnerships with Traditional Owner groups through formal Memoranda of Understanding, supported youth leadership, improved access to culturally safe services, and created new employment and professional development pathways for Aboriginal and Torres Strait Islander staff.

In the development of Councils third Reconciliation Plan we recognise reconciliation requires ongoing collaboration, adequate resourcing, and alignment with Council's broader strategic priorities. These lessons have informed the development of this RAP, ensuring that actions are realistic, measurable, and embedded within existing workplans across Council.

Our successes:

Reconciliation Week - Cardinia
Shire Council proudly hosts a Reconciliation Flag Raising Event on Bunurong Country and community event on Wurundjeri Country, as part of our ongoing commitment to our Reconciliation Action Plan and First Nations communities.

Celebrating First Nations staff - Councils Community Strengthening Facilitator Aboriginal Engagement, Nadia Douglas, received a High Commendation Award at the 2024 Local Government Professional Sally Isaac Awards recognising the significant community contribution of young women.

Engaging through cultural awareness training - Councillors and Managers completed cultural training with Nomuckerlener First Nations Training. Staff were also invited to NAIDOC Cultural Awareness sessions with Gunuwarra and supported in creating personal Acknowledgements of Country with guidance from the Aboriginal Engagement Facilitator.



Deadly Day with Cardinia Marrung School Network - We are proud to support the delivery of the Koorie Kids Deadly Day, Koori Student Leadership Day and School Community of Practice through the local Cardinia Marrung School Network. In 2024 the Marrung Network won the Outstanding Koorie Education Award through Victorian Department of Education excellence awards.

Use of Indigenous Language - In consultation with our Place Names Advisory Committee, Bunurong Land Council Aboriginal Corporation and community feedback Council continues to identify opportunities to use Indigenous language when considering naming of local roads, features and localities. Boollam Boollam Child and Family Centre was named in 2024 and is the fourth Child and Family Centre to be named using Indigenous language.

Arts and cultural events - Our Arts and Creative Industries team has delivered a range of First Nations arts and cultural programs including the Walking Through a Songline Exhibition, Kutcha Edwards performance, Dancing Between the Echoes exhibition by local First Nations artist Emmy Webbers and Connecting to Country by Alex Kerr.

Bergun wayfinding trail Aboriginal Storytelling signage - Council has worked in partnership with the Bunurong Land Council, Little Rocket and artists Auntie Heather Kennedy and Mark Brown to create 12 Indigenous storytelling signs and an Indigenous sculpture that celebrate and tell the stories and of the Bunurong people of the Kulin Nation.

Council Identifies Reconciliation Action Plan as a key deliverable In the Council Plan 2025-29 - Councils dedication to Reconciliation is further solidified through inclusion of the Reconciliation Action Plan as a key deliverable identified through the Council Plan.



Developing our Reconciliation Action Plan

The development of Cardinia Shire Council's 2026–28 RAP was shaped by a comprehensive engagement process conducted between February and July 2025.

This included consultation with:

- Traditional Owners and Elders from the Bunurong, Boonwurrung, and Wurundjeri Woi Wurrung peoples
- over 50 Koorie students
- 290+ attendees at First Nations gathering places
- youth services
- health and early years providers
- more than 60 members across Council advisory networks.

Pop-up events, yarning circles, bush food sessions, and online surveys were used to ensure broad and inclusive participation.

From this engagement, we heard clearly about the importance of:

- Respect for culture, heritage, and identity
- Visibility and representation of Aboriginal and Torres Strait Islander peoples across the Shire
- Truth-telling and acknowledging shared histories
- Cultural safety in public spaces and services
- Inclusive decision-making and shared leadership
- Health and wellbeing access for First Nations communities
- Youth engagement, employment pathways, and self-determination
- Recognition of Country through dual naming, public art, and storytelling.

The General Manager Community and Planning Services serves as Cardinia Shire Council RAP champion working to embed reconciliation across Council. This in collaboration with Councillors and the RAP Internal Working Group provides for a whole-of-organisation approach where reconciliation is everyone's responsibility.

A dedicated RAP Internal Working Group, comprising managers and staff from across all areas of Council, has led the development of this plan. The group includes:

- Manager Community and Family Services
- Manager People and Culture
- Manager Governance, Safety and Property
- Manager Communications and Engagement
- Manager Arts Advocacy and Economy
- Manager Environment and Heritage
- Manager Active and Connected Communities
- Manager Planning and Design
- Manager Infrastructure Services
- Manager Business Transformation and Customer Service
- Coordinator Procurement and Accounts Payable
- Coordinator Safe and Inclusive Communities
- Coordinator Emergency Management
- Team Leader Community Strengthening
- Community Strengthening Facilitator - Aboriginal Engagement (First Nations representative).

Their collective leadership ensures that reconciliation is embedded across Council departments and services, creating genuine, lasting change.

Cardinia Shire Council acknowledges that reconciliation is a journey that requires listening, action, and accountability. We will continue to work closely with Traditional Owners and First Nations communities and partners in the delivery of this RAP.

We are committed to walking alongside Aboriginal and Torres Strait Islander peoples to build a future that honours their rights, voices, and connection to Country.

Our third RAP signals our continued drive to create a Shire where all people belong, and where the cultures and contributions of First Nations peoples are visible, valued, and respected.





Relationships



As the population of Aboriginal and Torres Strait Islanders continues to grow in Cardinia Shire, we are committed to fostering trust through genuine relationships with local Registered Aboriginal parties, Traditional Custodians, Aboriginal Controlled Services, Stakeholders and Community Organisations.

By building trust and understanding through reconciliation, we foster a collaborative environment that supports the wellbeing of the communities who live, work and connect within the shire.

The Relationships focus area aligns with the Council Plan 2025-29 strategic objective: Thriving Communities and within the Community Vision 2040.

The programs, facilities and places that we support are safe, inclusive, and enhance participation, wellbeing and resilience.

- With our many partner agencies and community groups, we promote community wellbeing, resilience, and a strong sense of belonging across our diverse and multicultural municipality.
- We provide opportunities for meaningful engagement and expression, support volunteerism, and maintain safe and accessible places and spaces.

Action	Deliverables	Timeline	Responsibility
<p>1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.</p>	<p>Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.</p>	<p>December 2026</p>	<p>Manager Community and Family Services</p>
	<p>Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.</p>	<p>June 2027</p>	<p>Manager Community and Family Services</p>
	<p>Establish partnerships with Aboriginal community-controlled organisations to deliver the Cardinia Shire First Nations Connection and Culture Program aimed at strengthening community connection and cultural identity as well as supporting early engagement and intervention with culturally appropriate support services.</p>	<p>June 2027</p>	<p>Manager Community and Family Services</p>
	<p>Work collaboratively with Aboriginal Gathering Places in neighbouring Municipalities to support access to Aboriginal and Torres Strait Islander programs and services for residents living in Cardinia Shire in particular school holiday programs.</p>	<p>November 2026</p>	<p>Manager Community and Family Services</p>
	<p>Continue to work with the local Koorie Engagement Support Officers and Marrung Steering Committee to support the delivery of cultural programs that focus on leadership skills and cultural connection for young First Nations people living within Cardinia Shire.</p>	<p>February 2028</p>	<p>Manager Community and Family Services</p>
	<p>Engage First Nations residents, artists and organisations co create and lead cultural education and celebration opportunities.</p>	<p>June 2026, 2027</p>	<p>Manager Community and Family Services</p>
	<p>Promote Aboriginal Controlled Community Organisations services to community through Cardinia Support website.</p>	<p>June 2026, 2027</p>	<p>Manager Community and Family Services</p>

Action	Deliverables	Timeline	Responsibility
2. Build relationships through celebrating National Reconciliation Week (NRW).	Integrate consistent guidance principles for engaging with Registered Aboriginal Parties and First Nations stakeholders within Council’s relevant strategies and processes to support staff across the organisation in understanding when and how to engage appropriately.	December 2026, 2027	Manager Communications and Engagement
	Investigate the formation of a First Nations led, Aboriginal and Torres Strait Islander Advisory Group or RAP Advisory Group in Cardinia Shire.	December 2026	Manager Community and Family Services
	Circulate Reconciliation Australia’s NRW resources and reconciliation materials to our staff.	May 2026, 2027	Manager Communication and Engagement
	RAP Internal Working Group members to participate in an external NRW event.	27 May – 3 June, 2026, 2027	General Manager Community and Planning Services
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May – 3 June, 2026, 2027	General Manager Community and Planning Services
	Organise at least one NRW event each year.	27 May – June, 2026, 2027	Manager Community and Family Services
	Register all our NRW events on Reconciliation Australia’s NRW website.	May 2026, 2027	Manager Community and Family Services
	Support local school leaders and Koorie students to attend NRW events.	27 May – 3 June, 2026, 2027	Manager Community and Family Services

Action	Deliverables	Timeline	Responsibility
3. Promote reconciliation through our sphere of influence.	Develop and implement a staff engagement strategy to raise awareness of reconciliation across our workforce.	December 2026	Manager People and Culture
	Participate in inter-council reconciliation networking to share opportunities and ideas across local government networks.	June 2026	Manager Community and Family Services
	Communicate our commitment to reconciliation publicly.	May-June 2026, 2027	Manager Communications and Engagement
	Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	March 2026, 2027	General Manager Community and Planning Services
	Collaborate with RAP organisations and other like-minded organisations to develop innovative approaches to advance reconciliation.	December 2026	Manager Community and Family Services
	Provide staff and community opportunities to build knowledge of First Peoples histories through shared truths recorded by the Yoorrook Justice Commission.	June 2026	Manager Community and Family Services
	Review and update staff induction content to ensure it aligns with RAP outcomes.	August 2026	Manager People and Culture

Action	Deliverables	Timeline	Responsibility
<p>4. Promote positive race relations through anti-discrimination strategies.</p>	<p>Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.</p>	<p>June 2026</p>	<p>Manager People and Culture</p>
	<p>Develop, implement, and communicate an anti-discrimination policy for our organisation.</p>	<p>June 2026</p>	<p>Manager People and Culture</p>
	<p>Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy.</p>	<p>June 2026</p>	<p>Manager People and Culture</p>
	<p>Educate senior leaders on the effects of racism.</p>	<p>December 2026</p>	<p>Manager People and Culture</p>
	<p>Support bystander training for community groups, schools, sporting clubs and services within Cardinia shire</p>	<p>December 2026</p>	<p>Manager Community and Family Services</p>





Respect



Cardinia Shire Council recognises that genuine respect for Aboriginal and Torres Strait Islander cultures, heritage, knowledge, and rights is essential to reconciliation and our core business. We are committed to fostering cultural understanding, appreciation, and ongoing learning across all areas of our organisation.

Through visible recognition, celebration of culture, and the promotion of cultural safety, we aim to build a community where Aboriginal and Torres Strait Islander peoples feel valued and heard; by embedding cultural protocols and truth-telling into our practices, we acknowledge the strength and resilience of First Nations communities and support their ongoing self-determination. We strive to build a respectful environment for all.

Action	Deliverables	Timeline	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Conduct a review of cultural learning needs within our organisation.	December 2026	Manager People and Culture
	Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors to inform our cultural learning strategy.	December 2026	Manager People and Culture
	Develop, implement, and communicate a cultural learning strategy document for our staff.	June 2027	Manager People and Culture
	Provide opportunities for RAP Working Group members, HR managers and other key leadership staff to participate in formal and structured cultural learning.	July 2026	Manager People and Culture
	Celebrate Wurundjeri Week: Collaborate with the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation to deliver activities during Wurundjeri Week that celebrate and promote understanding of Wurundjeri Woi Wurrung histories, culture, and ongoing connection to Country.	August 2026, 2027	Manager Community and Family Services
	Work in partnerships with Yarra Ranges in delivering education and cultural opportunities for community.	December 2026	Manager Community and Family Services
	Build an online Aboriginal and Torres Strait Islander page on Councils intranet where employees can access information about Aboriginal and Torres Strait Islander histories and cultures.	June 2026	Manager Community and Family Services
	Update and improve information on Councils public website to support residents access information about Aboriginal and Torres Strait Islander histories and cultures.	June 2026	Manager Community and Family Services

Action	Deliverables	Timeline	Responsibility
	Identify and facilitate opportunities for employees to attend events and workshops that increase awareness and understanding in cultural sensitivity in working with Aboriginal and Torres Strait Islander stakeholders.	August 2026, 2027	Manager People and Culture
	Develop an online training module accessible to staff and community with information on our Registered Aboriginal Parties and reconciliation.	June 2026	Manager Community and Family Services
	Provide opportunities for the broader community to connect with and learn about First Nations histories and cultures in Cardinia Shire through Councils communication channels, art, community and open spaces.	August 2026	Manager Community and Family Services
	Promote culturally significant areas within the shire to Cardinia residents, highlighting opportunities to engage with Cultural walks, interpretive signage, and other Indigenous cultural initiatives.	June 2026	Manager Communication and Engagement
	Identify and provide a culturally appropriate information piece and/or small gift to all new citizens at Council Citizenship Ceremonies.	June 2026	Manager Governance, Safety and Property
	Celebrate and elevate First Nations voices, stories and creative expression through the annual arts programme.	February 2028	Manager Arts, Advocacy and Economy
	Review and update the Creative Industries Strategy to strengthen the role of Aboriginal and Torres Strait Islander arts and culture in fostering cultural learning, enhancing visibility, and deepening community understanding, respect, and recognition of First Nations cultures, histories, knowledge, and rights.	December 2026	Manager Arts, Advocacy and Economy

Action	Deliverables	Timeline	Responsibility
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	December 2026	Manager People and Culture
	Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	December 2026	Manager People and Culture
	Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	May 2026, 2027	Manager Community and Family Services
	Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings.	February 2026	Manager Governance, Safety and Property
	Undertake an audit of Acknowledgement of Country signage across all Council-managed facilities and in consultation with Traditional Owners. Explore integrating signage requirements into Council's building and facility standards to strengthen cultural recognition and inclusivity.	December 2027	Manager Community and Family Services
	Ensure a display of the Aboriginal and Torres Strait Islander flags is at all of Councils staffed facilities to promote cultural inclusivity and recognition.	June 2026	Manager Buildings and Facilities
	In consultation with First Nations communities and Traditional Owners develop a guide to providing culturally welcoming and inclusive spaces.	June 2027	Manager Community and Family Services
	Ensure Councils Integrated Child and Family Centres and Youth Centre are culturally welcoming and inclusive spaces providing culturally appropriate resources in waiting areas.	June 2026	Manager Community and Family Services

Action	Deliverables	Timeline	Responsibility
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	RAP Working Group to participate in an external NAIDOC Week event.	First week in July 2026, 2027	Manager Community and Family Services
	Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week.	December 2026	Manager People and Culture
	Promote and encourage participation in external NAIDOC events to all staff.	First week in July 2026, 2027	Manager Community and Family Services
	In partnership with First Nations residents, artists or organisations provide opportunities for staff and community to participate in NAIDOC week activities.	First week in July 2026, 2027	Manager Community and Family Services
8. Demonstrate respect to Aboriginal and Torres Strait Islander peoples through appropriate use of traditional languages.	In consultation with Traditional Owners identify opportunities to use local Aboriginal Language (Woi Wurrung, Boonwurrung) in places and spaces across Cardinia Shire.	April 2026	Manager Governance, Safety and Property
9. Demonstrate respect for Traditional Owners through cultural heritage management and on Country and caring for Country initiatives.	Explore opportunities for council to support Caring for Country and Bunurong Forest Garden initiatives.	July 2026, 2027	Manager Environment and Heritage
	Collaborate with Traditional Owner groups to embed Traditional knowledge into future local conservation initiatives.	February 2028	Manager Environment and Heritage
	Work with Bunurong Land Council to identify and deliver training opportunities for staff involved in on-Country works, including those engaged in infrastructure, environmental management, land use, planning, and design.	June 2026	Manager People and Culture



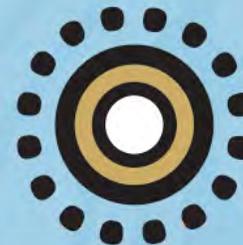


Opportunities



We aim to ensure our organisation provides pathways to support First Nations employment and economic development. By fostering business and leadership education and employment pathways, we support the growth of Aboriginal businesses and the health and wellbeing of their communities.

We are committed to improving access to health and wellbeing services and promoting a strong local identity through opportunities and connection.



Action	Deliverables	Timeline	Responsibility
10. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development.	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	June 2027	Manager People and Culture
	Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy.	June 2027	Manager People and Culture
	Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.	December 2027	Manager People and Culture
	Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.	February 2028	Manager People and Culture
	Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.	June 2027	Manager People and Culture
	Engage with the National Indigenous Australians Agency (NIAA), Traditional Owners and Land Councils to explore Indigenous Rangers Programs to identify opportunities to apply a new program in Cardinia Shire in the future.	July 2027	Manager Environment and Heritage
11. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Develop and implement an Aboriginal and Torres Strait Islander procurement strategy.	June 2026	Coordinator Procurement and Accounts Payable
	Investigate Kinaway Chambers of commerce partnership.	June 2026	Coordinator Procurement and Accounts Payable
	Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.	December 2026	Coordinator Procurement and Accounts Payable

Action	Deliverables	Timeline	Responsibility
<p>12. Facilitate the connection of local First Nations peoples to promote positive social, health, and economic outcomes.</p>	<p>Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.</p>	<p>June 2026</p>	<p>Coordinator Procurement and Accounts Payable</p>
	<p>Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses.</p>	<p>December 2026</p>	<p>Coordinator Procurement and Accounts Payable</p>
	<p>Review existing procedures for emerging and professional artists to minimize obstacles for First Nations artists, enabling greater opportunities in creative and cultural programs within the Shire.</p>	<p>June 2026</p>	<p>Manager Arts, Advocacy and Economy</p>
	<p>Investigate and review how reconciliation is currently advanced through Councils major contracts, grants and linkages with community.</p>	<p>December 2026</p>	<p>Manager Community and Family Services</p>
	<p>Advocate for the creation of a dedicated Aboriginal gathering place or community space for Aboriginal and Torres Strait Islander peoples within the Cardinia Shire.</p>	<p>December 2026, 2027</p>	<p>Manager Arts, Advocacy and Economy</p>
	<p>Through promotion and programming activate and support the use of the Kooweerup Regional Health Service Aboriginal meeting place and bush school.</p>	<p>December 2026</p>	<p>Manager Community and Family Services</p>
	<p>Support Aboriginal and Torres Strait Islander families by working in partnership with local Aboriginal organisations, gathering places, and playgroups that provide culturally safe spaces, connection to community, and access to services that strengthen wellbeing and identity.</p>	<p>July 2026</p>	<p>Manager Community and Family Services</p>





Governance



Action	Deliverables	Timeline	Responsibility
13. Establish and maintain an effective RAP Working group (RWG) to drive governance of the RAP.	Maintain Aboriginal and Torres Strait Islander representation on the RWG.	March, June, September, December 2026, 2027	General Manager Community and Planning Services
	Establish and apply a Terms of Reference for the RWG.	Review March 2026, 2027	General Manager Community and Planning Services
	Meet at least four times per year to drive and monitor RAP implementation.	March, June, September, December 2026, 2027	General Manager Community and Planning Services
14. Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	October 2026, 2027	General Manager Community and Planning Services
	Engage our senior leaders and other staff in the delivery of RAP commitments.	March, June, September, December 2026, 2027	General Manager Community and Planning Services
	Define and maintain appropriate systems to track, measure and report on RAP commitments.	March 2026, 2027	Manager Community and Family Services
	Appoint and maintain an internal RAP Champion from senior management.	March 2026, 2027	General Manager Community and Planning Services

Action	Deliverables	Timeline	Responsibility
15. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence.	June 2026	Coordinator Procurement and Accounts Payable
	Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Survey.	December 2026	Coordinator Procurement and Accounts Payable
	Complete and submit the annual RAP Impact Survey to Reconciliation Australia.	June 2026	Manager Arts, Advocacy and Economy
	Report RAP progress to all staff and senior leaders quarterly.	December 2026	Manager Community and Family Services
	Publicly report our RAP achievements, challenges and learnings, annually.	December 2026, 2027	Manager Arts, Advocacy and Economy
	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	December 2026	Manager Community and Family Services
	Submit a traffic light report to Reconciliation Australia at the conclusion of this RAP.	July 2026	Manager Community and Family Services
16. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	December 2027	Manager Community and Family Services



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Cardinia Shire Council

Customer Service Centre
20 Siding Avenue, Officer
Postal address
PO Box 7 Pakenham 3810

Phone: 1300 787 624

Email: mail@cardinia.vic.gov.au

Web: www.cardinia.vic.gov.au

Speak and Listen users:
1300 555 727
(ask for 1300 787 624)



Translating and
Interpreting Service (TIS)
131 450 (ask for 1300 787 624)



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bayila.com.au



7.4 Financial Reports

7.4.1 CONTRACT AWARD RFT000077 - PROVISION OF ENTERPRISE SYSTEMS

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>5.5 Continuous improvement - We take advantage of emerging technologies to continuously improve our customer experience, ensure our services are efficient, scalable and secure.</p> <p>5.6 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 fulfil Council's legal obligations.</p>

Recommendation

That Council:

1. Awards the contract for Provision of Enterprise Systems to TechnologyOne Ltd for the amount as specified in the confidential attachments 1 and 3, for the duration of five years plus extension options of three plus two years.
2. Approves the use of any contingency items as outlined in the confidential attachments for the delivery of this contract should they arise throughout the course of the contract.
3. Delegates CEO to have the authority to approve up to 10% variation on the total contract value as declared in Recommendation 1.

Executive Summary

The purpose of this report is to seek approval for the award of the tender RFT000077 Provision of Enterprise Systems.

The following provides a summary of the tender evaluation process, for the appointment of the preferred tenderer, TechnologyOne Ltd, to be awarded the Contract.

Background

During 2024, officers commenced a review of Council's core enterprise business systems – the specialised software used to deliver Council functions, such as customer service, asset management, budgeting and forecasting, asset management and public works, and staff management.

The review identified and quantified functional gaps, inefficiencies and risks that have been identified in recent years, including outstanding internal audit recommendations. At the 14 April 2025 Ordinary Council Meeting a summary of the findings was presented, as well as a business case and recommendation that budget be allocated for a multi-year business systems improvement program.

The 2025/2026 Council budget included provision over 4 years for the project, as follows.

FY 25/26	FY 26/27	FY 27/28	FY 28/29
\$2m	\$10m	\$10m	\$10m

The objectives of the project were described in the officer's report as follows:

To be considered, potential business systems should meet the following objectives in order to meet current and future needs:

- *Improved Customer Experience: Enabling digital-first services to provide residents with seamless, real-time access to Council services.*
- *Operational Efficiency: Streamlining operations to reduce costs, improve productivity, and support scalable service delivery.*
- *Modern, Cloud-based Platform: Replacing old systems with a unified, scalable, and cloud-based platform that integrates various functions such as finance, HR, asset management, and customer service.*
- *Automation and Integration: Introducing automation to reduce manual processes and integrating data across departments to create a single source of truth.*
- *Enhanced Cybersecurity: Implementing advanced security features to protect sensitive information and ensure compliance with regulatory requirements.*
- *Future ready: provide Council with the data and technological base to take full advantage of future developments, such as improvement in AI tools, security improvements and legislative changes.*

Description of Tendered Services/Goods

The tender was created in consultation with subject matter experts within council and an external consultant, Corporate Strategic Systems (CSS), who has extensive experience in assisting councils in this process.

The tender sought software solutions to support the following operational areas:

- Core data, integration and security platform
- Property & Rating
- Finance, incl Procurement, & Project Management
- Regulatory & Compliance
- Asset Management and asset maintenance works
- Customer Request Management
- HR & Payroll
- Records Management

The tender invited proponents to submit based upon a single platform solution, or a solution built upon multiple, specialised software components ("breed-of-breed" solutions). A well-integrated overall solution was sought, allowing for secure information flow and end-to-end workflows to be achieved in the organisation, thus enabling expected efficiency targets.

The tender contained extensive functional requirements over the required work areas, plus additional organisational qualitative conditions. Price was to be submitted for yearly SaaS fees over five years, implementation costs, other ancillary costs and consulting rates.

A public tender was called on 6 September 2025 and closed on 14 October 2025. Four submissions were received from the following:

Tenderer	Tenderer
Datacom Solutions (AU) Pty Ltd	ReadyTech Gov Solutions Pty Ltd
iTANZ Infinity Pty Ltd	Technology One Limited

Due to the potential overall contract term price and to ensure a rigorous and compliant tender process a Probity Advisor was appointed. Anne Dalton & Associates were successful and were appointed for the duration of the tender evaluation process. An independent probity report is included (**Confidential Attachment 2**). The probity report confirms that the evaluation process was fair, impartial and defensible, and that no unresolved probity issues remain.

Tender Evaluation

Tenders were evaluated by the Evaluation Panel in accordance with the evaluation criteria outlined in the Request for Tender documentation. The criteria and allocated weightings are as follows:

Evaluation Criteria	Weightings	Non-price / Price Weighting
<u>Technical and Capability</u>		
Compliance with Functional Specification	30%	
Capability & Experience	30%	
Customer Service & Support	20%	
Implementation	20%	
Commercial Capability	Not weighted. Comply/Not Comply	
Total	100%	60%
<u>Financial</u>		
Licensing - SaaS + Maintenance Fees	60%	
Implementation Fees	40%	
Total	100	40%
GRAND TOTAL		100%

The Evaluation Panel consisted of:

- Chief Finance Officer
- Chief Information Officer
- Manager Operations
- Manager Business Transformation & Customer
- Coordinator People Operations
- Coordinator Asset Management Projects
- Coordinator Statutory Planning
- Project Manager Enterprise Systems
- Independent External Consultant (CSS)

Details of the full evaluation process and responses are included in the Confidential Attachment to this report.

The appointed Probity Advisor reviewed the Tender documents prior to public release and reported no probity concerns throughout the tender evaluation process.

The Evaluation Panel concludes that the tender submitted by TechnologyOne, will provide council with best value for the following reasons:

- Achieves the best score based upon the method of evaluation
- Demonstrates specific, relevant experience and capability to undertake the works in accordance with the detailed requirements
- Is a leading supplier of SaaS software to local government throughout Australia
- Their product is purpose built for local government with a strong understanding of the legislative requirements, operational needs and community expectations.

Policy Implications

This tender complied fully with the 2025 – 2029 Cardinia Shire Council Procurement Policy and associated requirements.

Financial and Resource Implications

The total recommended awarded contract amount is within current budget allocation and remains part of the capital works program for the implementation component.

Upon approval, the terms of contract would include the immediate payment of year 1 costs, and as such the total project budget phasing would be modified, to bring forward funding from the 26/27 Capital budget. The overall project funding envelope is not changed, and bringing forward the first contract payment can be managed within this year's capital program allocation.

Post implementation yearly SaaS fees will revert to the IT operational budget for ongoing management.

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 1,2 and 3** (listed in Attachments section) -Tender Evaluation Report, Probity Report and Detailed Financial Report – is designated confidential information pursuant to the *Local Government Act 2020*, s.3(1)(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. Confidential Attachment 1 - RFT000077 Tender Evaluation Report Enterprise Software [7.4.1.1 - 28 pages]
2. Confidential Attachment 2 - Probity Report RFT000077 [7.4.1.2 - 4 pages]
3. Confidential Attachment 3 - RFT000077 Provision of Enterprise Systems detailed financial report [7.4.1.3 - 2 pages]

7.4.2 CONTRACT AWARD CT000630 - MICROSOFT LICENSING AGREEMENT

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. Awards the contract for CT000630 Microsoft Licensing to Logicalis Pty Ltd for 3 years, from 1 April 2026 to 31 March 2029.
2. Approves the use of any contingency items as outlined in the confidential attachment for the delivery of this contract should they arise throughout the course of the contract.

Executive Summary

The purpose of this report is to recommend that Council accepts the proposal submitted by Logicalis Pty Ltd for Microsoft Licensing for the next 3 years.

Background

Council uses the Microsoft suite of products extensively throughout all areas of operations. Licensing is not provided directly from Microsoft, rather through contracts with third party vendors. Council's current agreement is expiring on 31 March 2026, and Council has gone to market through a procurement panel for proposals from current and other vendors.

Council sought proposals from three vendors on an approved procurement panel and recommend that Council engage with Logicalis Pty Ltd for the provision of Microsoft licensing for the next three years through a Procurement Australia IT software panel.

Description of Tendered Services/Goods

Licensing to use the Microsoft suite of products on Council devices for the purposes of delivering services to the community.

Tender Evaluation

Proposals were evaluated based on the following criteria:

- Overall cost over three years
- Inclusions over and above such as additional discounts or rebates and access to Microsoft Premium Support

Policy Implications

This agreement meets Cardinia's Procurement Policy.

Financial and Resource Implications

All Information Technology costs are appropriately budgeted during each year's operational budget process. Annual licensing costs for the Microsoft suite of products are considered and included every year. The final price is determinant according to the number of user licenses required, as well as the type of license required, such as on premise or online. The costs are heavily discounted from Microsoft's RRP, and further discounts have also been obtained.

In addition, the proposal from Logicalis also includes 10% for annual Online Services as a Tech Fund. Also included in the Logicalis proposal is access to Microsoft Premium Support at no additional cost.

The total recommended awarded amount is within budget and part of the operational budget.

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 1** (listed in Attachments section) - Microsoft CSP (Cloud Service Provider) Proposal – is designated confidential information pursuant to the *Local Government Act 2020*, s.3(1)(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. Confidential Attachment 1 - Logicalis Microsoft CSP Proposal [7.4.2.1 - 13 pages]

7.5 Activity Reports

Nil

8 Reports By Councillors

9 Presentation Of Petitions

9.1 SEAL VIEW HILL ROAD, COCKATOO

Recommendation

A petition has been received at Council from Lead petitioner, Paul Keen in respect of 'Seal View Hill Road, Cockatoo'.

That Council:

1. Receives petition titled, 'Seal View Hill Road, Cockatoo'.
2. Considers a report be submitted to a future Council meeting of no more than 3 meetings for consideration;
3. Notifies the lead petitioner, Paul Keen of the progress of the petition.

10 Notices Of Motion

10.1 NOTICE OF MOTION 1126 - CR POTTER

Motion

I, Cr Samantha Potter hereby give notice of my intention to move the following motion at the Council Meeting to be held at 6.00pm on Monday 16 March 2026:

1. That Council submits the following motion to MAV State Council and ALGA National General Assembly:

That the Municipal Association Victoria (MAV) and the Australian Local Government Association (ALGA) write to and meet with the Victorian Minister for Planning to advocate for the following:

1. *Appropriately fund infrastructure in recognised growth area Council's. Funding should be based on actual population growth and funding models should be amended to enable Growth Area Councils to remain financially viable while providing increased road and community facilities as their communities grow and*
 2. *Urgently reinstate a fully funded Growing Suburbs Fund (or similar fund) to provide essential project funding for the delivery of much-needed infrastructure in Melbourne's growing suburbs.*
2. That Council authorises the Chief Executive Officer to make any necessary minor changes in submitting this motion.

10.2 NOTICE OF MOTION 1127 - CR POTTER

Motion

I, Cr Samantha Potter hereby give notice of my intention to move the following motion at the Council Meeting to be held at 6.00pm on Monday 16 March 2026:

1. That Council submits the following motion to Municipal Association Victoria (MAV) State Council:

That the Municipal Association Victoria (MAV) write to and meet with the Victorian Minister for Disability to advocate for the following:

- 1. Acknowledge and support the role of Council's in meeting Federal and State disability legislative requirements along with delivering and advancing the Victorian State Disability Action Plan through local planning, accessible infrastructure, and community inclusion initiatives.*
 - 2. Re-instate the "Metro Access" funded positions (subsumed by the NDIS).*
 - 3. Redirect State Government Universal Design, and accessible elements of the Local Government and community Infrastructure Funds to provide dedicated and ongoing funding to councils to deliver accessible and inclusive community infrastructure meets the local community's identified access needs—such as safer pathways, inclusive play spaces, accessible public toilets, and other infrastructure that supports full participation and independence.*
 - 4. Ensure that local government assets meet contemporary accessibility requirements and deliver consistent, equitable access for people with disability.*
 - 5. Advocate for a comprehensive review of the Disability Discrimination Act (DDA) strengthening accessibility requirements, clarify compliance obligations for councils, and improves outcomes for people with disability.*
2. That Council authorises the Chief Executive Officer to make any necessary minor changes in submitting this motion.

10.3 NOTICE OF MOTION 1128 - CR POTTER

Motion

I, Cr Samantha Potter hereby give notice of my intention to move the following motion at the Council Meeting to be held at 6.00pm on Monday 16 March 2026:

1. That Council submits the following motion to the Municipal Association Victoria (MAV) State Council:

That the Municipal Association Victoria (MAV) write to and meet with the Victorian Minister for Disability to:

- 1. Recognise local councils as key partners in NDIS reform, acknowledging their essential role in supporting people with disability in local communities.*
 - 2. Redirect NDIS Local Area Coordinator funding for Information, Linkages and Capacity Building (ILC) grants to Local Government to implement for the 85% of people with disability who do not reach NDIS access and who rely on community-based supports, services, and infrastructure.*
 - 3. Provide dedicated and ongoing funding to councils to enable the delivery of accessible, inclusive, and equitable community infrastructure, programs and services.*
2. That Council authorises the Chief Executive Officer to make any necessary minor changes in submitting this motion.

10.4 NOTICE OF MOTION 1129 - CR NICKELL

Motion

I, Cr David Nickell hereby give notice of my intention to move the following motion at the Council Meeting to be held at 6.00pm on Monday 16 March 2026:

That Council:

1. Notes that the inconsistent use of Fire Danger Ratings and associated data being used to inform decisions across State government departments and agencies servicing Cardinia is creating community confusion and inconsistent service delivery, particularly impacting schools and early year's service providers.
2. Writes to the Minister for Education and Minister for Emergency Services seeking a commitment and anticipated timeline to improve and align relevant policies to provide consistent and clear information to the community.
3. Requests that the Cardinia Municipal Emergency Management Planning Committee consider this matter at a future committee meeting with a view of making a recommendation on how best to improve alignment and consistency to the Regional Emergency Management Planning Committee and escalation to other agencies as considered appropriate.

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 – Confidential - Contract Award is designated confidential on the grounds that it relates to s.3(1)(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.

15 Meeting Closure